

## MINUTES

### BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY REGULAR MEETING

**December 6, 2004**

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, December 6, 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 Stew Menefee, Prosecuting Attorney.

**MINUTES OF PREVIOUS MEETING:** The minutes of the Commissioners' Meeting of November 29, 2004 were approved as presented.

#### **BIDS**

None

#### **HEARINGS**

**1. Supplemental Appropriation – Fair Fund #103-500-000:** There was a public hearing to consider Supplemental Appropriation as follows: Fair Fund #103-500-000 in the amount of \$10,000. Notice of this hearing was advertised on November 25 and December 2, 2004. Chairman Morrisette asked for a staff report. Rose Elway, Budget Director, reported that the supplemental budget hearing for \$10,000 in the Grays Harbor County Fair fund is due to unanticipated revenue received from rental of interim event functions. The extra funding will be used in supplies for the upkeep of the grounds. Chairman Morrisette asked for public comment. There was no public comment and the hearing was closed.

**Action: Resolution:** A motion was made, seconded and passed to approve **Resolution #2004-108 – Authorizing A Supplemental Extension In The Budget Of The Grays Harbor County Fair Fund Interim Events #103-500-000.**

**2. Food Bank Distribution Center Project Completion:** There was a public hearing to obtain citizen comments about the Food Bank Distribution Center project. \$900,000 in funding was provided by the Community Development Block Grant Program to construct a Regional Food Bank Distribution Center in the City of Hoquiam. Notice of this hearing was advertised on November 25 and December 2, 2004. Chairman Morrisette asked for a staff report. Kevin Varness, Project Coordinator, reported on the Community Development Block Grant Program as it relates to the Grays Harbor/Pacific Counties Food Bank Distribution Center. The County Commissioners were requested to sponsor a Community Development Block Grant in the amount of \$800,000 for the

development of the new food bank distribution center. The Community Development Block Grant in the amount of \$800,000 was secured and an additional \$100,000 was requested and received as supplemental funds. The funds were applied toward the project with money that the Food Bank Distribution Center Board had raised. \$400,000 was received from the Bishop Foundation, \$150,000 from the Murdock Trust, \$85,000 from the Cheney Foundation and \$119,000 from the Gates Foundation and approximately \$35,000 that the Food Bank Distribution Board raised through various sources. The County Commissioners purchased the property for \$45,000 and provided approximately \$80,000 to contingency that was used during construction to assure the project was completed. The total project cost was approximately \$1.7 million and has been completed and is operating. Mr. Varness explained this hearing is required as part of the Block Grant Program to allow for a public hearing to receive citizen input and comments regarding the project. Block Grant money is federal housing and urban development money that is provided to the state to award to counties and cities under this program for projects benefiting low and moderate income citizens. Chairman Morrisette asked for public comment. There was no public comment and the hearing was closed.

**3. 2005 Budget & Resolutions Authorizing Increases In Funds For General Expense, Miscellaneous And Road Limit Factors:** There was a public hearing to consider adoption of the Grays Harbor County 2005 Budget, and also consideration of Resolutions authorizing increases in General Expense Fund, Miscellaneous Funds, and Road Limit Factors for Grays Harbor County, per the requirements of RCW 84.55. Copies of the Proposed 2005 Budget and Tax Levy Information were available for study in the office of the County Auditor. Notice of this hearing was advertised on November 18 and 25, 2004. Chairman Morrisette asked for a staff report. Rose Elway, Budget Director, reported that the total budget presented today is \$83.8 million. \$26.3 million is General Fund and \$57.5 million are Miscellaneous Funds. This budget reduces all funds by \$2.5 million to 97% of the 2004 budget. County staffing was reduced by 4.3 FTE vacant positions from 2004. The General Fund 2005 budget totals \$24,056,541 with operations reduced 97% of the 2004 budget. \$401,853 or 2% of the General Fund is budgeted for courthouse repair bond debt and ongoing earthquake litigation with the Commonwealth Property Insurance. Revenue increased \$203,596 above the 2004 level with fund balance adopted usage at \$1,393,924, which retains an operation reserve of \$2,284,690. The General Fund is comprised of all departments providing general County services. The Law and Justice Programs consume 79 cents of each General Fund non-dedicated dollar. Unfunded state mandates increase criminal justice program cost with indigent defense, indigent burial, and court assigned interpreter fees comprising over 4% of General Fund budgets. Public health requirements utilize 15% of General Fund resources with health care costs provided to incarcerated juveniles and adults, as well as

countywide monitoring and treatment of infectious disease. The General Fund 2005 budget totals 74% (\$17,751,129) in salary and benefit costs, 26% (\$6,299,415) in goods and services with expenditures reduced 3% (\$673,657) overall. \$8,500,000 from penalties, interest and taxes on assessed property represents 38% of the general fund revenue base. The County pursues available federal, state and local grants, which are the second largest revenue source (\$4,126,696) at 19% in 2005. Grants and fees fund 86% of the Public Health and Social Service programs with 2.5 cents of the General Fund levy, \$99,367, dedicated as mental health matching funds. The third largest revenue court fines, fees, and criminal justice tax generates 14% (\$3,180,091), with licenses, permits, fees and taxes revenues fourth at 11% (\$2,409,416). Sales tax is the fifth largest revenue generating 9% (\$2,000,000), with forest harvest and yield taxes sixth at 7% (\$1,583,900) which has declined in the timber assessed value and hard forest harvest market.

Miscellaneous Funds total \$57,502,865 in budgeted funds. The Road Fund has the largest operating budget at 35% of the total for a \$20,301,175 annual road program. The road property tax levy generates 19% of available road revenue at \$3,997,991 which remains at \$2.25 per \$1,000 assessed property value with increases in added new construction and valuation base only. The road program includes \$9,622,000 in road construction projects with 69% funded by grants, and \$6,640,000 in road maintenance and operations countywide. Social Services, Mental Health, Development Disabilities, and Substance Abuse pass-through grant programs deliver services totaling \$8,271,806. The Aberdeen Landfill Post Closure fund budget totals \$3,283,562 and the commitment to implement the Solid Waste Plan is funded at \$3,252,000 continuing hazardous waste and recycling programs for Grays Harbor citizens. Grays Harbor County provides forest harvest revenues to county funds, schools, and junior-taxing districts with its active Forestry Department budgeted at \$2,948,225.

The County continues to solicit grants for countywide infrastructure, utilities development with Special Projects fund totaling \$3,326,843. Project include \$850,000 for the Aberdeen Industrial Waterline, \$495,000 in U.S. Homeland Security grants for Grays Harbor County emergency services and \$150,000 in grants assisting coastal erosion. Various community projects are grant funded, including E-911 grants of \$415,000 through the Washington State Military Department to enhance wireless and wireline operations. Low to moderate-income programs funded through the community block grant total \$921,843 and include \$638,000 for Aberdeen Neighborhood Housing General Purpose grants, \$100,000 for the Food Bank project, and \$183,843 for the Coastal Community Action Program.

The 2005 Capital Construction Programs include a Facilities Capital budget of \$340,660 with HVAC planning and minor repairs budgeted for the Juvenile and Pearsall buildings.

The Fair and raceway park improvements are continued at \$298,296. The Capital Improvement fund has created a Capital Facilities long-range plan and county needs assessment budgeted at \$428,000. The County is supporting efforts to maximize economic development with the Distressed Capital Fund budget of \$1,739,000 for infrastructure improvement needs as prioritized in the WACERT countywide ranking list. This budget represents a responsible financial plan, providing a balanced response to citizen needs with a commitment to deliver quality public services. Impact to citizens was the first priority in balancing a budget, which keeps fee and tax increases to a minimum while continuing necessary services to our economically distressed rural county. Ms. Elway reported that copies of the 2005 budget are available. Chairman Morrisette asked for public comment. There was no public comment and the hearing was closed.

**Action: Resolution: A motion was made, seconded and passed to approve Resolution No. 2004-109 – Adopting The Budget For Grays Harbor County For 2005 and Resolution No. 2004-110 – Adopting The Grays Harbor County Annual Road Construction Program For 2005.**

### **PRESENTATIONS**

None

### **COMMISSIONERS**

**1. Approve Official Bond And Forward To Clerk For Filing – Bob Beerbower:**

The Clerk of the Board announced the official bond and oath of office was received for Bob Beerbower for the term beginning November 22, 2004 and ending November 22, 2008. A motion was made, seconded and passed to approve the official bond and forward it to Cheryl Brown, County Clerk, for recording.

**2. Notice of Special Joint Meeting – Appoint 19<sup>th</sup> District State Representative:**

The Clerk of the Board read the following news release:

Notice is hereby given that a Special Joint Meeting of the Wahkiakum County Board of Commissioners, the Grays Harbor County Board of Commissioners, the Cowlitz County Board of Commissioners and the Pacific County Board of Commissioners will be held on Tuesday, December 21, 2004 beginning at 9:30 a.m. to make an appointment to fill the House seat which has been vacated by the resignation of Representative Brian Hatfield (D), in the 19<sup>th</sup> Legislative District. The appointment will be made from a list of three candidates submitted by the Washington State Democrats. The meeting will be held in

the Cowlitz County Administration Building, the Commissioners' Hearing Room, Room 303, 207 Fourth Avenue North, Kelso, Washington 98626. Any questions regarding this Special Joint Meeting may be directed to Vickie Musgrove, Clerk of the Cowlitz County Board of Commissioners, at 360-577-3020.

**3. Approve Cancellation of Regular Meeting On December 27, 2004:** A motion was made, seconded and passed to approve cancellation of the regular meeting on December 27, 2004.

## **DEPARTMENTS**

### **AUDITOR**

**1. Request Approval, Tax Resolution Amendment – Junior Taxing Districts:** A motion was made, seconded and passed to approve **Resolution No. 2004-111 – Amending Resolution No. 2004-106 – 2004 Tax Levy For Year 2005 Collections.** Several junior taxing districts have submitted certified budgets for the year 2005 and requested tax levies for regular, debt, or special purposes according to statute. The County Commissioners previously certified to the County Assessor taxes levied for county purposes and taxes for each city or other junior taxing district in accordance with RCW 54.52.070. An amendment is necessary to meet the intent of Grays Harbor County Fire District No. 7 and Fire District No. 16 EMS tax levy resolution authorizing their property tax levy for the year 2005. The County Assessor will extend tax rates and amounts upon the tax rolls, subject to limitations imposed by law, in a manner and form prescribed by statute.

**2. Request Approval, November Expenditures:** A motion was made, seconded and passed to approve Payroll and Payable for the month of November 2004. Total Claims -- \$3,045,381.47; Total Salary -- \$1,998,660.84 for a monthly total of \$5,044,042.31.

## **MANAGEMENT SERVICES**

**1. Request Approval, Budget Transfer Resolution – Commissioner's Office #001-000-015:** A motion was made, seconded and passed to approve **Resolution No. 2004-112 – Transferring Items In The Grays Harbor County General Fund Commissioner's Office #001-000-015.** This resolution approves the transfer of \$14,000 from Benefits to Salaries to cover the remainder of the year.

**PUBLIC SERVICES DEPARTMENT**

1. **Request Approval, Right of Way Deed – Gibson Creek Road No. 83660:** A motion was made, seconded and passed to approve a right-of-way deed for construction of a cul-de-sac at the east end of Gibson Creek County Road – No. 83660. With approval of this right-of-way deed the Public Works Department will have the necessary area to construct the cul-de-sac.

2. **Request Approval, Declare Certain Equipment Surplus:** A motion was made, seconded and passed to declare the following vehicles surplus:

Vehicle #81 – 1998 Ford Crown Victoria  
Vin # 2FAFP71WXWX128991  
Minimum bid of \$1,500.00

Vehicle #121 – 1997 Ford ¾ ton ext. cab 4x4 pickup  
Vin #1GCGK29R7VE247872  
Minimum bid of \$1,800.00

3. **Request Approval, Proceed With SWAC Recommendation For Recycling Plastics:** The Solid Waste Advisory Committee (SWAC) has an interest in pursuing the addition of plastics to the countywide curbside recycling program. Currently, the program includes newspaper, glass, tin and aluminum cans, and mixed waste paper. For several years there has been a desire to add plastics to the program. There is a cost to the program and to offer the program countywide will require support from the cities. A motion was made, seconded and passed to grant support and approval to initiate a process to work with the cities and the recycle collection companies to implement this addition to the program.

4. **Request Approval – Advertise for Bids/2005 Traffic Control Devices Stockpiling Contract:** A motion was made, seconded and passed to set February 7, 2005 at 2:00 p.m. as the date and time for bid opening for the 2005 Traffic Control Devices Stockpiling Contract. Bid publications would be January 13 and 20.

**ANNOUNCEMENT(S):**

The Clerk of the Board announced the holiday schedule and that most County offices are closed December 23, 24 and 31.

### **CORRESPONDENCE:**

The Clerk of the Board announced the following correspondence received:

A lawsuit filed by the Harvey Maki against the Grays Harbor Drug Task Force and Grays Harbor County Sheriff's Department. The lawsuit has been forwarded to the Prosecuting Attorney and Risk Management.

An e-mail dated December 5, 2004 and received from Stanley J. Trohimovich, Aberdeen, Washington. Subject – The Words Of The United States Constitution Do Prove Election Fraud On November 2, 2004! Is The Only Solution, A New Election Rather Than A Recount? Your Comments Are Solicited. Chairman Morrisette announced the e-mail would be available to the public, forwarded to the Prosecuting Attorney's office and placed on file.

### **PUBLIC COMMENT**

Chairman Morrisette asked for public comment. Gene Hall, with the City of Westport, City Council and the Chair of the Council of Governments, expressed appreciation to the Board of Commissioners for their continued support.

Stan Blunt, resident of Aberdeen, commented on the budget and the \$1.7 million food bank project in Hoquiam. Mr. Blunt commented on County salaries and layoffs and asked questions regarding the budget. Chairman Morrisette referred Mr. Blunt to the Rose Elway, Budget Director.

Bob Bonnell, resident of Montesano, commented on unfunded mandates. He discussed a problem receiving an absentee ballot. Mr. Bonnell commented on the cost for indigent defense and suggested reform of the prosecution system. There was no additional public comment.

### **STAFF MEETINGS**

The Board held staff meetings on Monday, December 6, 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 Paul Easter and Brian Shea, Department of Public Services.

**RESOLUTIONS**

- #2004-108     Authorizing A Supplemental Extension In The Budget Of The Grays Harbor County Fair Fund Interim Events #103-500-000**
- #2004-109     Adopting The Budget For Grays Harbor County For 2005**
- #2004-110     Adopting The Grays Harbor County Annual Road Construction Program For 2005**
- #2004-111     Amending Resolution No. 2004-106 – 2004 Tax Levy For Year 2005 Collections**
- #2004-112     Transferring Items In The Grays Harbor County General Fund Commissioner's Office #001-015**

**ORDINANCES**

None

The meeting adjourned at 2:52 p.m. to Monday, December 13, 2004 at 2:00 p.m.

BOARD OF COMMISSIONERS  
for Grays Harbor County  
this \_\_\_\_\_ day of \_\_\_\_\_, 2004

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BOB BEERBOWER, Commissioner, District 1

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DENNIS MORRISETTE, Chairman

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ALBERT A. CARTER, Commissioner, District 3

ATTEST:

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Donna Caton  
Clerk of the Board