

## MINUTES

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

April 23, 2007

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, April 23, 2007, at 2:00 p.m. Commissioners Bob Beerbower, Al Carter and Mike Wilson were present. Jim Baker, Senior Deputy Prosecuting Attorney was excused. Also in attendance was Donna Caton, Clerk of the Board.

#### CALL TO ORDER AND FLAG SALUTE

Chairman Carter called the meeting to order with the pledge of allegiance.

#### MINUTES

**Special Meeting April 11, 2007 and Regular Meeting of April 16, 2007:** A motion was made, seconded and passed to approve the minutes of the special meeting of April 11, 2007. A motion was made, seconded and passed to approve the minutes of the regular meeting of April 16, 2007.

#### BIDS

1. **2007 Culvert Supply Contract:** There was a bid opening for supply of the following project – 2007 Culvert Supply Contract. The contemplated work to be performed under this signed contract consists of the fabrication and delivery of 600 L.F. of Polymer Coated Steel Culvert Pipe 0.079" thick, 18" diameter and 600 L.F. of Polymer Coated Steel Culvert Pipe 0.079" thick, 12" diameter and 96 lineal ft. of Steel Structural Plate Pipe 3 gauge 180" diameter and related hardware. All materials furnished shall conform to the WSDOT 2006 Standard Specifications for Road, Bridge and Municipal Construction. Plans and specifications were available from the Grays Harbor County Public Services Department, Administration Building, 100 West Broadway, Suite 31, Montesano, Washington. Notice of this advertisement for bids was published in the *Montesano Vidette* on March 22 and 29, 2007. One bid was received and opened at the public meeting, April 23, 2007. The Clerk of the Board announced the following bid with bid bond attached:

Business Support Specialty, Greeley, CO.	\$87,327.92 (including tax)
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The bid was referred to the Department of Public Services for review and recommendation.

**2. County Printing of Official Publications:** There was a bid opening for call for bids and proposals for county printing of official publications. The bid was advertised for the Grays Harbor County legal publications contract for the printing and publication of Commissioners' proceedings, legal notices, and all other advertising of Grays Harbor County, as required by law to be published in the official newspaper of the county, from July 1, 2007 through June 30, 2008. Notice of this advertisement for bids was published in the *Montesano Vidette* on March 15, 2007. The Clerk of the Board announced the following bid received with bid bond attached:

<i>Montesano Vidette</i>	six-point type, full-width column: \$7.75 per column inch for first insertion \$6.75 per column inch for additional insertions
	eight-point type, full-width column: \$5.50 per column inch for first insertion \$5.25 per column inch for additional insertions

The bid was referred to staff for review and recommendation.

### **PRESENTATIONS**

**1. Public Works Trust Fund Award Presentation:** Don Montfort reported that he serves as a board member for the Public Works Trust Fund Board. Mr. Montfort introduced board member Kathleen Keene. Also in attendance was Isaac Huang, staff member. Mr. Montfort commented that they are present to make a presentation in recognition of a payoff of a loan that was taken out in 1986. Background information regarding the Public Works Trust Fund was provided. Mr. Montfort recognized Grays Harbor County's participation in the program and presented the Board with an award.

### **HEARINGS**

None

### **COMMISSIONERS**

None

## DEPARTMENTS

### AUDITOR

1. **Request Approval, Resolution Revising Precinct Boundary Lines:** A motion was made, seconded and passed to approve **Resolution No. 2007-41 – Revising Precinct Boundary Lines**. According to RCW 29A.16.040 the County has responsibility to periodically redistrict or adjust precincts based on population and maximum number of registered voters in each precinct. County resolution number 02-41, June 10, 2002, last adjusted Commissioner Districts within Congressional and Legislative districts according to the decennial census. It is necessary to split certain existing precincts to fit the maximum number of registered votes allowable and changes to precinct boundaries must be done at least 30 days prior to filing. This modification of boundary lines becomes effective upon passage of this resolution.

### MANAGEMENT SERVICES

1. **Request Approval, Increasing Petty Cash Fund, Central Services Fund:** A motion was made, seconded and passed to approve **Resolution No. 2007-42 – Authorizing an Increase in the Petty Cash Fund Within the Grays Harbor County Central Services Fund #503-000-000**. This resolution allows that Grays Harbor County Central Services petty cash fund be increased from \$50 to \$150 so that Central Services can establish a petty cash checking account for the payment of driving abstracts to the Department of Licensing.

2. **Request Approval, One Time Only Funding – City of Cosmopolis Parks & Recreation:** A motion was made, seconded and passed to approve two copies of a One Time Only Interlocal Agreement between Grays Harbor County and the City of Cosmopolis for \$4,000 in funding to be used for a free lunch program for the Cosmopolis Parks & Recreation program.

3. **Request Approval, One Time Only Funding – Copalis Community Church Food Bank:** A motion was made, seconded and passed to approve two copies of a One Time Only Interlocal Agreement between Grays Harbor County and the Copalis Community Church for \$2,000 in funding to be used for a free lunch program in the North Beach area.

**4. Request Approval, Tourism Service Contract – Lake Quinault Community**

**Action Forum:** A motion was made, seconded and passed to approve two copies of a Tourism Service Contract between Grays Harbor County and the Lake Quinault Community Action Forum in the amount of \$20,000. Funding will be used for the promotion of tourism in Grays Harbor County.

**5. Request Approval, Tourism Service Contract – Washington Coast Chamber**

**of Commerce:** A motion was made, seconded and passed to approve two copies of a Tourism Service Contract between Grays Harbor County and the Washington Coast Chamber of Commerce in the amount of \$10,000. Funding will be used for the promotion of tourism in Grays Harbor County.

**6. Request Approval, Tourism Service Contract – Museum of the North Beach:**

A motion was made, seconded and passed to approve two copies of a Tourism Service Contract between Grays Harbor County and the Museum of the North Beach in the amount of \$10,000. Funding will be used for the promotion of tourism in Grays Harbor County.

**7. Request Approval, ORV Park Use Agreement – Northwest Quads National:**

A motion was made, seconded and passed to approve two copies of an ORV Park Use Agreement for the Northwest Quad National race for the dates of April 28<sup>th</sup>, April 29<sup>th</sup>, July 7<sup>th</sup> and July 8<sup>th</sup>, 2007.

**8. Request Approval, ORV Park Use Agreement – Pacific Rally Group:**

A motion was made, seconded and passed to approve two copies of an ORV Park Use Agreement for the Pacific Rally Group for use of the park on the dates of April 28<sup>th</sup> and 29<sup>th</sup>, 2007. It is understood that they will operate scheduled events providing Grays Harbor County with insurance and 50% of the gate fees.

**PUBLIC HEALTH AND SOCIAL SERVICES**

**1. Request Approval, Amend Contract with Washington State Department of**

**Health:** A motion was made, seconded and passed to approve an amendment to the County's contract with the State Department of Health. The funding level is increased by \$22,700. Statements of Work for Emergency Preparedness and Immunization have been modified with no funding changes. The additional funding is provided for Group A and B Water Systems, TB Screening and the BEACH program.

**2. Request Approval, Certification forms – Coastal Community Action**

**Program (CCAP):** The Coastal Community Action Program (CCAP) is applying to the DCTED for two grants:

- 1.) A \$175,423 two-year grant to support the Domestic Violence Shelter and CCAP's Family Shelter. This Emergency Shelter grant also will allow for motel vouchers, rental assistance and case management.
- 2.) A \$37,228 two-year grant to provide scattered site transitional housing to assist two families each year with rent, utilities and case management.

Both of these grants will continue current funding. A stakeholder planning meeting ratified the planned use of these funds and all proposed services are identified as priorities in the County's Ten-Year Homeless Housing Plan. The County's role in this application process is to certify that the applications are consistent with the Ten-Year Plan. A motion was made, seconded and passed to approve the two certification forms as recommended.

### **PUBLIC SERVICES**

1. **Request Approval, Emergency Support Function 9 – Search and Rescue Plan:** A motion was made, was made, seconded and passed to approve an Emergency Support Function 9 – Search and Rescue document. This plan is a part of the County's Comprehensive Emergency Management Plan (CEMP). It was developed and reviewed by jurisdictions and agencies within the County including but not limited to the SAR Coordinators and volunteer search groups. It will be reviewed and updated as needed on a regular basis. After approval the plan will be posted to the Emergency Management website and a copy will be maintained by the Washington State Emergency Management Division.
2. **Request Approval, Contract for the 2007 Emulsified Asphalt Contract – Paramount Petroleum Corp.:** A motion was made, seconded and passed to accept four (4) sets of contracts for the 2007 Emulsified Asphalt Contract. This project was awarded to Paramount Petroleum Corporation for the amount of \$739,148.00.
3. **Request Approval, 2007 Agreement with Grays Harbor Communication E9-1-1 and ER&R Division:** A motion was made, seconded passed to approve the 2007 Agreement between Grays Harbor Communication E9-1-1 and the ER&R Division for radio equipment maintenance. The annual amount of \$100,000 will be paid by Grays Harbor Communication E9-1-1 for ER&R to service all two-way radio systems and associated electronics gear.
4. **Request Approval, Local Agency Agreement and Requesting Federal Construction Funds:** A motion was made, seconded and passed to approve two (2) copies of the Local Agency Agreement requesting Federal Construction Funds to repair

the emergency slide area on North River Road. This project is eligible for Federal Funding under the Emergency Repair Program.

**5. Request Approval, Resolution Acknowledging Vacation of Rights of Way:**

The Department received a petition from Kyle and Wendy Richey to acknowledge vacation of rights of way surrounding property they own in the Plat of Grays Harbor City. The Department found no record of these rights of way having ever been opened within the applicable time period. They have no objection to the Board acknowledging these rights of way having been automatically vacated by operation of law. A motion was made, seconded and passed to approve **Resolution No. 2007-43 – Resolution Acknowledging Vacation by Operation of Law.**

**6. Request Approval, 2007 County Wide Aggregate Stockpiling**

**Contract to Northwest Rock:** A motion was made, seconded and passed to accept four (4) sets of contracts for the 2007 Countywide Aggregate Stockpiling Contract, Item 6. This project was awarded to Northwest Rock, Inc. for the amount of \$214,480.03.

**7. Request Approval, Reimbursable Agreement Amendment No. 4 for Camp**

**Grisdale Road:** A motion was made, seconded and passed to approve two (2) copies of Amendment No. 4 to a Reimbursable Agreement between Grays Harbor County and Federal Highway Administration. The purpose of this Amendment is to add funds due to increased scope and time required to complete the Wetland Mitigation Plan.

**8. Request Approval, Contract Documents for County Wide Curve**

**Improvements Hot Mix Paving Project:** A motion was made, seconded and passed to approve four (4) sets of contract documents for the County Wide Curve Improvements Hot Mix Paving Project. This project was awarded to the low bidder, Lakeside Industries of Aberdeen, Washington.

**9. Request Approval, Request Hearing Date of June 4, 2007, Vacation of Right**

**of Way:** A motion was made, seconded and passed to set June 4, 2007 at 2:00 p.m. as the date and time for a public hearing to consider a petition received from Steve Andrews to vacate right of way adjacent to property he owns in the Plat of Highland Heights, Pacific Beach.

**10. Request Approval, Request Hearing Date of May 21, 2007, Vacating all Right**

**of Way of Niederman Road:** A motion was made, seconded and passed to approve **Resolution No. 2007-44 – Resolution of Intent to Vacate (R.C.W. 36.87.010).** This resolution approves setting May 21, 2007 at 2:00 p.m. as the date and time for a public hearing to consider vacating all right of way of Neiderman Road.

**ANNOUNCEMENTS**

None

**CORRESPONDENCE**

The Clerk of the Board announced the following correspondence:

1. The Elma Game Club and the Chehalis Basin Fisheries Task Force is sponsoring a fishing derby at Vance Creek Park. The date of the event has been revised from April 21<sup>st</sup> to April 28<sup>th</sup> from 6:00 a.m. to 2:00 p.m. A motion was made, seconded and passed to approve the revised date as requested.
2. The Elma Road Race event is scheduled for April 29<sup>th</sup> from 8:00 a.m. to 5:00 p.m. The request is to use the Vance Creek Park in Elma and approximately 150 participants are expected. A motion was made, seconded and passed to approve the request providing the sponsors are aware that others will be using the park as a result of the fishing derby.

**PUBLIC COMMENT:**

Chairman Carter asked for public comment. He announced that comments and statements only would be accepted and would be limited to five minutes. Questions should be submitted in writing.

Ron Armstrong, Hoquiam, Washington asked questions regarding agenda items and if there is an opportunity for public input regarding these issues.

Cheryl Campbell, Kent, Washington read a letter dated April 22, 2007 regarding the appeal heard on February 26, 2007.

Stan Blunt, Aberdeen, Washington read and submitted a letter regarding a County contract for salal harvest. Mr. Blunt made comment regarding the Public Services agenda items. Mr. Blunt read a letter requesting copies of the three logging bill of sale and contracts approved by the County Commissioners on April 16, 2007.

There was no additional public comment.

### **STAFF MEETINGS**

The Board held staff meetings on Monday, April 23, 2007, 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, Public Health and Social Services Director, Mike Whelan, Sheriff and Kevin Varness, Brian Shea and Anne Sullivan of the Department of Public Services.

The Board approved the following:

### **RESOLUTIONS**

- |                    |   |
|--------------------|---|
| <b>No. 2007-41</b> | <b>Revising Precinct Boundary Lines</b>   |
| <b>No. 2007-42</b> | <b>Authorizing an Increase in the Petty Cash Fund within the Grays Harbor County Central Services Fund #503-000-000</b> |
| <b>No. 2007-43</b> | <b>Resolution Acknowledging Vacation by Operation of Law</b>  |
| <b>No. 2007-44</b> | <b>Resolution of Intent to Vacate (R.C.W. 36.87.010)</b>  |

### **ORDINANCES**

None

### **INTERGOVERNMENTAL AGREEMENTS**

One-time-only Funding – City of Cosmopolis

The meeting adjourned at 2:41 p.m. to Monday, April 30, 2007 at 2:00 p.m.

BOARD OF COMMISSIONERS  
For Grays Harbor County  
This \_\_\_\_\_ day of \_\_\_\_\_, 2007

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ALBERT A. CARTER, Chairman  
Commissioner, District 3

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BOB BEERBOWER, Commissioner, District 1

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MIKE WILSON, Commissioner, District 2

ATTEST:

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Donna Caton  
Clerk of the Board