

## MINUTES

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

July 16, 2012

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, July 16, 2012, at 2:00 p.m. Commissioners Terry Willis, Herb Welch and Mike Wilson were present. Donna McCallum, Clerk of the Board, was also present.

#### CALL TO ORDER AND FLAG SALUTE

#### BIDS:

None

#### HEARINGS:

**1. Vacation of Right-of-Way - applicant Dwight Garrison - a portion of the alley lying between lots 6 and 7, Block 11, First Addition to Maris' Plat of Satsop:** There was a public hearing on July 16, 2012 to consider a vacation of right-of-way for applicant Dwight Garrison for a portion of the alley lying between lots 6 and 7, Block 11, First Addition to Maris' Plat of Satsop. Notice of this hearing was published in *The Montesano Vidette* July 5, 2012. Commissioner Willis asked for a staff report.

Tom Gray, County Surveyor, read the Engineers Report into the record as follows:

*On June 4, 2012 the Department of Public Works received an application from Dwight Garrison to vacate the alley lying between Lots 6 and 7, Block 11, Plat of First Addition to Maris.*

*The Board of County Commissioners initially accepted the streets and alleys into the county road system on April 1, 1907. This road was dedicated to the public as part of the plat of First Addition to Maris, recorded in Volume 3 of plats, page 68.*

*The portion of alleyway being considered for vacation is a 20' X 50' area consisting of a grass lawn with a 6' wood fence running from north to south along the easterly edge. The remaining alley lying east of the fence is a gravel surface which is accessed from 5<sup>th</sup> Street.*

*The applicant has remitted all fees in regards to this request as well as the 50% of the assessed value. Notice of the hearing was physically posted on both ends of the alley on June 26, 2012, and posted in the Montesano Vidette on July 5<sup>th</sup>, and July 12<sup>th</sup>, 2012. Notice was also mailed to all property owners within a 300' radius.*

*This road does not lead to a body of water, nor will any properties be landlocked as a result of this vacation. This action will economically protect the county from any potential liability in the future. The Engineering Department recommends the Order of Vacation be approved.*

Commissioner Willis asked if there was any public comment.

Dwight Garrison, Property Owner, stated five years ago the area was fenced as required by a mortgage loan. He would like to expand and build a shop.

There was no further public comment and the hearing was closed.

**ACTION: A motion was made, seconded and passed to approve Resolution No. 2012-057 vacating the alley between lots 6 and 7 of Block 11, First Addition to Maris' Plat of Satsop.**

**2. Supplemental Budget Appropriation – Chemical Dependency Therapeutic Court Fund, \$917,218:** There was a public hearing on July 16, 2012 to consider a Supplemental Budget appropriation in the Chemical Dependency Therapeutic Court Fund in the amount of \$917,218. Notice of this hearing was published in *The Montesano Vidette* July 5 and 12, 2012. Commissioner Willis asked for a staff report. Brenda Sherman, Budget Director, reported the amendment adjusts beginning cash to the actual balance at January 1<sup>st</sup> and increases appropriations for the diversion program by \$5,700 and ending cash is being increased by \$911,518 for the total supplemental budget amount of \$917,218.

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. 2012-058 authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Chemical Dependency/MH/Therapeutic Court in the amount of \$917,218.**

**3. Supplemental Budget Appropriation – Public Health and Social Services, \$362,850:** There was a public hearing on July 16, 2012 to consider a Supplemental Budget appropriation in the Public Health and Social Services in the amount of \$362,850. Notice of this hearing was published in *The Montesano Vidette* July 5 and 12, 2012. Commissioner Willis asked for a staff report. Brenda Sherman, Budget Director, reported the amendment will adjust the current budget to more accurately reflect the latest estimates of revenue available for the remainder of the year. This increase in funding will allow the department to return seven employees to full-time employment.

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. 2012-059 authorizing a supplemental extension in the budget of the Grays Harbor County General Fund Public Health and Social Services in the amount of \$362,850.**

**4. Supplemental Budget Appropriation – Mental Health Fund, \$694,917:** There was a public hearing on July 16, 2012 to consider a Supplemental Budget appropriation in the Mental Health Fund in the amount of \$694,917. Notice of this hearing was published in *The Montesano Vidette* July 5 and 12, 2012. Commissioner Willis asked for a staff report. Brenda Sherman, Budget Director, reported the amendment increases beginning cash to the actual balance at January 1<sup>st</sup>. Transfer out is being increased to authorize the transfer of monies to the appropriate reserve and ending cash is being decreased by the difference.

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. 2012-060 authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Mental Health Fund in the amount of \$694,917.**

**5. Supplemental Budget Appropriation – Mental Health Operating Reserve Fund, \$3,645,615:** There was a public hearing on July 16, 2012 to consider a Supplemental Budget appropriation in the Mental Health Operating Reserve Fund in the amount of \$3,645,615. Notice of this hearing was published in *The Montesano Vidette* July 5 and 12, 2012. Commissioner Willis asked for a staff report. Brenda Sherman, Budget Director, reported the amendment decreases beginning cash to the actual balance at January 1<sup>st</sup>. Transfer in is being increased to authorize the transfer of monies to the appropriate reserve and ending cash is being increased by the difference.

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. 2012-061 authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Mental Health Operating Reserve Fund in the amount of \$3,645,615.**

**6. Supplemental Budget Appropriation – Mental Health RSN Reserve Fund, \$10,232:** There was a public hearing on July 16, 2012 to consider a Supplemental Budget appropriation in the Mental Health RSN Reserve Fund in the amount of \$10,232. Notice of this hearing was published in *The Montesano Vidette* July 5 and 12, 2012. Commissioner Willis asked for a staff report. Brenda Sherman, Budget Director, reported the amendment adjusts beginning cash to the actual balance at January 1<sup>st</sup>. Transfers in is being increased to authorize the transfer of monies to the appropriate reserve and ending cash is being increased by the difference.

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. 2012-062 authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Mental Health RSN Reserve Fund in the amount of \$10,232.**

**7. Supplemental Budget Reduction – Mental Health Inpatient Fund, \$173,440:** There was a public hearing on July 16, 2012 to consider a Supplemental Budget reduction in the Mental Health Inpatient Fund in the amount of \$173,440. Notice of this hearing was published in *The Montesano Vidette* July 5 and 12, 2012. Commissioner Willis asked for a staff report. Brenda Sherman, Budget Director, reported the amendment decreases beginning cash to the actual balance at January 1<sup>st</sup>. Transfers in is being increased to authorize the transfer of monies to the appropriate reserve and ending cash is being decreased by the difference.

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. 2012-063 authorizing a supplemental reduction in the budget of the Grays Harbor County Miscellaneous Fund Mental Health Inpatient Fund in the amount of \$173,440.

### **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.

Jack Weisgerber made comments regarding GMA requirements and land use.

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

#### **Minutes:**

Regular and Morning Meetings –July 9, 2012

#### **Public Services:**

Final Plat Approval of Division 6 Plat of Seabrook Case #2010-1133

#### **Correspondence:**

Lawsuit, L-643-12, Bombardier Aerospace Corporation  
Claim for Damages – C-644-12, Kary L. Caldwell

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

### **COMMISSIONERS**

1. **Resolution authorizing grant application to RCO for NOVA Funds (Non-highway and Off-Road Vehicle Activities) for Straddleline ORV Park development projects:** A motion was made, seconded and passed to approve Resolution No. 2012-064 authorizing a grant application to RCO for NOVA Funds (Non-highway and Off-Road Vehicle Activities) for Straddleline ORV Park development projects. The projects are for facility development with volunteer and forced labor as matching funds.

### **DEPARTMENTS**

#### **FAIR, EVENTS AND TOURISM**

1. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign 2012 Fair agreements for sponsorships, exhibits, cleanup crews, parking crews and veterinarian services:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign and execute the following 2012 agreement(s):

2012 Sponsorship Agreements: Hooks & Horns Outdoor Magazine & Jacknut Apparel  
2012 Fair Exhibit Judges  
2012 Fair Daily Cleanup Crews  
2012 Fair Parking Crews  
2012 Fair Veterinarian

- 2. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign an agreement for *The Great Bear Show* during the 2013 Sportsman's Show in the amount of \$7,500:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign and execute an agreement for The Great Bear Show in the amount of \$7,500 for the April 20 & 21, 2013 Sportsman's Show.

### **MANAGEMENT SERVICES**

- 1. Request Approval, Washington State Military Department Enhanced E-911 Grant Amendment A:** A motion was made, seconded and passed to approve Amendment A for the Washington State Military Department Enhanced E-911 Contract. The changes to the grant are the change in Program Manager, e-mail address and contract language. The grant amount of \$83,242 for statewide coordination and management of the enhanced 911 system remains unchanged.

### **PUBLIC HEALTH AND SOCIAL SERVICES**

- 1. Request Approval, Contract with the Division of Developmental Disabilities for Employment Day Program Support Services – July 2012 through June 2013 in the amount of \$743,403:** A motion was made, seconded and passed to approve a contract with the Division of Developmental Disabilities. The purpose of the contract is to provide Employment Day Program support services to adults with developmental disabilities for the period of July 1, 2012 through June 30, 2013. The contract amount is \$743,403 and does not require a match.

- 2. Request Approval, Contract with Sea Mar Behavioral Health for adult outpatient chemical dependency services - July 2012 through June 2013 in the amount of \$188,886:** A motion was made, seconded and passed to approve the 2012-2013 contract with Sea Mar Behavioral Health. The purpose of this contract is to provide outpatient chemical dependency services to adults in Grays Harbor County. This contract will support provision of these services from July 1, 2012 through June 30, 2013. The contract award is in the amount of \$188,886.

### **PUBLIC SERVICES**

- 1. Request Approval, Award contract for the 2010 County Road Safety Program to Frank Gurney Inc. for the low bid of \$847,377.88:** A motion was made, seconded and passed to award the bid for the 2010 County Road Safety Program to Frank Gurney, Inc. of Spokane Valley, Washington who submitted the low bid of \$847,377.88. This bid is 25% below the Engineer's Estimate.

**2. Request Approval, 2013-2015 Rural Arterial Program applications to the County Road Administration Board for realignment projects on the Blue Slough Road and Garrard Creek Road:** A motion was made, seconded and passed to approve 2013-2015 Rural Arterial Program applications to the County Road Administration Board to fund realignment projects on Blue Slough Road and Garrard Creek Road.

Prospectuses for the projects are as follows:

<u>Priority</u>	<u>Project</u>	<u>Project Rating</u>	<u>RAP Funds Requested</u>
1.	Blue Slough Road Realignment M.P. 2.4 to M.P. 2.7	86.18	\$900,000
2.	Garrard Creek Road Realignment M.P. 3.1 to M.P. 3.6	80.85	\$1,188,000

The Road Department recommends that these projects be submitted to CRAB as RAP project candidates for the 2013-2015 Biennium. Each project approved as a RAP project will be eligible for State Design and Construction Funds.

**3. Request Approval, Letter of Agreement with Grays Harbor College to maintain the position of a Watershed Facilitator to assist with the Chehalis Basin Partnership:** A motion was made, seconded and passed to approve a Letter of Agreement with Grays Harbor College for the purpose of maintaining the position of a Watershed Facilitator to assist the Chehalis Basin Partnership with implementation of the watershed management plan. The College currently has the appropriate resources to provide this service to the County. Expenses incurred by both parties through this agreement will be eligible for reimbursement.

**4. Request Approval, Reimbursable Services Agreement with Thurston County for Watershed Facilitator for the Chehalis Basin Partnership:** A motion was made, seconded and passed to approve Reimbursable Services Agreement with Thurston County for the purpose of maintaining the position of a Watershed Facilitator to assist the Chehalis Basin Partnership with implementation of the watershed management plan. Expenses incurred by Grays Harbor County through this agreement will be eligible for reimbursement from Thurston County.

**5. Request Approval, Letter of Agreement for Professional Services with Barbara Draper for computer/network maintenance and repair services for the Washington Coast Sustainable Salmon Partnership:** A motion was made, seconded and passed to approve a Letter of Agreement for Professional Services with Barbara Draper for computer/network maintenance and repair services as needed, to be billed at an hourly rate of \$45 per hour not to exceed \$1,200 for the period July 16, 2012 through June 30, 2013. The funds secured through a grant contract with the Recreation and Conservation Office will cover the expenses incurred.

## **ANNOUNCEMENTS**

The Clerk of the Board announced the following items:

- The Administration Building will be closed on Friday, July 20, 2012 as part of a monthly closure necessary to reduce expenditures in the General Fund.
- Commissioner Mike Wilson has been reappointed to the Transportation Improvement Board as commissioner representative to a term ending June 30, 2016.

## **CORRESPONDENCE**

None

## **STAFF MEETINGS**

The Board held a regular morning meeting on Monday, July 16, 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 Joan Brewster, Public Health and Social Services, regarding agenda items; Brenda Sherman, Budget Director, regarding a budget update; Dale Gowan, Central Services Director, regarding a request for reclassification and the following Public Services individuals regarding agenda items and department updates: Planning and Building Director Lee Napier; Environmental Health Director Jeff Nelson; Road Engineer Russ Esses; County Surveyor Tom Gray; Chehalis Watershed Facilitator Janel Spalding.

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

### **RESOLUTIONS**

- |                     |   |
|---------------------|---|
| <b>No. 2012-057</b> | <b>Vacating the alley between lots 6 and 7 of Block 11, First Addition to Maris' Plat of Satsop</b>   |
| <b>No. 2012-058</b> | <b>Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Chemical Dependency/MH/Therapeutic Court in the amount of \$917,218</b> |
| <b>No. 2012-059</b> | <b>Authorizing a supplemental extension in the budget of the Grays Harbor County General Fund Public Health and Social Services in the amount of \$362,850</b>              |
| <b>No. 2012-060</b> | <b>Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Mental Health Fund in the amount of \$694,917</b>                       |

**No. 2012-061** Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Mental Health Operating Reserve Fund in the amount of \$3,645,615

**No. 2012-062** Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Mental Health RSN Reserve Fund in the amount of \$10,232

**No. 2012-063** Authorizing a supplemental reduction in the budget of the Grays Harbor County Miscellaneous Fund Mental Health Inpatient Fund in the amount of \$173,440

**No. 2012-064** Authorizing a grant application to RCO for NOVA Funds (Non-highway and Off-Road Vehicle Activities) for Straddleline ORV Park development projects

**ORDINANCES**

None

**INTERGOVERNMENTAL AGREEMENTS**

- Reimbursable Services Agreement with Thurston County for maintaining the position of a Watershed Facilitator to assist the Chehalis Basin Partnership

The meeting adjourned at 2:33 p.m.

BOARD OF COMMISSIONERS

For Grays Harbor County

This \_\_\_\_\_ day of \_\_\_\_\_, 2012

\_\_\_\_\_  
TERRY L. WILLIS, Chairman, District 1

\_\_\_\_\_  
MIKE WILSON, Commissioner, District 2

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HERB WELCH, Commissioner, District 3

ATTEST:

\_\_\_\_\_  
Donna McCallum, Clerk of the Board