

MINUTES

BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY REGULAR MEETING

April 9, 2012

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, April 9, 2012, at 2:00 p.m. Commissioners Terry Willis, Herb Welch 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

BIDS:

1. **Grays Harbor County 2012 Pavement Striping Contract:** It was advertised March 22 and 29, 2012, in the *Montesano Vidette*, that bids would be accepted for the 2012 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 reserve 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 Amount
Stripe Rite Inc.	Sumner, WA	\$298,990.00
Specialized Pavement Marking, Inc.	Tualatin, OR	\$375,600.00
Apply-A-Line	Pacific, WA	\$379,700.00

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

HEARINGS:

1. **Reclassification as Current Use Timber for property in Ocosta, Applicant Carol Saul:** There was a public hearing on April 9, 2012 to consider a request by Carol Saul for Reclassification as Current Use Timber for parcel numbers 791514400000, 791511300000, 791510200000 and 791515700000 located in Ocosta. Notice of this hearing was published in *The Montesano Vidette* March 29, 2012. Chairman Terry Willis asked for a staff report.

Bill Brown, Assessor's Office, reported information was collected from a site inspection of the NW corner of the property on March 20, 2012, GIS aerial photos, parcel maps, discussion with DOR forester, the revised Application to Classify as Current Use Timber Land and the Forest Management Plan prepared by Michael D. Jackson.

The property consists of four parcels with a total size of 24.78 acres. The application is for 13.50

acres within the four parcels. Mr. Brown stated more acreage is eligible than the 13.50 acres requested in the application and the owner agrees with the increase of acreage to 17.34 acres. He stated the acreage changes as follows:

Parcel	Acreage in Application	Total Acreage in Parcel	Eligible Acres
791510200000	3.71	8.96	7.50
791511300000	5.36	9.29	7.00
791514400000	4.09	6.19	3.00
791515700000	0.34	0.34	0.34
Total Acres:	13.50	24.78	17.34

The Commissioners asked for further clarification of the acreage changes. Bill Brown explained the maps showing the acreage.

Commissioner Willis asked if there was any public comment. There was no public comment and the hearing was closed.

ACTION: A motion was made, seconded and passed to approve the *findings* as submitted in the staff report for the application to Carol Saul for Reclassification as Current Use Timber for parcel numbers 791514400000, 791511300000, 791510200000 and 791515700000 located in Ocosta.

ACTION: A motion was made, seconded and passed to *approve the request to reclassify* as Current Use Timber for 17.34 acres of Parcel Numbers 791514400000, 791511300000, 791510200000 and 791515700000 for Applicant Carol Saul with the following *Conditions:*

- The Forest Management Plan will be followed and the acreage approved for Current Use Timber will be managed as a commercial stand of timber.

2. **Voting Precinct Revised Boundary Lines Resolution:** There was a public hearing on April 9, 2012 to consider a Resolution revising boundary lines for voting precincts. Notice of this hearing was published in *The Montesano Vidette* March 29, 2012. Chairman Terry Willis asked for a staff report. Julie Colacurcio, Elections Administrator, reported redistricting of precincts is done every ten years. She explained the process of redrawing boundary lines and getting legal descriptions for each precinct. She stated other district boundary lines are taken into consideration when defining the precinct boundaries. There are 49 precincts.

Commissioner Welch asked if the County sets city precinct boundaries. Ms. Colacurcio stated cities are responsible for setting their own boundary lines.

Commissioner Willis asked if there was any public comment. There was no public comment and the hearing was closed.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2012-023 approving revised precinct boundary lines based on decennial census redistricting.

3. Community Development Block Grant – Public Services grant to Coastal Communities Action Program (handouts are available in Spanish and English): There was a public hearing on April 9, 2012 to review community development and housing needs, inform citizens of the availability of funds and eligible uses of the state Community Development Block Grant (CDBG), and receive comments on proposed activities, particularly from low- and moderate-income persons and persons residing in Grays Harbor and Pacific County areas. Up to \$108,885 will be available to Grays Harbor County and the Coastal Community Action Program to fund public service activities that principally benefit low and moderate income persons. Notice of this hearing was published in *The Montesano Vidette* March 29, 2012. The Clerk of the Board announced handouts were available for the public in English and Spanish. Chairman Terry Willis asked for a staff report.

Craig Dublanko, CEO of Coastal Community Action Program (CCAP), reported the block grant provides pass through funding to CCAP for public service activities. He itemized funding areas as follows: Emergency Fund/Personal Packs; Senior Nutrition; Retired Senior Volunteer Program; In-Home Care.

Commissioner Willis asked if the funding is flexible. Mr. Dublanko stated ten percent of the funding can be flexible but the rest is set for specific functions.

Commissioner Willis asked if there was any public comment. There was no public comment and the hearing was closed.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2012-028 for the application for the 2012 Public Services Community Development Block Grant with an agreement for Coastal Communities Action Program as the sub-recipient in the amount of \$108,885.

4. Supplemental Budget Appropriation – General Fund, \$1,189,289: There was a public hearing on April 9, 2012 to consider a supplemental budget appropriation in the General Fund in the amount of \$1,189,289. Notice of this hearing was published in *The Montesano Vidette* March 29, 2012 and April 5, 2012. Chairman Terry Willis asked for a staff report. Brenda Sherman, Budget Director, reported the items being adjusted in this request are beginning cash, county private harvest tax, salaries and benefits for environmental health, transfers out to public health and attorney fees for the superior court lawsuit.

Commissioner Willis asked if there was any public comment. There was no public comment and the hearing was closed.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2012-024 authorizing a supplemental extension in the budget of the Grays Harbor County General Fund in the amount of \$1,189,289.

5. Supplemental Budget Appropriation – Pacific Beach Sewer Construction Fund, \$3,600,000: There was a public hearing on April 9, 2012 to consider a supplemental appropriation in the Pacific Beach Sewer Construction Fund in the amount of \$3,600,000. Notice of this hearing was published in *The Montesano Vidette* March 29, 2012 and April 5, 2012. Chairman Terry Willis asked for a staff report. Kevin Varness, Utilities and Development Director, reported the supplemental revenue is from a Public Works Trust Fund Loan necessary for expansion of the treatment plant. The loan will be for 20 years at a 0.5 percent interest rate and Seabrook Development is also providing a portion of funding. He stated the project received a low bid and will cost significantly less than projected a few years ago.

Commissioner Willis asked if there was any public comment. There was no public comment and the hearing was closed.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2012-025 authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Pacific Beach Sewer Construction in the amount of \$3,600,000.

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 was no public comment.

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

Regular and Morning Meetings –April 2, 2012
Special Meetings – November 22, 2011 and March 29, 2012

Auditor:

Month End Report for March- Claims: \$3,941,893.79 Salary: \$2,302,141.76

Commissioners:

Appointment to the Planning Commission, District 1 – Karen Temen for term ending December 31, 2015

Public Services:

Resolution No. 2012-026 Acknowledging Vacation by Operation of Law –Plat of Grays Harbor, Michael Pirianian
Reappoint Penny Koal to the Building Code Advisory Council – term ending Feb. 2016
Set Hearing Date – April 23, 2012 – 2012-2017 Transportation Improvement Program

Correspondence:

Lawsuit, L-636-12 – Harold Rath

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, 2012 Festival and Event Tourism Service Contracts and approval of spending:** A motion was made, seconded and passed to approve the 2012 Festival and Event Tourism Service Contracts and spending as follows:

<i><u>Contractor/Service Provided</u></i>	<i><u>Contract Amount</u></i>
City of Hoquiam 2012 Fun Run Advertising	\$2,500.00
City of Hoquiam 2012 On Track Art Festival	\$2,500.00
Elma Chamber of Commerce – 2012 Wine & Seafood Festival	\$3,000.00
Elma Chamber of Commerce – 2012 Heat on the Street Car Show	\$4,650.00
Elma Chamber of Commerce – 2012 Buckaroo Days Festival	\$4,650.00
Grayland Community Hall – 2012 Driftwood Show	\$3,000.00
Grays Harbor Mounted Posse – 2012 Indoor Pro Rodeo	\$6,000.00
McCleary Bear Festival Committee – 2012 2 nd Growth/Bear Festival	\$2,200.00
Montesano Girls Softball Assn. – 2012 Catch the Fever Tournament	\$1,400.00
WSU Extension Office – 2012 Farm Fresh Guide	\$1,500.00
WSU Extension Office – 2012 Harvest Festival	\$500.00

MANAGEMENT SERVICES

1. **Request Approval, Contract with CenturyLink for Long Distance Phone Services – Juvenile Department:** A motion was made, seconded and passed to approve a contract with CenturyLink for long distance service for the Grays Harbor County Juvenile Department. The cost for long distance with this contract is \$0.04 (4 cents) per minute.
2. **Request Approval, 2012 CDBG Public Services Grant Application:** (This item was considered as part of Hearing Number Three)

PUBLIC SERVICES

1. **Request Approval, Consolidated Homeless Grant Sub Recipient Agreement with Coastal Community Action Program:** A motion was made, seconded and passed to approve the Consolidated Homeless Grant Sub Recipient Agreement with Coastal Community Action Program (CCAP) to provide resources to address the needs of people who are homeless or at-risk of homelessness. CCAP is the Lead Grantee for the Consolidated Homeless Grant. This program is administered by the Department of Commerce. CCAP worked with subcontractors to prepare a proposal. This proposal was approved by the Department of Commerce and a grant contract was

executed. The Department of Commerce requires a one-to-one match. A portion of the homeless document recording fees revenue has been the matching funds in the past.

2. Request Approval, County Facilities Energy Audit: A motion was made, seconded and passed to accept the projects identified in the preliminary audits and move forward with implementation. In October of 2011, the Board approved an agreement with the State of Washington Department of Enterprise Services for the purpose of participating in energy audits and possibly implementing such a project with State financing.

The Department has completed preliminary audits for all County facilities. We are now proposing to proceed with the next step of detailed audits for certain County buildings. Those buildings/facilities include Pacific Beach Wastewater Plant (a condition of our PWTF Loan), the Fairgrounds, the Road Maintenance Facilities (shops) and the Forestry Building. These facilities operate outside the General Fund and therefore have the resources to proceed at this time. The scope of work and fee proposal has been developed to proceed with the audits. The cost for these facilities is approximately \$25,000. This cost will be incorporated into the financing of the implementation project.

SHERIFF

1. Request Approval, Amendment to the Equitable Sharing Agreement and Certification: A motion was made, seconded and passed to authorize the Chairman to sign the amendment to the federal equitable sharing funds certification for the 2011 report to the United States Treasury and Department of Justice. These funds are received when the Grays Harbor County Drug Task Force assists a federal agency on cases where assets are seized and forfeited.

TREASURER

1. Request Approval, Resolution – Courthouse Bond Refinancing: A motion was made, seconded and passed to approve **Resolution No. 2012-027 providing for the issuance of limited tax general obligation refunding bonds of the County in the aggregate principal amount not to exceed \$7,500,000.** Ron Strabbing, Treasurer, explained the refinancing is for bonds issued to repair the courthouse and for upgrades and repairs to the Industrial Water Line. He stated refinancing should save approximately 600,000 depending on market and financing options. He stated the plan is to have the ability to call bonds on December 1, 2012. The cost for refinancing is \$95,000. The purpose of the Resolution is to provide the funds necessary to: (i) refund all or a portion of the County's outstanding Limited Tax General Obligation Bonds, 2002 and all or a portion of the County's Limited Tax General Obligation Bonds, 2003, and (ii) pay the administrative costs of such refunding and the costs of issuance and sale of such bonds; fixing or setting parameters with respect to certain terms and covenants of the bonds; appointing the County Treasurer as the County's designated representative to approve the final terms of the sale and the issuance of the bonds; appointing a refunding trustee and authorizing the execution of an agreement with that refunding trustee; providing for and authorizing the purchase of certain obligations and for the use and application of the money derived from those investments; providing for the call,

payment and redemption of the outstanding bonds to be refunded; and providing for matters relating thereto.

ANNOUNCEMENTS

None

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, April 9, 2012, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room. Commissioners Wilson, Welch and Willis and Clerk of the Board, Donna McCallum reviewed calendars and pending daily office issues. The Board met with Ron Strabbing, Treasurer, regarding an agenda item; Steve Harbell, WSU Extension and Dan Teuteberg, Regional Specialist 4-H Youth Development, regarding 4-H in the County; the following Public Services individuals regarding agenda items and department updates: Environmental Health Director Jeff Nelson, Planning and Building Director Lee Napier, Road Engineer Russ Esses and Utilities and Development Director Kevin Varness.

RECAP OF APPROVED RESOLUTIONS, ORDINANCES, AND INTERGOVERNMENTAL AGREEMENTS:

RESOLUTIONS

- | | |
|---------------------|---|
| No. 2012-023 | Approving revised precinct boundary lines based on decennial census redistricting |
| No. 2012-024 | Authorizing a supplemental extension in the budget of the Grays Harbor County General Fund in the amount of \$1,189,289 |
| No. 2012-025 | Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Pacific Beach Sewer Construction in the amount of \$3,600,000 |
| No. 2012-026 | Acknowledging Vacation by Operation of Law –Plat of Grays Harbor, Michael Pirianian |

No. 2012-027

Providing for the issuance of limited tax general obligation refunding bonds of the County in the aggregate principal amount not to exceed \$7,500,000

No. 2012-028

For the application for the 2012 Public Services Community Development Block Grant with an agreement for Coastal Communities Action Program as the sub-recipient in the amount of \$108,885

ORDINANCES

None

INTERGOVERNMENTAL AGREEMENTS

None

The meeting adjourned at 2:44 p.m.

BOARD OF COMMISSIONERS

For Grays Harbor County

This _____ day of _____, 2012

TERRY L. WILLIS, Chairman, District 1

MIKE WILSON, Commissioner, District 2

HERB WELCH, Commissioner, District 3

ATTEST:

Donna McCallum, Clerk of the Board