

MINUTES

BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY REGULAR MEETING

October 31, 2005

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, October 31, 2005, at 2:00 p.m. Commissioners Bob Beerbower and Al Carter were present. Commissioner Mike Wilson was excused. 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

October 24, 2005: The minutes of the Commissioners' Meeting of October 24, 2005 were approved as presented.

BIDS

None

HEARINGS

1. **Emergency Appropriation – Coroner's Office:** There was a public hearing to consider Emergency Budget as follows: Coroner's Office #001-000-017 in the amount of \$11,000. Notice of this hearing was advertised in *The Vidette* on October 20, 2005. Chairman Beerbower asked for a staff report. Rose Elway, Budget Director, reported that the emergency budget hearing is for the Coroner's Office and is due to an increase in the number of autopsies performed and an increase of \$100 per autopsy. This amount should be sufficient to cover the remainder of 2005. 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. 2005-110 – Authorizing An Emergency Appropriation In The Budget Of The Grays Harbor County General Fund Coroner's Office #001-000-017.

PRESENTATION

1. **Paul Easter:** Paul Easter, Director of Public Services Department, presented Dennis Selberg with a framed picture of the Grays Harbor County Courthouse in Montesano. The picture was featured in the *Washington State* magazine. Mr. Easter reported that Mr. Selberg has been an employee with Grays Harbor County for approximately 16 years and currently is serving as the director of Facility Services. Mr. Selberg played a crucial role in the Courthouse restoration after the earthquake. He demonstrates his pride in the Courthouse by offering tours and sharing the history of the building. Easter expressed appreciation for the public service and dedication provided by Mr. Selberg.

The Clerk of the Board announced the following presentation added to the agenda:

2. **Debbie Adolphsen:** Debbie Adolphsen, Fair and Event Manager for Grays Harbor County Fairgrounds, reported that she and others attended the Washington State Fair Association Convention and returned with numerous awards received. Ms. Adolphsen presented and provided information on each of the awards received.

DEPARTMENTS

FAIR

1. **Request Approval, Set Bid Date For Carnival Services:** November 21, 2005 at 2:00 p.m. is the date and time set for bid opening for proposals from companies interested in providing carnival services for the 2006-2008 Fair. The advertisement and carnival specifications were provided.

MANAGEMENT SERVICES

1. **Request Approval, Resolution Budget Transfer – WSU Extension Office:** A motion was made, seconded and passed to approve **Resolution No. 2005-111 – Transferring Items In The Grays Harbor County General Fund Cooperative Extension #001-022**. This resolution allows the transfer of \$1,706 from supplies and communications to small tools and minor equipment for the purchase of a notebook computer for grant reporting and data entry for the Quinault Gateway Weed project. Rose Elway, Budget Director reviewed the request and funds are available for this transfer.

2. **Request Approval, Resolution Budget Transfer – Assessor’s Office:** A

motion was made, seconded and passed to approve **Resolution No. 2005-112 – Transferring Items In The Grays Harbor County General Fund Assessor’s Office #001-000-010**. This resolution allows the transfer of \$8,900 from Extra Help and Benefits to Capital Outlay for the purchase of upgrades to the postage meter and two new computers. Funds are available due to vacancies earlier this year. Rose Elway, Budget Director reviewed the request and funds are available for this transfer.

3. Request Approval, Set Budget Hearing – Emergency Appropriation – Superior Court: November 14, 2005 at 2:00 p.m. is the date and time set for an emergency budget request in the amount of \$130,000 due to a shortfall in attorney fees for representation of indigent defendants and guardian ad litem. This is needed to cover the remainder of the year.

4. Request Approval, Set Budget Hearing – Supplemental Appropriation – Homeless Housing Fund: November 14, 2005 at 2:00 p.m. is the date and time set for a supplemental budget hearing in the amount of \$12,000 for the facilitation and development of a plan to reduce homelessness. Funds will come from the recordings surcharge and will be used for professional services from Creative Community Solutions for the Plan.

5. Request Approval, Set Budget Hearing – Supplemental Appropriation – Special Projects Fund: November 14, 2005 at 2:00 p.m. is the date and time set for a supplemental budget hearing in the amount of \$32,632 in the Special Projects Fund due to an Interlocal Agreement with Thurston County to perform a system-wide study of the Grays Harbor County E911 radio communications systems with recommendations for improvement where needed. Thurston County Emergency Management has entered into a contract with Washington State Military Department to become the Homeland Security Region 3 Coordinating office. Funding will be used for consultant fees.

6. Request Approval, Set Budget Hearing – Emergency Appropriation – Facility Services Fund: November 14, 2005 at 2:00 p.m. is the date and time set for an emergency appropriation in the amount of \$130,000 in the General Fund Facility Services Department due to the increased electrical costs for the County facilities.

PUBLIC SERVICES

1. Request Approval, Set Bid Opening For December 5, 2005 -- Construct A Truck Wash Station At The Road Shop In Cosmopolis: The Clerk of the Board announced that this item has been removed from the agenda.

2. Request Approval, Allow Puget Sound and Pacific Railroad To Close Hicklin Road RR Crossing For 2 Days: The Puget Sound and Pacific Railroad has requested closing the Hicklin Road at the railroad crossing for two (2) days. This closure is necessary for them to install a new asphalt crossing to replace the failed wood planking. A motion was made, seconded and passed to approve the railroad's road closure plan as outlined.

3. Request Approval, Set Policy For Approval Of Change Orders For County Road & Certification Acceptance Programs: The Public Works Department shall prepare and process change orders as required by state and federal regulations on construction contracts. The designated CA Agreement approving authority for contract administration shall approve all change orders. A motion was made, seconded and passed to approve the policy for the approval of change orders for county road and certification acceptance (CA) programs.

4. Request Approval, Correction – Quit Claim Deed For Property Being Conveyed To Fire District 5: A motion was made, seconded and passed to approve one (1) corrected quit claim deed for the property being conveyed to Fire District No. 5. The original recording omitted one course in the legal description.

SHERIFF

1. Request Approval, Agreement With Washington State Parks & Recreation: A motion was made, seconded and passed to approve an Agreement for Law Enforcement Services between the Washington State Parks and Recreation Commission and the Grays Harbor County Sheriff's Department. The agreement is the same as what has been signed in past years, with the exception of the contract amount. That amount has been increased by the Parks Commission by \$30,000. Sheriff Whelan recommended approval of this agreement.

ANNOUNCEMENT(S)

None

CORRESPONDENCE

1. A letter was received from the Montesano Festival of Lights Entertainment Chair. The Festival of Lights Entertainment Committee has been in contact with the Elma Swing Choir, the Montesano High School Choir, the Montesano Junior High Choir, and

the Montesano Methodist Church Bell Choir about performing at this year's Festival. They requested permission to hold the performances in the Grays Harbor County Courthouse on Saturday afternoon, December 10th prior to the Grand Parade. This is an opportunity for the County to again offer tours of the beautiful courthouse building. A motion was made, seconded and passed to approve the request as outlined.

2. A Claim for Damages (#C-500-05) against Grays Harbor County was received from Davy J. Killaby. The claim was referred to the Prosecutor's office and the Claims Review Committee.

PUBLIC COMMENT

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

STAFF MEETINGS

The Board held staff meetings on Monday, October 31, 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 Paul Easter and Kevin Varness, Department of Public Services.

RESOLUTIONS

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| No. 2005-110 | Authorizing An Emergency Appropriation In The Budget Of The Grays Harbor County General Fund Coroner's Office #001-000-017. |
| No. 2005-111 | Transferring Items In The Grays Harbor County General Fund Cooperative Extension #001-022. |
| No. 2005-112 | Transferring Items In The Grays Harbor County General Fund Assessor's Office #001-000-010 |

ORDINANCES

None

The meeting adjourned at 2:26 p.m. to Monday, November 7, 2005 at 2:00 p.m.

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

BOB BEERBOWER, Chairman
Commissioner, District 1

excused

MIKE WILSON, Commissioner, District 2

ALBERT A. CARTER, Commissioner, District 3

ATTEST:

Donna Caton
Clerk of the Board