

**Minutes**  
**BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY**  
**REGULAR MEETING**

**October 29, 2012**

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, October 29, 2012, at 2:00 p.m. Commissioners Mike Wilson, Terry Willis and Herb Welch. Jenna Amsbury, Deputy Clerk of the Board, and James Baker, Senior Deputy Prosecuting Attorney, were also present.

**CALL TO ORDER AND FLAG SALUTE**

Commissioner Willis announced there were three items added to the agenda under Commissioners:

1. Interagency Agreement with The Office of Financial Management for work on the Satsop River Floodplain Restoration Project in the amount of \$50,000
2. Letter to Elected Officials and Department Administrators regarding a five percent reduction plan for the 2013 budget
3. Auditor's Office change in mandatory layoff day for election workers from November 9, 2012 to November 30, 2012

**BIDS:**

None

**HEARINGS:**

None

**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 – October 22, 2012

**Commissioner:**

Appoint Resident Commissioner for the Housing Authority – Dina Trapp, for term expiring June 30, 2014

**Management Services:**

Set Hearing Date – *November 19, 2012* – Supplemental Budget, Park and Vegetation Management \$12,375

Set Hearing Date – *November 19, 2012* – Emergency Budget, Prosecutor’s Office \$12,376

**Correspondence:**

Claim, C-652-12, Alvin Hegge

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

**PRESENTATION:**

**1. Scott Boettcher – Early Warning System:** Scott Boettcher, SBGH Partners LLC, provided an overview of the Early Warning System. He provided a list of the members of the Chehalis River Basin Flood Authority. He described the process used to create the system. There was a needs assessment conducted by WEST Consultants. They discovered the need to improve river level forecasting and communication during disaster events. He stated the Early Warning System improved monitoring, internet data, warning and inundation mapping. He discussed existing gaging stations and new gaging stations. He explained how the gages work and the data collection method. There was discussion on the website resources and mapping. Mr. Boettcher provided a list of benefits the Early Warning System provides including better short term weather forecasting and river forecasts for tidal and storm surge information.

**COMMISSIONERS:**

\*\*The following items were added to the agenda at the morning meeting:

**1. Interagency Agreement with The Office of Financial Management for work on the Satsop River Floodplain Restoration Project in the amount of \$50,000:** A motion was made, seconded and passed to approve the Interagency Agreement with The Office of Financial Management for work on the Satsop River Floodplain Restoration Project in the amount of \$50,000. Commissioner Willis stated this is a portion of the funding set aside for the project by the Flood Authority.

**2. Letter to Elected Officials and Department Administrators regarding a five percent reduction plan for the 2013 budget:** A motion was made, seconded and passed to approve a letter to Elected Officials and Department Administrators regarding a five percent reduction plan for the 2013 budget. After an inquiry from Commissioner Welch it was pointed out there was a sentence giving departments the option to provide other methods that would meet the savings goal.

**3. Auditor’s Office change in mandatory layoff day for election workers from November 9, 2012 to November 30, 2012:** A motion was made, seconded and passed to approve a change of the mandatory layoff day for election workers in the Auditor’s Office from November 9, 2012 to November 30, 2012. Commissioner Willis noted this change will allow for

ballots to be counted in a timely matter.

## **DEPARTMENTS**

### **Management Services:**

- 1. Request Approval, Resolution – Salary Amendment, Sheriff’s Department:** A motion was made, seconded and passed to approve **Resolution No. 2012-103 amending Resolution No. 2012-004 fixing compensation of employees from and after January 1, 2012.** This Resolution reflects the appointment of Rick Scott as Sheriff, Dave Pimentel as Undersheriff and Steve Shumate as Chief Criminal Deputy.
- 2. Request Approval Resolution – Budget Transfer, Stadium Fund, \$12,375:** A motion was made, seconded and passed to approve **Resolution No. 2012-104 transferring items in the Grays Harbor County Miscellaneous Fund Stadium Fund in the amount of \$12,375.** This resolution will authorize a transfer to the General Fund to reimburse for costs to repair leaking pipes at Vance Creek Park.
- 3. Request Approval, Two Resolutions Restricting Revenue and Fund Uses for the Facilities Capital Fund and Fair Building Construction Fund:** A motion was made, seconded and passed to approve **Resolution No. 2012-105 restricting receipt and fund uses for the Grays Harbor County Facilities Capital Fund** and **Resolution No. 2012-106 restricting receipt and fund uses for the Grays Harbor County Fair Building Construction Fund.** These resolutions will formally commit revenues in these funds to be used for specific purposes.
- 4. Request Approval, Resolution Consenting to the Termination of the Washington Counties Insurance Pool:** A motion was made, seconded and passed to approve **Resolution No. 2012-107 consenting to the termination of the Washington Counties Insurance Pool pursuant to the Interlocal Agreement of that organization.** The Board of Directors of the Washington Counties Insurance Pool ended the Pool’s self-insured medical plan for member employees by transferring the program to a fully insured plan. It was explained that the County used to be a part of the Pool’s vision plan years ago and this Resolution is required to acknowledge the termination.

### **Public Health and Social Services:**

- 1. Request Approval, Consolidated Contract Amendment 5 with the Washington State Department of Health - Contract amount of \$336,258:** A motion was made, seconded and passed to approve amendment #5 of the 2012-2014 Consolidated Contract with the Washington State Department of Health. This amendment adds funds and amends the statements of work for the Community Transformation Grant project, the Immunization project, the Family Planning project, the Maternal and Child Health project, and the Pregnant & Parenting GRADS Community Systems Development project. It also adds funds and a statement of work for the TB program. It increases overall consideration of the Consolidated Contract by \$336,258.

**2. Request Approval, SeaMar Chemical Dependency Contract 2012/2013 Amendment 1 – July 1, 2012 through June 30, 2013:** A motion was made, seconded and passed to approve the 2012-13 contract amendment with Sea Mar Behavioral Health. The purpose of this contract amendment is to unbundle the combined rate of ADATSA assessment and associated case management originally inclusive of the \$200 fee. At the request of DBHR, services will be independently billed as Assessment paid at \$115 and Case Management paid at \$40.48 per hour. This contract will support provision of these services from July 1, 2012 to June 30, 2013. All other aspects of contract remain unchanged including the contract award in the amount of \$188,886.

**3. Request Approval, Contract with SeaMar Community Center for Mental Health Services – October 1, 2012 through September 30, 2013 in the amount of \$50,400:** A motion was made, seconded and passed to approve the SeaMar Community Center Contract for mental health services. The purpose of the contract is to provide Medicaid funded outpatient mental health treatment to persons in Grays Harbor County. Services include individual treatment, group treatment, case management, medication monitoring and psychiatric evaluation. The contract will serve about 40 persons per month and contains an annual maximum of \$50,400. There are no county matching funds necessary.

**Public Services:**

**1. Request Approval, Agreement with Quinault Indian Nation to Distribute Operating Funds to the Quinault Lead Entity from a grant awarded to the Washington Coast Sustainable Salmon Partnership in the amount of \$13,639:** A motion was made, seconded and passed to approve the agreement with the Quinault Indian Nation. The purpose of the agreement is to distribute the designated operating funds, which amount to \$13,639, to the Quinault Lead Entity from a grant awarded to Grays Harbor County as fiscal agent for the Washington Coast Sustainable Salmon Partnership.

**2. Request Approval, Construction of a Material Storage Shed by county employees at the Cosmopolis Road Shop at a cost of \$10,000:** A motion was made, seconded and passed to approve the construction of a material storage shed at the Cosmopolis Road Shop. County crews will build this structure. This work is estimated to cost \$10,000. It will be built during the fall months using regular work hours and scheduled to not interfere with emergency work. It will be paid for by the road fund. The expense is not in the current budget but the road fund balance can support this expense.

**3. Request Approval, Reimbursable Agreement with Washington State Department of Transportation (WSDOT) for environmental reviews, right-of-way certifications and other work not covered by other WSDOT funding agreements:** A motion was made, seconded and passed to approve a reimbursable agreement with WSDOT authorizing environmental reviews, right-of-way certifications and other work not covered by other WSDOT funding agreements.

**4. Request Approval, Easement with James and Alice Dillard for an extension to the North Beach Water System:** A motion was made, seconded and passed to approve an easement with James and Alice Dillard for an extension to the North Beach Water System. The

easement is on parcel number 747000501000. Commissioner Willis noted she is related to Dillard's but she does not know James and Alice.

**5. Request Approval, 1 Year Extension to the Plat of Seabrook Case 2012-1305 – extension to December 22, 2013:** A motion was made, seconded and passed to approve a one year extension to the Plat of Seabrook, Case No. 2012-1305, to December 22, 2013. The initial preliminary approval, pursuant to RCW 58.17.140, with the subsequent one-year extension (Case 2011-1362), will expire on December 22, 2012. To this date, the applicant has attempted in good faith to proceed to total plat build-out through the recording of Divisions 1A, 1B, 2, 3A, 3B, 5A, 5B, and 6.

**6. Request Approval, Letter to Washington Coast Sustainable Salmon Partnership to Withdraw as Fiscal Agent:** A motion was made, seconded and passed to approve a letter advising the Washington Coast Sustainable Salmon Partnership that Grays Harbor County intends to withdraw as fiscal agent.

#### **Treasurer:**

**1. Request Approval, Resolution giving the Treasurer Authority to Sell Tax Title Properties within one year of a public auction:** A motion was made, seconded and passed to approve **Resolution No. 2012-108 giving authority to the County Treasurer to sell tax title real estate during the twelve months following an attempted public auction.** This Resolution will simplify the process of selling newly acquired property and hopefully slow the addition of properties to the current surplus list.

#### **ANNOUNCEMENTS**

Jenna Amsbury, Deputy Clerk of the Board, announced there was a number transposed on the set hearing date for the Prosecutor's Office emergency budget, the amount should be \$12,367. She also stated there will be no Special Meeting at 9:30 a.m. on Tuesday, October 30, 2012 for collective bargaining with AFSCME. The meeting will be rescheduled.

Commissioner Willis noted there is a Special Meeting at 6:30 a.m. on Tuesday, October 30, 2012 with the Superior Court Judges to work on the 2013 Budget.

#### **CORRESPONDENCE**

None

#### **STAFF MEETINGS**

The Board held a regular morning meeting on Monday, October 29, 2012, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room. Commissioners Herb Welch, Mike Wilson and Terry Willis and Deputy Clerk of the Board Jenna Amsbury reviewed agendas, calendars and pending daily office issues. The Board met in executive session at 10:00 a.m. with Attorney Tom Fitzpatrick by phone regarding the Superior

Court Lawsuit. The Board met with Vern Spatz, Auditor, regarding office closure for the mandatory layoff day; Ron Strabbing, Treasurer, regarding an agenda item and the following Public Services individuals regarding agenda items and department updates: Planning and Building Director Lee Napier; County Engineer Russ Esses; Utility and Development Director Kevin Varness.

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

**RESOLUTIONS:**

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| <b>No. 2012-103</b> | <b>Amending Resolution No. 2012-004 fixing compensation of employees from and after January 1, 2012</b>                                      |
| <b>No. 2012-104</b> | <b>Transferring items in the Grays Harbor County Miscellaneous Fund Stadium Fund in the amount of \$12,375</b>                               |
| <b>No. 2012-105</b> | <b>Restricting receipt and fund uses for the Grays Harbor County Facilities Capital Fund</b>   |
| <b>No. 2012-106</b> | <b>Restricting receipt and fund uses for the Grays Harbor County Fair Building Construction Fund</b>   |
| <b>No. 2012-107</b> | <b>Consenting to the termination of the Washington Counties Insurance Pool pursuant to the Interlocal Agreement of that organization</b>     |
| <b>No. 2012-108</b> | <b>Giving authority to the County Treasurer to sell tax title real estate during the twelve months following an attempted public auction</b> |

**ORDINANCES:**

None

**INTERGOVERNMENTAL AGREEMENTS:**

- Agreement with Quinault Indian Nation to Distribute Operating Funds to the Quinault Lead Entity from a grant awarded to the Washington Coast Sustainable Salmon Partnership in the amount of \$13,639

The meeting adjourned at 3:00 p.m.

BOARD OF COMMISSIONERS  
For Grays Harbor County  
This \_\_\_\_\_ day of \_\_\_\_\_, 2012

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TERRY L. WILLIS, Chairman, District 1

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MIKE WILSON, Commissioner, District 2

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HERB WELCH, Commissioner, District 3

ATTEST:

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Donna McCallum, Clerk of the Board