

MINUTES

BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY REGULAR MEETING

September 12, 2011

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, September 12, 2011, at 2:00 p.m. Commissioners Terry Willis and Mike Wilson were present. Donna McCallum, Clerk of the Board, and James Baker, Senior Deputy Prosecuting Attorney, were also present.

CALL TO ORDER AND FLAG SALUTE

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

A motion was made, seconded and passed to excuse Commissioner Welch from the meeting.

BIDS:

1. **One or More Used 54GVW Dump Truck:** It was advertised September 1st and 8th, 2011, in the *Montesano Vidette*, bids would be accepted for the delivery of one or more used 54GVW dump trucks.

Bid specifications were available at the Grays Harbor County Public Services Department at 100 W. Broadway, Suite 31, 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 bid with bid bond attached:

Company	Location	Bid Amount
Daniels Trucks	Cosmopolis, WA	\$38,670.00

The bid was referred to the Public Services Department for review and recommendation.

HEARINGS:

1. **Vacation of Right-of-Way – Otis Court, Moclips, WA:** There was a public hearing on September 12, 2011 to consider vacating all of the Otis Court #33150 right-of-way lying within the plat of Otis Court. The petition for vacation was filed by Bill Whitson, William and Katherine Whitson and Donald Dumontet. Notice of this hearing was published in *The Montesano Vidette* September 1st and 8th, 2011. Chairman Willis asked for a staff report.

Tom Gray, County Surveyor, read the Engineer's Report into the record. The report stated the road does not lead to a body of water, nor will any properties be landlocked as a result of this vacation. The county's maintenance costs would be eliminated if vacated. A check has been received in an amount equal to one-half of the appraised value. Mr. Gray stated the Engineering Department recommends approval.

Responding to Commissioners' inquiries, Tom Gray said the road is currently in the county road system. RCW 36.87.140 reserves the right of way easement for utilities. His understanding is the property owners

are concerned about recreational vehicles entering the area and attempting to turn around on a substandard turn area.

Chairman Willis called for comments.

Kevin Varness, Public Services, stated the property is within the Pacific Beach/Moclips water and sewer area, the largest utility the county operates. The utility right-of-way is important for future improvements, maintenance and repairs. He stated when roads are vacated people build within or block the public right-of-way. It becomes difficult for staff to access the area. On-site grinder pumps in the area are not the issue. It is important to be able to maintain, repair or address infiltration problems. He requested the Board consider keeping the road public.

There was no further public comment and the hearing was closed.

ACTION: A motion was made, seconded and passed to postpone the decision until September 26, 2011 for Commissioner Welch to participate.

2. **Supplemental Budget – General Fund Budget Reductions, \$244,662:** There was a public hearing on September 12, 2011 to consider a supplemental budget appropriation in the General Fund in the amount of \$244,662. Notice of this hearing was published in *The Montesano Vidette* September 1st and 8th, 2011. Chairman Willis asked for a staff report. Marilyn Lewis, Budget Director, reported the \$244,662 coming into the General Fund is from the recent three percent budget reductions. She detailed the changes as follows:

Assessor	(\$8,507)
Auditor	(\$9,879)
BOE	\$220
Civil Service	\$223
Clerk	(\$11,406)
Commissioners	(\$14,360)
Environmental Health	(\$6,373)
Coroner	(\$7,664)
Facility Services	\$1,401
Disability Board	(\$131)
Boundary Review	(\$170)
Extension	(\$5,809)
District Court	(\$33,565)
Planning/Building	(\$41,746)
Prosecutor	(\$25,673)

Superior Court	(\$7,701)	
Treasurer	(\$13,242)	
Public Defense	(\$23,200)	
Park and Veg.	(\$1,000)	
Adv Expend	(\$6,900)	
Non-Departmental	(\$29,180)	
Total		(\$244,662)

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. 2011-073, authorizing a supplemental extension in the budget of the Grays Harbor County General Fund in the amount of \$244,662.

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.

Bob Bonnell, Montesano, made comments regarding budget suggestions.

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

Regular and Morning Meetings – August 29, 2011
Special Meetings – August 10, 2011, August 19, 2011 and August 22, 2011

Auditor:

Month-End Expenditures Report, August –Claims: \$4,968,576.91 Salary: \$2,384,027.83

Management Services:

Set Hearing Date – *September 26, 2011* – Emergency Budget, Board of Equalization
Set Hearing Date – *September 26, 2011* – Supplemental Budget, Public Health

Correspondence:

Operation Shore Patrol – county support for dump boxes and debris removal
Lawsuit, L-623-11, William Henry
Lawsuit, L-631-11, Marcus Searls
Claim, C-632-11, Sirena Painter

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

PRESENTATION

1. **EDC/Chamber Merger, Tim Gibbs and LeRoy Tipton:** Mr. Gibbs provided a handout and explained the pending merger of the Economic Development Council and Grays Harbor Chamber of Commerce. He stated the new name for the organization is Greater Grays Harbor, Inc. Mr. Tipton and Mr. Gibbs explained the transition process and the structure of the combined group. Staff members will be retained from both entities. Mr. Tipton's position will not be necessary with the merger, and he intends to retire, which will be a cost savings. There was discussion on community involvement in the process.

Commissioner Willis asked about the waitlist for people interested in participation in Showcase Grays Harbor. Mr. Tipton explained the event and capacity.

PROCLAMATION

** The Clerk of the Board announced the following item was added to the agenda:

1. **9-1-1 Day:** Clerk of the Board Donna McCallum, read the proclamation. A motion was made, seconded and passed to proclaim September 11, 2011 as 9-1-1 Day, recognizing 9-1-1 service to our health and safety.

2. **Chehalis Watershed Appreciation Day:** Clerk of the Board, Donna McCallum, read the proclamation. A motion was made, seconded and passed to proclaim September 17, 2011 as Chehalis Watershed Appreciation Day.

COMMISSIONERS

1. **Resolution Clarifying Resolution No. 2010-134 regarding Commissioner Salary:** A motion was made, seconded and passed to approve **Resolution No. 2011-074, clarifying Resolution 2010-134 regarding Commissioners Salary.** The clarification states the Board's intent in adopting Resolution 2010-134 was only to eliminate County Commissioners' precise and automatic future adjustments of salaries, previously designated in Resolution 94-120 as an automatic annual four percent cost of living increase and to clarify that the portion of Resolution 94-120 that was deemed satisfied was its affect of equalizing all three district commissioners' salaries.

2. **Resolution amending Resolution No. 2009-114 adopting employee medical care contribution/opt-out program:** A motion was made, seconded and passed to approve **Resolution No. 2011-075, amending Resolution No. 2009-114 adopting a medical care contribution/ opt-out program.** The Resolution changes the amount of monthly payment for the employees choosing the opt-out program to \$200.

3. **Resolution amending Resolution No. 2005-65 to delete term limits for Veteran's Advisory Board Members:** A motion was made, seconded and passed to approve **Resolution No. 2011-076, amending Resolution No. 2005-65, deleting term limits for the Veteran's Advisory Board members.** The Resolution deletes the restriction of three terms per Board member.

DEPARTMENTS

JUVENILE COURT

1. **Request Approval, Evidence Based Expansion Contract with the Washington State Department of Social and Health Services:** A motion was made, seconded and passed to approve the Evidence Based Expansion Contract with the Washington State Department of Social and Health Services. The contract provides \$36,000 per year, for two years, in funding for Functional Family Therapy.

MANAGEMENT SERVICES

1. **Request Approval, Resolution - Budget Transfer, District Court:** A motion was made, seconded and passed to approve **Resolution No. 2011-077, transferring items in the Grays Harbor County General Fund District Court in the amount of \$800.** The transfer is being made from Office and Operating Supplies and Communications to Law Books and Miscellaneous.

2. **Request Approval, Resolution - Budget Transfer, Forestry:** A motion was made, seconded and passed to approve **Resolution No. 2011-078, transferring items in the Grays Harbor County Forestry Fund in the amount of \$2,810.** The transfer is being made from Office Small Tools to Insurance Services to cover unanticipated costs.

3. **Request Approval, Resolution - Budget Transfer, Juvenile Department:** A motion was made, seconded and passed to approve **Resolution No. 2011-079, transferring items in the Grays Harbor County General Fund Juvenile Department in the amount of \$60,073.** The transfer is being made from various Salaries and Wages and Benefits to clean up coding errors.

4. **Request Approval, Resolution - Budget Transfer, Mental Health/Therapeutic Court Fund:** A motion was made, seconded and passed to approve **Resolution No. 2011-080, transferring items in the Grays Harbor County Miscellaneous Fund Mental Health/Therapeutic Court Fund in the amount of \$5,000.** The transfer is being made from Salaries and Wages to Advertising to cover advertising for a case manager position.

5. **Request Approval, Subrecipient Agreement with Coastal Community Action Program – 2011 CDBG Public Services Grant:** A motion was made, seconded and passed to authorize the Chairman to sign the subrecipient agreement with Coastal Community Action Program for the 2011 CDBG Public Services Grant. The grant funding is in the amount of \$82,872 for providing low and moderate income persons with public services in accordance with the Washington State Department of Commerce grant guidelines.

PUBLIC HEALTH AND SOCIAL SERVICES

- 1. Request Approval, Contract with Qwest Corp (dba CenturyLink QC) for telephone system services:** A motion was made, seconded and passed to approve a contract with Qwest Corporation (dba CenturyLink QC) for telephone system service. The contract provides for purchase of a bulk rated integrated services digital network primary rate telephone system. This agreement replaces an existing agreement with the same vendor, for incoming phone lines. It is not a new cost. The amount of the contract is \$34,500 over 5 years.
- 2. Request Approval, Contract with Providence St. Peter for Chemical Dependency Treatment Services:** A motion was made, seconded and passed to approve a contract with the Division of Health Care Services Health Care Authority. The contract allows the department to provide dental care coordination and improved access to oral health care for children under six years old who are on Medicaid. The amount of the contract is \$50,000.
- 3. Request Approval, Contract with Providence St. Peter for Chemical Dependency Treatment Services:** A motion was made, seconded and passed to approve a contract with Providence St. Peter Hospital to provide chemical dependency treatment services from July 1, 2011 through June 30, 2012. The amount of the contract is \$ 250,544. The contractor has provided notice that they will discontinue services on September 30, 2011. We still need this signed contract in place so that payment can be made for August through September.
- 4. Request Approval, Department of Health Consolidated Contract Amendment #33:** A motion was made, seconded and passed to approve the Consolidated Contract Amendment #33 from the Department of Health. The amendment provides funds to continue HIV prevention and tobacco retailer education and compliance activities and new funds to facilitate coordination of community resources to keep parenting teens in school (the GRADS program). It also removes “placeholder” funds intended for 2012 activities to involve males in teen pregnancy prevention and family planning funds which represent legislated cuts to the state family planning budget. Total amount of amendment is \$47,568.
- 5. Request Approval Grays Harbor College Addendum for Childbirth Education Classes:** A motion was made, seconded and passed to approve an addendum to the current contract with Grays Harbor College for childbirth education classes. It extends the provision of prepared childbirth education for residents of Grays Harbor County from January 1, 2012 through December 31, 2012.
- 6. Request Approval, Memorandum of Understanding - Human Services Advisory Board for Community Mobilization grant funding:** A motion was made, seconded and passed to approve a Memorandum of Understanding with the Human Services Advisory Board for Community Mobilization Grant Funding.

PUBLIC SERVICES

- 1. Request Approval, Accept Completion of 2011 County Wide Aggregate Stockpiling Contract and release retainage:** A motion was made, seconded and passed to accept completion of the 2011 countywide aggregate stockpiling contract and release the retainage to Northwest Rock, Inc. The retainage is in the amount of \$7,649.87
- 2. Request Approval, Personal Services Contract with Ecolution for County Wide Safety Program Project No. C-01045-11:** A motion was made, seconded and passed to approve the personal services contract with Ecolution to complete the environmental permitting requirements for the county wide safety program project. Ecolution was selected after reviewing proposals received from them and Herrera Environmental Consultants. The selection was made based on their expertise in performing the work and their cost estimate. The scope of work to be performed under this contract includes completing an Environmental Classification Summary and fulfilling the requirements of Section 106 of the National Historic Preservation Act. The estimated cost for this work is \$3,761, which is 100% federally funded through hazard elimination program. This contract assumes that an archaeological survey will not be required for this project. If at a later date it is determined that a survey needs to be performed this contract will be amended.
- 3. Request Approval, Letter to the Conservation Office to distribute designated operating funds for the Washington Coast Sustainable Salmon Partnership:** A motion was made, seconded and passed to approve a letter to Megan Duffy, Project Manager with the Recreation and Conservation Office (RCO), to distribute designated operating funds to the Grays Harbor County Lead Entity from a grant awarded to Grays Harbor County as fiscal agent for the Washington Coast Sustainable Salmon Partnership. A condition of the RCO grant is that all coastal lead entities enter into Interlocal Agreement with Grays Harbor County. In lieu of that requirement this letter was drafted to meet that condition.
- 4. Request Approval, Interlocal Agreement with Clallam County to distribute designated operating funds for the Washington Coast Sustainable Salmon Partnership:** A motion was made, seconded and passed to approve an interlocal agreement with Clallam County. The purpose of the interlocal agreement is to distribute the designated operating funds to the North Pacific Coast Lead Entity from a grant awarded to Grays Harbor County as fiscal agent for the Washington Coast Sustainable Salmon Partnership.
- 5. Request Approval, Chehalis Basin Watershed Festival-Entertainment Agreement with Who Are These Guys:** A motion was made, seconded and passed to approve a Festival/Entertainment Agreement with *Who are These Guys*. They will provide musical entertainment during the September 17, 2011 Watershed Festival in Aberdeen.
- 6. Request Approval, Chehalis Basin Watershed Festival – Hold Harmless Agreement in order to rent FIN the Migrating Salmon:** A motion was made, seconded and passed to approve a

Hold Harmless Agreement for the rental of FIN the migrating salmon. The agreement is part of the paperwork necessary to rent FIN the migrating salmon. As in years past, FIN will arrive in Grays Harbor County several days before the Watershed Festival to visit and educate local students at three schools. FIN will conclude the tour at the Watershed Festival on September 17th at Morrison Riverfront Park in Aberdeen.

7. Request Approval, Letter of Agreement – Creative Community Solutions for Services related to the Critical Areas ordinance lawsuit: A motion was made, seconded and passed to approve a letter of agreement with Creative Community Solutions to provide Grays Harbor County with professional services related to the critical area ordinance lawsuit.

ANNOUNCEMENTS

The Clerk of the Board announced the monthly Flood Authority Meeting will be held at Montesano City Hall on Thursday, September 15, 2011.

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, September 12, 2011, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room. Commissioners Willis and Welch and the Clerk of the Board, Donna McCallum reviewed calendars and pending daily office issues. The Board met with Marilyn Lewis, Budget Director, for a 2011 budget update; Greg Reynvaan, Juvenile Director, regarding agenda item; Joan Brewster, Public Health and Social Services, regarding agenda items; the following Public Services individuals regarding agenda items and department updates: Kevin Varness, Public Services; Russ Esses, Engineering and Roads; Jeff Nelson, Environmental Health; Lee Napier, Planning Department; Tom Gray, Engineering. Notes of these meetings are available upon request.

RECAP OF APPROVED RESOLUTIONS, ORDINANCES, AND INTERGOVERNMENTAL AGREEMENTS:

RESOLUTIONS

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| No. 2011-073 | Authorizing a supplemental extension in the budget of the Grays Harbor County General Fund in the amount of \$244,662 |
| No. 2011-074 | Clarifying Resolution 2010-134 regarding Commissioners Salary |

No. 2011-075	Amending Resolution No. 2009-114 adopting a medical care contribution/ opt-out program
No. 2011-076	Amending Resolution No. 2005-65, deleting term limits for the Veteran’s Advisory Board members
No. 2011-077	Transferring items in the Grays Harbor County General Fund District Court in the amount of \$800
No. 2011-078	Transferring items in the Grays Harbor County Forestry Fund in the amount of \$2,810
No. 2011-079	Transferring items in the Grays Harbor County General Fund Juvenile Department in the amount of \$60,073
No. 2011-080	Transferring items in the Grays Harbor County Miscellaneous Fund Mental Health/Therapeutic Court Fund in the amount of \$5,000

ORDINANCES

None

INTERGOVERNMENTAL AGREEMENTS

- Clallam County agreement for designated operating funds to the North Pacific Coast Lead Entity from a grant awarded to Grays Harbor County as fiscal agent for the Washington Coast Sustainable Salmon Partnership.

The meeting adjourned at 3:10 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