

## MINUTES

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

April 30, 2007

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, April 30, 2007, at 2:00 p.m. Commissioners Bob Beerbower, Al Carter and Mike Wilson were present. Jim Baker, Senior Deputy Prosecuting Attorney was present. 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

**April 23, 2007:** A motion was made, seconded and passed to approve the minutes of the regular meeting of April 23, 2007.

#### BIDS

**1. Waive minor technicality re: Bid Opening Held April 23, 2007 – 2007 Culvert Supply Contract:** The Clerk of the Board announced that one bid was received at the public meeting, April 23, 2007. At 2:05 p.m. a second bid was received in the office of the Commissioners, but was not made public. Per Stew Menefee, Prosecuting Attorney, the Board of County Commissioners has the right to waive minor technicalities. Russ Esses recommended that the tardiness of five minutes be waived and the bid be opened and considered at the regular board meeting of April 30, 2007.

The bid opening was 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. The first bid was opened and read at the public meeting, April 23. The Clerk of the Board opened and read the following bid with bid bond attached:

Pacific Corrugated Pipe of Oregon, Montesano, WA          \$100,576.04

The bid was referred to the Department of Public Services for review and recommendation.

**2. 2007-2008 County Beach Approach Sand Removal Project:** There was a bid opening for the construction of the following project: 2007-2008 County Beach Approach Sand Removal Project. The work to be performed under this contract consists of removing surplus sand from the County beach approaches. A set of plans and specifications for the project were available from the Public Services office in Montesano, Washington. Notice of this advertisement for bids was published in the *Montesano Vidette* on April 19 and 26, 2007. The Clerk of the Board announced the following bids received with bid bond attached:

Brumfield Construction, Inc. Westport  
Item #1                      \$300

Backhoe NW, Ocean Shores, WA  
Item #2                      \$2,000

MJR Ltd., Hoquiam, WA  
Item #2                      \$12,100

The bids were referred to staff for review and recommendation.

### **PRESENTATIONS**

None

### **HEARINGS**

**1. Emergency Budget – Sheriff Department:** There was a public hearing to consider Emergency Budget as follows: Sheriff Department, #001-000-032 in the amount of \$97,643. Notice of this public hearing was published in the *Montesano Vidette* on April 19, 2007. Sheriff Whelan reported that the emergency budget hearing is in the General Fund Sheriff's Department for \$97,643 to fund the Criminal Division salary increases. There has been a savings of \$34,536 from vacancies in positions through April, 2007, creating a total salary increase in the department of \$122,279 inclusive of 15% benefits. The vacant county positions savings in the Jail division has been utilized for overtime within the department. There were five Corrections Officers, three Deputy Sheriff's, the Animal Control Officer and a Support Specialist position vacant. The vacancies have created an additional cost of \$9,900 for testing supplies which cost \$825 each. The budget increase request is for \$76,298 in salaries, \$11,445 in benefits and

\$9,900 in testing supplies totaling \$97,643. Chairman Carter 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. 2007-45 – Authorizing an Emergency Appropriation in the Budget of the Grays Harbor County General Fund Sheriff’s Department #001-000-032.**

**2. Supplemental Budget Hearing – General Fund Extension Office:** There was a public hearing to consider Supplemental Budget as follows: General Fund Extension Office, #001-000-022 in the amount of \$24,653. Notice of this public hearing was published in the *Montesano Vidette* on April 19 and 26, 2007. Rose Elway, Budget Director, reported that the supplemental budget hearing is in the General Fund Extension Office for \$24,653 and due to funding received from a US Forest Service Title III grant. Funding will be used for a WSU Day Camp for East Grays Harbor County children who have limited opportunities for recreation and learning during the summer months. Chairman Carter 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. 2007-46 – Authorizing a Supplemental Extension in the Budget of the Grays Harbor County General Fund WSU Cooperative Extension #001-000-022.**

**COMMISSIONERS**

None

**DEPARTMENTS**

**FORESTRY**

**1. Request Approval, Revision of documents for previously approved Tidelands Lease – Ronald J. Young:** The renewal documents for Tidelands Lease TID8702 for Ronald J. Young of Hoquiam was approved and signed on March 19, 2007. This lease has been held for the last 10 years by both Mr. Young and Don Harders also of Hoquiam. Mr. Harders name was inadvertently left off the renewal documents. The State Department of Health requires the lease to show both names in order to be copasetic with them. A new document was prepared with the corrections made. A motion was made, seconded and passed to approve the revised renewal document for Tidelands Lease TID8702.

## **MANAGEMENT SERVICES**

- 1. Request Approval, Tourism Service Contract – On Track Art Festival:** A motion was made, seconded and passed to approve two copies of a Tourism Service Contract between Grays Harbor County and the On Track Art Festival in the amount of \$1,000. Funding will be used for advertising, publicizing and distributing information for the On Track Art Festival.
  
- 2. Request Approval, Resolution – 2007 Salary Amendment:** A motion was made, seconded and passed to approve **Resolution No. 2007-47 – Amending Resolution No. 2007-04 and Fixing Compensation of Employees from and after January 1, 2007.** This resolution amendment is for Public Health and Social Services adding the grant funded position of Social Services Program Specialist II.
  
- 3. Request Approval, Resolution – Budget Transfer – Special Projects Fund:** A motion was made, seconded and passed to approve **Resolution No. 2007-48 – Transferring Items in the Grays Harbor County Miscellaneous Fund Special Projects #101-000-000.** This resolution allows a \$10,000 transfer be made with the Special Projects Fund for various community development projects. Funds are available to transfer from FHCP Implementation to Miscellaneous Projects.
  
- 4. Request Approval, Resolution – Budget Transfer – Non-Departmental:** A motion was made, seconded and passed to approve **Resolution No. 2007-49 – Transferring Items in the Grays Harbor County General Fund Non-Departmental #001-000-038.** This resolution allows a budget transfer be made within the General Fund Non-Departmental in the amount of \$10,000. Funds are available from the ending fund balance to a special projects transfer out.
  
- 5. Request Approval, Set hearing date – Supplemental Budget General Fund Health & Social Services:** A motion was made, seconded and passed to set May 14, 2007 at 2:00 p.m. as the date and time for a public hearing to consider a supplemental budget in the General Fund Health and Social Services Department for \$32,006 due to funding received through a Mental Health Medicaid grant. Funds will be used in salaries and benefits to add a Social Services Program Specialist II position.
  
- 6. Request Approval, Surplus Property:** A motion was made, seconded and passed to approve the request to declare the following items surplus:

HP 9000 K460 Computer purchased in April 1997  
HP 9000 K220 Computer purchased in April 1997  
HP Disk Drive Cabinet purchased in April 1997

These items are no longer used and do not have any value at this time.

## **PUBLIC SERVICES**

**1. Request Approval, 2007 contract with Washington State Military for Emergency Management Performance Grant:** A motion was made, seconded and passed to approve a contract with the Washington State Military Department Emergency Management Division for the 2007 Emergency Management Performance Grant in the amount of \$42,757 which supports the emergency management operating budget.

**2. Request Approval, Grant application – Chehalis Basin Watershed Plan Phase 4, Year 2 Implementation Grant:** A motion was made, seconded and passed to approve the grant application to the Department of Ecology for Phase 4, Year 2, Watershed Plan Implementation. The tasks described in this application will allow the Chehalis Basin Partnership to proceed with implementation of the watershed plan. Participation does require a 10% match. The members of the Chehalis Basin Partnership will provide in-kind services as match. Grays Harbor County will administer this agreement on behalf of the Chehalis Basin Partnership. The grant funds received will cover the expenses incurred by the County. The Chehalis Basin Partnership supports the agreement and scope of work.

**3. Request Approval, Amend Contract with Triangle Associates Inc.:** A motion was made, seconded and passed to approve the First Amendment to the agreement between Grays Harbor County and Triangle Associates Inc., dated December 18, 2006. This amendment will allow for an increase in the budget to cover the costs associated with the addition of a May planning group meeting. The lead entities deemed it necessary to meet live on May 16, a date not included in the original scope of work. This agreement is eligible for reimbursement through the IAC grant administered by Grays Harbor County to facilitate the work of the Coast Salmon Recovery Region.

**4. Request Approval, Revise Previously approved road closure for Stamper Road Cloquallum Creek Bridge Rehabilitation:** A motion was made, seconded and passed to revise the previously authorized road closure date of June 18<sup>th</sup> through August 24<sup>th</sup> to June 4<sup>th</sup> through August 24<sup>th</sup>. Traffic will be detoured via the Elma-McCleary Road. This proved necessary due to conflicts between the construction schedule and the allowed fish window for the in-water work.

**5. Request Approval, Set hearing date – Road Standards Variance Request Case 2007-1090, applicant – Sean Gow:** A motion was made, seconded and passed to set May 21, 2007 at 2:00 p.m. as the date and time for a public hearing to consider a request received from Sean Gow for Road Standards Variance Case #2007-1090.

### **WSU EXTENSION**

**1. Request Approval, Letter of Support and Letter of Agreement – Food Stamp Nutrition Education:** A motion was made, seconded and passed to approve a letter of support and letter of agreement to obtain federal matching dollars for the in-kind support described on the letter of support. These items are included in the WSU Extension allocation from Grays Harbor County so that no additional funds are required. The Extension office is dedicating these parts of the budget to the Food Sense nutrition education program so that the program can receive matching dollars to carry out the program. The F\$ program reaches youth in 5 Aberdeen schools, Hoquiam Middle School, Pacific Beach Elementary, Elma Elementary and Oakville Elementary with hands-on nutrition lessons, reaching over 3,000 youth with 7 to 10 sessions.

### **ANNOUNCEMENTS**

None

### **CORRESPONDENCE**

None

### **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.

Stanley Blunt, Aberdeen, Washington submitted a letter dated April 23, 2007. Mr. Blunt made comment regarding agenda items.

There was no additional public comment.

### **STAFF MEETINGS**

The Board held staff meetings on Monday, April 30, 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 James Baker, Senior Deputy Prosecuting Attorney, and Paul Easter, Brian Shea, Kevin Varness and Lee Napier of the Department of Public Services.

The Board approved the following:

**RESOLUTIONS**

- No. 2007-45**            **Authorizing an Emergency Appropriation in the Budget of the Grays Harbor County General Fund Sheriff's Department #001-000-032**
- No. 2007-46**            **Authorizing a Supplemental Extension in the Budget of the Grays Harbor County General Fund WSU Cooperative Extension #001-000-022**
- No. 2007-47**            **Amending Resolution No. 2007-04 and Fixing Compensation of Employees from and after January 1, 2007**
- No. 2007-48**            **Transferring Items in the Grays Harbor County Miscellaneous Fund Special Projects #101-000-000**
- No. 2007-49**            **Transferring Items in the Grays Harbor County General Fund Non-Departmental #001-000-038**

**ORDINANCES**

None

**INTERGOVERNMENTAL AGREEMENTS**

None

The meeting adjourned at 2:28 p.m. to Monday, May 7, 2007 at 2:00 p.m.

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

---

ALBERT A. CARTER, Chairman  
Commissioner, District 3

---

BOB BEERBOWER, Commissioner, District 1

---

MIKE WILSON, Commissioner, District 2

ATTEST:

---

Donna Caton  
Clerk of the Board