

MINUTES

BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY REGULAR MEETING

July 9, 2012

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, July 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. **2010 County Road Safety Program:** It was advertised June 14 and June 21, 2012, in the *Montesano Vidette*, that bids would be accepted for the 2010 County Road Safety Program. The work to be performed under this contract consists of improving County roads by installing new guardrail and replacing existing non-standard guardrail with new. There are also areas of roadway that require HMA pre-level and HMA overlay. Major items for the job include: Mobilization, Lump Sum; Beam Guardrail Type 31, 10,550 L.F.; Beam Guardrail Type 31 Non-Flared Terminal, 46 Each; CSTC, 495 Ton; HMA for Pre-Level, 865 Ton; HMA, 2,220 Ton; Project Temporary Traffic Control, Lump Sum and other related work. The Clerk of the Board announced there is \$1,050,000 of construction funds available for the project and the Engineer's estimate is \$1,133,908.50.

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
Dirt and Aggregate Interchange Inc.	Fairview, OR	1. \$ 872,258.00
		2. \$ 966,666.00
Coral Construction Company	Wilsonville, OR	1. \$ 983,979.00
		2. \$1,077,777.00
Petersen Brothers	Sumner, WA	1. \$ 776,937.68
		2. \$ 866,295.63
Frank Gurney, Inc.	Spokane Valley, WA	1. \$ 764,879.88
		2. \$ 847,377.88

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

HEARINGS:

1. **Department of Commerce 2011 CDBG Public Services Grant closeout - \$165,473:** There was a public hearing on July 9, 2012 to review closeout documents for the Washington State Department of Commerce 2011 CDBG Public Services Grant. This will close out the \$165,473 pass through grant with Coastal Community Action Program which provided programs in

employment, nutrition, linkages and health for low and moderate income persons within Grays Harbor and Pacific Counties. Notice of this hearing was published in *The Montesano Vidette* June 28, 2012.

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 Grantee Closeout Performance Report for the Washington State Department of Commerce Community Development 2011 Block Grant in the amount of \$165,473.

2. Two Resolutions authorizing grant applications to Washington State Recreation and Conservation Office for the Non-Highway and Off Road Activities Program: There was a public hearing on July 9, 2012 to consider approval of two Non-highway and Off-Road Vehicle Activities Program resolutions authorizing grant applications to Washington State Recreation and Conservation Office for the Grays Harbor County Straddleline ORV Park. The grant applications include activities for education/enforcement, maintenance/operation, and planning for the ORV Park. Notice of this hearing was published in *The Montesano Vidette* June 28, 2012.

Chairman Willis asked for a staff report. Elaine Derrick, Promoto LLC, reported on the status of the ORV Park facilities and tracks. She stated users pay for the maintenance and improvements to the park and there are a large number of volunteers. The ORV Park is thriving, but there are improvements needed in order to protect and preserve the Park. Ms. Derrick explained the Recreation and Conservation Office Grants are funded by license tab fees for Off-Road Vehicles. She would like to apply for funding for:

1. Improvements to the track, a rock crawl area, and other areas of safety concern
2. In the 4 x 4 area, improvements with the addition of bigger boulders and to build safety barriers
3. Campground and building maintenance.

Ms. Derrick stated the billboard sign also needs better lighting. She detailed other improvements needed and expressed concern about an area they are not allowed to maintain that may be a fire danger due to the high grass.

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. 2012-052 authorizing the submission of a grant application for Non-highway and Off-Road Activities Program for education/enforcement; maintenance/operation and Resolution No. 2012-053 authorizing the submission of a grant application for the Recreational Trails Program for maintenance.

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 – July 2, 2012
Special Meetings – May 22, 2012 (a.m.), May 22, 2012 (p.m.), June 5, 2012 and July 5, 2012

Auditor:

Month End Audit Report June 2012 – Salary: \$2,293,206.17 Claims: \$4,376,596.27

Management Services:

Set Hearing Date – *July 23, 2012* - Emergency Budget, Civil Service Commission, \$805
Set Hearing Date – *July 23, 2012* – Supplemental Budget, Extension Agent, \$22,598

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

PRESENTATION

1. Tami Garrow, Proposal of Public Development Authority Resolution No. 2012-08:

Tami Garrow, CEO introduced those present who had an interest in the topic. She presented Steve Polar, Chair of Public Development Authority (PDA) Board. He described the process undertaken to get the to the point of recommending the proposal to the Board of County Commissioners for the Port of Grays Harbor to take over the Grays Harbor Public Development Authority.

Tami Garrow reviewed the high points of PDA Resolution and detailed the process and background of the merger proposal. Established by Charter, the PDA proposal must have approval of the County Commissioners. Ms. Garrow stated she gave a year's notice in March that she would retire. This creates an opportunity for change, so the Board looked at options. The goal of the PDA is for economic growth and to create jobs. The Port is similar and has the same statutory authority.

Commissioner Willis thanked the Ms. Garrow for presenting and explaining the PDA Resolution. She asked if the current tenants of the Satsop Business Park had been involved in discussion of a merger. Ms. Garrow replied many have been spoken to and stated that if the merger does start to look like it will occur there are a series of actions that will need to be taken by the PDA. She noted that the County's attorney, James Baker, drafted a Resolution for consideration and she was hopeful a decision could be made soon.

COMMISSIONERS

1. **Funding Agreement with Col-Pac for Firewise Community Program:** A motion was made, seconded and passed to approve the funding agreement with Col-Pac for the use of Title III for a Firewise Community Program. The Program was formally approved following a hearing held on July 2, 2012.

DEPARTMENTS

MANAGEMENT SERVICES

1. **Request Approval, Resolutions amending and reauthorizing fund custodians for the Fair ATM Change Fund and the Tourism Petty Cash Fund:** A motion was made, seconded and passed to approve **Resolution No. 2012-054 amending Resolutions No. 2007-21 and 2008-149 to designate new recreation and activities department (tourism) petty cash fund custodians.** The custodians will be Mike Bruner and Kelly Peterson-Lalka.

A motion was made, seconded and passed to approve **Resolution No. 2012-055 authorizing and establishing an ATM change fund within the Grays Harbor County Fair Fund #103-000-000 and authorizing custodians of the same.** The custodians will be Mike Bruner and Tiara Wagar.

2. **Request Approval, Resolution amending Resolution Nos. 73/21, 92/23 and 96/70 to Clarify Use Restrictions for the Fair Fund:** A motion was made, seconded and passed to approve a **Resolution No. 2012-056 amending Resolution No.'s 73/21, 92/23 and 96/70 to Clarify Use Restrictions for the Fair Fund.** The Resolution states all Fair and fairground revenue receipts, including those from ticket sales, short term and long term rental fees, concessions, gate receipts, and sponsorships, shall be only be used for County Fair and fairgrounds operations. All expenditures from Grays Harbor County Fund 103 and all sub-funds thereof are limited to Grays Harbor County Fair operation purposes only.

PUBLIC HEALTH AND SOCIAL SERVICES

1. **Request Approval, 2012-2013 Contract with Educational Service District 113/True North in the amount of \$200,568 for youth chemical dependency treatment:** A motion was made, seconded and passed to approve the 2012-2013 Chemical Dependency contract with Educational Service District 113/True North. The contract provides chemical dependency treatment services to youth in Grays Harbor. The amount of the contract is \$200,568. This contract will provide services from July 1, 2012 through June 30, 2013.

2. **Request Approval, Contract with DSHS in the amount of \$153,400 for the purpose of funding the Children's Mental Health Wraparound Pilot Program for July 2012 through June 2013:** A motion was made, seconded and passed to approve the contract with DSHS for the purpose of funding the Children's Mental Health Wraparound Pilot Program for July 2012 through June 2013. Grays Harbor County partners with Catholic Community Services to provide services to

the multi-system involved youth and their families. The contract is in the amount of \$153,400 and no matching funds are required.

ANNOUNCEMENTS

None

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, July 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 agendas, calendars and pending daily office issues. The Board met with Sheriff Mike Whelan, regarding the jail contract with the cities; Stew Menefee, Prosecutor, regarding indigent defense rule changes and 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. 2012-052 | Authorize submission of a grant application for Non-highway and Off-Road Activities Program for education/enforcement; maintenance/operation |
| No. 2012-053 | Authorize submission of a grant application for the Recreational Trails Program for maintenance. |
| No. 2012-054 | Amend Resolutions Nos. 2007-21 and 2008-149 to designate new recreation and activities department (tourism) petty cash fund custodians |
| No. 2012-055 | Authorize and establish an ATM change fund within the Grays Harbor County Fair Fund #103-000-000 and authorize custodians of the same |
| No. 2012-056 | Amend Resolution No.'s 73/21, 92/23 and 96/70 to Clarify Use Restrictions for the Fair Fund |

ORDINANCES

None

INTERGOVERNMENTAL AGREEMENTS

- 2012-2013 contract with ESD 113/True North for youth chemical dependency treatment

The meeting adjourned at 2:46 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