

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

**April 8, 2013**

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, April 8, 2013, at 2:00 p.m. Commissioners Herb Welch, Wes Cormier and Frank Gordon were present. Donna McCallum, Clerk of the Board, was present to record the meeting. James Baker, Senior Deputy Prosecuting Attorney was also present.

**CALL TO ORDER AND FLAG SALUTE**

**BIDS:**

1. **One used mini track mounted excavator JD 35D or equivalent:** It was advertised March 14 and 21, 2013, in the *Montesano Vidette*, that bids would be accepted for one used mini track mounted excavator JD 35D or equivalent.

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 reserved 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:

<b>Company</b>	<b>Location</b>	<b>Bid Amounts</b>
Papé Machinery	Montesano, WA	\$38,482.00
NC Machinery (CAT)	Tukwila, WA	\$30,352.00

The bids were referred to the Public Services Department for review and recommendation.

2. **2013 Traffic Control Device Supply Contract:** It was advertised March 14 and 21, 2013, in the *Montesano Vidette*, that bids would be accepted for the 2013 Traffic Control Device Supply Contract. The work to be performed under this contract consists of the fabrication and delivery of approximately 1280 Traffic Signs and other traffic related items.

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 reserved 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:

<b>Company</b>	<b>Location</b>	<b>Bid Amounts</b>
Traffic Safety Supply Co.	Portland, OR	\$53,831.45
Zumar Industries Inc.	Tacoma, WA	\$57,636.35

The bids were referred to the Public Services Department for review and recommendation.

**HEARINGS:**

None

**PUBLIC COMMENT**

Commissioner Welch called for public comment on county-related items. He 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:**

April 1, 2013 Regular and Morning Meetings

**Auditor:**

Month End Expenditures Audit Report – March 2013: Claims: \$3,235,276.59 and Salaries: \$2,283,069.60

**Public Health:**

Room Rental Agreement with Grays Harbor PUD No. 1 for May 2013

**Correspondence:**

Grays Harbor County PUD Gross Revenue for 2012

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

**COMMISSIONERS:**

1. **Designation of Greater Grays Harbor Inc. as the Department of Commerce Associate Development Organization (ADO) for Grays Harbor County:** A motion was made, seconded and passed to designate Greater Grays Harbor Inc. as the Department of Commerce ADO for Grays Harbor County to increase support for and coordination of community and economic development services.

**DEPARTMENTS**

**Fair, Events and Tourism:**

1. **Request Approval, 2013 Tourism Festival and Event Grant Contracts: Lake Quinault Innkeepers for 2013 Olympic Peninsula Tourism Partnership (\$5,000); Lake Quinault Innkeepers for Backlit Information Boards (\$5,000); Greater Grays Harbor Inc. for 2013 Visitor Information (\$20,000):** A motion was made, seconded and passed to approve 2013 Tourism Festival and Event Grant Contracts with Lake Quinault Innkeepers for 2013 Olympic Peninsula Tourism Partnership in the amount of \$5,000, Lake Quinault Innkeepers for

Backlit Information Boards in the amount of \$5,000 and Greater Grays Harbor Inc. for 2013 Visitor Information in the amount of \$20,000.

**2. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign an Entertainment Contract with The Band “Humptulips” for the Outdoor & Adventure Show April 20<sup>th</sup> in the amount of \$1,200:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign an Entertainment Contract with The Band “Humptulips” for the Outdoor & Adventure Show April 20<sup>th</sup> in the amount of \$1,200.

**3. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign a contract with Glenn Hall of Hawg Quest for the Outdoor & Adventure Show April 20<sup>th</sup> and 21<sup>st</sup> in the amount of \$2,220:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign a contract with Glenn Hall of Hawg Quest for the Outdoor & Adventure Show April 20<sup>th</sup> and 21<sup>st</sup> in the amount of \$2,220. Hawg Quest will be providing seminars for one hour each day of the event.

**4. Request Approval, Resolution – Increasing the Fair Change Fund from \$1,000 to \$2,000:** A motion was made, seconded and passed to approve **Resolution No. 2013-035 authorizing an increase in the Change Fund within the Grays Harbor County Fair Fund from \$1,000 to \$2,000.** As the Fairgrounds events have grown, it has become necessary to increase the Fair Change Fund in order to adequately stock the Fairgrounds cash registers before events.

#### **Juvenile Court:**

**1. Request Approval, Contract with Comte’s & Associates for Psycho/Sexual Evaluations - \$1,200 per evaluation for a one year term:** A motion was made, seconded and passed to approve a Professional Services Contract with Comte’s & Associates for Psycho/Sexual Evaluations at the rate of \$1,200 per evaluation for a one year term.

#### **Management Services:**

**1. Request Approval, Resolution – 2013 Salary Resolution Amendment, Juvenile Department:** A motion was made, seconded and passed to approve **Resolution No. 2013-036 amending Resolution No. 2013-006 fixing compensation of employees from and after January 1, 2013.** This amendment to the 2013 salary resolution re-instates the .6 FTE Secretary III in the Juvenile Department.

**2. Request Approval, UST Pollution Liability Policy Renewal:** A motion was made, seconded and passed to renew the UST Pollution Liability Policy. This insurance is for the County’s underground storage tanks and insures the county against accidental spills and leakage. The cost for the renewal of this policy is \$4,554 and was budgeted for 2013.

**Public Health and Social Services:**

1. **Request Approval, Inter-local contract with Thurston County to carry out the priority health improvement initiative as a Healthy Communities HUB through the Community Transformation Grant – \$76,283, October 1, 2012 through September 29, 2013:** A motion was made, seconded and passed to approve a contract with Thurston County. The purpose of this contract is to carry out, as a Healthy Communities HUB the priority health improvement initiatives in the contract for a second project year. The contract runs from October 1, 2012 through September 29, 2013. The contract amount is \$76,283.

**Public Services:**

1. **Request Approval, Accept Bid From Pape Machinery for One John Deere 160G LC Excavator for \$215,174.00:** A motion was made, seconded and passed to accept the bid from Pape Machinery for One John Deere 160G LC Excavator in the amount of \$215,174.00.

2. **Request Approval, Joint Plan of Responsibility with Washington State Department of Health for regulation of Water Recreational Facilities:** A motion was made, seconded and passed to approve the Joint Plan of Responsibility (JPR) with the Washington State Department of Health (DOH). The plan delineates the responsibilities of DOH and the county with respect to the regulation of water recreational facilities (WRF) in Grays Harbor County pursuant to Chapters 70.90 RCW and Chapters 246-260 and 246-262 WAC. This Agreement supersedes and replaces all prior interagency Agreements between DOH and the county regarding the regulation of water recreational facilities.

3. **Request Approval, Correction of Right-of-Way Deed for Schmid Road Bridge Replacement Project – Parcel 743509300005:** A motion was made, seconded and passed to approve the Correction of Right-of-Way Deed for Schmid Road Bridge Replacement Project for Parcel Number 743509300005. The correction deed will amend the previously recorded right of way deed which contained an error. The County's right-of-way agent will record this document and finalize the right of way certification process.

4. **Request Approval, 2013 Countywide Aggregate Stockpiling Contract with Northwest Rock - \$263,149.13:** A motion was made, seconded and passed to approve the 2013 Countywide Aggregate Stockpiling Contract with Northwest Rock in the amount of \$263,149.13.

5. **Request Approval, Consulting Agreement with Exeltech Consulting Inc. for design work - Keal Road Cedar Creek Bridge Replacement, \$236,996.72:** A motion was made, seconded and passed to authorize the Chairman to sign a Consulting Agreement with Exeltech Consulting, Inc. of Lacey, WA for designing the replacement bridge on Keal Road over Cedar Creek. The cost of the work included in this agreement is \$236,996.72 with 80% of the cost to eligible for reimbursement under the Federal Bridge Replacement Program.

6. **Request Approval, Local Agency Agreement Supplement #1- Satsop River Bridge Preventative Maintenance Project:** A motion was made, seconded and passed to authorize the Chairman to sign the Local Agency Agreement Supplement #1 for the Satsop River

Bridge Preventative Maintenance Project. This agreement requests an increase in federal funds for the preliminary engineering. 100% of this cost is eligible for reimbursement under this Federal Bridge Program.

**7. Request Approval, Local Agency Agreement Supplement #2 - Schmid Road Drainage Bridge No. 1 Replacement:** A motion was made, seconded and passed to approve the Local Agency Agreement Supplement No. 2 for the Schmid Road Drainage Bridge No. 1 Replacement. This agreement will allow for federal funds to be obligated for the project's construction phase.

**8. Request Approval, Three Easements for extensions to the North Beach Water System in Ocean City:** A motion was made, seconded and passed to approve three easements for extensions to the North Beach Water System in Ocean City. The parcel numbers for the three easements are: 787501000002, 787501200001 and 757501100001.

**9. Request Approval, Interlocal Agreement with the Port of Grays Harbor and the City of Aberdeen for traffic corridor study:** A motion was made, seconded and passed to approve an Interlocal Agreement with the Port of Grays Harbor and the City of Aberdeen for the County to participate in a study and plan for traffic corridor improvements in East Aberdeen near the mall. The County share of \$8,300.00 would come from the #310 fund.

**10. Request Approval, Letter of Agreement with Creative Community Solutions for Chehalis Basin Partnership website update:** A motion was made, seconded and passed to approve a Letter of Agreement with Creative Community Solutions for a Chehalis Basin Partnership website update. The Chehalis Basin Partnership (CBP) wishes to have their website updated by Creative Community Solutions, the original developer of the CBP website. The costs of updating the website will be paid through the CBP's Department of Ecology grant. Currently the website is housed through Grays Harbor County.

## **ANNOUNCEMENTS**

None

## **CORRESPONDENCE**

None

## **STAFF MEETINGS**

The Board held a regular morning meeting on Monday, April 8, 2013, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room. Commissioners Herb Welch, Wes Cormier and Frank Gordon and Clerk of the Board Donna McCallum reviewed agendas, calendars and pending daily office issues. The Board met with Brenda Sherman, Budget Director, regarding a budget update, Greg Reynvaan and CASA Representatives, regarding department updates, Dale Gowan, Central Services, regarding an agenda item and the following Public Services Representatives: Environmental Health Director

Jeff Nelson, Road Engineer Russ Esses and Public Services Director Kevin Varness regarding requests and department updates. Shelli Hopsecger, Port Consultant, and Kayla Dunlap, Port Public Affairs Specialist, were also present to discuss an interlocal agreement.

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

**RESOLUTIONS:**

- |                     |  |
|---------------------|--|
| <b>No. 2013-035</b> | <b>Authorizing an increase in the Change Fund within the Grays Harbor County Fair Fund from \$1,000 to \$2,000</b> |
| <b>No. 2013-036</b> | <b>Amending Resolution No. 2013-006 fixing compensation of employees from and after January 1, 2013</b>            |

**ORDINANCES:**

None

**INTERGOVERNMENTAL AGREEMENTS:**

- Contract with Thurston County to carry out the priority health improvement initiative as a Healthy Communities HUB
- Interlocal Agreement with the Port of Grays Harbor and the City of Aberdeen for traffic study in East Aberdeen

The meeting adjourned at 2:25 p.m.

BOARD OF COMMISSIONERS  
For Grays Harbor County  
This \_\_\_\_\_ day of \_\_\_\_\_, 2013

\_\_\_\_\_  
HERB WELCH, Chairman, District 3

\_\_\_\_\_  
WES CORMIER, Commissioner, District 1

\_\_\_\_\_  
FRANK GORDON, Commissioner, District 2

ATTEST:

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Donna McCallum, Clerk of the Board