

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

November 5, 2012

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, November 5, 2012, at 2:00 p.m. Commissioners Terry Willis and Herb Welch were present. Donna McCallum, Clerk of the Board, was present to record the meeting.

CALL TO ORDER AND FLAG SALUTE

A motion was made, seconded and passed to excuse Commissioner Wilson from the meeting.

BIDS:

None

HEARINGS:

1. Supplemental Budget Appropriation – Advanced Expenditure, \$25,000: There was a public hearing on November 5, 2012 to consider a Supplemental Budget appropriation in the Advanced Expenditure Fund in the amount of \$25,000. Notice of this hearing was published in *The Montesano Vidette* October 25, 2012 and November 1, 2012. Commissioner Willis asked for a staff report. Brenda Sherman, Budget Director, reported this resolution will account for additional revenue received and costs incurred for reimbursable election services.

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. 2012-109 authorizing a supplemental appropriation in the budget of the Grays Harbor County General Fund Advanced Expenditure in the amount of \$25,000.

2. Emergency Budget Appropriation, Auditor's Office, \$66,604: There was a public hearing on November 5, 2012 to consider an emergency budget appropriation in the Auditor's Office in the amount of \$66,604. Notice of this hearing was published in *The Montesano Vidette* October 25, 2012. Chairman Terry Willis called for a staff report.

Brenda Sherman, Budget Director, reported this appropriation will cover the County's portion of the primary election costs. The County's portion of costs for the general election will be charged to the Election Reserve Fund. Responding to an inquiry from Commissioner Willis, Ms. Sherman explained the advertised emergency budget request was lower than the Auditor's request because the funds had already been expended to pay for election costs. She used the actual expended amount for the proposed resolution.

Vern Spatz, Auditor, stated he requested \$70,000 based on his estimate of the costs and may need to come back to get more money.

Commissioner Willis stated large cuts were made to the General Fund last year. Funding for the election should be charged to the Election Reserve Fund. She stated there is still another \$4,000 that has not been spent in the Auditor's General Fund election budget, should it be needed. Mr. Spatz stated he is conservative on spending and won't spend more than is necessary.

Commissioner Willis asked if there was any public comment. There was no public comment and the hearing was closed.

Commissioner Welch made a motion to approve the full request of \$70,000 for an emergency appropriation in the Auditor's Office. The motion died due to a lack of second. Commissioner Willis stated there was enough funding in the Auditor's budget to cover costs; she suggested another motion might be in order.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2012-110 authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Auditor's Office in the amount of \$66,604.

3. Emergency Budget Appropriation, Coroner, \$9,700: There was a public hearing on November 5, 2012 to consider an emergency budget appropriation in the Coroner's Office in the amount of \$9,700. Notice of this hearing was published in *The Montesano Vidette* October 25, 2012. Chairman Terry Willis called for a staff report. Brenda Sherman, Budget Director, reported this appropriation will cover additional costs anticipated for autopsy fees, remains of indigent persons or unclaimed remains.

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. 2012-111 authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Coroner's Office in the amount of \$9,700.

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:

Auditor's Office:

Oct. 2012 Claims \$5,476,298.48; Payroll \$2,297,327.72 = \$7,773,626.20

Management Services:

Set Hearing Date – *November 19, 2012* – Supplemental Budget, LTGO Refunding Bonds 2012 Fund, \$7,251,622

Set Hearing Date – *November 19, 2012* – Supplemental Budget, LTGO Bonds 2002 Fund, \$5,955,000

Set Hearing Date – *November 19, 2012* – Supplemental Budget, LTGO Bonds 2003 Fund, \$870,000

Correspondence:

Use Request – Courthouse during the Festival of Lights on December 8, 2012

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

PRESENTATION:

1. Jesse Cardenas, Columbia Pacific Resource and Economic Development (Col-Pac), First quarter activity report for the Community Firewise Program: Jesse Cardenas stated Vickie Cummings from Council of Governments was also present, having assisted with development of the Community Firewise Program. The report today is on first quarter activity and progress of the development plan, supported by Title III funding from the Secure Rural Schools and Community Self Determination Program, PL 112-142, and approved by the Board of County Commissioners and meeting the criteria for use of the funds.

Mr. Cardenas explained the program is a nationwide cooperative program designed to involve the community. He emphasized the importance of having a program in place before a disaster occurs. It is a great opportunity to educate the public on who serves their community and how to prevent and respond to wildfires. Those who live near forestlands are able to be educated on the fundamentals, such as how to locate or protect a home, fuel removal and appropriate landscaping. Using the National Fire Prevention organization as a resource, he stated the development phase should be completed in ten months. There is national interest in our program, as there are few of them established. During the initial phase, there were site visits to local jurisdictions, including emergency services and the U.S. Forest Service. He is working closely with Grays Harbor County Emergency Management and making progress toward a web link for the public that includes data, education, facts and maps.

COMMISSIONERS:

1. Approval of Sheriff's Public Official Bond: A motion was made, seconded and passed to approve the Sheriff Public Official Bond for Rick Scott, which is filed in the Clerk's office.

2. Resolution – Public Defender Case Weighting Resolution: A motion was made, seconded and passed to approve **Resolution No. 2012-112 amending Resolution No. 2008-160 to include Indigent Defense Case Weighting Criteria for the delivery of public defender services in Grays Harbor County District Court.** The case weighting criteria has been approved by the District Court Judges and the Prosecutor's Office.

DEPARTMENTS

Auditor's Office:

1. **Request Approval, Resolution – Cancellation of Warrants not presented within one year of issue, \$3,447.20:** A motion was made, seconded and passed to approve **Resolution No. 2012-113 cancelling warrants not presented within one year of issue.** With this Resolution the records will be adjusted to leave the originating funds as if the warrants had never been issued. The cancelled warrants total \$3,447.20.

Fair, Events and Tourism:

1. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign a contract with Romeo Entertainment Group for 2013 entertainment bookings at the County Fair:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign a contract with Romeo Entertainment Group for 2013 entertainment bookings at the County Fair.

Management Services:

1. **Request Approval, Resolution – Budget Transfer, Cumulative Reserve, \$121,474:** A motion was made, seconded and passed to approve **Resolution No. 2012-114 transferring items in the Grays Harbor County Miscellaneous Fund Cumulative Reserve in the amount of \$121,474.** This resolution will authorize the transfer of funds to make a principal and interest payment on the refunding bonds.

2. **Request Approval Resolution – Budget Transfer, Distressed Area Capital, \$14,956:** A motion was made, seconded and passed to approve **Resolution No. 2012-115 transferring items in the Grays Harbor County Miscellaneous Fund Distressed Area Capital in the amount of \$14,956.** This resolution will authorize the transfer of funds to make a principal and interest payment on the waterline portion of the refunding bonds.

Public Health and Social Services:

1. **Request Approval, Letter of Understanding – Dream Team Dental for dental hygienist services in elementary schools September 1, 2012 through August 31, 2013:** A motion was made, seconded and passed to approve a Letter of Understanding between Dream Team Dental and Grays Harbor County Public Health and Social Services Department. The purpose of this Letter of Understanding is to formalize awareness and support of the dental hygienist services being provided onsite in elementary schools in the county. Per the Washington State Administrative Code, a dental hygienist may independently apply dental sealants to 2nd graders in counties if the local health department is aware of and supportive of those activities. The intent of the legislation is to make sure that the health department is aware of the oral health activities happening in the county.

2. Request Approval, Revised Agreement between the Regional Services Network (RSN) and Molina Healthcare of Washington for clarification of the relationship regarding mental health benefits: A motion was made, seconded and passed to approve the revised version of an agreement between the RSN (Regional Services Network) and Molina Healthcare of Washington, a health insurance plan that has an established “Healthy Options” agreement. The plan serves Medicaid clients for the Washington State Health Care Authority. The purpose of the agreement is to clarify the relationship between the health insurance plan and the RSN regarding the provision of mental health benefits. The language of the agreement is similar the other Healthy Options agreements and has been developed by the RSNs, Washington State Division of Behavioral Health and Rehabilitation, the Health Care Authority, and the insurance plan. This is a broad agreement and will be amended in a series of attachments to be written jointly by all parties during the months to come.

Public Services:

1. Request Approval, Interagency Agreement with the Public Development Authority (PDA) for Sewer Project Funding: A motion was made, seconded and passed to approve the Interagency Agreement with the Public Development Authority for sewer project funding. The Commissioners approved financial assistance to the PDA on June 25, 2012 for the next phase of the PDA sewer project. The funding will be provided from the County 310 Distressed Area Capital Improvement Fund. The fund revenue is from a portion of the state share of local sales tax and is dedicated for economic development projects.

ANNOUNCEMENTS

Donna McCallum announced Friday, November 9, 2012 is the monthly shutdown day for the Administration Building. The building will be closed, but the Elections Department will still be present for ballot counting. The entire County Campus will be closed on Monday, November 12, 2012 for Veteran’s Day. The next Commissioner meeting will be November 19, 2012.

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, November 5, 2012, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners’ Conference Room. Commissioners Herb Welch and Terry Willis and Clerk of the Board Donna McCallum reviewed agendas, calendars and pending daily office issues. The Board met in executive session at 9:45 a.m. with Attorney Tom Fitzpatrick and Phil Talmadge by phone regarding the Superior Court Lawsuit. The Board met with the following Public Services individuals regarding agenda items and department updates: Environmental Health Director Jeff Nelson and Utility and Development Director Kevin Varness.

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

RESOLUTIONS:

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| No. 2012-109 | Authorizing a supplemental appropriation in the budget of the Grays Harbor County General Fund Advanced Expenditure in the amount of \$25,000 |
| No. 2012-110 | Authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Auditor's Office in the amount of \$66,604 |
| No. 2012-111 | Authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Coroner's Office in the amount of \$9,700 |
| No. 2012-112 | Amending Resolution No. 2008-160 to include Indigent Defense Case Weighting Criteria for the delivery of public defender services in Grays Harbor County District Court |
| No. 2012-113 | Cancelling warrants not presented within one year of issue |
| No. 2012-114 | Transferring items in the Grays Harbor County Miscellaneous Fund Cumulative Reserve in the amount of \$121,474 |
| No. 2012-115 | Transferring items in the Grays Harbor County Miscellaneous Fund Distressed Area Capital in the amount of \$14,956 |

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

- Interagency Agreement with the Public Development Authority for sewer project funding

The meeting adjourned at 2:45 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