

MINUTES

BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY REGULAR MEETING

November 21, 2011

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, November 21, 2011, at 2:00 p.m. Commissioners Terry Willis, Mike Wilson and Herb Welch 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.

BIDS:

None

HEARINGS:

1. Reclassification to Current Use Timber – Tim and Lynn Lipski, Parcels 180702340040 and 180702340030, 126 Shafer Meadows Lane South: There was a public hearing on November 21, 2011 to consider a request for reclassification of 7.25 acres to current use timber by applicants Tim and Lynn Lipski for parcel numbers 180702340040 and 180702340030. The property is located at 126 Shafer Meadows Lane South. Notice of this hearing was published in *The Montesano Vidette* November 10, 2011. Chairman Willis asked for a staff report.

Bill Brown, Commercial/Industrial Appraiser, entered into the record the staff report. He stated information on the subject properties was gathered from GIS aerial photo. The application to reclassify as Current Use Timber Land and the Forest Management Plan were completed by Galen M. Wright, Certified Forester. The Timberland Application, the Forest Management Plan, the aerial photos, and various maps of the site were included in the full report.

Mr. Brown reported the application is for 7.25 of the 10.03 acres. He explained the 7.25 acres are designated forestland, but to qualify for the program there must be at least 20 acres. He stated the Open Space Timber classification is similar to designated forestland and is designed for smaller parcels. There are no designated wetlands on the property.

Commissioner Willis asked if it was acceptable to add the two parcels together for the total acreage. Bill Brown replied it was acceptable. Mr. Brown stated the Assessor's Office recommends conditional approval as stated in the staff report.

Commissioner Welch asked what would happen if the property owner did not comply with the program. Mr. Brown replied they would have to repay the taxes.

ACTION: A motion was made, seconded and passed to conditionally approve the reclassification to Current Use Timber for parcel number 180702340040 as stated in the staff report.

A motion was made, seconded and passed to conditionally approve the reclassification to Current Use Timber for parcel number 180702340030 as stated in the staff report.

2. Supplemental Budget Appropriation – Sheriff’s Department, \$141,530: There was a public hearing on November 21, 2011 to consider a supplemental budget appropriation in the Sheriff’s Department in the amount of \$141,530. Notice of this hearing was published in *The Montesano Vidette* November 10, 2011 and November 17, 2011. Chairman Willis called for a staff report. Mike Whelan, Sheriff, reported the supplemental budget reflects additional revenue received from grants. The grant funding will be used for overtime, professional services, supplies and capital outlay.

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. 2011-104, authorizing a supplemental appropriation in the budget of the Grays Harbor County General Fund Sheriff’s Department in the amount of \$141,530.

3. 2011 Regular Property Tax Levy for 2012 Collection: There was a public hearing on November 21, 2011 to consider the 2011 Regular Property Tax Levy for 2012 Collection. Notice of this hearing was published in *The Montesano Vidette* November 10, 2011. Chairman Willis called for a staff report.

Chairman Willis called for public comment. There was no public comment. The hearing was not closed.

ACTION: A motion was made, seconded and passed to continue the meeting to December 5, 2011.

4. Appeal of Administrative Decision – Case No. 2011-1217, Filed by Jonni Carville and Tim Crawford: There was a public hearing on November 21, 2011 to consider an appeal of administrative decision filed by Jonni Carville and Tim Crawford, Case No. 2011-1217. Notice of this hearing was published in *The Montesano Vidette* November 10, 2011 and November 17, 2011. Tim Crawford and Jonni Carville have submitted an application to appeal administrative approval of Planning Division Case 2011-0841, a two-lot large-lot subdivision, pursuant to Grays Harbor County Code Title 16.39.090. The subdivision is proposed west of West Satsop Road at 733 West Satsop Road. The property is further described as having Assessor Parcel No.180710340020, located within the southeast quarter of the southwest quarter of Section 10, Township 18 N., Range 7 W. W.M., Grays Harbor County, Washington.

Chairman Willis stated the appellants have requested the hearing be continued to December 19, 2011 so they can attend.

Commissioner Willis called for public comment. There were no public comments. She stated the

hearing will be left open for a staff report, participation by the appellants and public comment at the December 19, 2011 meeting.

ACTION: A motion was made, seconded and passed to continue the hearing to December 19, 2011, as requested by the appellants.

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 – November 14, 2011

Commissioners:

Set Bid Date for Indigent Defense Contract for December 12, 2011
Set Hearing Date – December 12, 2011 – Ordinance amending GHCC 16.20.200,
Private Road Signs
~~Appointment to the Weed Board – Grace Stiller, District 4 - **Removed**~~

Management Services:

Set Hearing Date – December 5, 2011 – Emergency Budget, Public Defense,
\$50,000
Set Hearing Date – December 5, 2011 – Emergency Budget, Clerk’s Office, \$15,000
Set Hearing Date – December 5, 2011 – Emergency Budget, Juvenile Dept.
\$108,000
Set Hearing Date – December 5, 2011 – Emergency Budget, Superior Court, \$20,685
Set Hearing Date – December 5, 2011 – Supplemental Budget, Sheriff, \$133,031

Public Health:

GH PUD No. 1 Meeting Room Use - January 18, 2012

Correspondence:

Port of Grays Harbor – 2012 budget submitted in accordance with RCW 53.35.040
and RCW 53.35.045
Public Official Bond Renewal – Ron Strabbing, Treasurer

ACTION: A motion was made, seconded and passed to approve the Consent Agenda with removal of the appointment to the Weed Board, as listed above.

COMMISSIONERS

- 1. Memorandum of Understanding for 2012 Furloughs – AFSCME Public Works Division:** A motion was made, seconded and passed to approve the Memorandum of Understanding with AFSCME for a voluntary furlough program in 2012 for the Public Works Division.
- 2. Resolution – Appointing Washington Counties Risk Pool designations:** A motion was made, seconded and passed to approve **Resolution No. 2011-105, appointing and designating county employees for representation for the Washington Counties Risk Pool.**
- 3. Resolution – Revising and Establishing and internet and electronic communication policy:** A motion was made, seconded and passed to approve **Resolution No. 2011-106, revising and establishing an Internet and Email Use Policy for use of County Internet and electronic communication systems.** No major changes were made to the policy. Emails are now being archived and some word reconfiguring was involved.

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

- 4. Set Hearing Date – December 5, 2011 - General Fund and Road Fund Property Tax Levy, including Road Levy Shift:** A motion was made, seconded and passed to set the hearing date for the General Fund and Road Fund Property Tax Levy including a road levy shift, for 2:00 p.m. on December 5, 2011.

DEPARTMENTS

MANAGEMENT SERVICES

- 1. Request Approval, CDBG Public Services Grant Amendment:** A motion was made, seconded and passed to approve the amendment to the CDBG Public Services Grant. The amendment extends the contract date to June 30, 2012 and increases the project amount by \$82,871 for a new contract total of \$165,743.

PUBLIC HEALTH AND SOCIAL SERVICES

- 1. Request Approval, Contract with Behavioral Health Resources – public funding for outpatient mental health treatment services:** A motion was made, seconded and passed to approve the contract with Behavioral Health Resources. This contract provides publicly funded outpatient mental health treatment services including counseling, psychiatry and residential supports. The contract is fee for service with a maximum of \$696,451.75. The contract period is October 1, 2011 through December 31, 2011.
- 2. Request Approval, Contract with Washington State Department of Commerce – funding to reduce incidences of substance abuse and violence:** A motion was made, seconded and passed to approve the contract with the Washington Department of Commerce. The purpose of

the contract is to provide funds to reduce the incidence of substance abuse and violence for children, youth, and families. The amount of the contract is \$12,986 covering the period of July 1, 2011 through June 30, 2013. The grant is 100% state funded with required matching funds of \$3,246.

3. Request Approval, Contract with Behavioral Health Resources – Crisis Mental Health Services: A motion was made, seconded and passed to approve the contract with Behavioral Health Resources to provide publicly funded crisis mental health services. The contract includes a 24 hour hotline, round-the-clock crisis intervention, designated mental health professionals to administer involuntary treatment and a 10 bed crisis residential facility. The contract is fee for service with a maximum of \$329,197. The contract period is October 1, 2011 through December 31, 2011.

PUBLIC SERVICES

1. Request Approval, Resolution for reimbursable agreements and contract signature authorization with Elma, Montesano, Aberdeen and McCleary for furnishing Public Works Resources and Services: A motion was made, seconded and passed to approve **Resolution No. 2011-107, authorizing Grays Harbor County to enter into reimbursable agreements with the Cities of Aberdeen, Elma, McCleary and Montesano for the purpose of furnishing public works resources and services and authorize Commissioners to sign the reimbursable agreements when approved by the cities.** The agreements are for five years.

2. Request Approval, Slope and Drainage Easement – Davis Creek Culvert Replacement Project: A motion was made, seconded and passed to approve the slope and drainage easement for the Davis Creek culvert replacement project.

3. Request Approval, Radio Department Callout Procedure Modification: A motion was made, seconded and passed to change the radio department callout procedure. The changes are as follows:

1. Eliminate radio staff from taking vehicles home, except when approved by management.
2. Have management participate in the pager rotation by carrying the pager every fourth week. Eliminate the double pager time earned on days when the pager is transferred (currently employees are claiming an hour of pager time when they have the pager for one half day). The County Engineer proposed one half hour of pager time for carrying the pager for one half day and staff agreed.

Management will be notified and approve call out work that exceeds three hours. This procedure modification will save approximately \$9,000 annually.

4. Request Approval, Resolution to return Keal Road and Cedar Creek Bridge to the County Road System: A motion was made, seconded and passed to approve **Resolution No. 2011-108, returning Keal Road and Cedar Creek Bridge to the County road system.** 30 years

ago, the County closed Keal Road and the Cedar Creek Bridge for public use. The county did not go through the vacation process. The county returned approved federal funds for the bridge, as the county had 40 posted deficient bridges and could not provide the 20% local match at that time. With this approval the road department can include the road and bridge in the county road system, making the bridge eligible for federal bridge replacement funds.

ANNOUNCEMENTS

Donna McCallum, Clerk of the Board, announced there would be no meeting next Monday, November 28, 2011 due to the preceding Thanksgiving holiday. The next regular meeting is December 5, 2011.

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, November 21, 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 Paula Bednarik and Rick Hole, Assessor's Office, regarding the property levy and the following Public Services individuals regarding agenda items and department updates: Kevin Varness, Public Services; Jeff Nelson, Environmental Health; Russ Esses, Road Department; Tom Gray, Engineering.

RECAP OF APPROVED RESOLUTIONS, ORDINANCES, AND INTERGOVERNMENTAL AGREEMENTS:

RESOLUTIONS

- | | |
|---------------------|---|
| No. 2011-104 | Authorizing a supplemental appropriation in the budget of the Grays Harbor County General Fund Sheriff's Department in the amount of \$141,530 |
| No. 2011-105 | Appointing and designating county employees for representation for the Washington Counties Risk Pool |
| No. 2011-106 | Revising and establishing an Internet and Email Use Policy for use of County Internet and electronic communication systems |

No. 2011-107

Authorizing Grays Harbor County to enter into reimbursable agreements with the Cities of Aberdeen, Elma, McCleary and Montesano for the purpose of furnishing public works resources and services

No. 2011-108

Returning Keal Road and Cedar Creek Bridge to the County road system

ORDINANCES

None

INTERGOVERNMENTAL AGREEMENTS

- **Agreements with the Cities of Aberdeen, Elma, McCleary and Montesano for the purpose of furnishing public works resources and services**

The meeting adjourned at 2:41 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