

MINUTES

BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY REGULAR MEETING

June 2, 2008

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, June 2, 2008, at 2:00 p.m. Commissioners Al Carter, Bob Beerbower and Mike Wilson were present. Jim Baker, Senior Deputy Prosecuting Attorney, and Donna Caton, Clerk of the Board were also present.

CALL TO ORDER AND FLAG SALUTE

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

MINUTES

- 1) **Regular Meeting May 19, 2008:** A motion was made, seconded and passed to approve the minutes of the regular meeting of May 19, 2008.
- 2) **Special Meeting with Jefferson County & Quinault Indian Nation held May 29, 2008:** A motion was made, seconded and passed to approve the minutes of the special meeting held April 14, 2008.

PROCLAMATIONS & PRESENTATIONS:

None

BIDS

None

HEARINGS

1. **Hazard Mitigation Grant Program:** There was a public hearing to solicit public involvement in the application process for federal and state funding through the Federal Emergency Management Agency's Hazard Mitigation Grant Program, which is administered by Washington State's Emergency Management Division. Private funds from the landowner will be used as a match if funding for the project is awarded. Notice of this public hearing was advertised in *The Montesano Vidette* on May 22, 2008. Written comments were invited to be sent by June 2, 2008, to Anne Sullivan, 310 W. Spruce St. Suite 212, Montesano, WA 98563. Chairman Carter asked for a staff report. Anne Sullivan, Grays Harbor County Emergency Management, reported that Grays Harbor County has been approved to apply for hazard mitigation funding from FEMA

through the Hazard Mitigation Grant Program. David Palmer, 7475 SR 12, Oakville, has requested that the County apply on his behalf for funding in order to mitigate repetitive flooding in his home. The application process requires public notification and involvement. A local match of up to 25% of the project costs is required. Ms. Sullivan explained that these grants are awarded on a very competitive basis and that the State Legislature as agreed to cover 12.5% if the property owner matches this contribution. Ms. Sullivan noted that the Palmer's split-level home has flooded three times over 17 years and that the National Flood Insurance Program (NFIP) has paid claims on all three floods. As part of the application process, alternatives were required to be submitted. Two alternatives include taking no action to prevent further damage, or elevating the entire home which is twice the cost of the proposed project. Ms. Sullivan invited Mr. Palmer to further explain the proposal. Mr. Palmer provided the following additional alternatives that have been discarded: 1) A buy-out of the property at the cost of \$250,000; 2) Elevating the entire home eight (8) feet above the flood plain at a cost of \$123,000; 3) Rebuild as encouraged by the NFIP, which he has already done three times. Mr. Palmer explained that the proposed project entails abandoning the first floor of the home while maintaining use of the garage and providing opportunity for flood waters to move freely through this lower level. The Palmer's experienced \$40,000 worth of damage from the most recent storm.

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 the application for federal and state funding through the Federal Emergency Management Agency's Hazard Mitigation Grant Program on behalf of Mr. David Palmer, 7475 SR 12, Oakville, WA.

2. **Supplement Budget- Special Projects Fund:** There was a public hearing to consider Supplemental Budget as follows: Supplemental Budget - Special Projects Fund #101-000-000, in the amount of \$50,000. Notice of this hearing was advertised in *The Montesano Vidette* on May 22 and 29, 2008. Chairman Carter asked for a staff report. Rose Elway, Budget Director, explained that this is a request for a supplemental budget in the Special Projects Fund for \$50,000 in state grant funding received through the Department of Fish & Wildlife Coastal Marine Resource Committee. Funding will be used to provide the foundation for scientifically sound, locally supported marine conservation measures needed to address marine ecosystem issues within the County. Grays Harbor County will be the first to establish a coastal MRC, thereby serving as a pilot from which WDFW, the other coastal counties, and other stakeholders can learn how to successfully implement coastal MRC's. 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. 2008-43 – Authorizing a Supplemental Extension in the Budget of the Grays Harbor County Special Projects Fund #101-000-000.

COMMISSIONERS

- 1. Concur with Mason County appointment to the Timberland Regional Library Board:** A motion was made, seconded and passed to concur with Mason County's appointment of Stephen Hardy as their representative to the Timberland Regional Library Board of Trustees. This appointment is to complete the unexpired term held by Peggy Johnson, which ends December 31, 2010.
- 2. Set Hearing Date, Title III application for funding:** July 21, 2008, at 2:00 p.m. is the date and time set for a hearing to consider a Title III application for funding. The WSU Grays Harbor Extension/Grays Harbor Noxious Weed Board is requesting funding for a youth forestry education project. The mission of both organizations is to provide educational resources to the community. This funding request is to create two forestry themed play areas. One will be located at the Grays Harbor County Fairgrounds, and the other will be located at the Ocean Shores Interpretive Center.

DEPARTMENTS

AUDITOR

- 1. Request Approval, Authorize use of Kitsap County's cooperative agreement with USArchive & Imaging Services Inc.:** A motion was made, seconded and passed to authorize a request by the Auditor to proceed with a project to image the Real Estate index books on file in the Auditor's office, using an interlocal agreement with Kitsap County. The estimated cost of the project is \$31,300 based on a proposal from US Archive and Imaging Services. The budget for the work will be out of the Auditor O&M Fund, as previously approved by the Board.

FORESTRY

- 1. Request Approval, Timber Sale Contract Amendment- Donkey Creek No. 1:** A motion was made, seconded and passed to approve an amendment to the Donkey Creek No. 1 Timber sale contract whereby a significant patch of blown down timber in the general vicinity is included for salvage. This blown down timber is severely damaged with 90% plus of the stand completely blown over or broken off. The Donkey Creek No. 1 sale is currently active and by including this additional damaged timber, the County can insure its timely salvage and removal. Resolution No. 2008-10, as approved by the Board of County Commissioners, provides for the inclusion of storm damaged timber with current timber sales thereby facilitating the salvage and recovery of the timber in a

timely manner.

MANAGEMENT SERVICES

1. Request Approval, Resolution to increase petty cash fund- ORV Park Fund:

A motion was made, seconded and passed to approve **Resolution No. 2008-44, Authorizing an Increase in the Petty Cash Fund within the Grays Harbor County ORV Park Fund #118-000-000**. This Resolution increases the Grays Harbor County ORV Park petty cash fund from \$75 to \$200. A need has arisen to purchase parts in emergency situations and because the local, most convenient parts store requires cash, it is necessary to increase the petty cash fund.

2. Request Approval, Salary Resolutions: Establishing Prosecutor's 2008 Salary; Increasing Record Clerk position to .75 FTE: A motion was made, seconded and passed to approve the following Resolutions:

- A. **Resolution No. 2008-45, Fixing 2008 Compensation of Prosecuting Attorney Pursuant to Adoption of Senate Bill 6297.** This Resolution sets the Prosecutor's 2008 salary at the level of the Superior Court Judges, with the Washington State Treasurer reimbursing the County for the increase.
- B. **Resolution No. 2008-46, Amending Resolution No. 2008-02 and Fixing Compensation of Employees From and After January 1, 2008.** This resolution increases the Records Clerk in the Crime Victim Fund to a .75 FTE as a result of a grant through the Washington State Department of Community Trade & Economic Development.

3. Request Approval, ORV Park Operation Agreement- Tacoma Motorcycle Club: A motion was made, seconded and passed to approve the ORV Park Operation Agreement for the Tacoma Motorcycle Club Dinosaur Daze for the April 1, through October 31, 2008 ORV Park Season. It is understood that they will operated scheduled events providing Grays Harbor County with insurance and 50% of the gate fees.

4. Request Approval, Set hearing date- Supplemental Budget Hearing- Public Health & Social Services, Mental Health: June 23, 2008, at 2:00 p.m. is the date and time set for a hearing to consider a supplemental budget in the Miscellaneous Funds Public Health & Social Services Department #129-000-000, for \$57,416, and Mental Health #140-000-000, for \$27,928, due to funding received through various state and federal grants. Funding will be used in mental health services and to purchase new work stations for the Education Unit of the department.

5. Request Approval, Set hearing date- Supplemental Budget Hearing-

Prosecutor's Office, Crime victim Witness: June 16, 2008, at 2:00 p.m. is the date and time set for a hearing to consider a supplemental budget in the General Fund Prosecutor's Office #001-000-000, in the amount of \$31,686, for additional state revenue received from Senate Bill 6297 establishing the Prosecutor's salary with the Washington State Treasurer reimbursing the County for the salary increase, and to consider a supplemental budget in Crime Victim Witness #109-000-000, in the amount of \$35,468, for a state grant received through the Washington State Department of Community Trade and Economic Development to increase personnel from .50 FTE to a .75 FTE.

PUBLIC HEALTH & SOCIAL SERVICES

- 1. Request Approval, Intergovernmental Contract with Educational Service District 113:** A motion was made, seconded and passed to approve an intergovernmental agreement with Educational Service District 113 for \$202,450 to provide case management and outpatient treatment services to youth. This contract is funded through the County's contract with the State DSHS/Division of Alcohol and Substance Abuse.
- 2. Request Approval, Contract with Providence St. Peter Hospital:** A motion was made, seconded and passed to approve a contract with Providence/St. Peter Hospital for \$538,739. This contract is funded through the County's contract with the State DSHS/Division of Alcohol and Substance Abuse.
- 3. Request Approval, Amendment 2, DSHS State Mental Health:** A motion was made, seconded and passed to approve Amendment 2 to the State Mental Health Contract. This amendment provides as increase of \$85,308 bringing the total maximum contract amount to \$2,710,470. It amends the contract to: include minimum qualifications for Mental Health Care Provider positions, adjust monthly and maximum contract amounts for July 2008 through June 2009, require written consent to use a consumer's picture or personal story and incorporate notice requirements of Senate Bill 6404.
- 4. Request Approval, Amendment 2, Prepaid Inpatient Health Plan:** A motion was made, seconded and passed to approve Amendment 2 to the Prepaid Inpatient Health Plan Contract. It amends the contract to: include minimum qualifications for Mental Health Care Provider positions, make minor adjustments to state plan rates, maintain waiver authority rates for respite and supported employment. It also adds Notice of Determination requirements, clarifies which children are foster children, specifies contractor responsibility for providing mental health services when medically necessary and incorporates notice requirements of Senate Bill 6404. No specific dollar amount is provided because rates are reconciled every six months and adjusted based on the estimated eligible population.

PUBLIC SERVICES

1. Request Approval, Designation of Applicant Agent- Hazard Mitigation Grant Program: A motion was made, seconded and passed to approve **Resolution No. 2008-47, Designating Paul Easter as the Applicant Agent and Anne Sullivan as his Alternate authorized representative for purposes of applying on behalf of David Palmer, 7475 SR 12 Oakville, for funding through the Hazard Mitigation Grant Program.**

2. Request Approval, Appointments to Local Emergency Planning Committee (LEPC): A motion was made, seconded and passed to approve the following appointments to the Grays Harbor County Local Emergency Planning Committee (LEPC):

Anne Sullivan, LEPC Coordinator	GHC Emergency Mgt.
Ken Walkington	Montesano Fire Department
Paul Dean	Hoquiam Fire Department
Sgt. Mike Erickson	WSP
Nora LeBlanc	Public Health & Social Services
Jeff Nelson	Environmental Health
Stan Ratcliff	Satsop Development Park
Glennis Stamon	GH Communications E9-1-1
Tim Simon	GH Community Hospital
Caren Holley	Mark Reed Hospital
Sylvia Markham	Weyerhaeuser
Arne Peterson	Paneltech
Verna MacDonald	Westport Senior House
Sandy Parsons	Ocean Shores CERT
Tom Cook	Masco
Charles Walker	Stafford Creek Correctional
Jordan Singleton	US Coast Guard Auxiliary

The purpose of the LEPC is to coordinated hazardous material issues and carry out the mandate of EPCRA (Emergency Planning and Community Right-to-Know Act of 1986). The LEPC has also been charged with the annual review and update of the All Hazards Mitigation Plan. The chief elected official of the local Emergency Planning District appoints the LEPC. Meetings are open to the public and are held on the second Wednesday of each month at 10:00 a.m. in the Forestry Building. All police and fire chiefs as well as all Tier II reporters are encouraged to attend and participate.

- 3. Request Approval, Resolution to allow the County Engineer to execute Aquatic Land Easements:** A motion was made, seconded and passed to approve **Resolution No. 2008-48, Authorizing the County Engineer to Execute Aquatic Lands Easements to the State of Washington, Department of Natural Resources.**
- 4. Request Approval, Right of Way Deed- Middle Satsop Road Realignment:** A motion was made, seconded and passed to approve a right-of-way deed from Robert Foss and Elizabeth Perry for the Middle Satsop Road Realignment, E-97250-56 Slide Repair project.
- 5. Request Approval, Professional Services Agreement with Lawhead Architects P.S.:** A motion was made, seconded and passed to authorize the signature of the professional services agreement with Lawhead Architects (Contractor). The contractor will provide architectural services related to the renovation of the Union Gospel Mission's facility. The funds secured through a grant contract between Community Trade & Economic Development and Grays Harbor County will cover the expenses incurred.
- 6. Request Approval, Personal Services Agreement- Nancy Allison:** A motion was made, seconded and passed to approve a personal services agreement with Nancy Allison. She will serve as the Executive Director for the Washington Coast Sustainable Salmon Partnership. The funds secured through a grant contract between the Resource and Conservation Office and Grays Harbor County will cover the expenses incurred.
- 7. Request Approval, Resolution authorizing deed transfer- Preachers Slough Road No. 61390:** A motion was made, seconded and passed to approve **Resolution No. 2008-49, Authorizing the Transfer of Preachers Slough Road No. 61390 to the State of Washington, Department of Natural Resources.** This action will limit the County's future liability by removing 0.74 mile of gravel road from the county road system.
- 8. Request Approval, Set bid opening- Administrative Roof Replacement:** A motion was made, seconded and passed to set June 23, 2008, as the opening date to initiate the bid process for replacement of the roof for the Administration Building.
- 9. Request Approval, Amend Utility Services Agreement- Seabrook:** A motion was made, seconded and passed to approve an amendment to the Seabrook Utility Services Agreement which provides for an increase of nineteen (19) sewer services connections for the development. This will allow Seabrook to begin development of division 1A this summer. To date, Seabrook has contributed \$675,000 towards utility planning, permitting, and design, and they will continue to pay for their share of those costs. This agreement provides for the establishment of a one million dollar (\$1,000,000.00) escrow fund to be used for construction of the sewer treatment plant expansion.

10. Request Approval, Consulting Agreement with Exeltech Consulting, Inc-Porter Creek Rd. W. Overflow Bridge Replacement: A motion was made, seconded and passed to authorize the Chairman to sign a contract with Exeltech Consulting, Inc. of Lacey, WA for bridge design services. The contract amount for these services is \$196,584.06.

11. Request Approval, Purchase of Equipment: A motion was made, seconded and passed to authorize the purchase of office equipment for use by the Washington Coast Sustainable Salmon Partnership's Executive Director. The list of items to be purchased includes: one (1) laptop with accessories, one (1) printer and one (1) Blackberry. The costs incurred by the County are grant reimbursable through the Recreation and Conservation Office Salmon Project Agreement #08-1003N.

12. Request Approval, Local Agency Agreement Supplement No. 1- construction funds for Middle Satsop Road Slide Repair: A motion was made, seconded and passed to approve a Local Agency Agreement Supplement No. 1 requesting construction funds for the federally funded Middle Satsop Road Slide Repair project.

13. Information Only- Annual Engineer's Report of Bridge Inspection Finding-WAC 136-20-060: The Annual Engineers Report of Bridge Inspection, Finding WAC 136-20-060, was provided for informational purposes. The report lists all County bridges, their sufficiency ratings, and the date they were last inspected. Bridges with sufficiency ratings below 30 are candidates for replacement funding. This report is available at the Public Works Department.

SHERIFF

1. Request Approval, Authorize Sheriff to sign intrastate compact with Washington State Department of Corrections: A motion was made, seconded and passed to authorize the Sheriff to sign an intrastate contract with the Washington State Department of Corrections. The DOC is currently housing for Grays Harbor County one of our inmates whose violence and extreme behavioral problems are such that he cannot be housed in the Grays Harbor County Jail. The DOC has agreed to house this inmate until such time as his intrastate compact is approved and signed.

ANNOUNCEMENTS

None

CORRESPONDENCE

1. A Lawsuit, #L-570-08, filed by Ronald E. Armstrong. This lawsuit was referred to the Prosecuting Attorney's Office.
2. A Lawsuit, #L-571-08, filed by Theodore James Carnocki. This lawsuit was referred to the Prosecuting Attorney's Office.
3. A Claim for Damages, #C-572-08, filed by Treeva M. Cohee. The claim was referred to the Claims Review Committee for review and recommendation.

PUBLIC COMMENT

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

There was no public comment.

STAFF MEETINGS

The Board held staff meetings on Monday, June 2, 2008, 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 Cherri-Rose Konschu, Assessor, regarding Program Audit Results; Joan Brewster, Public Health & Social Services Director, regarding agenda items; Larry Smith, Forestry, regarding agenda items; Paul Easter, Public Services Director, regarding agenda items, road and bridge projects; Kevin Varness, Public Services, regarding agenda items and Facility/Utility Project updates; Brian Shea, Planning & Building Director, regarding department updates; Lee Napier, Public Services, regarding agenda items; Anne Sullivan, Emergency Services/Risk Management, regarding agenda items; Jeff Nelson, Environmental Health, regarding department updates. Notes of these meetings are available upon request.

The Board approved the following:

RESOLUTIONS

- No. 2008-43** **Authorizing a Supplemental Extension in the Budget of the Grays Harbor County Special Projects Fund #101-000-000**
- No. 2008-44** **Authorizing an Increase in the Petty Cash Fund within the Grays Harbor County ORV Park Fund #118-000-000**
- No. 2008-45** **Fixing 2008 Compensation of Prosecuting Attorney Pursuant to Adoption of Senate Bill 6297**
- No. 2008-46** **Amending Resolution No. 2008-02 and Fixing Compensation of Employees From and After January 1, 2008**
- No. 2008-47** **Designating Paul Easter as the Applicant Agent and Anne Sullivan as his Alternate authorized representative for purposes of applying on behalf of David Palmer, 7475 SR 12 Oakville, for funding through the Hazard Mitigation Grant Program**
- No. 2008-48** **Authorizing the County Engineer to Execute Aquatic Lands Easements to the State of Washington, Department of Natural Resources**
- No. 2008-49** **Authorizing the Transfer of Preachers Slough Road to the State of Washington, Department of Natural Resources**

ORDINANCES

None

INTERGOVERNMENTAL AGREEMENTS

ESD 113 - To provide case management and outpatient treatment services to youth.

The meeting adjourned at 2:38 p.m.

BOARD OF COMMISSIONERS
For Grays Harbor County
This _____ day of _____, 2008

ALBERT A. CARTER, Chairman
Commissioner, District 3

BOB BEERBOWER, Commissioner, District 1

MIKE WILSON, Commissioner, District 2

ATTEST:

Donna Caton
Clerk of the Board