

## MINUTES

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

**November 21, 2005**

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, November 21, 2005, at 2:00 p.m. Commissioners Bob Beerbower, Mike Wilson and Al Carter were present. Also in attendance was Donna Caton, Clerk of the Board. Jim Baker, Senior Deputy Prosecuting Attorney was excused.

#### **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**

**November 14, 2005:** The minutes of the Commissioners' Meeting of November 14, 2005 were approved as presented.

#### **BIDS**

1. **Request for Proposals – Carnival Services for 2006, 2007, 2008:** There was a request for proposals for the operation of a high quality carnival, including mechanical rides and concessions, for the Grays Harbor County Fair located at the fairgrounds in Elma, Washington. The RFP with full specifications was available in the office of the Board of Commissioners of Grays Harbor County, 100 West Broadway, Suite 1, Montesano, Washington. The specifications in the request for proposals required the successful bidder to operate a carnival and concessions for the 2006, 2007 and 2008 Grays Harbor County Fair. In addition to other specifications, expected hours of operation during the Grays Harbor County Fair are 11:00 a.m. to 10:00 p.m., Wednesday through Friday, 11:00 a.m. to 11:00 p.m., Saturday, and 11:00 a.m. to 6:00 p.m., Sunday. Grays Harbor County reserved the right to reject or accept any or all proposals and to waive irregularities. Notice of this request for proposals was advertised in the *Montesano Vidette* on November 3, 2005. The Clerk of the Board announced one proposal was received from:

Davis Shows NW, Clackamas, Oregon

The proposal was forwarded to Debbie Adolphsen, Director of the Fair, for review and recommendation.

## **HEARINGS**

### **1. 2005 Regular Property Tax Levy for 2006 Collection and Budget**

**Presentation:** There was a public hearing to consider adoption of the Grays Harbor County 2005 Regular Property Tax Levy for 2006 Collection. Grays Harbor County Property Tax Levy Resolution for the General Fund, Road Fund and the Pacific Beach Moclips Water System Bond Fund would authorize a 1% increase in the regular property tax levy for the General Fund and Road Fund and no increase for the Pacific Beach/Moclips Water System Bond Fund in addition to any amount resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property for the 2006 levy, per the requirements of RCW 84.55. Copies of the Tax Levy Information and Budget were available for study in the County Auditor and Commissioners offices. Notice of this hearing was advertised in the *Montesano Vidette* on November 10 and 17, 2005. Chairman Beerbower asked for a staff report.

Rose Elway, Budget Director, reported that the General Fund amount is \$7,600,000 and is an increase of \$223,231. This rate is \$1.77 per \$1,000 assessed value and is down from the \$1.80 that was collected. The decrease is due to the new housing construction market and property taxes distributed over a larger base in the market.

The Road Fund amount is \$3,950,000 and is an increase of \$161,687 over the previous year. It remains at \$2.25 per \$1,000 assessed property value.

Pacific Beach Moclips Water System Bond Fund is a general obligation bond and is an operating amount for the bond for \$44,000 and is the continued obligation voted in 1988 for general obligation bond debt service.

Ms. Elway reported that in addition to these levies they contribute to a total budget of \$88,207,000. The General Fund is the largest county fund at \$26,974,000.

Miscellaneous Funds total \$61,203,000 in budgeted funds. The Road Fund has the largest operating budget at \$20,352,000. The road program includes \$9.8 million in road construction projects and \$6.6 million in road maintenance and operations countywide. There are four large construction projects in addition to smaller projects in the road fund. The Cougar Smith Road Middle Satsop River Bridge project totals \$2.4 million. The Middle Satsop Road Boat Launch Curve Bridge rehab project totals \$1.6 million. The North River Road Horseshoe Curve Culvert project totals \$750,000 and the South Bank Briggs Nursery Curve totals \$1.040 million.

Ms. Elway reported the General Fund 2006 budget comprises 75% (\$18,550,590) in salary and benefit costs. Salary and benefit costs increased 2% in retirement and 10% in medical. The General Fund staffing levels were increased 4 FTE positions above the 2005 budget. A position that was added to the Clerk's office to replace the Clerk I position lost in 2005. A Permit Coordinator position was added to the Planning and Building Department. A legal secretary was added to the Prosecutor's office to replace a position lost in 2005. An additional Legal Secretary/Dependency Grant was added to the Prosecutor's office. The revenue increases for the General Fund total \$1 million and \$200,000 is the levy and \$70,000 is 1% with the balance from new construction. \$200,000 is from sales tax increase from housing construction. The planning and building increase in construction generated \$315,000. New statewide revenue from excise tax for housing construction totals \$214,000.

The Criminal Justice Programs consume 77% of General Fund non-dedicated dollars and total \$15,067,039. The road fund construction program is 69% grant funded with only 41% of the construction program from the road fund budget. The Social Services grant totals \$8.8 million for mental health, substance abuse and developmental disabilities. The Special Project fund totals \$3.9 million.

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. 2005-120 – Grays Harbor County Property Tax Increase Resolution -- General Fund -- 2005 Tax Levy for 2006 Collection.**

**A motion was made, seconded and passed to approve Resolution No. 2005-121 – Grays Harbor County Property Tax Increase Resolution – Road Fund – 2005 Tax Levy For 2006 Collection.**

**A motion was made, seconded and passed to approve Resolution No. 2005-122 – Grays Harbor County Property Tax Increase Resolution – Pacific Beach/Moclips Water System Bond Fund – 2005 Tax Levy For 2006 Collection.**

**2. Supplemental Appropriation – Public Health & Social Services Department:**

There was a public hearing to consider Supplemental Budget Appropriation as follows: Public Health and Social Services Department #001-000-029 in the amount of \$5,300. Notice of this hearing was advertised in *The Vidette* on November 10, and November 17, 2005. Chairman Beerbower asked for a staff report. Rose Elway, Budget Director

reported that the supplemental budget hearing in the amount of \$5.300 in the General Fund Public Health and Social Services Department is due to amendment #5 received from the State Department of Health for the Consolidated Contract. Funding will be used in supplies.

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. 2005-123 – Authorizing A Supplemental Extension In The Budget Of The Grays Harbor County General Fund Public Health and Social Services Department #001-000-029.**

### **PRESENTATION**

None

### **COMMISSIONERS**

**1. Set Hearing Date of December 19<sup>th</sup> for Coast Communication Franchise:**  
December 19, 2005 at 2:00 p.m. is the date and time set for a public hearing to consider a franchise renewal with Coast Communications. This renewal combines two franchises for a term of ten years at a rate of 3 percent. Prosecuting Attorney Jim Baker has worked out the details of the contract and Commissioners have reviewed the document. The proposed franchise is available to the public in the Commissioner's office.

**2. Appointments:**

**a. Newly formed Veteran's Advisory Board:** The Grays Harbor Veterans Advisory Council met on October 20, 2005 at 7:00 p.m. at the Aberdeen Post in Aberdeen, Washington. The meeting was held to go over the applications for the Veterans Advisory Board, which is being formed. The Advisory Board voted and approved the following applicants to the Board for appointment. A motion was made, seconded and passed to make the following appointments to the Veteran's Advisory Board:

Roger Jarman, Position 1 – 1-year term  
Arthur Cornwell, Position 2 – 1-year term  
Sydney Baker, Position 3 – 2-year term

James Lambert, Position 4 – 2-year term  
Ronald R. Look, Position 5 – 2-year term

**b. Newly formed Housing Surcharge Fund Board:** A motion was made, seconded and passed to appoint Maryann Welch, Director of Social and Health Services, to the Grays Harbor County Housing Surcharge Fund Board. Ms. Welch will represent the County on this Board. A motion was made, seconded and passed to make the following appointments to serve on this Board:

Robert Waite for the Building and Construction position – 3-year term.  
Terri Youmans for the Financial Institution position – 3-year term.  
Billie MacFarlane for the Social Service position – 3-year term.  
Barbara Wynans Johnson for the Real Estate position – 3-year term.

**3. Public Official Bond Renewal – Mike Wilson:** A motion was made, seconded and passed to approve the renewal of Public Official Bond for Mike Wilson. The bond will be forwarded to the County Clerk for filing as required.

## **DEPARTMENTS**

### **FORESTRY**

**1. Request Approval, Set Bid Opening Date of January 9, 2006 for Tree Planting:** A motion was made, seconded and passed to set January 9, 2006 at 2:00 p.m. as the date and time for the opening of sealed bids for the planting of approximately 319 acres of County forestland.

**2. Request Approval, Two Timber Sale Contracts:** Following are the results of the Grays Harbor County Timber sales held Friday, November 18, 2005:

<u>Sale</u>	<u>Purchaser</u>	<u>Estimated Value</u>
Elk River #2	Sierra Pacific Industries, Inc.	\$1,358,930
West Fork Wishkah #3	Sierra Pacific Industries, Inc.	\$1,196,958
		<b><u>\$2,555,888</u></b>

The Department of Forestry recommended that the sales be awarded to the high bidder as indicated. A motion was made, seconded and passed to award the timber sale contracts as described.

## **MANAGEMENT SERVICES**

- 1. Request Approval, Agreement – CDBG Housing Rehabilitation Grant Neighbor Works of Grays Harbor:** A motion was made, seconded and passed to authorize the Chairman to sign the original and two copies of grant agreement and two Signature Authorization forms for the \$400,000 CDBG Housing Rehabilitation project.
- 2. Request Approval, Municipal Services Agreement with Council of Governments – Straddleline ORV Park Business Plan:** A motion was made, seconded and passed to approve two copies of a Municipal Services Agreement between Grays Harbor County and Grays Harbor Council of Governments. \$15,000 will be paid to COG for the development of a Straddleline ORV Park Business Plan.
- 3. Request Approval, Transfer Resolution – Special Projects:** A motion was made, seconded and passed to approve **Resolution No. 2005-124 – Transferring Items In The Grays Harbor County Miscellaneous Fund Special Projects #101-000-000.** This resolution authorizes the transfer of \$2,306 be made within the Special Projects Fund. Funds are available to transfer from the completed Food Bank project to Miscellaneous Projects for payment of the new county ordinance supplements.
- 4. Request Approval, Transfer Resolution – Clerk’s Office:** A motion was made, seconded and passed to approve **Resolution No. 2005-125 – Transferring Items In The Grays Harbor County General Fund Clerk’s Office #001-014.** This resolution authorizes the transfer of \$1,500 from repairs and maintenance to small tools and equipment for the replacement of a computer in the filing room.
- 5. Request Approval, Set Public Hearing Date – Supplemental Budget – Fair Fund:** December 5, 2005 at 2:00 p.m. is the date and time set for a public hearing for a supplemental budget in the amount of \$20,000 for the Fair Fund as a result of revenue received from ticket sales. Funds will be used to cover the costs of entertainment from the fair.
- 6. Request Approval, Set Public Hearing Date – Public Health & Social Services:** December 5, 2005 at 2:00 p.m. is the date and time set for a public hearing for a supplemental budget in the amount of \$1,200 in the General Fund Public Health and Social Services Department due to funds received through the Mental Health Medicaid program. Funding will be used to purchase a new computer for social services.

## **PUBLIC HEALTH & SOCIAL SERVICES**

1. **Request Approval, RSN Response to the Department of Social & Health Services – Request for Qualifications – Mental Health Services, Agreement to Accept the Contract Terms and Certification:** A motion was made, seconded and passed to approve a letter of transmittal for the RSN response to the Department of Social and Health Services Request for Qualifications (RFQ) for mental health services for September, 2006 through June, 2007. A form in which the County agrees to accept State Contract terms and certifies that information included in the response is true was approved.
  
2. **Request Approval, Agreement with Thurston/Mason Regional Support Network:** A motion was made, seconded and passed to approve an Agreement with the Thurston/Mason Regional Support Network. Through this Agreement Thurston/Mason provides mental health Evaluation and Treatment Services in their facility in Olympia. The Department is purchasing the continuous availability of one bed at the facility and will pay additional funds when using more than 30 bed days per month. Funding comes from state mental health contracts.
  
3. **Request, Amendments:**
  - a. **DSHS Mental Health Division – Medicaid Funded Services:** A motion was made, seconded and passed to approve contracts between the State’s DSHS Mental Health Division and the County. The contract for Medicaid-funded services is amended to include new fiscal reporting requirements and reporting of grievances. No funding changes were made.
  
  - b. **DSHS Mental Health Division – State Funded Services:** A motion was made, seconded and passed to approve contracts between the State’s DSHS Mental Health Division and the County. The contract for State-funded services is amended to include new fiscal reporting requirements and reporting of grievances. No funding changes were made.

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

4. **Request Approval, Set Hearing – 10-Year Homeless Plan:** December 12, 2005 at 2:00 p.m. is the date and time set for a public hearing to consider the 10-year Homeless Plan.

## **PUBLIC SERVICES**

- 1. Request Approval, Professional Services Contract with The Granger Company – Appraisal Reviews:** A motion was made, seconded and passed to approve a Professional Services Contract with The Granger Company for appraisal review for the Middle Satsop Road CRP 97250-11 Project. Upon execution of the Professional Services Contract The Granger Company will proceed with 3 appraisal reviews at \$500 each.
- 2. Request Approval, 2006 Utilities Division Rate Resolution:** A motion was made, seconded and passed to approve **Resolution No. 2005-126 – A Resolution Imposing Rates And Charges For Certain Water, Sewer, And Solid Waste Services In Grays Harbor County, Washington, Amending Resolutions No. 02-113, No. 2003-129, 2004-42, and 2005-18**. This resolution provides for rate increases for water, sewer and solid waste utilities. The rate at the Central Solid Waste Transfer Station is proposed to increase from \$82 to \$83/ton to provide for COLA increases in the contracts for the program. Base water and sewer rates are proposed to increase \$1/month in most cases. The increases are needed to provide for ongoing increased operational costs.
- 3. Request Approval, 2006 Environmental Health Division Rate Resolution:** A motion was made, seconded and passed to approve **Resolution No. 2005-127 – Resolution Authorizing Implementation Of A Fee Schedule For Environmental Health Programs**. This resolution authorizes the increase of some of the fees charged by the Environmental Health Division. The resolution provides for appropriate CPI increases for these fees.
- 4. Request Approval, Intergovernmental Agreement with Washington State Military Department – Activate Emergency Alert System:** A motion was made, seconded and passed to approve an Intergovernmental Agreement regarding the Activation of the Emergency Alert System. The agreement provides authorization for the Washington State Military Department Emergency Management Division (EMD) to activate and broadcast emergency warning messages over the Statewide Emergency Alert System (EAS) for Grays Harbor County and the cities of Aberdeen, Ocean Shores, and Westport in the event of a tsunami warning. The Emergency Alert System (EAS) is a national alerting system which provides government officials with a mechanism to issue emergency warnings to the public through local broadcasting including the All Hazard Alert Broadcasting (AHAB) systems.

### **ANNOUNCEMENT(S)**

The Clerk of the Board announced that due to the Thanksgiving holiday there will no meeting of the Board of County Commissioners on November 28, 2005.

### **CORRESPONDENCE**

The Clerk of the Board announced the following correspondence received:

- 1.** An e-mail dated November 21, 2005 and received from Stanley Trohimovich. The subject is Message For Next Meeting's Agenda. The e-mail was made available to the public and placed on file.
- 2.** A Claim For Damages (C-501-05) against Grays Harbor County was received from Rose A. Thorstenson and Donald H. Thorstenson. The claim was referred to 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, November 21, 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 Maryann Welch, Director of the Department of Public Services, Mike Whelan and Rick Scott, Sheriff's Department, Debbie Adolphsen, Director of the Fairgrounds and Paul Easter, Kevin Varness, Doug George, Brian Shea and Anne Sullivan, Department of Public Services.

### **RESOLUTIONS**

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|---------------------|--|
| <b>No. 2005-120</b> | <b>Grays Harbor County Property Tax Increase Resolution<br/>General Fund 2005 Tax Levy For 2006 Collection</b> |
| <b>No. 2005-121</b> | <b>Grays Harbor County Property Tax Increase Resolution Road<br/>Fund 2005 Tax Levy For 2006 Collection</b>    |

- No. 2005-122            Grays Harbor County Property Tax Increase Resolution  
Pacific Beach/Moclips Water System Bond Fund 2005 Tax  
Levy For 2006 Collection**
- No. 2005-123            Authorizing A Supplemental Extension In The Budget Of The  
Grays Harbor County General Fund Public Health & Social  
Services Department #001-000-029.**
- No. 2005-124            Transferring Items In The Grays Harbor County  
Miscellaneous Fund Special Projects #101-000-000.**
- No. 2005-125            Transferring Items In The Grays Harbor County General  
Fund Clerk's Office #001-014.**
- No. 2005-126            Resolution Imposing Rates And Charges For Certain Water,  
Sewer, And Solid Waste Services In Grays Harbor County,  
Washington, Amending Resolutions No. 02-113, No. 2003-129,  
2004-42, and 2005-18.**
- No. 2005-127            Resolution Authorizing Implementation Of A Fee Schedule  
For Environmental Health Programs.**

**ORDINANCES**

None

The meeting adjourned at 2:39 p.m. to Monday, December 5, 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