

MINUTES

BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY REGULAR MEETING

December 14, 2009

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, December 14, 2009, at 2:00 p.m. Commissioners Al Carter, Terry Willis 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

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

BIDS

None

HEARINGS

** Clerk of the Board announced that hearing number one would be heard after hearing number three due to technical needs

1. Request for Reclassification as Current Use Open Space Farm and Agriculture Conservation Land– Applicant William Bednarik: There was a public hearing on December 14, 2009 to consider a request for reclassification as Current Use Open Space Farm and Agriculture Conservation Land for real property tax purposes for Parcel Number 180911220000 by William Bednarik. Notice of this hearing was advertised December 3, 2009, in the *Montesano Vidette*. Commissioner Wilson asked for a staff report. Brian Shea, Planning and Building Director, reported that the request for reclassification is for the entire parcel, approximately 16.5 acres, to be placed into Open Space Farm and Agriculture Conservation Land. The property's zoning classification is agriculture (A-1), which is appropriate for reclassification, and the comprehensive plan map designation is agricultural. Mr. Shea noted that a majority of the property is located within an area designated as Flood Zone A, which is identified as an area of minimal flooding. According to the United States Soil Survey, this site contains prime agricultural land soil.

Mr. Shea stated that the department recommends approval of the reclassification request to Open Space Farm and Agriculture Conservation Land due to the zoning designation, comprehensive land designation and the presence of prime farmland soils.

Commissioner Wilson called for public comment.

The Clerk of the Board announced that Ms. Bednarik was on speaker phone and available to comment. She had no comments, but thanked the Commissioners for allowing her to be a part of the meeting by telephone. There was no public comment and the hearing was closed.

ACTION: A motion was made, seconded and passed to approve the Reclassification to Current Use Open Space Farm and Agriculture Conservation Land for 16.5 acres; Parcel Number 180911220000 requested by applicant William Bednarik.

2. **Supplemental Budgets – Various Funds:** There was a public hearing on December 14, 2009 to consider a supplemental budget request for various funds. Notice of this hearing was published in the *Montesano Vidette* December 3rd and 10th, 2009. Commissioner Wilson asked for a staff report. Rose Elway, Budget Director, reported that there were several funds in need of a supplemental extension in the budget. Ms. Elway described each request separately.

The Facility Services Fund request is for \$18,500. Revenue was received from labor performed at the Fairgrounds and this revenue will be used to supplement salaries and wages for the remainder of the year. Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-135, authorizing a supplemental extension in the budget of the Grays Harbor County General Fund Facility Services Fund, in the amount of \$18,500.

The Equipment Rental and Revolving Fund request is for \$780,000 to budget for unanticipated beginning and ending cash. Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-136, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Equipment Rental and Revolving Fund, in the amount of \$780,000.

The Insurance Fund request is for \$100,000 due to an unanticipated increase in the 2009-2010 liability insurance premiums which is required to be paid in January 2010. The ending cash balance will be increased from the interfund insurance payments. Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-137, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Insurance Fund, in the amount of \$100,000.

The request for the Law Library Fund is for \$6,600 due to an increase in civil filing fees received. The ending cash balance will be increased from the additional funding. Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-138, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Law Library, in the amount of \$6,600.

The request in the Trial Court Improvement Fund is \$12, 549 due to an unanticipated increase in the revenue received from the Washington State Office of the Administrator of Courts for court improvements. The ending cash balance will be increased from the additional funding. Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-139, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Trial Court Improvement, in the amount of \$12,549.

The request for the Sheriff's Law Enforcement Fund is \$10,500 due to an increase in revenues received. The request for the Federal Equitable Sharing Fund is \$80,586 to increase the ending cash balance from the additional funds received. Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-140, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Sheriff's Law Enforcement, in the amount of \$10,500.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-148, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Federal Equitable Sharing, in the amount of \$80,586.

The request for the Stadium fund is in the amount of \$108,000 due to an increase in Hotel/Motel tax revenues received. In the Tourism Fund the request is for \$180,000 to increase the ending cash balance from these additional funds. Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-141, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Stadium Fund, in the amount of \$108,000.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-149, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Tourism Funds, in the amount of \$180,000.

The request for the Affordable Housing Fund is \$21,100 due to an increase in revenues received. The ending cash balance will be increased due to the additional funds. Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-142, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Affordable Housing, in the amount of \$21,100.

The request in the Distressed Area Capital Fund is \$381,000 due to an increase in revenues received. The ending cash balance will be increased due to the additional funds.

Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-143, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Distressed Area Capital, in the amount of \$381,000.

The request in the Hogan's Corner Water System Fund is \$50,000 due to an increase in revenues received. The ending cash balance will be increased due to the additional funds. Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-144, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Hogan's Coroner Water System, in the amount of \$50,000.

The request in the Pacific Beach Sewer Fund is \$821,373 due to an increase in revenues received. The ending cash balance will be increased due to the additional funds. The following subcategories will be supplemented: M&O for \$150,000, SRF Loan Reserve for \$2,373, ULID #7 for \$430,000, Res ULID #7 for \$19,000 and ULID #8 for \$220,000. Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-150, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Pacific Beach Sewer, in the amount of \$821,373.

The request in the Pacific Beach/ Moclips Water System M&O Fund is \$250,000 due to an increase in revenues received. The ending cash balance will be increased due to the additional funds. Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-145, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Pacific Beach/ Moclips Water System M&O, in the amount of \$250,000.

The request in the North Beach Water System is \$19,000 due to an increase in revenues received. The ending cash balance will be increased due to the additional funds. Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-146, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds North Beach Water System, in the amount of \$19,000.

The request in the Veteran's Relief Fund is \$22,000 due to an increase in revenues received. The ending cash balance will be increased due to the additional funds. Commissioner Wilson called for public comment. There was no public comment.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-147, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Veteran's Relief Fund, in the amount of \$22,000.

Commissioner Wilson closed hearing after hearing no public comment.

3. Community Development and Housing Needs – Community Development Block Grant: There was a public hearing on December 14, 2009 to consider the Community Development and Housing needs CDBG Grant for 2010. Notice of this hearing was published in the *Montesano Vidette* December 3, 2009. Department of Commerce Community Development Block Grant Program handouts were provided to the public in English and Spanish. Commissioner Wilson asked for a staff report. Rose Elway, Budget Director, reported that this is a review of the application for the Public Services Grant for community development and housing needs for an amount up to \$165,743. She introduced Troy Colley from Coastal Community Action Program (CCAP).

Troy Colley, CCAP, discussed the partnership with Grays Harbor County and CCAP. He stated that it has been very effective and appreciates all of the collaboration. The Block Grant funding goes toward helping numerous programs: Community Jobs Program (provides training, resume development and job search), Linkages (putting people in access with community services), Retired Senior Volunteer Program (167,174 volunteer hours contributed this year), Emergency Fund/Personal Packs (gives supplies to people in need up to two times a year), Senior Nutrition (over 64,000 home delivered meals provided) and In-Home Care (150 individuals are receiving assistance necessary for them to continue to live in their homes).

Mr. Colley explained that the total CDBG investment is \$162,743 and the return on the investment is \$3,773,000 which equates to a 96% return on the CDBG investment. He stated that this funding is essential for providing services to those in need.

Commissioner 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 the Community Development Block Grant in the amount of \$162,743.

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:

Minutes:

- Regular Meeting – December 7, 2009
- Morning Meeting – December 7, 2009

Coroner:

- 1. Monthly Report– November 2009

Management Services:

- 1. Set Hearing Date – December 21, 2009 – Emergency Budget, Superior Court

Public Services:

- 1. Set Hearing Date – February 8, 2010 – Reclassification as Open Space, Arthur Bell and Connie Bell Susak
- 2. Set Hearing Date - February 22, 2010 – Reclassification as Open Space, Cascade Land Conservancy

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

CONVENE AS DRAINAGE DISTRICT NO. 2

The Board of County Commissioners convened as Commissioners for Drainage District No. 2 to consider the following:

- 1. **Public Hearing – 2010 Assessment Roll:** There was a public hearing to consider adoption of the 2010 Assessment Roll for Drainage District #2. Notice of this hearing was published in the *Montesano Vidette* on November 19th and 26th, 2009 and December 3, 2009. Clerk for the District, Donna Caton, explained that the Assessment Role for 2010 was provided to the property owners for 2010. Revenue of \$2,000 will be collected in 2010 from the collection fees.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2009-02, adopting the 2010 Assessment Roll for Drainage District #2.

The Commissioners adjourned the meeting of Grays Harbor County Drainage District No. 2 and reconvened as Board of County Commissioners.

COMMISSIONERS

The Clerk of the Board noted that the hearings listed under the consent agenda should be dated year 2010 not 2009.

DEPARTMENTS

MANAGEMENT SERVICES

1. **Request Approval, Resolution – Budget Transfer, Non-Departmental:** A motion was made, seconded and passed to approve **Resolution No. 2009-151, Transferring items in the Grays Harbor County General Fund Non Departmental Fund**, in the amount of \$5,845. The transfer is being made from Public Health and Social Services Operating Transfer into Insurance, State Examiner and Association Dues to cover negative balances.
2. **Request Approval, Resolution – Budget Transfer, Parks and Vegetation Management:** A motion was made, seconded and passed to approve **Resolution No. 2009-152, Transferring items in the Grays Harbor County General Fund Parks and Vegetation Management**, in the amount of \$7,200. The transfer is being made from various categories to professional services and interfund labor to complete maintenance and operation activities at Vance Creek Park.
3. **Request Approval, Resolution – Budget Transfer, Stadium Fund:** A motion was made, seconded and passed to approve **Resolution No. 2009-153, Transferring items in the Grays Harbor County Miscellaneous Stadium Fund**, in the amount of \$15,000. The transfer is being made from Transfer Out- Fair Raceway to Transfer out – ORV Park to cover park expenses for the remainder of the year.
4. **Request Approval, Department of Community Trade and Economic Development – 2010 CDBG Public Services Grant Application:** A motion was made, seconded and passed to authorize the Chairman to sign the 2010 CDBG Public Services grant application documents. Title VI Certification and the Grievance Procedure for the grant were included. The CDBG Public Services grant will fund \$165,743 to Coastal Community Action Program to provide core administrative support for necessary community projects benefitting low and moderate-income persons and households.

PUBLIC HEALTH AND SOCIAL SERVICES

1. **Request Approval, Amendment to the Interlocal Agreement with Clark County:** A motion was made, seconded and passed to approve the amendment to an interlocal agreement with Clark County. The amendment reduces funding for providing HIV prevention interventions and related activities from \$77,154 to \$71,800 for the remainder of the agreement.

PUBLIC SERVICES

1. **Request Approval, Personal Services Agreement with Dana Dietz for Washington State Sustainable Salmon Partnership:** A motion was made, seconded and passed to approve a personal services contract with Dana Dietz. Ms. Dietz has served as the interim Program Assistant for the Washington Coast Sustainable Salmon

Partnership. The services performed by Ms. Dietz are completely reimbursable to the County through a grant from the Resource and Conservation Office.

2. Request Approval, Personal Services Agreement with James Miles Batchelder for Washington State Sustainable Salmon Partnership: A motion was made, seconded and passed to approve the personal services contract with James Miles Batchelder. Mr. Batchelder has served as the interim Executive Director for the Washington Coast Sustainable Salmon Partnership. The services performed by Mr. Batchelder are completely reimbursable to the County through a grant from the Resource and Conservation Office.

3. Request Approval, Letter of Agreement with ESD 113 for Printing Services: A motion was made, seconded and passed to authorize the Chairman to sign a letter of agreement for printing services by Educational Services District 113.

** The Commissioners convened as the Board of Health for the following agenda item:

4. Request Approval, Rate Resolution – Environmental Health Division: A motion was made, seconded and passed to approve **Board of Health Resolution No. 2009-04, Amending Board of Health Resolution No. 2009-03 establishing fees for the Environmental Health Division.** The rate resolution has been prepared to revise the previously submitted and adopted Environmental Health Fee Schedule. This revision only pertains to the Solid Waste Tipping Fee which has not been increased since 2003. The Resolution increases the fee from \$1.00 per ton to \$1.50 per ton and provides an effective date of January 1, 2010. Countywide tipping fees will not be affected by this resolution as this will only alter the current allocation of existing fees.

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

5. Request Approval, Award bid Contract – Schmid Road Bridge Replacement to TL McConnell Construction Inc.: A motion was made, seconded and passed to approve the bid and award the contract for the Schmid Bridge Replacement to TL McConnell Construction Inc. TL McConnell Construction, Inc of Port Townsend, WA submitted the low bid of \$244,168.00. This bid is 34 % below the Engineer's Estimate.

** The Clerk of the Board announced that the following item has been added to the agenda:

6. Request Approval, Joint Funding Agreement with United States Geological Survey: A motion was made, seconded and passed to approve the funding agreement between Grays Harbor County and United States Geological Survey. The United States Department of Interior describes the parties and terms related to the agreement for operation and maintenance of the Humptulips River Stream Gaging Station.

TOURISM

1. Request Approval, Vancouver Outdoor Adventure Show – Spending Approval and Authorization for the Fair Manager to Sign Flannery Publications Visitor’s Guide – Advertisement Contract: A motion was made, seconded and passed to approve the spending for the Vancouver Outdoor Adventure Show and authorize the Fair Manager to sign the Flannery Publications Visitor’s Guide advertisement contract. The Vancouver Outdoor Adventure Show is a focused two day travel show, which will allow Grays Harbor Tourism to explore this new and growing market. Flannery Publications provides a year-round advertising opportunity that focuses on the Oregon Coast and the Long Beach Peninsula.

ANNOUNCEMENTS

The Clerk of the Board announced that next Monday, December 21, 2009 will be the final regular meeting of the year.

STAFF MEETINGS

The Board held regular morning meetings on Monday, December 14, 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 Rick Hole, to discuss the Pacific Mountain Workforce restructuring; Rose Elway, Budget Director, regarding the 2010 budget and agenda items; Ron Strabbing, Treasurer, regarding office hours; Russ Esses, regarding agenda items and department updates; Kevin Varness, regarding agenda items and updates; Lee Napier regarding agenda items; Jeff Nelson, Environmental Health, agenda items and department updates. Notes of these meetings are available upon request.

The Board approved the following:

RESOLUTIONS

No. 2009-135

Authorizing a supplemental extension in the budget of the Grays Harbor County General Fund Facility Services Fund, in the amount of \$18,500

No. 2009-136

Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Equipment Rental and Revolving Fund, in the amount of \$780,000

- No. 2009-137** Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Insurance Fund, in the amount of \$100,000
- No. 2009-138** Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Law Library, in the amount of \$6,600
- No. 2009-139** Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Trial Court Improvement, in the amount of \$12,549
- No. 2009-140** Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Sheriff's Law Enforcement, in the amount of \$10,500
- No. 2009-141** Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Stadium Fund, in the amount of \$108,000
- No. 2009-142** Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Affordable Housing, in the amount of \$21,100
- No. 2009-143** Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Distressed Area Capital, in the amount of \$381,000
- No. 2009-144** Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Hogan's Coroner Water System, in the amount of \$50,000
- No. 2009-145** Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Pacific Beach/ Moclips Water System M&O, in the amount of \$250,000

No. 2009-146 Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds North Beach Water System, in the amount of \$19,000

No. 2009-147 Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Veteran's Relief Fund, in the amount of \$22,000

No. 2009-148 Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Federal Equitable Sharing, in the amount of \$80,586

No. 2009-149 Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Tourism Funds, in the amount of \$180,000

No. 2009-150 Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Pacific Beach Sewer, in the amount of \$821,373

No. 2009-151 Transferring items in the Grays Harbor County General Fund Non Departmental Fund, in the amount of \$5,845

No. 2009-152 Transferring items in the Grays Harbor County General Fund Parks and Vegetation Management, in the amount of \$7,200

No. 2009-153 Transferring items in the Grays Harbor County Miscellaneous Stadium Fund

DRAINAGE DISTRICT 2
RESOLUTIONS

No. 2009-02 Adopting the 2010 Assessment Roll for Drainage District #2

**BOARD OF HEALTH
RESOLUTIONS**

No. 2009-04

**Amending Board of Health Resolution
No. 2009-03 establishing fees for the
Environmental Health Division**

ORDINANCES

None

INTERGOVERNMENTAL AGREEMENTS

- Clark County Contract Amendment for HIV prevention and intervention
- ESD 113 Letter of Agreement for Printing Services

The meeting adjourned 2:45 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