

## MINUTES

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

November 7, 2011

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, November 7, 2011, at 2:00 p.m. Commissioners Terry Willis, Mike Wilson and Herb Welch were present. Donna McCallum, Clerk of the Board, was also present.

#### **CALL TO ORDER AND FLAG SALUTE**

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

#### **BIDS:**

None

#### **HEARINGS:**

None

#### **PUBLIC COMMENT**

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

There were no public comments.

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

#### **Minutes:**

Regular and Morning Meetings – October 31, 2011

#### **Commissioners:**

Appoint Gary Parfitt to Civil Service Commissioner Dist. 2, term ending 02/01/17

Appoint Dee Nelson and Rev. Lorraine Dierick to Health & Human Services Advisory Board, three year terms

Set Hearing Date – *November 21, 2011* – Reclassification to Current Use

Timber property located at 126 Shafer Meadows Lane South, applicants Tim & Lynn Lipski

Set Hearing Date – *December 5, 2011* – 2012 Budget

#### **Auditor:**

Month-End Audit Report October 2011 – Claims: \$4,425,992 Salary: \$2,273,215.45

#### **Coroner:**

October 2011 Report

**Management Services:**

Set Hearing Date – *November 21, 2011* – Supplemental Budget, Sheriff's Department

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

**COMMISSIONERS**

1. **Resolution – Medical Opt-Out Incentive:** A motion was made, seconded and passed to approve **Resolution No. 2011-100, rescinding Resolution 2011-075 adopting an employee medical care contribution and coverage opt-out option and adding provisions to increase the incentive amount for 2012.**

\*\* The Clerk of the Board announced the following item was added to the agenda at the morning meeting:

2. **Revised Hearing Date – November 21, 2011 – Appeal of Administrative Decision #2011-1217:** A motion was made, seconded and passed to approve the change in the hearing date for the appeal of to November 21, 2011 at 2:00 p.m. The original hearing date was set for December 5, 2011.

**DEPARTMENTS**

**MANAGEMENT SERVICES**

1. **Request Approval, Resolution, Budget Transfer- North Beach Water System Fund:** A motion was made, seconded and passed to approve **Resolution No. 2011-101, transferring items in the Grays Harbor County Miscellaneous North Beach Water System Fund in the amount of \$53,118.** The transfer is being made from ending cash into miscellaneous expense funds to cover operating costs for the remainder of the year.

2. **Request Approval, Contract with Coastal Community Action Program (CCAP) as sub-recipient for the Public Services Community Development Block Grant:** A motion was made, seconded and passed to approve the contract with Coastal Communities Action Program (CCAP) as sub-recipient for the Public Services Community Development Block Grant. CCAP will be providing low and moderate income persons with public services in accordance with the Washington State Department of Commerce grant guidelines.

**PUBLIC SERVICES**

1. **Request Approval, Agreements with Washington State Parks and Recreation Commission – 2011-2013 Beach Gap Maintenance:** A motion was made, seconded and passed to authorize the chairman to sign agreements with the Washington State Parks and Recreation Commission (WSPRC) for 2011-2013 beach gap maintenance by the County Road Department.

The WSPRC has agreed to pay the County \$5,000 per gap road maintained annually for beach gap road maintenance performed by the County Road Department.

**2. Request Approval, Personal Services Agreement with SWCA Environmental Consultants for archeological surveys on the Wishkah Road and Ocean Beach Road**

**Realignments:** A motion was made, seconded and passed to approve the personal services agreement with SWCA Environmental Consultants to complete the archeological surveys for the Wishkah and Ocean Beach Roads as required by the Department of Archaeology and Historic Preservation. SWCA was selected after reviewing proposals received from them and two other 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 archeological survey for the two above referenced projects in order to satisfy Executive Order 05-05. The estimated cost for this work is \$13,238, which is partially funded through the Rural Arterial Program (RAP).

**3. Request Approval, Funding Agreement with the Public Development Authority (PDA) for a sewer feasibility Study:**

A motion was made, seconded and passed to approve the funding agreement for the County to participate with the PDA in funding a sewer feasibility study for the Satsop Development Park. The cost of the study is \$25,000 with the County's share of \$12,500. The study will explore the feasibility of a sewer main extension from the Satsop Development Park to the City of Elma Sewer System.

**ANNOUNCEMENTS**

None

**CORRESPONDENCE**

None

**STAFF MEETINGS**

The Board held a regular morning meeting on Monday, November 7, 2011, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room. Commissioners Welch, Wilson and Willis and Clerk of the Board, Donna McCallum reviewed calendars and pending daily office issues. The Board met with the following Public Services individuals regarding agenda items and department updates: Kevin Varness, Public Services; Jeff Nelson, Environmental Health; Lee Napier, Interim Planning Director; Fred Becker, Road Department.

**RECAP OF APPROVED RESOLUTIONS, ORDINANCES, AND  
INTERGOVERNMENTAL AGREEMENTS:**

**RESOLUTIONS**

**No. 2011-100**

**Rescinding Resolution 2011-075 adopting an employee medical care contribution and coverage opt-out option and adding provisions to increase the incentive amount for 2012**

**No. 2011-101**

**Transferring items in the Grays Harbor County Miscellaneous North Beach Water System Fund in the amount of \$53,118**

**ORDINANCES**

None

**INTERGOVERNMENTAL AGREEMENTS**

None

The meeting adjourned at 2:14 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