

MINUTES

BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY REGULAR MEETING

May 11, 2009

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, May 11, 2009, at 2:00 p.m. Commissioners Al Carter, Mike Wilson and Terry Willis were present. Jim Baker, Senior Deputy Prosecuting Attorney, and Donna Caton, Clerk of the Board, were also present.

CALL TO ORDER AND FLAG SALUTE

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

BIDS

1. **Union Gospel Mission Warehouse Construction Project:** It was advertised April 9th and 16th, 2009, that bids would be accepted May 4th, 2009, at 2:00 p.m., for the Union Gospel Mission of Grays Harbor County Warehouse Project No. 08-03. During building permit review, the City of Aberdeen requested changes to the fire rating for the roof/wall assembly. A bid addendum was issued to prospective bidders during the week of April 27th, and notification was provided that this bid opening would be delayed to May 11, 2009, at 2:00 p.m. The work to be performed under this contract shall include the construction of a new warehouse building. The project site location is 403 East Heron Street, Aberdeen. Contract documents were available from Reprographics Northwest LLC. It was announced that the Grays Harbor County Commissioners reserve the right to reject any or all bids and to waive any irregularities or informalities in the bid or in the bidding. The Clerk of the Board announced the following bids with bid bond attached:

<u>Company</u>	<u>Location</u>	<u>Bid Amount</u>
* Hawks Prairie Fabricators	Lacey, WA	\$14,650.00
Stetz Construction	Lakewood, WA	\$478,336.00
Bower's Construction	Montesano, WA	\$543,937.95
Quigg Bros., Inc.	Aberdeen, WA	\$608,000.00
Construct, Inc.	Tumwater, WA	\$515,000.00
Rognlin's, Inc.	Aberdeen, WA	\$448,617.00
Lincoln Construction, Inc.	Spanaway, WA	\$638,000.00
Henderson Partners LLC	Gig Harbor, WA	\$542,164.13
Integrity Structures LLC	Vancouver, WA	\$523,358.00

*The Clerk announced that this bid appeared to be a partial bid with no bid bond attached.

All bids were forwarded to the appropriate department for review and recommendation.

HEARINGS

None

PUBLIC COMMENT

Chairman Wilson called for public comment. He announced that comments and statements would be accepted and would be limited to three minutes. Questions should be submitted in writing.

Kevin Varness, Grays Harbor County Public Services Department, introduced Gary Rowell and Laurel Wiitala of the Union Gospel Mission, and thanked them and the Board for their involvement and approval of the project.

Laurel Wiitala, Union Gospel Mission, thanked the Board and County staff for their assistance with the warehouse project.

Stan Blunt, Aberdeen, made comments regarding campaign contributions, the E-verify process for contract workers and illegal immigration.

CONSENT AGENDA: Approval was requested for the following items:

1. Minutes of Regular Meeting May 4, 2009
2. **Management Services:**
 - a. Set Hearing Date – *June 1, 2009* – Supplemental Budget Hearing – Special Projects Fund
3. **Public Health & Social Services:**
 - a. Grays Harbor EMS Council Meeting Room Rental Agreement
4. **Correspondence:**
 - a. Use Request – Lake Quinault Rain Forest Bike Ride – *June 27, 2009*
 - b. Claim filed by Terry McGiveron, C-587-09
 - c. Retirement Agreement – David O. Anderson

ACTION: A motion was made, seconded and passed to approve all Consent Agenda items as listed above.

PRESENTATIONS

1. **Jodi Reng – Timberland Regional Library:** Jodi Reng, Executive Director of the Timberland Regional Library, introduced library staff and members of Friends of the Westport, Elma and Montesano Libraries, who presented the Board with materials regarding the 2008 annual report and summer reading programs. Ms. Reng spoke about the increase in new users of the libraries who are seeking resources for finding jobs, learning new skills or opening a new business. Due to the lid lift not passing, the Library is experiencing a reduction in resources which increases hardships on the staff. Ms. Reng reported that hours will be reduced throughout the district, but the staff hopes to provide

the same amount of service. She noted that the Library has always developed programs in response to the community's needs, but will now have to adjust those programs to what is affordable. Ms. Reng reported that the Summer Reading Program will not be changed, and the public's access to materials and early learning services will also remain unaffected. She noted that an emphasis is being placed on expanding services to teens in order to provide them with fun, positive activities and opportunities for interaction with staff as role models. Ms. Reng provided information about resources made available to the public by grant funding regarding money management and investment. She reported that 68% of Grays Harbor citizens have library cards and utilize the resources available. She provided an overview of the funds distribution sheet and further explained the district concept. Ms. Reng reiterated that the Library will continue to serve the public to the best of their ability while maintaining affordability in these difficult economic times.

2. Certificate of Good Practice – County Road Engineer, Russ Esses: Chairman Wilson presented Russ Esses, County Road Engineer, with a Certificate of Good Practice from the Washington State County Road Administration Board (CRAB). Chairman Wilson read a letter from Jay P. Weber, Executive Director of the CRABoard, which expressed appreciation for the cooperation from and through Mr. Esses and the Public Works office during the past year. A Certificate of Good Practice has been transmitted to the State Treasurer on behalf of the County pursuant to the authority contained in RCW 36.78.090, as shown on the certificate. This action by the CRABoard will assure the continued distribution of the County's monthly state gas tax allotment from the Office of the State Treasurer.

PROCLAMATION

1. Washington State University Master Gardener Volunteer Week – May 11th through 16th, 2009: A motion was made, seconded and passed to proclaim the week of May 11th through 16th, 2009, as "Washington State University Master Gardener Volunteer Week". The Clerk of the Board read the Proclamation aloud. Don Tapio of the Grays Harbor County WSU Extension Office thanked the Board for approving the proclamation and provided information regarding the Master Gardener program. Mr. Tapio reported that the amount of people engaged in home gardening has increased by 20% in response to a desire for a safe food supply, ensuring the quality of their food and the ability to stretch home food dollars. Mr. Tapio introduced Charlene Magneson, President of the Master Gardener program. Ms. Magneson provided a brief overview of upcoming Master Gardener events and programs including the Home and Garden Show at the Fairgrounds, the July Garden Tour, the August Fair demonstrations and events, the composting program, volunteers working in schools and assisted living homes, the Ocean Shores Community Garden, plant sales, and an upcoming cable television show.

COMMISSIONERS

None

* The Board of County Commissioners adjourned out of their regular meeting and convened as the Grays Harbor County Board of Health:

BOARD OF HEALTH

1. **Environmental Health Rate Resolution Amendment Re: Temporary Food Service Applications for Multiple Events:** A motion was made, seconded and passed to approve **Resolution No. 2009-02, Amending Resolution 2009-01, to provide for temporary food permits for multiple event participation by applicants.** An increase in temporary food vendors who operate at multiple events throughout the year prompted the need to create a permitting option to allow a single permit to cover all events a vendor attends. Under the previous fee schedule, the vendor would be charged the temporary event fee for each event, which could potentially reach a cost twice that of a facility permitted under the annual permit fees. If requested in writing at least seven days prior to the first event, an applicant may obtain a temporary food service permit for multiple events upon payment of a fee not to exceed \$180.00.

The Board adjourned out of the Board of Health meeting and reconvened as the Board of County Commissioners.

DEPARTMENTS

PUBLIC SERVICES

1. **Request Approval, Local Government Certification – Homeless Prevention & Rapid Re-housing Program:** A motion was made, seconded and passed to authorize the Chairman to sign a local government certification for the proposal for consideration under the State Community Trade & Economic Development Department's Homeless Prevention and Rapid Re-housing Program (HPRP). Coastal Community Action Program was selected by stakeholders to develop this proposal. The HPRP offers the opportunity to transform homeless assistance to be more effective and efficient. HUD expects that these resources will be targeted and prioritized to serve households that are most in need of this temporary assistance.

2. **Request Approval, Coastal Marine Resource Committee – Contract Amendment No. 1:** A motion was made, seconded and passed to authorize the Chairman to sign Coastal Marine Resource Committee (MRC) Contract Amendment No. 1. The purpose of the agreement is to continue the administrative capacity for Grays Harbor County's local MRC, develop outreach tools, partner with community groups to sponsor workshops and support collection of marine water quality data.

3. **Request Approval, Dept. of Ecology Grant Amendment No. 9 – Chehalis Basin Partnership:** A motion was made, seconded and passed to approve Amendment No. 9 to the Chehalis Basin Watershed Plan Phase 4 Implementation Grant. This grant agreement amendment with the Department of Ecology (DOE) modifies the scope of work and adjusts the budget amounts between budget elements. On behalf of the

Chehalis Basin Partnership, the County will administer the grant from the DOE which will cover the expenses incurred by the County.

4. Request Approval, Temporary Construction Easement/Administrative Offer Summary – Forrest Rd. Bridge Replacement: A motion was made, seconded and passed to approve one Administrative Offer Summary for the Forrest Road Project, CRP 69290-02. Upon authorization, the County's Right-of-Way agent will proceed with acquiring the Temporary Construction Easement necessary for the project.

SHERIFF

1. Request Approval, Memorandums of Understanding (2) – Support & Criminal Divisions: A motion was made, seconded and passed to approve two (2) Memorandums of Understanding (MOU) from the Teamsters Local Union #252 Support and Criminal Divisions of the Sheriff's Department. These MOU's encompass the modifications to their current agreements these two units each agreed to.

WSU EXTENSION

1. Request Approval, Revised 2009 Memorandum of Agreement: A motion was made, seconded and passed to approve the Revised Memorandum of Agreement with the Washington State University Extension. Appendix A of the Memorandum provides salaries and benefits for WSU/Grays Harbor County Extension faculty and staff in the amount of \$151,286. Appendix B provides \$35,447 in operations support for the office and maintained by the County. The financial amounts specified in both Appendix A and B reflect the recent 6% reduction in the 2009 Grays Harbor County Budget, and are a continuation of the agreement from previous years.

ANNOUNCEMENTS

None

STAFF MEETINGS

The Board held staff meetings on Monday, May 11, 2009, beginning 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 Rose Elway, Budget Director, regarding agenda items and budget updates; Russ Esses, regarding agenda items and department updates; Kevin Varness, regarding agenda items, facility & utility updates; Lee Napier regarding agenda items; Jeff Nelson, Environmental Health, regarding agenda items and updates. Notes of these meetings are available upon request.

The Board approved the following:

RESOLUTIONS

None

BOARD OF HEALTH RESOLUTIONS

No. 2009-02	Amending Resolution 2009-01, to Provide for Temporary Food Permits for Multiple Event Participation by Applicants.
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ORDINANCES

None

INTERGOVERNMENTAL AGREEMENTS

None

The meeting adjourned 2:47 p.m.

BOARD OF COMMISSIONERS
For Grays Harbor County
This _____ day of _____, 2009

MIKE WILSON, Chairman
Commissioner, District 2

TERRY L. WILLIS, Commissioner, District 1

ALBERT A. CARTER, Commissioner, District 3

ATTEST:

Donna Caton
Clerk of the Board