

## MINUTES

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

August 6, 2012

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, August 6, 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. Supplemental Budget Appropriation – Central Services Fund, \$148,441:** There was a public hearing on August 6, 2012 to consider a Supplemental Budget appropriation in the Central Services Fund in the amount of \$148,441. Notice of this hearing was published in *The Montesano Vidette* July 26 and August 2, 2012. Commissioner Willis asked for a staff report. Brenda Sherman, Budget Director, reported the supplemental appropriation increases the beginning cash balance to the actual amount at January 1, 2012 and increases ending cash for the same amount.

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. 2012-069 authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Central Services Fund in the amount of \$148,441.

**2. Supplemental Budget Appropriation – Facilities Capital Fund, \$84,000:** There was a public hearing on August 6, 2012 to consider a Supplemental Budget appropriation in the Facilities Capital Fund in the amount of \$84,000. Notice of this hearing was published in *The Montesano Vidette* July 26 and August 2, 2012. Commissioner Willis asked for a staff report. Brenda Sherman, Budget Director, reported the resolution authorizes a transfer in from the General Fund to be used to fund repairs to the Courthouse roof and the installation of an ADA automatic door button at the Sheriff's Office.

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. 2012-070 authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Facilities Capital Fund in the amount of \$84,000.

**3. Supplemental Budget Appropriation – General Fund, \$514,500:** There was a public hearing on August 6, 2012 to consider a Supplemental Budget appropriation in the General Fund in the amount of \$514,500. Notice of this hearing was published in *The Montesano Vidette* July 26 and August 2, 2012. Commissioner Willis asked for a staff report. Brenda Sherman, Budget Director, reported the budgeted revenues are being increased in this resolution to reflect the most recent estimates through the end of the second quarter. Appropriations are being increased to pay for repairs of water damage in courtrooms, installation of an ADA automatic door opening button at the Sheriff's office and additional attorney fees in the superior court lawsuit. The budgeted ending cash balance will be increased by the difference of \$370,500.

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. 2012-071 authorizing a supplemental extension in the budget of the Grays Harbor County General Fund in the amount of \$514,500.

### **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 30, 2012

Special Meeting – July 25, 2012

#### **Auditor:**

Month End Report – July 2012: Claims \$4,315,623.77 Salary \$2,388,655.47

#### **Management Services:**

Set Hearing Date – August 20, 2012 – Supplemental Budget Reduction, Auditor's Office, \$75,000

#### **Correspondence:**

Lawsuit filed by Steven Oliver – L-641-12

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

### **COMMISSIONERS**

**1. Resolution Electing to Receive Secure Rural Schools and Community Self-Determination funding and Allocation of Title II and Title III funds:** A motion was made,

seconded and passed to approve **Resolution No. 2012-072 Election to Receive Secure Rural Schools and Community Self Determination Funding and Allocation of Title II and Title III funds.** The Commissioners allocated 13 % of the Full County Payment to Titles II and 7 % to Title III.

## **DEPARTMENTS**

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

**1. Request Approval, Authorization for the Fair, Events & Tourism Manager to sign an advertising agreement for the Fair with the Daily World in the amount of \$1,220.40:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign and execute an advertising agreement for the 2012 Fair with the Daily World in the amount of \$1,220.40.

**2. Request Approval, Authorization for the Fair, Events & Tourism Manager to sign contracts with Vendors for the 2012 Fair:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign contracts with the 2012 Fair Vendors. The vendors are as follows:

7 GILL OUTFITTERS  
A-1 ROOFING, INC.  
ACLU OF GRAYS HARBOR  
ADAMS TAXIDERMY  
AJ CONCESSIONS  
AJM HAWAIIAN SHAVED ICE  
ALL THAT GLITTERS  
B&M ITALIAN CONCESSIONS  
BATH FITTERS  
BERRYHILLS CONCESSIONS  
BUSY BEAN ESPRESSO  
CELEBRATING HOME  
CGR, REPRESENTING THE OLYMPIAN  
CHEHALIS SHEET METAL  
CHILD EVANGELISM FELLOWSHIP  
COFFEE CARAVAN INC.  
COMCAST  
CONIFER SPECIALTY (FAIR SCONES)  
CORNS A POPPIN  
COTTON CANDY ONE  
COUNTY TRACTOR & GARDEN  
CREATIVE CONCEPTS INC.  
CUSTOM SECURITY SYSTEMS  
DA YUM YUM HUT  
DADDYS FAMOUS FOODS

DAMA DAILY  
DELICIOUS DEBS  
DESERT BLING INC.  
DOUGS WOOD SIGNS  
DS JOHNSON ENTERPRISES INC.  
ELLSWORTH CRAFTS  
EVERGREEN ELITE EXTERIORS  
FIVE ALARM BBQ & GRILL &  
ESPRESSO  
FOOD HUT  
FUN-N-AROUND  
GARLIC EXPRESS  
GIDEONS INTERNATIONAL  
GODMOBILE / FGBMFA  
GRANDDADS KETTLE CORN  
GRAYS HARBOR COLLEGE  
GRAYS HARBOR DAIRY WOMEN  
GRAYS HARBOR DEMOCRATS  
GRAYS HARBOR DEMOCRATS  
GRAYS HARBOR EMERGENCY  
MANAGEMENT  
GRAYS HARBOR HOME & COMMUNITY  
EDUCATORS  
GRAYS HARBOR PELLET HEAT  
GRAYS HARBOR REPUBLICAN PARTY

GRAYS HARBOR SHERIFF DEPT  
HABITAT FOR HUMANITY OF GH  
HAPPY MEADOWS PONY RIDES  
HARBOR SAW & SUPPLY INC  
HARBOR WRAPS  
HARRISON COLLECTIBLES  
HEART AND HANDS PREGNANCY  
CARE CENTER  
HINDERER CONCESSIONS/ SNOZONE  
HOMETOWN EXTERIOR DESIGNS  
HOQUIAM CHIROPRACTIC  
HOW CHARMING DBA MICHE BAG  
HUNG RIGHT DOORS  
HUNGARIAN KITCHEN  
IRISHMAN ENTERPRISES  
IT WORKS! GH WRAPS  
IT'S PARTY TIME  
J&C ENTERPRISES  
JACKNUT APPAREL  
JAMES RUSSELL COMPANY  
KAT CONCESSIONS  
KATIES CANDIES INC  
KITCHEN CRAFT  
KOLOSSUS GYROS  
KORNMAN OF WASHINGTON  
LACEY JEAN ENTERPRISES  
LARRY'S PHOTOGRAPHY  
LEAF GUARD NW  
LIND'S CONCESSIONS  
MARK EVANS ENTERPRISES  
MARSALEES THAI FOODS  
MARTI MEDIA  
MEGA MINI DONUTS/BUNSTUFFERS  
HOT DOGS  
MI RANCHITO  
MONTESANO FARM & HOME  
NERIUM INTERNATIONAL  
NORTH RIDGE CONCESSIONS &  
CATERING  
NORTHWEST INDIAN CRAFTS

OLYMPIC NOVELTY & CONCESSIONS  
OLYMPIC REGIONAL CLEAN AIR  
AGENCY  
OREGON HAT COMPANY  
P.S. HENNA BODY ART  
P.S. HENNA BODY ART  
PINNACLE SPINE CENTER  
PUGET SOUNDS & PACIFIC RAILROAD  
RENARD'S  
RENT-A-CENTER  
REX VALENTINE ENTERPRISES  
RK BLANKETS PLUS  
S & R PRODUCTS  
SAMTOONS  
SCENTSY INDEPENDENT CONSULTANT  
SMOKE IT IF YA GOT IT BBQ  
SOLAR GEM GREENHOUSES  
TACOS EL REY  
TASTEFULLY SIMPLE  
TASTYZ  
TERIKAKI KING  
THE DOW CHEMICAL COMPANY  
THE PAMPERED CHEF  
THE PONY ESPRESSO  
THE REAMBLIN GOURMET  
THE ROOF DOCTOR, INC.  
THE SUNDOC  
TIN-LITES  
TOUCH STONE CRYSTAL  
INDEPENTANT CONSULTANT  
TUPPERWARE  
U.S. CELLULAR  
ULTIMATE BODY APPLICATOR -  
HARBOR WRAPS  
VFW DISTRICT 5  
WASHINGTON TRACTOR  
WATER DOCTOR OF WASHINGTON  
WHITES CONCESSION  
WILD OLYMPICS

## MANAGEMENT SERVICES

1. **Request Approval, Salary Resolution Amendment – Sheriff’s Dept. for the Deputy Director of Security & Court Security Deputies:** A motion was made, seconded and passed to approve **Resolution No. 2012-073 amending Resolution No. 2012-004 fixing compensation of employees from and after January 1, 2012.** This Resolution adds the Deputy Director of Security and four Court Deputies to the Sheriff’s salary schedule.
2. **Request Approval, Resolution – Budget Transfer, Election Reserve Fund:** A motion was made, seconded and passed to approve **Resolution No. 2012-074 transferring items in the Grays Harbor County Miscellaneous Fund Elections Reserve in the amount of \$75,000.** The transfer is being made from the Transfer Out General Fund to the County Portion Election Costs. The transfer will authorize the payment of the County’s portion of the current years’ election costs in this fund instead of the general fund.

## PUBLIC HEALTH AND SOCIAL SERVICES

1. **Request Approval, Grant Application for Steps to Effective, Enjoyable Parenting (STEEPS):** A motion was made, seconded and passed to authorize Joan Brewster to sign the grant application for start-up funding for a home visiting program called Steps to Effective, Enjoyable Parenting (STEEP). The funding is from the Washington State Department of Early Learning Thrive by Five Division, which provides state and private funding for research-based home visiting programs. The grant amount requested is \$175,000 for October 1, 2012 through September 30, 2013. The grant will be administered by the Department of Early Learning Thrive by Five Division. There are no costs to the County.

## PUBLIC SERVICES

1. **Request Approval, Recreation & Conservation Office Salmon Project Agreement, Amendment No. 2:** A motion was made, seconded and passed to approve the Salmon Project Agreement Amendment #2 for the Grays Harbor County Lead Entity Program from the Resource and Conservation Office. The project agreement describes the lead entity program and provides capacity funding for this program. The funding secured through this grant primarily covers salary, benefits, and general expenses incurred by the County to facilitate the lead entity program for salmon recovery throughout the lead entity, which includes the entire the Chehalis Basin watershed.
2. **Request Approval, Agreement with Washington State Dept. of Ecology for waste tire reduction:** A motion was made, seconded and passed to authorize the chairman to sign an agreement with the Washington State Department of Ecology for waste tire reduction. The agreement defines requirements and provides funding for a waste tire reduction effort. This will be achieved through a combination of two amnesty programs, waste tire cleanup of a few select sites, educational outreach and advertising. Total funding under this agreement is \$15,005. Approximately \$7,500 will be used for outside costs (tire hauling, disposal and advertising expenses) and the remainder will cover staff time for program and outreach efforts. This

agreement will be effective retroactively beginning May 1, 2012 and will be completed on June 30, 2013.

**3. Request Approval, Agreement with Gibbs & Olson, Inc. for Sewer Planning – Oyehut/Illahee and Hogan’s Corner areas:** A motion was made, seconded and passed to authorize the chairman to sign two agreements for engineering services to assist with sewer planning activities in the Illahee/Oyehut and Hogan’s Corner areas of the North Beach. The first agreement provides for development of an engineering report for a collection system to serve the Illahee/Oyehut area. The project is designed to provide a report consistent with USDA Rural Development requirements for funding. The cost is \$33,647.00. The second agreement provides for a feasibility study of sewer treatment needs and alternatives for the Hogan’s Corner area. The cost of the study is \$30,825.00. Both projects were included in the 2012 Special Projects budget.

### **ANNOUNCEMENTS**

None

### **CORRESPONDENCE**

None

### **STAFF MEETINGS**

The Board held a regular morning meeting on Monday, August 6, 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 in Executive Session at 10:00 a.m. under RCW 42.30.110 (i) Litigation regarding the Superior Court Lawsuit and the following Public Services individuals regarding agenda items and department updates: Planning and Building Director Lee Napier; Environmental Health Director Jeff Nelson; and Utility and Development Director Kevin Varness.

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

### **RESOLUTIONS**

**No. 2012-069**

**Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Central Services Fund in the amount of \$148,441**

**No. 2012-070**

**Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Facilities Capital Fund in the amount of \$84,000**

**No. 2012-071**

**Authorizing a supplemental extension in the budget of the Grays Harbor County General Fund in the amount of \$514,500**

**No. 2012-072**

**Election to Receive Secure Rural Schools and Community Self Determination Funding and Allocation of Title II and Title III funds**

**No. 2012-073**

**Amending Resolution No. 2012-004 fixing compensation of employees from and after January 1, 2012**

**No. 2012-074**

**Transferring items in the Grays Harbor County Miscellaneous Fund Elections Reserve in the amount of \$75,000**

**ORDINANCES**

None

**INTERGOVERNMENTAL AGREEMENTS**

None

The meeting adjourned at 2:19 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