

MINUTES

BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY REGULAR MEETING

July 6, 2009

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, July 6, 2009, at 2:00 p.m. Commissioners Al Carter and Mike Wilson were present, Commissioner Willis was excused. 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.

Terry Willis was excused from the meeting due to illness.

BIDS

1. **Porter Creek Road Overflow Bridge Replacement:** It was advertised June 11th and 18th, 2009, in the *Montesano Vidette*, that bids would be accepted for the 2009 Porter Creek Road West No. 96540 Overflow Bridge Replacement at M.P. 0.21 to M.P. 0.33. The work to be performed under this contract consists of replacement of the existing bridge. Bid items include: Detour, Lump Sum; Remove Existing Bridge, Lump Sum; Gravel Base, 1,210 Ton; CSTC, 520 Ton; Commercial HMA, 800 Ton; Furnishing Steel Pile, 480 L.F.; Driving Steel Pile, 20 Each; Concrete Class 4000, 100 C.Y.; Concrete Class 4000D, 170 C.Y.; Steel Reinforcing Bar, 20,900 LB.; Epoxy Coated Steel Reinforcing Bar, 22,400 LB.; Prestressed Concrete Member – 18" PCPS Slab, 1,960 L.F.; Bridge Railing – 2 Tube Curb Mount Rail, 444 L.F.; Beam Guardrail Type 1, 100 L.F.; Beam Guardrail Transition to 2-Tube Curb Mount Rail, 4 Each; Flared Terminal, 4 Each; and other related work. A set of plans and specifications for the project were available from the County Road Engineer in Montesano, Washington. It was announced that the Grays Harbor County Commissioners reserve the right to reject any or all bids or parts thereof without cause. The Clerk of the Board announced the following bids with bid bond attached:

<u>Company</u>	<u>Location</u>	<u>Bid Amount</u>
Construct Co.	Sumner, WA	\$1,656,342.37
Rognlins, Inc.	Aberdeen, WA	\$1,290,858.00
Quigg Bros. Inc	Aberdeen, WA	\$1,292,303.00

HEARINGS

1. **Emergency Budget – Coroner's Office:** There was a public hearing to consider an Emergency Budget in the Coroner's Office. Notice of this hearing was published in the *Montesano Vidette* on June 25, 2009. The Clerk read the following report: The Emergency Budget request in the amount of \$32,807 for the Coroner's Office is to cover

salaries and benefits in the Coroner's budget. The Coroner's retirement with 24 months of medical incentive created a deficit in the Coroner's budget. The Deputy Coroner's position will not be filed for the balance of the 2009 year and they will be using extra help in the budget. The Deputy Coroner will be donating one-half of his vacation accumulation to assist with the County budget.

Chairman Wilson called 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. 2009-53, Authorizing an Emergency Budget Appropriation in the Budget of Grays Harbor County General Fund Coroner's Office #001-00-017 for \$32,807.

PUBLIC COMMENT

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

There was no public comment.

CONSENT AGENDA: Approval was requested for the following items:

1. Minutes of Regular Meeting June 29, 2009
2. **Auditor:**
 - a. June Month-End Expenditures Audit Report
3. **Management Services:**
 - a. Set Hearing Date – *July 20, 2009* – Supplemental Budget, Extension Office
 - b. Set Hearing Date – *July 20, 2009* – Supplemental Budget, Special Projects Fund
4. **ORV:** Event Contracts -
 - a. World Off Road Championship Series
 - b. River City Motorcycle Club
5. **Public Health & Social Services:**
 - a. Facilities Use Agreement – Dennis Nichols Building, Hoquiam – August 13, 2009
6. **Public Services:**
 - a. Set Hearing Date – *July 20, 2009* – To Consider Amending GHCC Title 17 Establishing Land Use Designations for Damon Point Multiple Use Area
7. **Correspondence:**
 - a. Claim, C-591-09 – Judith Ann Briggs

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

DEPARTMENTS

FORESTRY

1. **Timber Sales Contract – Florence Creek No. 1 and Raney Creek No. 7:** A motion was made, seconded and passed to execute the sales contract for the timber sale auction of Florence Creek No. 1 and Raney Creek No. 7. Chehalis Valley Timber Inc. was the highest bidder for both contracts. Florence Creek No. 1 estimated value of \$74,350 and Raney Creek No. 7 estimated value \$522,152, for a total contract amount of \$596,502.

MANAGEMENT SERVICES

1. **Request Approval, Resolution Establishing Policy for Domestic Violence Leave:** A motion was made, seconded and passed to approve **Resolution No. 2009-54, Establishing a Policy for Domestic Violence Leave.** This resolution is in accordance with the new state law.

2. **Request Approval, Resolution Amending No. 94-11 Establishing Policy for Employees Family and Medical Leave:** A motion was made, seconded and passed to approve **Resolution No. 2009-55, Amending Resolution No. 94-11 Establishing a Policy for Employees Family and Medical Leave.** Due to new regulations that took effect earlier this year, this resolution is being provided to all employees.

PUBLIC HEALTH & SOCIAL SERVICES

1. **Request Approval, Addendum to the Grays Harbor College Contract - Childbirth Education Classes:** A motion was made, seconded and passed to approve the addendum to the current contract between Grays Harbor College and the County. This contract continues an existing agreement between Grays Harbor College and Grays Harbor Public Health and Social Services Department to provide childbirth education classes to residents of the County.

2. **Request Approval, Program Agreement with Department of Social and Health Services, Developmental Disabilities:** A motion was made, seconded and passed to approve the program agreement between the County and the Department of Social and Health Services, Division of Developmental Disabilities, for July 1, 2009 through June 30, 2010. The agreement provides \$672,914 for program services for adults with developmental disabilities.

3. **Request Approval, Amendment #1 Department of Health and Social Services Medicaid Administrative Match Contract:** A motion was made, seconded and passed to approve Amendment 1 to the Department of Health and Social Services Medicaid Administrative Match Contract. The amendment changes the statement of work to

include, “Apply the MER from the same quarter when calculating the FFP amount for the quarter being claimed by the Contractor.” There is no budget impact.

4. Request Approval, Amendment #16 to the 2007-2011 Consolidated Contract with the Department of Health: A motion was made, seconded and passed to approve Amendment #16 to the 2007 - 2011 Consolidated Contract with the Department of Health. The amendment adds statements of work for the Tobacco Prevention and Control Program. It also amends statements of work for the following programs: Family Planning and Reproductive Health, Office of Drinking Water Group A Program, Tobacco Prevention and Control Program, WIC Nutrition Program. It provides an increase of \$178,324.

5. Request Approval, Contract with the Department of Social and Health Services -Nursing Evaluation: A motion was made, seconded and passed to approve the contract with the Department of Social and Health Services (DSHS). The contract provides nursing evaluation of children with special medical, developmental or behavioral problems by a Public Health Nurse to assist DSHS in determining a participant’s level of ability to take part in WorkFirst activities. The maximum contract amount is \$6,750.

PUBLIC SERVICES

1. Request Approval, RCO Contract/ Interim Personal Services Agreement – Washington Coast Sustainable Salmon Partnership (WCSSP): A motion was made, seconded and passed to authorize the chair to sign the letter of agreements for the RCO Contract and Interim Personal Services Contract. The time period for this contract is July 1, 2009 through June 30, 2011. The Scope of Work has been reviewed and approved by the WCSSP, RCO staff, and the Governor’s Salmon Recovery Office. The total amount of the contract is \$588,170 and is broken out as follows: WCSSP Staff, \$352,040; Goods, Services, and Travel, \$60,130; Support to Lead Entity Groups, \$76,000; Technical support for Regional Plan, \$50,000; Support to Lead Entity Groups for Regional Plan, \$28,000; Facilitation for Lake Ozette Implementation Plan, \$22,000. Interim personal services contracts were approved for Nancy Allison, for \$15,840; Miles Batchelder, \$10,560; and Dana Dietz \$6,683.

2. Request Approval, Preparation & Facilitation Contract with Triangle Association – Washington Coast Sustainable Salmon Partnership (WCSSP): A motion was made, seconded and passed to approve the agreement between Triangle Associates and Grays Harbor County as the fiscal agent for WCSSP. The services provided for this contract include preparation for and facilitation of the quarterly meeting of the Lake Ozette Sockeye Recovery Plan Steering Committee and the production of the meeting summary. The contract amount will not exceed \$5,500. A grant from the Resource and Conservation Office will cover the expenses incurred by the County.

3. Request Approval, Letter of Support for Grays Harbor Youth Shelter, Catholic Community Services Grant Request: A motion was made, seconded and

passed to approve the letter of support for the Catholic Community Services grant request for a Federal Youth Basic Center. This letter of support will be included in their upcoming grant request. The grant will enable Catholic Community Services to continue operation of the only youth shelter in Grays Harbor County.

4. Request Approval, Resolution Setting Limits & Delegating Authority to County Depts. Regarding Public Works Bid Projects: A motion was made, seconded and passed to approve **Resolution No. 2009-56, Rescinding Resolution No. 2001-90, Contracting Public Works Projects, Setting Limits and Delegating Authority to County Departments.** RCW 36.32.250, effective July 26, 2009, allows the legislative body to dispense with the advertisement and competitive bidding process for Public Works Projects less than \$40,000.

5. Request Approval, Black Creek Bridge Replacement Consulting Agreement with H.W. Lochner, Inc.: A motion was made, seconded and passed to authorize the chairman to sign the contract with H. W. Lochner, Inc. of Bellevue, WA for bridge design services. The contract amount for these services is \$178,736.00.

WSU EXTENSION/ NOXIOUS WEED BOARD

1. Request Approval, Modification No. 5 to the Participating Agreement with the USDA Forest Service – Noxious Weed Control: A motion was made, seconded and passed to approve Modification No. 5 to the Participating Agreement with the USDA Forest Service for Noxious Weed Control. This modification adds funding in the amount of \$4,750 for the continuation of the program of work in 2009.

ANNOUNCEMENTS

None

STAFF MEETINGS

The Board held staff meetings on Monday, July 6th, 2009, beginning at 9:00 a.m. These staff meetings are advertised public meetings held in the Commissioners' Conference Room. Commissioners Wilson and Carter and the Clerk of the Board reviewed calendars and pending daily office issues, Commissioner Willis was excused. The Board met with Joan Brewster, PHSS, regarding agenda items and department updates; Larry Smith, Forestry, regarding agenda item; Marilyn Lewis, Management Services, regarding agenda items for new employee guidelines; Nancy Allison, Washington Coast Sustainable Salmon Partnership, agenda items; Russ Esses, regarding agenda items and department updates; Kevin Varness, regarding agenda items, facility & utility updates; Lee Napier regarding agenda items; Brian Shea, Planning & Building Director, regarding agenda items and department updates; Jeff Nelson, Environmental Health, regarding agenda and department updates. Notes of these meetings are available upon request.

The Board approved the following:

RESOLUTIONS

- | | |
|--------------------|--|
| No. 2009-53 | Authorizing an Emergency Budget
Appropriation in the Budget of Grays
Harbor County General Fund Coroner's
Office #001-00-017 |
| No. 2009-54 | Establishing a Policy for Domestic
Violence Leave |
| No. 2009-55 | Amending Resolution No. 94-11
Establishing a Policy for Employees
Family and Medical Leave |
| No. 2009-56 | Rescinding Resolution No. 2001-90,
Contracting Public Works Projects,
Setting Limits and Delegating Authority
to County Departments |

ORDINANCES

None

INTERGOVERNMENTAL AGREEMENTS

None

The meeting adjourned 2:18 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