

## MINUTES

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

December 21, 2009

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, December 21, 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**

1. **Supplemental Budget – District Court:** There was a public hearing on December 21, 2009 to consider a supplemental budget request for District Court in the amount of \$10,000. Notice of this hearing was published in the *Montesano Vidette* December 10<sup>th</sup> and 17<sup>th</sup>, 2009. Commissioner Wilson asked for a staff report. Rose Elway, Budget Director, reported that District Court received additional income from the interest on collections and the funds will be used to pay for Judge Pro Tems, Professional Services and Miscellaneous.

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 Resolution No. 2009-154, authorizing a supplemental extension in the budget of the Grays Harbor County General Fund District Court, in the amount of \$10,000.

2. **Supplemental Budget – Sheriff's Department:** There was a public hearing on December 21, 2009 to consider a supplemental budget request for the Sheriff's Department in the amount of \$310,138. Notice of this hearing was published in the *Montesano Vidette* December 10<sup>th</sup> and 17<sup>th</sup>, 2009. Commissioner Wilson asked for a staff report. Mike Whelan, Sheriff, reported that the Sheriff's Department has received state and federal grant reimbursements in the amount of \$310,138. These funds will be used in the patrol division's operating budget and in addition to the salaries and benefits and operating budget for the Emergency Management Division.

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 Resolution No. 2009-155, authorizing a supplemental extension in the budget of the Grays Harbor County General

**Fund Sheriff's Department, in the amount of \$310,138.**

**3. Emergency Budget – Coroner's Office:** There was a public hearing on December 21, 2009 to consider an emergency budget in the Coroner's Office in the amount of \$7,750. Notice of this hearing was published in the *Montesano Vidette* December 10<sup>th</sup>, 2009. Commissioner Wilson asked for a staff report. Rose Elway, Budget Director, stated that the Coroner has withdrawn his request for an Emergency Budget. He has not had autopsies this month.

**ACTION: No Action was taken, request was withdrawn.**

**4. Emergency Budget – Superior Court:** There was a public hearing on December 21, 2009 to consider an emergency budget request for Superior Court in the amount of \$50,000. Notice of this hearing was published in the *Montesano Vidette* December 10<sup>th</sup>, 2009. Commissioner Wilson asked for a staff report. Rose Elway, Budget Director, reported that the Superior Court has amended their request to \$5,000 for Guardian Ad Litem. There will be no further vouchers processed this year.

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 Resolution No. 2009-156, authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Superior Court in the amount of \$5,000.**

**5. Review of Closeout Documents – Community Development Block Grant – Union Gospel Mission:** There was a public hearing on December 21, 2009 to consider the closeout documents for the Community Development Block Grant for the Union Gospel Mission. Notice of this hearing was published in the *Montesano Vidette* December 10<sup>th</sup>, 2009. Commissioner Wilson asked for a staff report. Lee Napier, Deputy Director of Community Development, reported that the Union Gospel Mission Phase One is complete and in order to close out the grant documents. The parking lot has been paved and the old building has been torn down. Phase Two is already underway. Lee Napier, replying to Commissioner Willis, explained that Phase Two and Phase Three are the construction of a warehouse and repair of the main facility.

Laurel Wiitala, Union Gospel Mission, thanked the Commissioners for their support and noted that the Director Gary Rowell wanted to be at the meeting, but has been ill. She stated that the community and the downtown has all benefitted from this project. It is a great impact for the public.

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 signature of the closeout documents for the Community Development Block Grant for the Union Gospel Mission.**

## **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.

Vern Spatz, County Auditor, discussed a change in office hours for the Treasurer's Office, Auditor's Office and Assessor's Office starting January 1, 2010.

Ron Strabbing, County Treasurer, discussed office hours effective January 1, 2010.

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

### Minutes:

- Regular Meeting – December 14, 2009
- Morning Meeting – December 14, 2009

### Commissioners:

1. Reappoint Bill Wolfenbarger to a three-year term on the Fair Board
2. Claim No. 598-09 filed by Delbert Mullin

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

## **CONVENE AS BOARD OF HEALTH**

The Board of County Commissioners convened as the Board of Health to consider the following:

1. **Set Hearing Date of February 4, 2010 to consider an Environmental Health Ordinance:** Clerk of the Board noted that the date of the Board of Health meeting has been changed from January 28, 2010 to February 4, 2010. A motion was made, seconded and passed to approve the date of February 4, 2010 to hold a hearing to consider an Environmental Health Ordinance.

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

## **COMMISSIONERS**

1. **Approved Contract for Guardian Ad Litem Services with Pamela Hartman-Beyer and Tamara J. Milligan:** A motion was made, seconded and passed to approve the contract with Tamara J. Milligan and Pamela Hartman-Beyer, when received, for Guardian Ad Litem services for 2010. The contract amount is \$2,000 a month per attorney.

## **DEPARTMENTS**

## **FAIR**

### **1. Request Approval, Authorization for Fair Management to Sign 2010 Event**

**Contracts:** A motion was made, seconded and passed to authorize the Fair Manager to sign event contracts for 2010, listed as follows:

The Grays Harbor Mounted Posse	GH Mounted Posse Rodeo
Q-Midget Club	Top Dog Agility Dog Show
EHS Equestrian Club	NW Mini Horse Show
MSH Equestrian Club	Falcon Productions
WAHSET District 4	Antique Farm & Engine Show
WAHSET District 3	Rock & Gem Show
WAHSET District 2	Olympia Dog Fanciers
Wine & Seafood Festival	Gallop High Riders
Hope from Horses	Customs NW Car Show
4-H Horse Council	Karen Olson- Country Christmas
Rainier Agility Dog Show	Boston Terrier Dog Show
Volcano View Rat Terrier Club	

## **FORESTRY**

### **1. Request Approval, Timber Sale Contract Completion – Raney Creek No. 7 –**

**Chehalis Valley Timber, Inc.:** A motion was made, seconded and passed to accept the contract completion and release the performance bond for Raney Creek No. 7 timber contract by Chehalis Valley Timber, Inc.

## **MANAGEMENT SERVICES**

### **1. Request Approval, Memorandum of Agreement Appendix A and B – Washington**

**State University Extension:** A motion was made, seconded and passed to approve the Memorandum of Understanding Appendix A and B for the Washington State University Extension Office. The agreement provides \$149,286 for 4-H Youth Development, Agriculture/Horticulture, Marine Resources/Administration and Family Living and Extension Programs. There is also \$22,210 for office operations.

## **PUBLIC SERVICES**

### **1. Request Approval, Amendment No. 9, Reimbursable Agreement with Federal**

**Highway Administration regarding Camp Grisdale Road Wetland Mitigation:** A motion was made, seconded and passed to approve Amendment No. 9 for the Reimbursable Agreement with the Federal Highway Administration regarding Camp Grisdale Road wetland mitigation. This Amendment extends the ending date to December 31, 2013.

### **2. Request Approval, of the contract and authorize the chairman to sign the**

**documents with TL McConnell Construction, Inc. for Schmid Road Drainage Bridge Replacement:** A motion was made, seconded and passed to approve the contract and authorize

the Chairman to sign the documents with TL McConnell, Inc. for Schmid Road Drainage Bridge and for all three Commissioners to sign the bonding documents. The contract bond was awarded to the low bidder, TL McConnell Construction, Inc. of Port Townsend, Washington.

### **ANNOUNCEMENTS**

The Clerk of the Board announced that the next regular board meeting will be held January 11, 2010.

### **STAFF MEETINGS**

The Board held a regular morning meeting on Monday, December 21, 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 Lee Napier, Deputy Director of Community Development, regarding Chehalis Basin; Rose Elway, Budget Director, 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. 2009-154</b> | <b>Authorizing a supplemental extension in the budget of the Grays Harbor County General Fund District Court, in the amount of \$10,000</b>        |
| <b>No. 2009-155</b> | <b>Authorizing a supplemental extension in the budget of the Grays Harbor County General Fund Sheriff's Department, in the amount of \$310,138</b> |
| <b>No. 2009-156</b> | <b>Authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Superior Court in the amount of \$5,000</b>        |

### **ORDINANCES**

None

### **INTERGOVERNMENTAL AGREEMENTS**

None

The meeting adjourned 2:35 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