

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

June 3, 2013

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, June 3, 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:

None

HEARINGS:

1. Supplemental Budget Appropriation-Recreation and Activities Fund, \$5,000:

There was a public hearing on June 3, 2013 to consider a Supplemental Budget appropriation in the Recreation and Activities Fund in the amount of \$5,000. Notice of this hearing was published in *The Montesano Vidette* May 23 and May 30, 2013. Commissioner Welch asked for a staff report. Brenda Sherman, Budget Director, reported this resolution authorizes additional advertising expenditures funded by a transfer in from the Tourism Fund.

Commissioner Welch 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 the Supplemental Budget Appropriation for the Recreation and Activities Fund in the amount of \$5,000.

2. Emergency Budget – Assessor, \$32,432: There was a public hearing on June 3, 2013 to consider an Emergency Budget appropriation in the Assessor's Department Fund in the amount of \$32,432. Notice of this hearing was published in *The Montesano Vidette* May, 23, 2013. Commissioner Welch asked for a staff report. Brenda Sherman, Budget Director, reported this resolution will fund salary and benefits for one Personal Property/Exemption Administrator position for the remainder of the year.

Commissioner Welch 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 the Emergency Budget appropriation for the Assessor's Department in the amount of \$32,432.

3. Emergency Budget – Juvenile, \$35,883: There was a public hearing on June 3, 2013 to Consider an Emergency Budget appropriation in the Juvenile Department Fund in the amount of \$35,883. Notice of this hearing was published in *The Montesano Vidette* May 23, 2013. Commissioner Welch asked for a staff report. Brenda Sherman, Budget Director, reported this budget amendment will fund the .6 secretary position authorized by Resolution #2013-036.

Commissioner Welch 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 the Emergency Budget appropriation for the Juvenile Department Fund in the amount of \$35,883.

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:

May 20, 2013 Regular Meeting and Morning Meeting

Management Services:

Set Hearing Date - *June 17, 2013* – Emergency Budget – Civil Service

Commissioners:

Reappoint JoAnn Balmer to the Olympic Area Agency on Aging Advisory Council for a term from July 1, 2013 to June 30, 2016

Correspondence:

Road Use Request for county parking lots on July 20, 2013 for the Montesano Car Show

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

COMMISSIONERS:

1. Consider an Emergency Ordinance implementing a six-month moratorium on all medical and recreational marijuana land uses. A motion was made, seconded and passed to adopt Ordinance No. 404 declaring an emergency and adopting a moratorium upon medical marijuana collective gardens and other establishments involved in the sale, manufacturing, distribution or use of marijuana, and directing the setting of a public hearing.

Convene as Board of Health:

Hearing:

1. Repealing Board of Health Ordinance 2005-1 and adopting the updated Washington State Retail Food Code, Chapter 246-215 WAC with specific modification. There was a public hearing on June 3, 2013 to consider repealing Board of Health Ordinance 2005-1 and adopting the updated Washington State Retail Food Code, Chapter 246-215 WAC with specific modification. Notice of this hearing was published in *The Montesano Vidette* May, 23, 2013. Commissioner Welch asked for a staff report. Jeff Nelson, Environmental Services Director, reported this is the five-year update in compliance with the FDA Model Food Code. Mr. Nelson explained the details were outlined at the last Board of Health meeting. Two training sessions were held with owners of restaurants and grocery stores.

ACTION: A motion was made, seconded and passed to approve Board of Health Ordinance 2013-01 Adopting the Washington state Retail Food Code, Chapter 246-215 WAC.

DEPARTMENTS

Assessor's office:

1. Request Approval, Travel expenses for Rick Hole, Assessor, to attend Washington State Association of County Assessors Conference June 10, 2013 through June 13, 2013 in Chelan, Washington in the amount of \$811.00: A motion was made, seconded and passed to approve the travel expenses for Rick Hole, Assessor to attend the Washington State Association of County Assessors Conference June 10, 2013 through June 13, 2013 in Chelan, Washington in the amount of \$811.00. Mr. Hole explained this training is a benefit to the county and is funded in the current budget.

Central Services:

1. Request Approval, Authorization to renew the Accident Medical Insurance Policy for Grays Harbor County for \$500.00: A motion was made, seconded and passed to authorize the renewal of the Accident Insurance Policy for Grays Harbor County in the amount of \$500.00. This is an insurance policy that covers jail trustees and inmates that are allowed to work in the jail kitchen.

Management Services:

1. Request Approval, Resolution 2013-048 - Budget transfer, General Fund Various Departments for \$189,951: A motion was made, seconded and passed to approve **Resolution 2013-048** to transfer \$189,951 within the General Fund. This resolution will authorize the transfer of budget from areas where departments have achieved savings to offset their contra adjustment. General Fund departments included in this resolution are the Assessor, Environmental Health, District Court and the Sheriff.

Public Health and Social Services:

1. **Request Approval, 340B Participant Change Form allowing appointment of a new “Primary Contact Person” for HRSA:** A motion was made, seconded and passed to approve the 340B Participant Change Form. This is a standard agreement which allows the appointment of a new “Primary Contact Person” for communicating with the HRSA regarding 340B drug purchases and other related information. No financial transaction is involved.
2. **Request Approval, Washington State Mental Health Contract amendment number 3 with DSS/DBHR.** A motion was made, seconded and passed to approve the Washington State Mental Health Contract amendment number 3 with DSS/DBHR. This amendment increases access to Western State Hospital beds from 8 to 10 and extends the contract period to December 31, 2013. The funding amount remains the same at \$2,344,307, with no matching funds.
3. **Request Approval, Washington State DSHS Contract for a public health nurse to perform assessments for the Work First Program. The contract is effective July 1, 2013 through June 30, 2014 and the total amount shall not exceed \$3,900:** A motion was made, seconded and passed to approve the Washington State DSHS Contract for a public health nurse to perform assessments on families of children with special needs to determine if the child’s needs prevent the family from participating in the Work First Program. The Contract is effective July 1, 2013 through June 30, 2014 and the total amount shall not exceed \$3,900.
4. **Request Approval, Washington State DSHS Division of Behavioral Health and Recovery Contract Amendment to the 2013 Mental Health Federal Block Grant:** A motion was made, seconded and passed to approve the Washington State DSHS Division of Behavioral Health and Recovery Contract Amendment to the 2013 Mental Health Federal Block Grant. This amendment ensures expenditure of funds on local mental health programs to promote recovery from serious mental illness. The grant amount is unchanged and valid through June 30, 2013.
5. **Request Approval, Contract with Comcast for WiFi Services in the Pearsall Building:** A motion was made, seconded and passed to approve the Contract with Comcast for WiFi Services in the Pearsall Building. The purchase is grant funded from Local Health Funds.

Public Services:

1. **Request Approval, South Bank Culvert Installation at Milepost 8.91; C-96412-33 CRP Resolution:** A motion was made, seconded and passed to authorize a new culvert installation on the South Bank Road milepost 8.91; per CRP Resolution C-96412-33. This culvert will help to eliminate water from flowing on the roadway surface during moderate flood events. Beaver dam activity from Gaddis Creek and logging activities around Dennis Road have affected drainage patterns.
2. **Request Approval, Resolution No. 2013-049 declaring an emergency repair on the Mox Chehalis Bridge at milepost 7.9:** A motion was made, seconded and passed to approve Resolution No. 2013-049 declaring an emergency for repairs on the Mox Chehalis Bridge at milepost 7.9. This bridge has significant deterioration and can no longer handle two lanes of traffic.

3. Request Approval, Wishkah Road Realignment at milepost 9.2 to milepost 9.6; C-94311-42 CRP Resolution, Bid and Vicinity Map: A motion was made, seconded and passed to approve the realignment project on Wishkah Road at milepost 9.2 to milepost 9.6, CRP Resolution C-94311-42, Bid and Vicinity Map. The roadway will be reconstructed on alignment and grade in accordance with adopted standards.

Sheriff's Office:

1. Request Approval, to authorize the Sheriff to sign the Interlocal Agreement-Crisis Response Unit Alliance (MOU): A motion was made, seconded and passed to approve Sheriff Rick Scott to sign the Interlocal Agreement for the Crisis Response Unit Alliance (MOU). This document represents the agreement the Aberdeen Police Department (APD), Hoquiam Police Department (HPD), Montesano Police Department (MPD) and the Grays Harbor Sheriff's Office (GHSO) have prepared specific to the training and maintaining a CRU (formerly known as SWAT) to respond to serious criminal incidents. The combined CRU is necessary as no single agency can staff and support a team exclusive of outside participation.

ANNOUNCEMENTS

None

CORRESPONDENCE

Clerk of the Board Donna McCallum announced Department of Public Works, Engineering Division, release the 2013 Bridge Report.

Executive Session:

Commission Chairman Herb Welch stated the Board would move to Executive Session under RCW 42.30.110 (i) re: Superior Court Lawsuit, with Attorney Tom Fitzpatrick for 30 minutes beginning at 2:45 p.m. Clerk of the Board Donna McCallum announced the session would extend for an additional 30 minutes to 3:45 p.m.

At 3:45 p.m. Commission Chairman Welch reconvened the regular meeting, stating Commissioners met for a total of 60 minutes and no decisions were made.

STAFF MEETINGS

The Board held a regular morning meeting on Monday, June 3, 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 Dale Gowan, Central Services; Brenda Sherman, Management Services; Greg Reynvaan, Juvenile; and Rick Scott, Sheriff. The following Public Services Representatives were present regarding requests and department updates: Road Engineer Russ Esses, Public Services Director Kevin Varness and Environmental Health Director Jeff Nelson.

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

RESOLUTIONS:

- | | |
|---------------------|------------------------------------------------------------------------------------------|
| No. 2013-045 | Supplemental Budget Appropriation
Recreation and Activities Fund \$5,000 |
| No. 2013-046 | Emergency Budget Appropriation-
Assessor's Office \$32,432 |
| No. 2013-047 | Emergency Budget Appropriation- Juvenile
Court \$35,883 |
| No. 2013-048 | Budget Transfer of \$189,951 for various
Departments within the General Fund |
| No. 2013-049 | Declaring an emergency for repairs on the
Mox Chehalis Bridge at milepost 7.9 |

ORDINANCES:

- | | |
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| No. 404 | Emergency Ordinance implementing a
Six Month moratorium on all medical
and Recreational marijuana land uses. |
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BOARD OF HEALTH ORDINANCE:

- | | |
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| No. 2013-01 | Repealing Ordinance 2005-1 and
adopting the updated Washington State
Retail Food Code, Chapter 246-215 WAC
With specific modification. |
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INTERGOVERNMENTAL AGREEMENTS:

Crisis Response Unit Alliance (MOU) Sheriff's office

The meeting adjourned at 3:46 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:

Donna McCallum, Clerk of the Board