

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

**June 10, 2013**

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, June 10, 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. 2013 County Road Guardrail Project:** It was advertised May 16 and May 23, 2013, in the *Montesano Vidette*, that bids would be accepted for the 2013 County Road Guardrail Project. The contemplated work to be performed under this contract consists of improving County roads by installing new guardrail and replacing existing non-standard guardrail with new.

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>
Dirt & Aggregate Interchange	Fairview, OR	\$444,444.00
Petersen Brothers, Inc.	Sumner, WA	\$439,291.93

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

**HEARINGS:**

**1. Supplemental Budget Appropriation-General Fund Various Departments, \$271,216:** There was a public hearing on June 10, 2013 to consider a Supplemental Budget appropriation in the General Fund in the amount of \$271,216. Notice of this hearing was published in *The Montesano Vidette* May 30 and June 6, 2013. Commissioner Welch asked for a staff report. Brenda Sherman, Budget Director, reported this resolution increases budgeted real and personal property tax, decreases Commissioners' contributions and decreases contra adjustments of \$271,216 in various general fund departments.

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 Resolution 2013-050, a General Fund Supplemental Budget Appropriation of \$271,216 in various departments.

**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:**

June 3, 2013 Regular Meeting and Morning Meeting

**Auditor:**

Month-End Expenditures Audit Report, May 2013: Claims \$3,876,510.84, Salary \$2,284,892.04

**Management Services:**

Set Hearing Date - *June 24, 2013* – Supplemental Budget – Stadium Fund

**Public Services:**

Set Hearing Date – *June 24, 2013* – To hear public testimony regarding county Ordinance 404 enacting a six-month moratorium on the location, licensing, permitting and operation of marijuana processing, producing and retailing.

Set Hearing Date – *June 24, 2013*- Chapter 15.04 Construction Codes  
Seabrook 79-lot long plat approval

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

**PRESENTATION:**

**1. Chris Murphy, Seabrook**

Chris Murphy made a presentation on the Sunset magazine and Seabrook Idea House Sweepstakes and promotion. This is an opportunity for Grays Harbor County to elevate the awareness of Grays Harbor Tourism. The plan is to increase contacts for the Idea Town Sweepstakes, sponsor “Insider Guide Washington” on sunset.com, sponsor travel e-newsletter and list Marketplace travel offers. Mr. Murphy and Mike Bruner outlined other benefits of partnering with this tourism promotion opportunity. The agenda item will be considered by Commissioners later in the meeting.

**COMMISSIONERS:**

None

**DEPARTMENTS**

**Assessor’s office:**

**1. Request Approval, Personal Services Contract for John Wright II:** A motion was made, seconded and passed to approve the Personal Services Contract for John Wright II. This

position will work with current programming resources to build Delphi code based programs which enable the Assessor's office to effectively and efficiently complete the annual revaluation process mandated by the state to begin in 2014. The contract is funded through the State Annual Revaluation Grant, which was established to aid cyclical counties in their transition to annual revaluation.

**2. Request Approval, Personal Services Agreement with Express Employment**

**Professionals:** A motion was made, seconded and passed to approve the Personal Services Agreement with Express Employment Professionals. This position will work on a project necessary for the Annual Revaluation process that is not in conflict with the duties of existing county employees. The project consists of using the newly defined neighborhoods tool to identify and categorize property parcels according to their market neighborhoods. The contract is funded through the State Annual Revaluation Grant, which was established to aid cyclical counties in their transition to annual revaluation. It is anticipated the contract will have duration of less than 90 days.

**Fair, Events and Tourism Department:**

**1. Request Approval, to move forward with a proposed Tourism Marketing Partnership with Seabrook Beach Community and Sunset Travel Magazine for \$50,000 from the 3% Tourism Fund.**

A motion was made, seconded and passed to approve the Tourism Marketing Partnership with Seabrook Beach Community and Sunset Travel Magazine for \$50,000 from the 3% Tourism Fund. The Grays Harbor Tourism Lodging Tax Advisory Committee voted unanimously at the May 23, 2013 Lodging Tax Advisory Committee meeting to support the expenditure of \$50,000.00 from the 3% Tourism fund to partner with Seabrook and Sunset Magazine in a three month sweepstakes promotion in conjunction with Seabrook being chosen as the Sunset Magazine Idea Town.

A detailed report of receivables from Sunset, in exchange for the Grays Harbor Tourism partnership was provided. Seabrook has committed over \$400,000.00 in construction alone, for the Idea Town project, as well as giving away three 30-day overnight packages as prizes for the Idea Town Sweepstakes. The print aspect of the marketing piece alone is worth over three times the \$50,000.00 investment from Grays Harbor Tourism.

**Public Services:**

**1. Request Approval, Contract with the Office of Superintendent of Public Instruction for Interlocal Agreement No. 2013-0408 for reimbursement of health and sanitation**

**inspections:** A motion was made, seconded and passed to approve the Contract with the Office of Superintendent of Public Instruction for Interlocal Agreement No. 2013-0408 for reimbursement of health and sanitation inspections. This contract provides reimbursement for health and sanitation evaluations of food service management for food preparation facilities and feeding sites operating under the U.S. Department of Agriculture Summer Food Service Program during the summer of 2013. The total dollar amount of this contract is \$2,300.00.

**2. Request Approval, Fish Passage Barrier Removal Program-Cedar Creek Road milepost 0.85 County Road Resolution C-83480-04 for \$259,000 of which the county share is \$145,000 and closure of Cedar Creek Road at milepost 0.85 for five days.** A motion was made, seconded and passed to approve the Fish Passage Barrier removal program-Cedar Creek Road milepost 0.85 County Road Resolution C-83480-04 for \$259,000 of which the county share is \$145,000 and closure of Cedar Creek Road at milepost 0.85 for five days. This closure is necessary to remove and install the new culvert. A pedestrian detour will be provided upstream of the culvert site.

**Treasurer's Office:**

**1. Request Approval, to authorize a resolution scheduling the 2013 Tax Foreclosure Sale for December 6, 2013:** A motion was made, seconded and passed to approve Resolution 2013-051 scheduling the 2013 Tax Foreclosure Sale for December 6, 2013.

**ANNOUNCEMENTS**

None

**CORRESPONDENCE:**

None

**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 2:28 p.m.

At 2:58 p.m. Commission Chairman Welch reconvened the regular meeting, stating Commissioners met for a total of 30 minutes and no decisions were made.

**STAFF MEETINGS**

The Board held a regular morning meeting on Monday, June 10, 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, Management Services; Mike Bruner, GH Fair, Events and Tourism Director; and Rick Hole, Assessor. The following Public Services Representatives were present regarding requests and department updates: Road Engineer Russ Esses, Public Services Director Kevin Varness and Mike Ferry, Building Official.

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

**RESOLUTIONS:**

- |                    |   |
|--------------------|---|
| <b>No. 2013-50</b> | <b>Supplemental Budget Appropriation<br/>General Fund Various Departments<br/>\$271,216</b> |
| <b>No. 2013-51</b> | <b>Resolution scheduling the 2013 Tax<br/>Foreclosure Sale for December 6, 2013</b>         |

**ORDINANCES:**

None

**INTERGOVERNMENTAL AGREEMENTS:**

None

The meeting adjourned at 3:00 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