

MINUTES

BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY REGULAR MEETING

August 30, 2004

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, August 30, 2004, at 2:00 p.m. Commissioners Bob Beerbower, Al Carter and Dennis Morrisette were present. Also in attendance was Donna Caton, Clerk of the Board and Jim Baker, Deputy Prosecuting Attorney.

MINUTES OF PREVIOUS MEETING: The minutes of the Commissioners' Meeting of August 23, 2004 were approved as presented.

BIDS

None

HEARINGS

None

PRESENTATIONS

None

COMMISSIONERS

1. Request Authorization of a Contract with USDA Forest Service Regarding Title III Funds Collection and Distribution: A motion was made, seconded, and passed to approve a contract with the USDA Forest Service for Title III funds collection and distribution. Both the Forest Service and Grays Harbor County desire to provide environmental education and summer employment opportunities for Grays Harbor students in the Quinault area. This will help provide an understanding of natural and cultural histories, land management practices, and job skills, while improving recreational opportunities and accomplishing some watershed restoration on National Forest land within Grays Harbor County. Students in the 2004 program will be trained and provided work between June and August 2004.

DEPARTMENTS

AUDITOR

1. Request Approval, Auditor to Sign HAVA Grant Agreement, Contract No. G-2839: This is a contract with the Office of the Secretary of State, Elections Division for a H.A.V.A. (Help America Vote Act) grant to replace or upgrade voting equipment in accordance with the HAVA Act of 2002. The County is required to be in compliance with the Act by 2006. The grant application amount is estimated at \$205,500 of Federal Funds. Activities under this grant will be performed as amendments to the grant agreement. A motion was made, seconded, and passed to authorize the Auditor to sign the HAVA Grant Agreement, Contract No. G-2839.

MANAGEMENT SERVICES

1. Request Approval, Resolution for a Cash Transfer in the Election Reserve Fund #116-000: A motion was made, seconded, and passed to approve **Resolution No. 2004-63 – Resolution Authorizing A Cash Transfer From the Election Reserve Fund #116-000-000 to the General Fund #001-000-011 in the Amount of \$60,000.** This resolution allows a cash transfer from the Election Reserve Fund #116-000 to the General Fund of \$60,000. Budget Director Rose Elway reported that this transfer is for election operating costs for the 2004 fiscal year. The even year election costs are funded entirely by the County.

2. Request Approval, One Time Only Interlocal Agreement with Grays Harbor Economic Development Council to Sponsor Showcase Grays Harbor 2004: A motion was made, seconded, and passed to approve One Time Only Interlocal Funding Agreement in the amount of \$500 between Grays Harbor County and the Grays Harbor Economic Development Council for sponsorship of Showcase Grays Harbor 2004.

3. Request Approval, Set a Supplemental Budget Hearing – Fair Fund #103-000-000 on September 20, 2004: September 20, 2004 at 2:00 p.m. is the date and time set for a public hearing to consider a supplemental budget request in the amount of \$20,000 in the Grays Harbor County Fair Fund. This hearing is necessitated due to a grant received from the Kelsey Foundation for the Borden-Seabert 4H Canine Exhibition Hall completion.

PUBLIC HEALTH AND SOCIAL SERVICES

1. Request Approval, Business Associate Agreement with ESD 113: The federal Health Insurance Portability and Accountability Act (HIPAA) requires Business Associate Agreements between parties that may share personal health information. Through this agreement, the County agrees not to disclose any personal health information. This is consistent with current privacy policies and practices. A motion was made, seconded, and passed to approve a Business Associate Agreement between the

ESD 113 and the County.

2. Request Approval, Amendment to the Contract with Department of Health:

This is an amendment to the County's contract with the State Department of Health. This amendment adds:

1. Funding for Youth Development Programs for both males and females aimed at reducing teen pregnancy. The total for these two competitive grants annualizes to \$180,000.
2. Additional funding for the Immunization Program.
3. Continued funding for work with childcare providers.

The total increase for the current contract ending December 2004 is \$85,806, all of which are federal funds. A motion was made, seconded, and passed to approve an amendment to the County's contract with the State Department of Health.

PUBLIC SERVICES

1. Request Approval, Quit Claim a Reservation on Associated Seafood Inc.

Property: Ernie Ingram, Attorney at Law, representing *Associated Seafood Inc.* has asked the county to Quit Claim a reservation on property they own. The Public Works Division has reviewed and determined this reservation is not necessary. A motion was made, seconded, and passed to approve **Resolution No. 2004-64 – Resolution Removing A Reservation On Property Owned By Associated Seafoods, Inc., County Assessor's Parcel No. 161102140020, Legally Described In Exhibit A** and approve the Quit Claim deed for a reservation on property owned by *Associated Seafood, Inc.*

2. Request Approval, Hazardous Materials Emergency Preparedness Planning Grant Application for 2005:

This grant offers federal funding support for personnel, administrative, and consultation expenses necessary to update the Hazardous Materials Annex to the Comprehensive Emergency Management Plan. HMEP funds require a 20 percent match. A motion was made, seconded, and passed to approve the Emergency Management Hazardous Materials Emergency Preparedness Planning Grant Application for FFY 2005 and to approve signatures on the contract documents when they are received.

3. Request Approval, Change Order #2 on Grays Harbor/Pacific County Food Bank Distribution Center:

A change order has been prepared to provide for additional work on the Food Bank project. The changes amount to \$64,049.39 which increases the contract amount to \$1,359,491.39. The funding for the increase is being provided by additional grants that the Food Bank has received and the project contingency. A motion was made, seconded, and passed to approve Change Order No. 2 for the Grays Harbor Pacific County Food Bank Distribution Center, authorizing the chairman to sign the

documents.

CORRESPONDENCE

None

ANNOUNCEMENTS

Donna Caton, Clerk of the Board, announced that due to the Labor Day Holiday on September 6, 2004, the next regular meeting of the Board of County Commissioners would be on Monday, September 13, 2004.

PUBLIC COMMENT

Chairman Morrisette asked for public comment. Stanley Blunt, 1813 Arnold, Aberdeen, Washington, commented on his concerns regarding illegal immigrants.

STAFF MEETINGS

The Board held staff meetings on Monday, August 30, 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 Rose Elway, Budget Director; Maryann Welch, Director of Public Health and Social Services Department; and Paul Easter, Department of Public Services.

RESOLUTIONS

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| No. 2004-63 | Resolution Authorizing A Cash Transfer From The Election Reserve Fund #116-000-000 To The General Fund #001-000-011 In The Amount Of \$60,000. |
| No. 2004-64 | Resolution Removing A Reservation On Property Owned By Associated Seafoods, Inc., County Assessor's Parcel No. 161102140020, Legally Described In Exhibit A. |

ORDINANCES

None

The meeting adjourned at 2:27 p.m. to Monday, September 13, 2004 at 2:00 p.m.

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

BOB BEERBOWER, Commissioner, District 1

DENNIS MORRISETTE, Chairman

ALBERT A. CARTER, Commissioner, District 3

ATTEST:

Donna Caton
Clerk of the Board