

MINUTES

BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY REGULAR MEETING

July 19, 2004

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, July 19, 2004, at 2:00 p.m. Commissioners Bob Beerbower and Al Carter were present. Commissioner Morrisette was on vacation and was excused. Also in attendance was Donna Caton, Clerk of the Board and Jim Baker, Senior Deputy Prosecuting Attorney.

MINUTES OF PREVIOUS MEETING: The minutes of the Commissioners' Meeting of July 12, 2004 were approved as presented.

BIDS

None

HEARINGS

None

PRESENTATIONS

Billie MacFarlane, NeighborWorks of Grays Harbor Regarding CDBG General Purpose Grant Application: Billie MacFarlane, Executive Director, of NeighborWorks of Grays Harbor, provided a presentation regarding the organization and the clientele they serve. Ms. MacFarlane expressed appreciation to the Board for their support and sponsorship of the past Community Development Block Grant (CDBG). Royce Travis provided a staff report regarding housing services. Ms. Travis reported she has been employed with NeighborWorks for 11 years working in Housing Counseling. The Housing Counseling is the hub of the entire office. The primary goal is to keep people in their homes and help them achieve safe and affordable housing. Emphasis is on home ownership and finding secure employment. Approximately 100-150 households are served per month. A weekly article is submitted for the newspaper and once a year they submit an article titled "I didn't know you did that". Pat Beatty provided a staff report regarding construction and inspection. Mr. Beatty reported that he is a member of the construction staff for NeighborWorks. They inspect homes prior to a purchase with emphasis on health and safety issues. They assist in the entire process through rehab, design, bid, selection of a contractor, and inspections and payouts. Lien releases are obtained to protect the house and they take steps to prevent problems and match contractors to homeowners. They offer construction oversight on a for-hire basis and offer lead-based paint services. Mr. Beatty reported that he is a certified risk assessor for

lead-based paint. Ms. MacFarlane commented that they assist and train contractors on how to bid a job.

Action: A motion was made, seconded and passed to direct staff to move forward with this project.

DEPARTMENTS

FAIR

1. Request Approval, Tourism Enhancement Grant Request – Lake Quinault Community Action Forum: Grays Harbor Tourism has received a Festival grant request for One-Time-Only Funding from Lake Quinault Community Action Forum. The funds will be used for advertising and promoting the 2004 Mushroom Festival in Lake Quinault, October 22 – 24, 2004. The grant amount recommended by the Tourism Advisory Board is \$500. A motion was made, seconded and passed to approve the Tourism Enhancement Grant application from Lake Quinault Community Action Forum. Funds are used to advertise and promote festivals or events outside the Grays Harbor market. Requests will be funded upon receipt of expenditures.

FORESTRY

1. Request Approval, Set Bid Opening Date for August 9, 2004 for Pre-Commercial Thinning and Mechanical Shovel Piling: A motion was made, seconded and passed to set August 9, 2004 at 2:00 p.m. as the time and date for opening of sealed bids for precommercial thinning and mechanical shovel piling. The precommercial thinning project is approximately 252 acres and the mechanical shovel piling project is approximately 185 acres.

The Clerk of the Board announced the following item from the Forestry Department that was received after the agenda was prepared and distributed:

2. Request Approval, Timber Contract Completion: Norris Logging Company has satisfactorily completed all the terms and conditions of the contract for the Stevens Creek No. 4 Timber Sale. A motion was made, seconded and passed to accept the contract as complete and release the performance bond and payment security as posted by Norris Logging Company for this sale.

JUVENILE

1. **Request Approval, Contract with Quinault Nation:** A motion was made, seconded and passed to approve a Juvenile Services Contract with the Quinault Nation. The contract is in the amount of \$73,000. The daily rate for the period beginning January 1, 2004 shall be \$100 per day per Juvenile Offender for a total of \$200 per day. This contract will provide two Juvenile Detention bed spaces commencing upon approval of this contract.

PROSECUTING ATTORNEY

1. **Request Approval, 2004 County Code Supplement:** The most recent Grays Harbor County Code supplement was published in August 2003 and includes ordinances through 308. Since that time the Board has adopted several new ordinances that either amend or add new provisions to the code. In order to maintain a current, accurate and useful code, it is necessary to have a current supplement prepared and published by LexisNexis Municipal Codes, who prepared the original County Code in 2002. Based upon the number of code pages to be supplemented, it is anticipated that the expense to the County for preparation of a 2004 county code supplement is \$1,500. Funds are available in the Special Projects Fund to cover this expense. A motion was made, seconded and passed to approve the request as outlined.

2. **Request Approval, Assignment Agreement by Cotton Law Offices to Attorney Therese Wheaton of the 2004 Court Defense Attorney Contract:** A motion was made, seconded and passed to approve an assignment agreement by Cotton Law Offices to Attorney Therese Wheaton of the Grays Harbor County District Court Defense Attorney Contract, which was approved December 15, 2003 by the Board for calendar year 2004. As an employee of Cotton Law Offices, Ms. Wheaton has been assigned indigent defense cases by District Court since the beginning of this year. Cotton Law Offices and Ms. Wheaton have terminated their professional relationship and both Cotton Law Offices and Ms. Wheaton desire that Ms. Wheaton be assigned the obligations and benefits of this indigent defense contract. The Prosecutor's office verified and obtained proof of Ms. Wheaton's professional errors and omissions insurance coverage in an amount in full compliance with the contract's requirements.

PUBLIC HEALTH & SOCIAL SERVICES

1. **Request Approval, Amend DSHS Contract, Division of Developmental Disabilities – Transition from Public Schools to Community Employment:** A motion was made, seconded and passed to approve an amendment to the County's contract with

the State DSHS, Division of Development Disabilities that adds \$17,900 targeted to services for young people transitioning from public schools to community employment.

2. **Request Approval, Amend DSHS Contract, Division of Developmental Disabilities – Parent to Parent Program:** A motion was made, seconded and passed to approve an amendment to the County's contract with the DSHS Division of Developmental Disabilities that adds \$8,000 to support the local Parent to Parent program.

3. **Request Approval, Amend ARC Contract for Parent to Parent Services:** A motion was made, seconded and passed to approve an amendment to the County's contract with Arc of Grays Harbor that adds \$8,000 to fund their Parent to Parent Services.

4. **Request Approval, Agreement with DSHS – Loan for State Grant Expenditures:** A motion was made, seconded and passed to approve an Agreement between the State DSHS and the County. This Agreement allows DSHS to loan the County up to two months of State grant expenditures for Developmental Disabilities, Substance Abuse and Mental Health Programs. This allows the County to pay contractors in a timely manner. The advance payment arrangement has been in effect for many years and the Agreement extends the current practice through June 30, 2005.

PUBLIC SERVICES

1. **Request Approval, Pre-Disaster Mitigation Grant Agreement:** A motion was made, seconded and passed to approve an agreement for a Pre-Disaster Mitigation grant. The anticipated project cost is \$67,000. The County is responsible for providing a 25% match or the equivalent of \$17,000 in cash or services. The funding received from the Military Department, Emergency Management Division will help offset the cost associated with the development of a local all hazard plan. The Board authorized the Department to begin a request for proposals process (RFP). This would allow the Department to initiate the process to select a consultant to assist with the development of the plan, as described in the initial scope of work.

2. **Request Approval, Personal Services Contract for Appraisal Review – North River Road Curve Realignment Project:** A motion was made, seconded and passed to approve one (1) Personal Services contract for an Appraisal Review on the North River Road Curve Realignment, C-96130-31. With approval hereon, the Public Works Department will proceed with hiring the Granger Company for the amount of \$600.

3. **Request Approval, 2005-2007 Rural Arterial Program:** A motion was made,

seconded and passed to approve RAP Prospectuses for the following projects:

<u>Priority</u>	<u>Project</u>	<u>Project Rating</u>	<u>RAP Funds Requested</u>
1.	Ocean Beach Road Hazard Elimination Project M.P. 2.5 to M.P. 2.8	91.35	\$350,000
2.	Wishkah Road Curve Revision M.P. 9.2 to M.P. 9.6	93.38	\$650,000
3.	Devonshire Road Reconstruction M.P. 9.2 to M.P. 9.6	50.14	\$1,000,000

The department recommended that these projects be submitted to CRAB as RAP project candidates for the 2005-2007 Biennium. Each project approved as a RAP project will be eligible for State Design and Construction Funds.

ANNOUNCEMENT(S):

None

CORRESPONDENCE:

None

PUBLIC COMMENT

Vice-Chairman Beerbower asked for public comment. There was no public comment.

STAFF MEETINGS

The Board held staff meetings on Monday, July 19, 2004, starting at 9:00 a.m. These staff meetings are advertised public meetings, held in the Commissioners' Conference Room. The Commissioners and Clerk of the Board reviewed calendars and pending daily office issues. The Board met with Maryann Welch, Director of Public Health and Social Services Department, Sheriff Mike Whelan and Paul Easter, Department of Public Services.

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RESOLUTIONS

None

ORDINANCES

None

The meeting adjourned at 2:25 p.m. to Monday, July 26, 2004 at 2:00 p.m.

BOARD OF COMMISSIONERS
for Grays Harbor County
This _____ day of _____, 2004

BOB BEERBOWER, Commissioner, District 1

Absent (07/26/04)
DENNIS MORRISETTE, Chairman

ALBERT A. CARTER, Commissioner, District 3

ATTEST:

Donna Caton
Clerk of the Board