

## MINUTES

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

October 19, 2009

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, October 19, 2009, at 2:00 p.m. Commissioners Al Carter, Terry Willis and Mike Wilson were present. Jim Baker, Senior Deputy Prosecuting Attorney, Jenna Amsbury, Deputy Clerk of the Board 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**

None

#### **HEARINGS**

None

#### **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.

*Rebecca Nicholas, Montesano*, made comments regarding the WSU Extension budget.

**CONSENT AGENDA:** Approval was requested for the following items:

#### **Minutes:**

- a. Regular Meeting – October 12, 2009
- b. Morning Meeting – October 12, 2009
- c. Special Meeting – October 12, 2009

#### **Management Services:**

- a. Request hearing date of November 2, 2009 – Supplemental Budget, Homeless Housing Fund
- b. Request hearing date of November 2, 2009 – Emergency Budget, Treasurer's Office

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

#### **COMMISSIONERS**

None

## **DEPARTMENTS**

### **FORESTRY**

1. **Request Approval, Timber Sale Contract Completion – Donkey Creek No. 1:** A motion was made, seconded and passed to accept the contract as complete and release the performance bond for the timber sale to Sierra Pacific Industries for Donkey Creek No. 1. Sierra Pacific Industries has satisfactorily completed all the terms and conditions of the contract.

### **MANAGEMENT SERVICES**

1. **Request Approval, Service Contract with Dynamic Collectors Inc. – Guardian Ad Litem Fees:** A motion was made, seconded and passed to approve the contract with Dynamic Collectors Inc. for the collection of Guardian Ad Litem Fees. The agency will collect past due Guardian Ad Litem fees.

2. **Request Approval, Resolution – Budget Transfer, Coroner’s Office:** A motion was made, seconded and passed to approve **Resolution No. 2009-103, transferring items in the Grays Harbor County General Fund Coroner’s Office**, in the amount of \$21,650. The transfer is being made from salaries and benefits to professional services to cover expenses for the remainder of the year.

3. **Request Approval, Resolution – Budget Transfer, Distressed Area Capital Fund:** A motion was made, seconded and passed to approve **Resolution No. 2009-104, transferring items in the Grays Harbor County Miscellaneous Fund Distressed Area Capital**, in the amount of \$475,000. The Port of Grays Harbor Railway will receive \$300,000 from ending cash for assistance with the construction of a rail and switch crossing that will connect a mainline rail along First Street in Aberdeen. This project has been approved for Rural Economic Development .09 Funding. The East County Waterline Relocation Project will receive \$175,000 for assistance with the waterline for Mary’s River relocation.

4. **Request Approval, Resolution – Budget transfer, Fair Fund:** A motion was made, seconded and passed to approve **Resolution No. 2009-105, transferring items in the Grays Harbor County Miscellaneous Fund Fair Fund**, in the amount of \$20,400. The transfer is being made from a variety of categories into utilities and ground supplies to cover a shortage in the budget.

### **PUBLIC HEALTH AND SOCIAL SERVICES**

1. **Request Approval, DSHS Contract Amendment - WorkFirst:** A motion was made, seconded and passed to approve the DSHS contract amendment with WorkFirst. The amendment changes contract terms as itemized on page 2 of the amendment, effective November 15, 2009. There is no change to the contract amount.

2. **Request Approval, Resolution – H1N1 Pandemic Flu:** A motion was made, seconded and passed to approve **Resolution No. 2009-106, Declaration of Emergency H1N1 (Swine Flu) Pandemic.** This resolution activates the Grays Harbor County Comprehensive Emergency Management Plan and utilization of emergency powers, due to the imminent spread of H1N1 (Swine Flu) Pandemic in Grays Harbor County. Pursuant to this emergency declaration, the County departments and offices, as designated pursuant to the PLAN, are authorized to assign personnel, enter into contracts and incur obligations necessary to combat such emergency to protect the health and safety of the citizens of the County, and provide emergency assistance to the victims of such emergency, not to exceed \$300,000. This declaration is in effect for 90 days. Commissioner Wilson commented that this emergency declaration allows a greater number of health and emergency personnel to participate in vaccination of the population, as well as providing educational materials and other services to the community.

## **PUBLIC SERVICES**

1. **Request Approval, Wash. Coast Sustainable Salmon Partnership contract Express Personnel for temporary services:** A motion was made, seconded and passed to approve a contract with Express Personnel for ten days (80 hours) of temporary administrative assistance. The temporary assistant will garner and input addresses of 100+ people identified as being important to the process of developing a Salmon Action Plan for the Coast Region. WCSSP has tentatively scheduled the first Planning Workshop for December 8<sup>th</sup>, and they need to get invitations out as soon as possible to the subset of this larger list to be specifically invited. In addition, this person could assist with some catch-up office work that needs attention. They would like to retain a temp through Express Personnel for the period October 20, 2009 through November 2, 2009 at a rate of \$17.29 per hour, for a total of \$1,383.20. The funds secured through a grant contract between the Resource and Conservation Office and Grays Harbor County will cover the expenses incurred.

2. **Request Approval, Interagency Agreement – Port of Grays Harbor Westway Terminal Project Assistance:** A motion was made, seconded and passed to approve the Interagency Agreement for the County to provide up to \$300,000 to the Port of Grays Harbor from the #310 Fund to assist in rail line crossing improvements at the Port in support of the Westways Terminal Project.

3. **Request Approval, Department of Ecology Grant Amendment – Watershed Plan Phase 4 Implementation:** A motion was made, seconded and passed to approve the grant amendment for the Watershed Plan Phase 4 Implementation. The amendment increases the grant amount for Phase 4 watershed work by \$62,500 and extends the performance period. A grant from the Department of Ecology will cover all the cost.

4. **Request Approval, Road Vacation Petition Fee Increase:** A motion was made, seconded and passed to approve **Resolution No. 2009-107, revising the nonrefundable application fee for road vacations to \$500.00 and rescinding Resolution 95-27.** The Road Department established a \$150 Road Vacation Petition Fee in 1995. Currently, it is costing the

County approximately \$500 to go through this process. Commissioner Willis stated that other comparable counties charge from \$500- 700 for their fee.

### **ANNOUNCEMENTS**

*Stanley Trohimovich, Aberdeen*, sent an email today with the subject: “*Jurisdiction and Due Process.*” At his request, this correspondence will be placed on file.

### **STAFF MEETINGS**

The Board held a regular morning meeting on Monday, October 19, 2009, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners’ Conference Room. Commissioners Willis, Wilson and Carter and the Clerk of the Board reviewed calendars and pending daily office issues. The Board met with Vern Spatz and Shanda Barlow, Auditor’s Office, regarding budget items; Joan Brewster, Public Health, regarding agenda items; Kevin Varness, Public Services, regarding agenda items, facility & utility updates; Russ Esses, County Engineer, regarding agenda items; Brian Shea, Planning & Building Director, regarding department updates; Lee Napier, Public Services, agenda items; Jeff Nelson, Environmental Health, department updates. Notes of these meetings are available upon request.

The Board approved the following:

### **RESOLUTIONS**

- |                     |   |
|---------------------|---|
| <b>No. 2009-103</b> | <b>Transferring items in the Grays Harbor County General Fund Coroner’s Office # 001-000-017, in the amount of \$21,650</b>               |
| <b>No. 2009-104</b> | <b>Transferring items in the Grays Harbor County Miscellaneous Fund Distressed Area Capital # 310-000-000, in the amount of \$475,000</b> |
| <b>No. 2009-105</b> | <b>Transferring items in the Grays Harbor County Miscellaneous Fund Fair Fund # 103-000-000, in the amount of \$20,400</b>                |
| <b>No. 2009-106</b> | <b>Declaration of Emergency H1N1 (Swine Flu) Pandemic</b>   |
| <b>No. 2009-107</b> | <b>Revising the nonrefundable application fee for road vacations to \$500.00 and rescinding Resolution 95-27</b>                          |

### **ORDINANCES**

None

**INTERGOVERNMENTAL AGREEMENTS**

- County to provide up to \$300,000 to the Port of Grays Harbor from the #310 Fund to assist in rail line crossing improvements at the Port in support of the Westways Terminal Project.

The meeting adjourned 2:18 p.m.

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

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MIKE WILSON, Chairman  
Commissioner, District 2

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TERRY L. WILLIS, Commissioner, District 1

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ALBERT A. CARTER, Commissioner, District 3

ATTEST:

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Donna Caton  
Clerk of the Board