

## MINUTES

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

July 2, 2012

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, July 2, 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:**

2010 County Road Safety Program – Clerk of the Board Donna McCallum announced the bid opening was extended and advertised for July 9, 2012.

#### **HEARINGS:**

1. **Release and use of Federal Forest Title III funds for a Firewise Communities Program as proposed by Columbia-Pacific Resource Conservation & Economic Development District (ColPac):** There was a public hearing on July 2, 2012 to consider release and use of Federal Forest Title III funds for a Firewise Communities Program as proposed by Columbia-Pacific Resource Conservation & Economic Development District (ColPac). Notice of this hearing was published in *The Montesano Vidette* May 17, 2012 and read by the Clerk of the Board as follows:

This hearing is being held to obtain citizen input on release and use of Federal Forest Title III funds. Grays Harbor County is a member of a Resource Advisory Committee formed in compliance with the Secure Rural School and Community Self-Determination Act of October 30, 2000.

This hearing will be conducted in accordance with Grays Harbor County Resolution #03-97 distributing national forest land revenue for eligible county projects. Re-authorization of Title III of Public Law 106-393 Section 302 allocates funding for county projects associated with federal lands for activities under the Firewise Communities Program, to reimburse for search and rescue and other emergency services, and to develop community wildfire protection plans.

Columbia-Pacific Resource Conservation & Economic Development District (ColPac) has an eligible project and proposes to develop a Grays Harbor County Community Firewise Program to be implemented throughout Grays Harbor County. A Firewise Communities Program is a cooperative, non-regulatory program administered by the National Fire Protection Association Sponsored by USDA Forest Service, US Department of Interior, Washington Department of Natural Resources and State forestry organizations.

The program is designed to involve homeowners, community leaders, planners, developers, and others in the effort to protect people, property, and natural resources from the risk of wild land fire. Within Grays Harbor County there are several communities adjacent to National Forest Lands and Tribal Forest Lands.

ColPac plans to use the balance of the funds held by the Grays Harbor County Treasurer in the amount of approximately \$54,000 to develop a plan and to implement a Firewise Communities Program in Grays Harbor County. On September 26, 2011 the Board of Commissioners obligated the funds by approving the scope of the project and the setting of a public hearing as required for use of Title III funds.

This hearing is set to comply with a 45-day public comment period. During the hearing a presentation will be made before the Board of Commissioners describing the project.

Chairman Terry Willis asked for a staff report. Jesse Cardenas, Executive Director of ColPac, explained the proposal to develop a plan for a Firewise Community Program. He discussed the need for a Community-based Firewise Program for residents adjacent to National Forests and the Quinault Indian Nation. The plan includes data collection and education and is an approved use of the Title III funds.

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 allocation and release of approximately \$54,000 of Federal Forest Title III funds for a Firewise Communities Program as proposed by Columbia-Pacific Resource Conservation & Economic Development District (ColPac) for the implementation of a Firewise Program in Grays Harbor County.**

2. **Supplemental Budget – Assessor’s Office, \$46,000:** There was a public hearing on July 2, 2012 to consider a supplemental budget appropriation in the Assessor’s Office in the amount of \$46,000. Notice of this hearing was published in *The Montesano Vidette* June 21 and 28, 2012.

Chairman Terry Willis asked for a staff report. Brenda Sherman, Budget Director, reported the Assessor’s Office is eligible to receive grant funding from the Washington State Department of Revenue to assist with the conversion to an annual revaluation system for property tax valuation. These funds will be used to hire a consultant to facilitate the conversion.

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. 2012-049 authorizing a supplemental extension in the budget of the Grays Harbor County General Fund Assessor’s Office in the amount of \$46,000.**

### **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 were no public comments.

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

**Minutes:**

Regular and Morning Meetings –June 25, 2012

**Commissioners:**

Appoint Ken Mercer to Public Facility District (PFD), 4-year term

Re-appoint Bob Crumpacker to the Public Facility District (PFD), 4-year term

**Resolution No. 2012-050 Amending Resolution 2003-155 and rescinding Resolutions 2004-27 and 2005-23 regarding Policies and procedures for the Rural Counties Economic Development Advisory Committee**

Appoint Lisa Scott, Randy Lewis, Mike Wilson, Mary Nelson, and Tim Gibbs to the Rural Economic Development Committee

**Coroner:**

Monthly report for May, 2012

**Public Health & Social Services:**

Contract, Aberdeen School District, facility use for the Pregnancy Assistance Program

**Sheriff:**

Letter regarding loss of canine, Gizmo

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

**COMMISSIONERS**

1. **Resolution establishing a Risk Management Policy:** A motion was made, seconded and passed to approve **Resolution No. 2012-051 adopting a Risk Management Policy**. The policy is intended to proactively preserve and protect County assets and operations from losses in the most economical and efficient manner, and to facilitate a safe, secure, and healthful working environment for County employees.

**DEPARTMENTS**

**ASSESSOR**

1. **Request Approval, Contract with The Bytes Advisor:** A motion was made, seconded and passed to approve a contract with The Bytes Advisor to facilitate and evaluate the functionality for the annual revaluation process and to work with Central Services' programmers. By building upon the existing system, it eliminates the expensive purchase of a third party solution, eliminates the cost of disruption caused by converting to a different system, and avoids ongoing annual maintenance costs.

**PUBLIC SERVICES**

1. **Request Approval, Personal Services Contract with Streamworks, LLC for work on various culvert and fish passage barrier projects:** A motion was made, seconded and passed to authorize the chairman to sign a Personal Services Contract with Streamworks, LLC to provide assistance with environmental permitting, funding and construction expertise for various culvert replacements and fish passage barrier removal projects. Streamworks, LLC has been providing these services to the County for the last 11 years. The contract amount is \$10,000.

2. **Request Approval, Elma Road Shop construction of storage shed:** A motion was made, seconded and passed to approve plans for building a new storage shed at the Elma Road Shop. The structural plate pipe was donated to us by FHWA. It was surplus material from the Wynoochee Road Forest Highway Project that was completed in 2010. County crews will build the footings and assemble the structural plate pipe. This work is estimated to cost \$10,000. The estimate for the value of the completed shed is \$21,000. This work will be done during the transition time between summer and winter using regular work hours. It will be scheduled to not interfere with emergency work or pavement preservation work. It will be paid for by the road fund. The current road fund balance can support this expense.

3. **Request Approval, Purchase pre-wetting tanks and modification of existing sanding truck:** A motion was made, seconded and passed to approve the purchase of pre-wetting tanks and to modify an existing sanding truck. These tanks will spray the sand with a de-icing chemical as sand is applied to icy roads. This will reduce the corrosion damage to the sanding truck and the amount of chemical used. Currently, the chemical is sprayed over the whole load. It penetrates through the load and sanders. This corrodes the sander and truck chassis. Pre-wetting tanks have already been successfully installed and used on one sanding truck with satisfactory with the results. The estimate for the cost of this work is \$12,000. It will be paid for by the road fund and installed by ER&R. The current road fund balance can support this purchase.

## **SHERIFF**

1. **Request Approval, Contract with Pierce County Security Inc. for guard and/or patrol services at the Courthouse:** A motion was made, seconded and passed to approve the contract with Pierce County Security for guard and/or patrol services at the Courthouse. The contract is in place for 12 months. Security Officers will be paid at a rate of \$17.91 per hour.

## **WEED BOARD**

1. **Quinault/Queets Cooperative Weed Management Area Memorandum of Understanding:** A motion was made, seconded and passed to approve the Memorandum of Understanding for the Quinault Queets Weed Management area. The purpose of this MOU is to promote an integrated and coordinated approach to weed management on lands within Watershed Resource Inventory Area 21 (WRIA 21) in order to minimize the spread of invasive species and thus prevent economic and ecological impact from these species. The agencies that have weed management interests or responsibilities on lands associated with the Quinault/Queets Rivers and their tributaries have a common interest in weed management within the WRIA 21 basin. Weed populations have no respect for boundaries, especially in an aquatic environment. The partners

desire to work together to promote an integrated and coordinated approach to weed management through information exchange, education and training, coordination of inventory and management techniques, and sharing of resources when appropriate, with the goals of minimizing the spread of invasive species, identifying high priority areas for control, and acting to prevent economic and ecological impacts from these species. This MOU does not obligate any of the partners financially, and opens the door for future funding opportunities. Funding was received from the National Fish and Wildlife Foundation and will be working in partnership with WDSA and other groups to implement this pilot program in Washington State.

### **ANNOUNCEMENTS**

None

### **CORRESPONDENCE**

None

### **STAFF MEETINGS**

The Board held a regular morning meeting on Monday, July 2, 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 Dale Gowan, Central Services and Risk Management Director, regarding an agenda item; Rick Hole, Assessor, regarding an agenda item; the following Public Services individuals regarding agenda items and department updates: Utility and Development Director Kevin Varness; Environmental Health Director Jeff Nelson; Road Engineer Russ Esses.

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

#### **RESOLUTIONS**

**No. 2012-049**

**Authorizing a supplemental extension in the budget of the Grays Harbor County General Fund Assessor's Office in the amount of \$46,000**

**No. 2012-050**

**Resolution No. 2012-050 Amending Resolution 2003-155 and rescinding Resolutions 2004-27 and 2005-23 regarding Policies and procedures for the Rural Counties Economic Development Advisory Committee**

**No. 2012-051**

**Adopting a Risk Management Policy**

**ORDINANCES**

None

**INTERGOVERNMENTAL AGREEMENTS**

- Memorandum of Understanding for Quinault/Queets Cooperative Weed Management with Washington State Department of Natural Resources, The Quinault Indian Nation, Jefferson County Noxious Weed Control Board, The Nature Conservancy, Forterra, Olympic National Park and Olympic National Forest.

The meeting adjourned at 2:29 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