

## MINUTES

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

**August 15, 2005**

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, August 15, 2005, at 2:00 p.m. Commissioners Bob Beerbower, Al Carter and Mike Wilson were present. Also in attendance was Donna Caton, Clerk of the Board. Jim Baker, Senior Deputy Prosecuting Attorney was present.

#### **CALL TO ORDER AND FLAG SALUTE**

Chairman Beerbower called the meeting to order with the pledge of allegiance to the flag of the United States of America being recited.

#### **MINUTES**

**August 8, 2005:** The minutes of the Commissioners' Meeting of August 8, 2005 were approved as presented.

#### **BIDS**

None

#### **HEARINGS**

**1. Road Variance Request – Thomas P. Weber:** There was a public hearing to consider an application as follows: Thomas P. Weber has submitted an application for a road variance in connection with approval of Preliminary Long Plat Case 2005-0260. The project is proposed at 28 Koala Lane in the Plat of Haskin Park Tract 8, on the property having Assessor's Parcel #749700000800, within Section 29, Township 20 N., Range 12 W.W.M., Grays Harbor County, Washington. Notice of this hearing was advertised in the *Montesano Vidette* on July 28, 2005. Chairman Beerbower asked for a staff report. Jane Hewitt, County Planner, reported this hearing is for a road variance, Case #2005-0668. Ms. Hewitt reported that prior to this hearing the applicant and the Board of Commissioners received a packet of information regarding the application. She requested the following materials be entered into the record without reading:

1. Staff Report containing findings of fact, conclusions and staff recommendation.
2. Photographs.
3. Application and supporting documents.
4. Affidavit of public hearing from the *Montesano Vidette*.

5. Hearing Date Request form.

The applicant is applying for a road variance in order to vary from the Private Road Standards for a private road serving 10 or more lots in connection with a Conditionally Approved short plat to subdivide a 2.79 acre parcel into four lots. Ms. Hewitt reported that staff has made the following conclusions:

1. There exists extraordinary conditions or unusual circumstances peculiar to the property and not the result of the action of the applicant.
  - ? The sub-standard section of Koala Lane (the western loop section) is signed and used as a one-way road.
  - ? Improvement would require approval of the Haskin Park Owners Association and revision of the Road Maintenance Agreement, actions that could not be unilaterally undertaken by an individual lot owner.
2. A literal enforcement of the regulations would result in unnecessary and undue hardship.
  - ? The applicant would be required to complete additional engineering, site preparation, and drainage work to an existing roadway otherwise shown to be adequate for the gated residential community.
3. The public interest will be secured by granting of a suitable variance.
  - ? The roadway, as proposed, is at minimum consistent with the Fire Apparatus Access Road Standards, Grays Harbor County Code Chapter 15.12.
  - ? The roadway is not proposed for dedication to Grays Harbor County and will remain a private road.
  - ? The roadway is privately maintained by the Haskins Park Owners' Association under the terms of a Private Road Maintenance Agreement recorded under Grays Harbor County Auditor's recording number 920219028.
4. The variance conforms to the provisions of RCW 58.17 as amended, as adequate provisions for roadways and emergency vehicles have been provided by the

applicant in a manner consistent with the provisions of Grays Harbor County Code Title 17 governing subdivisions and Title 15 governing Fire Apparatus Access Roads.

- ? No variance from Fire Apparatus Access Road standards, Grays Harbor County Code Chapter 15.12 is requested.
- ? The two-way portion of the road meets or nearly meets Private Roadway Section B requirements for a 20-foot wide driving surface with 4 foot shoulders.
- ? The roadway section which will service Proposed Lots 1, 2 & 3 is signed and used as a One-Way Road. Such usage, while not provided for in the Grays Harbor County Private Road Standards, should safely accommodate residential traffic as well as emergency vehicles within a 20-foot wide driving surface.
- ? Haskins Park is a gated community. Koala Lane is used only to access lots within the development by owners and their guests. Access is by an electronic gate with keypad entry at the terminus of Sapphire Drive. There is no through-traffic nor any traffic not connected to current owners.

Ms. Hewitt reported that based on these findings staff recommended approval based on the following condition:

1. The existing gravel road shall be improved, if necessary, with the radius requirements for turning pursuant to Grays Harbor County Code 15.12.

Staff recommended that the Findings of Fact and Conclusions for Case #2005-1263 be approved by the Board of Commissioners, as written. Staff recommended approval of Case #2005-1263, as conditioned.

Chairman Beerbower asked for public comment. Janet Kessel, with Summit Land Planning Services, LLC, PO Box 6234, Olympia, Washington and agent for Thomas Weber testified in support of the variance request. There was no additional public comment and the hearing was closed.

- **Action: A motion was made, seconded and passed to approve the Findings of Fact and Conclusions for Case #2005-1263 and approve Case #2005-1263, as conditioned.**
  
- 2. **Supplemental Appropriation – Special Projects Fund:** There was a public hearing to consider Supplemental Appropriation as follows: Special Projects Fund #101-000-000 in the amount of \$154,140.00. Notice of this hearing was advertised in the *Montesano Vidette* on August 4 and 11, 2005. Chairman Beerbower asked for a staff report. Rose Elway, Budget Director, reported that Supplemental Appropriation in the Special Projects Fund is due to a grant received through the Washington State Military Department. The Department of Homeland Security is providing funds to enhance the capability of state and local units of government to prevent, deter, respond to, and recover from incidents of terrorism involving use of Chemical, Biological, Radiological, Nuclear and Explosive weapons. Chairman Beerbower asked for public comment. There was no public comment and the hearing was closed.
  
- **Action: A motion was made, seconded and passed to approve Resolution No. 2005-74 – Authorizing A Supplemental Extension In The Budget Of The Grays Harbor County Special Projects Fund #101-000-000.**

### **PRESENTATION**

1. **Timberland Library – Jodi Reng:** Jodi Reng, Director of Timberland Regional Library provided a packet of informational materials regarding Timberland Regional Library. Ms. Reng expressed appreciation for the appointment of Joann Andrews to the Board of Trustees. Ms. Reng announced that in May 2005 the Timberland Board of Trustees adopted the Bridge to Tomorrow 2005-2010 Strategic Plan to guide the library over the next five years. Strategies and priorities were developed for seven areas: (1) Services and Programs; (2) People; (3) Collections; (4) Finances; (5) Facilities; (6) Marketing; (7) Partnerships and community involvement. She reported that the primary strategy of the strategic plan is to have a continuing planning process. Ms. Reng outlined the Veterans History Project. Chris Peck from the Aberdeen Timberland Library provided information regarding the Side Enhancement Project with a dedication planned for September. Ms. Peck provided a guide to Timberland Reads Together and reported that the publication will be an insert to *The Daily World* on August 26, 2005.

### **COMMISSIONERS**

1. **Resolution – Election to Receive National Forest Related Safety-Net Payments Under P.L. 106-393:** The Clerk of the Board announced that this item was removed from the agenda at the request of Commissioner Carter.

## **DEPARTMENTS**

### **MANAGEMENT SERVICES**

1. **Request Approval, Set Public Hearing – Supplemental Budget/Grays Harbor County Extension – Gear Up Grant:** August 29, 2005 at 2:00 p.m. is the date and time set for a public hearing to consider a supplemental budget in the Grays Harbor County Extension Budget in the amount of \$40,563 for the Gear Up grant. Not enough budget was carried forward from 2004 and this will cover the remainder of the grant which expires in August 31, 2005.
2. **Request Approval, WCRP Liability Insurance/Add Coverage:** Grays Harbor County has liability insurance through the Washington Counties Risk Pool (WCRP) at a \$25,000 deductible level. The Pool retains \$100,000 liability but has excess insurance available up to \$25 million. Grays Harbor's premium has increased 4% for the period October 2005 through September 2006. Grays Harbor County previously purchased \$20 million but the Pool has acquired an additional \$5 million at a reasonable rate. Rose Elway, Budget Director, recommended Grays Harbor County remain at the \$25,000 deductible level and add the additional \$5 million in coverage bringing the total to \$25 million liability coverage for the County. A motion was made, seconded and passed to approve the recommendation that Grays Harbor County remain at the \$25,000 deductible level and add the additional \$5 million in coverage.
3. **Request Approval, Resolution for a Budget Transfer in the Special Projects Fund:** A motion was made, seconded and passed to approve **Resolution No. 2005-75 – Transferring Items In The Grays Harbor County Miscellaneous Fund Special Projects #101-000-000.** This resolution allows a \$45,000 transfer be made within the Special Projects Fund. \$15,000 is available to transfer from the DCTED CDBG Food Bank budget to the Washington State Military Department Emergency Pre-Disaster Hazard Mitigation grant. Not enough budget was carried forward from 2004 for this grant. In addition, \$30,000 will be transferred from the Food Bank budget to Economic Development for the East Elma sewer project. Rose Elway, Budget Director, reviewed the request and funds are available for these transfers.

## **PROSECUTOR**

**1. Request Approval, Expenditure From Special Projects Fund For The 2005**

**County Code Supplement:** The most recent Grays Harbor County Code supplement, published in October 2004, is current through Ordinance No. 321. Since that time the Board has adopted several new ordinances that both amend and incorporate new code provisions. In order to maintain an accurate, useful and up-to-date county code, it is necessary to have a current 2005 supplement prepared and published by LexisNexis Municipal Codes, who prepared the original County Code in 2002. Based upon the anticipated length of a new 2005 code supplement, the estimated expense to the County for supplemental preparation is approximately \$1,000. A motion was made, seconded and passed to approve the \$1,000 expenditure in the Special Projects Fund to cover the expense for the preparation of the 2005 County Code supplement. Rose Elway, Budget Director, reviewed the request and funds are available in the Special Projects Fund to cover this expense.

The Clerk of the Board announced the following item received after the agenda was prepared.

**2. Request Approval, Set Public Hearing – GHCC Title 2 Addressing The**

**Planning Commission:** August 29, 2005 at 2:00 p.m. is the date and time set for a public hearing to consider adoption of a new chapter in Grays Harbor County Code Title 2 addressing the Grays Harbor County Planning Commission.

**PUBLIC SERVICES**

**1. Request Approval, Wynoochee Road/Grange Curve Reconstruction:**

A motion was made, seconded and passed to approve the Forest Highway Project Agreement for the Wynoochee Road No. 95190 Grange Curve M.P. 4.3 to M.P. 4.6. This road reconstruction project reconstructs two substandard curves near the Wynoochee Grange. The County will provide \$160,000 of the \$700,000 project costs and purchase all necessary Right of Way, as its share of this Forest Highway Project. The Department of Public Services recommended execution of these agreements so this project can proceed.

**2. Request Approval, Right-of-Way Deed/Cougar Smith Road:**

A motion was made, seconded and passed to approve the Right-of-Way deed for the Cougar Smith Road CRP #73700-05 Project. The Department of Public Services recommended approval of this deed.

**ANNOUNCEMENT(S)**

None

**CORRESPONDENCE**

1. Monthly reports from the Coroner's Office were received for February, March and April 2005 plus accompanying Personal Effects Reports.

**PUBLIC COMMENT**

Commissioner Beerbower asked for public comment. There was no public comment.

**EXECUTIVE SESSION**

Chairman Beerbower announced that the Board would recess to executive session to discuss a personnel matter. The meeting recessed at 2:46 p.m. The meeting reconvened at 3:20 p.m. Chairman Beerbower announced that no decisions were made during the executive session.

**STAFF MEETINGS**

The Board held staff meetings on Monday, August 15, 2005, 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, Paul Easter, Brian Shea and Jane Hewitt of the Department of Public Services.

**RESOLUTIONS**

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|--------------------|---|
| <b>No. 2005-74</b> | <b>Authorizing A Supplemental Extension In The Budget Of The Grays Harbor County Special Projects Fund #101-000-000</b> |
| <b>No. 2005-75</b> | <b>Transferring Items In The Grays Harbor County Miscellaneous Fund Special Projects #101-000-000</b>                   |

**ORDINANCES**

None

The meeting adjourned at 3:20 p.m. to Monday, August 22, 2005 at 2:00 p.m.

BOARD OF COMMISSIONERS  
for Grays Harbor County  
this \_\_\_\_\_ day of \_\_\_\_\_, 2005

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BOB BEERBOWER, Chairman  
Commissioner, District 1

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MIKE WILSON, Commissioner, District 2

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ALBERT A. CARTER, Commissioner, District 3

ATTEST:

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Donna Caton  
Clerk of the Board