

MINUTES

BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY REGULAR MEETING

February 28, 2011

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, February 28, 2011, at 2:00 p.m. Commissioners Terry Willis, Mike Wilson and Herb Welch were present. Donna McCallum, Clerk of the Board, and Jim Baker, Deputy Prosecuting Attorney, were also present.

CALL TO ORDER AND FLAG SALUTE

Commissioner Willis called the meeting to order with the pledge of allegiance.

BIDS:

1. **2011-2012 County Beach Approach – Drift Sand Removal Project:** It was advertised February 10 and 17, 2011, in the *Montesano Vidette*, that bids would be accepted for the 2011-2012 County Beach Approach Drift Sand Removal Project. The work to be performed under this contract consists of removing surplus sand from county beach approaches.

Bid specifications were available at the Grays Harbor County Public Services Office at 100 W. Broadway Suite 31, Montesano, WA 98563. It was announced that the Grays Harbor County Commissioners reserve the right to reject any or all proposals or parts thereof without cause.

The Clerk of the Board announced no bids were received.

2. **2011 Pavement Striping Contract:** It was advertised February 10 and 17, 2011, in the *Montesano Vidette*, bids would be accepted for the 2011 Pavement Striping Contract. The work to be performed under this contract consists of the installation of approximately 150 miles of skip center stripe; 80 miles of skip center stripe with no pass stripe; 160 miles of double yellow center stripe; and 500 miles of edge stripe and 3,000 raised pavement markers, all in accordance with the State of Washington Standard Specifications for Road and Bridge Construction.

Bid specifications were available at the Grays Harbor County Public Services Department at 100 W. Broadway Suite 31, Montesano, WA 98563. It was announced that the Grays Harbor County Commissioners reserves 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:

Company	Location	Bid Amounts
Stripe Rite Inc.	Sumner, WA	\$301,500.00
Specialized Pavement Marking Inc.	Tualati, OR	\$382,228.90
Apply-A-Line Inc.	Pacific, WA	\$286,530.00

The bids were referred to the Road Department for review and recommendation.

HEARINGS:

1. Reclassification to Current Use Open Space – Martin and Lovena Clark: There was a public hearing on February 28, 2011 to consider a request for reclassification to current use open space by applicant Cascade Land Conservancy. The property is located in Oakville. Notice of this hearing was published in *The Montesano Vidette* February 17, 2011. Chairman Willis asked for a staff report.

Laura Gray, Planner III, entered into the record the staff report. She stated the 167.98 acres are located approximately 3.35 miles northeast of the City of Oakville. The property is currently listed as Farm and Agricultural Land and the applicant is requesting reclassification to Current Use Open Space. The Clark application includes the following parcels:

160510430010 – 40.65-acres (entire parcel)

160515100000 – 28.15-acres (entire parcel)

160514220010 – 59.14-acres of the 76-acre parcel

160514120040 – 40.04-acres (entire parcel)

Total acreage in request: 167.98-acres

Approximately 160-acres of the subject property are encumbered by a Natural Resource Conservation Service (NRCS) perpetual Warranty Easement Deed. The remaining 7-acres share similar characteristics to the 160-acres and link two of the NRCS easement areas together. The Wetlands Reserve Program (WRP) is a voluntary program which offers financial support to landowners' wetlands restoration and protection projects. The program purchases the easement from the land owners. The general purpose of the WRP easement is to restore, protect, manage, maintain and enhance the ecological values of wetlands while providing open space, aesthetic values, and environmental education. Ms. Gray explained the easement restricts agricultural land use by expressly prohibiting activities and uses on the subject property.

Ms. Gray stated the department recommends approval with the following conditions:

1. Commercial farming is prohibited, including planting or harvesting any crop.
2. Buildings and structures are prohibited.
3. Woodcutting, altering vegetation, burning, dumping and filling are prohibited.
4. Littering, excessive noise, and any actions that may endanger the animal or plant life on this property are prohibited.
5. Seed harvesting is prohibited.
6. Dumping refuse waste, sewage or other debris is prohibited.
7. Draining, dredging, channeling, leveling, pumping, diking, impounding or related activities are prohibited, as well as altering or tampering with water control structures or devices.

8. The applicant shall continue to observe all obligations set forth in PART III of Warranty Easement Deed, Wetlands Reserve Program Agreement No. 66-0546- 4-018 Grays Harbor County Auditors Document 2005-03250089.
9. The applicant is required to contact the Assessor's office in the event that they sign a compatible use agreement with NRCS or change use on the subject property.
10. Should use of the property change or conditions stated in the taxation agreement be violated, the subject property will be removed from the Current Use Open Space classification.
11. A BEWARE screen will be created for each subject parcel in the Planning and Building Division computer permit coordination system. The notice will indicate the following: "This parcel is classified Current Use Open Space no development is permitted without the consent of the Tax Assessor's office."

Commissioner Willis asked the applicant if he would like to speak.

Martin Clark stated he would like to mow the seven acres not restricted by the easement. He added there is no loss to the county in tax revenue because the request is to change from one Open Space Classification to another.

Chairman Willis called for public comment favoring or opposing the application. There were no comments and the hearing was closed at 2:12 p.m.

ACTION: A motion was made, seconded and passed to conditionally approve the reclassification to Current Use Open Space for parcel numbers 160510430010, 160515100000, 160514220010 and 160514120040 which includes the 7.5 acre area not in the WRP program, as conditioned in the staff report.

2. **Supplemental Budget – Mental Health Fund, \$1,367,647:** There was a public hearing on February 28, 2011 to consider a supplemental budget in the Mental Health Fund in the amount of \$1,136,647. Notice of this hearing was published in *The Montesano Vidette* February 17 and 24, 2011. Chairman Willis asked for a staff report. Rose Elway, Budget Director, reported there was \$1,367,647 of unbudgeted cash for 2011. The \$617,477 cash transfer to the new Mental Health DD Levy Fund required budgeting in 2011 and the balance of the beginning cash of \$750,170 will be budgeted in ending cash.

Chairman Willis 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. 2011-019, authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Mental Health Fund in the amount of \$1,367,647.

3. **Supplemental Budget – Election Reserve Fund, \$90,000:** There was a public hearing on February 28, 2011 to consider a supplemental budget in the Election Reserve Fund in the amount of \$90,000. Notice of this hearing was published in *The Montesano Vidette* February 17 and 24, 2011. Chairman Willis asked for a staff report. Rose Elway, Budget Director, reported

the Election Reserve Fund received a short-term loan from the Auditor's M&O Fund for the purpose of purchasing an election digital scan tabulation system.

Chairman Willis called for public, hearing none she closed the hearing.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2011-020, authorizing a supplemental extension in the budget of the Grays Harbor County Election Reserve Fund in the amount of \$90,000.

4. Emergency Budget – Clerk's Office, \$7,746: There was a public hearing on February 28, 2011 to consider an emergency budget in the Clerk's Office in the amount of \$7,746. Notice of this hearing was published in *The Montesano Vidette* February 17, 2011. Chairman Willis asked for a staff report. Cheryl Brown, Clerk, reported the Clerk's Office needs to replace the 20 year old microfilm reader which can no longer be repaired. She described the uses of the microfilm reader by the Clerk's Office, title companies and the public.

Chairman Willis 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. 2011-021, authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Clerk's Office in the amount of \$7,746.

PUBLIC COMMENT

Commissioner Willis called for public comment on county-related items. She announced that comments and statements would be accepted and limited to three minutes. Questions should be submitted in writing.

Dan Boeholt, Aberdeen, made comments regarding the Wild Olympics Campaign. He explained the campaign and asked for the Commissioners to remain involved.

Charles Stalker, Montesano, made comments regarding leasing the ORV Park.

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

Regular and Morning Meeting – February 14, 2011
Special Meetings – February 16, 2011, February 22, 2011 and February 24, 2011

Assessor:

Surplus of Computer and printer

Auditor:

Surplus of equipment

Commissioners:

Approval of \$10,000 Surety Bond for Assessor Rick Hole
Appoint alternate to the ORV Advisory Committee, Dan and Annie McCarthy – Trail
Bike Representative
Set Bid Date – March 28, 2011 - Official Publication Newspaper

Coroner:

2010 Annual Report
January 2011 Month-End Report

Management Services:

Set Hearing Date – *March 14, 2011* – Emergency Budget, District Court Fund \$5,585

Public Health and Social Services:

Exhibit Space Contract, EXPO Grays Harbor registration for March 19, 2011
Facility Use Agreement – PUD, Dennis Nichols Building for March 28, 2011

Public Services:

Set Bid Date – *March 28, 2011* – Countywide Aggregate Stockpiling Contract

Correspondence:

Projection of Income from State Forest Lands
PUD No. 2 of Pacific County Report of 2010 Gross Revenue

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

COMMISSIONERS

None

DEPARTMENTS

FAIR, EVENTS AND TOURISM

- 1. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign an agreement with the American Red Cross:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign an agreement with the American Red Cross. The agreement is for facility use during a time of disaster.
- 2. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign an agreement with Michael Waddell:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign an agreement with Michael Waddell for an appearance on Saturday August 13, 2011. The agreement is in the amount of \$12,000.

3. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign a Tourism Agreement with Morris Media: A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign a contract with Morris Media for mixed media planning and buying for the Tourism Department. The contract amount is \$157,000.

4. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign a Tourism Agreement with Destination Media Alliance for 2011 WA State Travel Planner Advertisement: A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign a contract with Destination Media Alliance for 2011 Washington State Travel Planner Advertisement. The total contract amount is \$8,825 half was paid in 2010 half was budgeted for 2011.

5. Request Approval, Resolution – Fairground Fee Schedule Amendment: A motion was made, seconded and passed to approve **Resolution No. 2011-022, establishing the 2011 fee and rental rate schedule for the Grays Harbor County Fairgrounds and Event Center.** There are three minor amendments requested for the convenience of the Fairgrounds User Groups. The amendments are as follows:

1. The application acceptance timeline has been extended from 10 months to 12 months.
2. The arena prep fee has been broken down so that user groups may choose to pay for only packing or restoring the floor surface, rather than having to pay for both in cases where they only require one or the other.
3. A special concession rate will now be available for some youth non-profit events.

MANAGEMENT SERVICES

1. Request Approval, Resolution – Budget Transfer, Trial Court Improvement Fund: A motion was made, seconded and passed to approve **Resolution No. 2011-023, transferring items in the Grays Harbor County Miscellaneous Fund Trial Court Improvement Fund in the amount of \$1,487.** The transfer is being made from the ending cash balance to equipment in the Trial Court Improvement Fund for the purchase of a new copy machine. The remaining funding of \$5,584 is being requested as an emergency budget.

PUBLIC HEALTH AND SOCIAL SERVICES

1. Request Approval, Department of Health Consolidated Contract Amendment #29: A motion was made, seconded and passed to approve the Consolidated Contract Amendment #29 from the Department of Health. The amendment provides \$35,556 for HIV services and \$2,800 for attendance at the IOIC Conference. It also updates deliverable due dates. Amount of the amendment is \$38,356.

2. Request Approval, Department of Social and Health Services – Developmental Disabilities Amendment #2: A motion was made, seconded and passed to approve contract

amendment 2 to the contract between the county and the Department of Social and Health Services, Division of Developmental Disabilities, for 2011. The amendment reduces the contract allocation by \$76,004 for program services for adults with developmental disabilities. The biennium contract allocation is \$1,343,041.

PUBLIC SERVICES

1. **Request Approval, Digital Submittal Certification – CRAB Reports 2010:** A motion was made, seconded and passed to authorize the chairman to sign the digital certification for the 2010 CRAB Reports. The Commissioner were given the following items along with the CRAB Reports:

- Traffic Law Enforcement Certification
- Fish Passage Barrier Removal Certification
- Annual Certification
- Annual Construction Report
- County Arterial Preservation Report
- Annual Certification – Maintenance Management

2. **Request Approval, Contract Completion – Porter Creek Road East Overflow Bridge Replacement, Rognlin's:** A motion was made seconded and passed to accept the contract as complete and release the retainage bond to Rognlin's Inc. for the Porter Creek Road East Overflow Bridge Replacement. The total amount of the contract was \$1,227,601.96, which was 1.86 % below the original bid.

3. **Request Approval, Contract Completion – Forrest Road – Garrard Creek Bridge Replacement, Rognlin's:** A motion was made, seconded and passed to accept the contract as complete and release the retainage bond to Rognlin's Inc. for the Forrest Road Garrard Creek Bridge Replacement. The total amount of the contract was \$560,939.72, which is 0.013% above the original bid.

4. **Request Approval, contract with Triangle Associates Inc. for facilitation of Lake Ozette Steering Committee:** A motion was made, seconded and passed to approve a Professional Services Agreement with Triangle Associates, Inc. for facilitation of the Lake Ozette Steering Committee. The Board is asked to execute this agreement as fiscal agent for the Washington Coast Sustainable Salmon Partnership. Grant funds secured through a grant contract between the Resource and Conservation Office and Grays Harbor County will cover the expenses incurred.

5. **Request Approval, Contract with Creative Community Solutions for design and writing services for WCSSP Regional Salmon Plan:** A motion was made, seconded and passed to approve a contract with Creative Community Solutions (CCS) for design and writing services for WCSSP's Regional Salmon Plan. Contract term is March 1, 2011 through June 30,

2011. The funds secured through a grant contract between the Recreation and Conservation Office and Grays Harbor County will cover the expenses incurred.

6. Request Approval, McDonald Creek Restoration Grant Agreement with Department of Ecology: A motion was made seconded and passed to authorize the chair to sign a grant agreement with the Department of Ecology. The work described in the grant agreement includes removal of a small concrete blockage in McDonald Creek which acts as a fish passage barrier. The County will assist the Chehalis Basin Fisheries Task Force and the Grays Harbor Stream Team through fiscal oversight of this grant from the Department of Ecology.

7. Request Approval, Purchase of Rotary Boom Mower with Tractor from the State Contract: A motion was made, seconded and passed to approve the purchase of a rotary boom mower with tractor from the state contract for the price of \$118,746.87. The equipment purchase shall increase the fleet and be purchased with Road Department funds as approved in the 2011 budget.

ANNOUNCEMENTS

The Clerk of the Board announced some agenda items are now being pre-published and attached to the (AV Capture All) audio video site that holds meeting recordings and agendas.

STAFF MEETINGS

The Board held a regular morning meeting on Monday, February 28, 2011, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room. Commissioners Willis, Wilson and Welch and the Clerk of the Board, Donna McCallum reviewed calendars and pending daily office issues. The Board met with Dan Boeholt to discuss the Solid Waste Advisory Committee, Joan Brewster, Public Health and Social Services, to discuss agenda items and requests, Rose Elway, Budget Director, for agenda items and a budget update, and the following Public Services individuals regarding agenda items and department updates: Laura Gray, Planning; Kevin Varness, Public Services; Russ Esses, Engineering and Roads; Jeff Nelson, Environmental Health; Lee Napier, Planning Department. Notes of these meetings are available upon request.

The Board approved the following:

RESOLUTIONS

No. 2011-019

Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Funds Mental Health Fund in the amount of \$1,367,647.

No. 2011-020

Authorizing a supplemental extension in the budget of the Grays Harbor County Election Reserve Fund in the amount of \$90,000

No. 2011-021

Authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Clerk's Office in the amount of \$7,746

No. 2011-022

Establishing the 2011 fee and rental rate schedule for the Grays Harbor County Fairgrounds and Event Center

No. 2011-023

Transferring items in the Grays Harbor County Miscellaneous Fund Trial Court Improvement Fund in the amount of \$1,487

ORDINANCES

None

INTERGOVERNMENTAL AGREEMENTS

None

The meeting adjourned 2:42 p.m.

BOARD OF COMMISSIONERS
For Grays Harbor County
This _____ day of _____, 2011

TERRY L. WILLIS, Chairman, District 1

MIKE WILSON, Commissioner, District 2

HERB WELCH, Commissioner, District 3

ATTEST:

Donna McCallum, Clerk of the Board