

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

September 30, 2013

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, September 30, 2013, at 2:00 p.m. Commissioners Wes Cormier and Frank Gordon were present with Commissioner Herb Welch participating by phone. Donna McCallum, Clerk of the Board, was present to record the meeting. James Baker, Deputy Prosecuting Attorney, was also present.

CALL TO ORDER AND FLAG SALUTE

BIDS:

None

HEARINGS:

None

PUBLIC COMMENT

Commissioner Gordon 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:

September 23, 2013 Regular & Morning Meeting
Sept. 25, 2013 Audit Entrance, Sept. 25, 2013 AFSCME & Sept. 26, 2013 Special Meetings

Public Services:

Road closures on Oct. 7-8: Olympic View Dr., Tower Blvd. & Technology Way

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

PRESENTATION:

1. **Public Services – Kevin Varness, Director:** Mr. Varness announced two employees were retiring today after 35 years of service to the County, Charlie Marr and Fred Becker. Mr. Varness discussed Mr. Marr's contributions. Russ Esses, County Engineer, discussed Mr.

Becker's work. He stated Mr. Becker has been the Engineer of Record for over 200 projects totaling over \$100 million in value.

Darrell Huckabee stated he came from Sacramento to celebrate with the retirees today. He has worked with the employees numerous times throughout their employment.

Mr. Varness discussed the second item which is an award to the Pacific Beach Wastewater Treatment Plant from the Department of Ecology for 2012 Outstanding Performance. Kevin McManus, Lead Operator, was present to accept the award. Mr. Varness explained there are four employees that work at the plant now that Charlie Marr is retiring: Chris Talovich, Rich Potter, Andy Olson and Kevin McManus.

COMMISSIONERS:

1. **Resolution to appoint Gerald Fuller as Interim Prosecutor:** A motion was made, seconded and passed to approve **Resolution No. 2013-100 appointing Gerald Fuller as Interim Prosecutor as of October 1, 2013 at 12:00 a.m.** Prosecutor Stew Menefee will be retired at 12:00 a.m. this evening. Commissioner Gordon thanked Mr. Menefee for his many years of service to Grays Harbor County.

DEPARTMENTS

Fair, Events and Tourism:

1. **Request Approval, Authorization for spending and for the Fair, Events and Tourism Manager to sign a contract with Visitor's Choice for the 2014 Grays Harbor Fair and Event Center Visitor's Guide - \$3,000:** A motion was made, seconded and passed to authorize for spending and for the Fair, Events and Tourism Manager to sign a contract with Visitor's Choice for the 2014 Grays Harbor Fair and Event Center Visitor's Guide in the amount of \$3,000. The Grays Harbor County Visitor's Guide is the "official guide" utilized by the Grays Harbor Fair, Events and Tourism Department, and it is mailed out in all the Visitor Information packets, as well as being distributed at all the trade shows the Fair staff attend. Further, the guide is also distributed by all area Chambers of Commerce, Visitor Information Centers, as well as many local lodging providers.

2. **Request Approval, Authorization for spending and for the Fair, Events and Tourism Manager to sign a contract with Visitor's Choice for the 2014 Grays Harbor Tourism Visitor's Guide - \$4,560:** A motion was made, seconded and passed to authorize for spending and for the Fair, Events and Tourism Manager to sign a contract with Visitor's Choice for the 2014 Grays Harbor Tourism Visitor's Guide in the amount of \$4,560. The Grays Harbor County Visitor's Guide is the "official guide" utilized by the Grays Harbor Fair, Events and Tourism Department, and it is mailed out in all the Visitor Information packets, as well as being distributed at all the trade shows the Tourism staff attend. Further, the guide is also distributed by all area Chambers of Commerce, Visitor Information Centers, as well as many local lodging providers.

3. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign a contract with the Elma High School Equestrian Team for Fairground use on October 8, 2013: A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign a contract with the Elma High School Equestrian Team for Fairground use on October 8, 2013.

Management Services:

1. Request Approval, Add the Fair and Tourism Office to the ShoreTel Phone System - \$9,052.03: A motion was made, seconded and passed to approve the addition of the Fair and Tourism Office to the ShoreTel Phone System for a cost of \$9,052.03. The Fair and Tourism office should see a cost savings of at least \$230 per month in their line charges and \$110.00 per month in long distance charges, for a total savings of \$340 per month.

Public Health and Social Services:

1. Request Approval, Amendment #1 to the Interlocal Agreement with Lewis County for Community Transformation Grant – provides debarment language: A motion was made, seconded and passed to approve amendment #1 for the CTG Contract with Lewis County. This amendment provides debarment language for the contract.

2. Request Approval, Contract with Theresa Mahar of Special T Consulting to provide Ombuds services – October 1, 2013 through September 30, 2014 - \$49,920: A motion was made, seconded and passed to approve a contract with Theresa Mahar of Special T Consulting. The contract provides Ombuds services to assist persons navigating the mental health system and Quality Review Team facilitation, which provides the mental health system with quality and customer service feedback. The contract is in effect between October 1, 2013 and September 30, 2014. The Social Services Department has budgeted \$49,920 for these services. The Ombuds service is available to all persons in Grays Harbor County. There is no matching requirement for the County for this contract.

3. Request Approval, Contract amendment with Rob Holt Consulting – changes contract period to July 1, 2012 through October 31, 2013 and amount not to exceed \$52,548: A motion was made, seconded and passed to approve a contract amendment with Rob Holt Consulting. The contract is for liaison services to assists persons discharging from Western State Hospital to transition back to the community. The contract is from July 1, 2013 through September 30, 2013. The contract pays \$8,640 from the Mental Health State Fund Grant. There is no County matching requirement.

4. Request Approval, Contract with Catholic Community Services of Western Washington for the Wraparound Program – July 1, 2013 through June 30, 2014 in the amount of \$138,060: A motion was made, seconded and passed to approve a contract with Catholic Community Services of Western Washington. This contract funds the Wraparound Program serving 10 families each month. Wraparound is a care coordination service for families

with children served by multiple agencies. It ensures the child's care is well organized and addresses the family's needs. The contract covers the period July 1, 2013 through June 30, 2014. The total contract amount is \$138,060. There are no County funds or matching obligations with this contract.

Public Services:

- 1. Request Approval, Request for Proposals - Consultant Services for technical aspects of updating the Shoreline Management Plan:** A motion was made, seconded and passed to approve the Public Services Department to advertise for requests for proposals to procure consultant services to assist the county in the technical aspects of the update to the Shorelines Management Plan. The County is required to update the plan (our current plan dates back to the early 1970's) by the State of Washington. The Department of Ecology has awarded up to \$400,000 of financial assistance to complete the project. The County must complete the update in the next two to three years to be grant eligible.
- 2. Request Approval, Landfill Leachate Agreement with the City of Aberdeen for the Aberdeen Sanitary Landfill:** A motion was made, seconded and passed to approve the agreement with the City of Aberdeen to accept and treat the Leachate from the closed Aberdeen Sanitary Landfill. The pump station has been completed so that the County can pump the leachate to the city's system rather than trucking the leachate to the city treatment plant. The project costs are paid from the Landfill Postclosure fund.
- 3. Request Approval, Change Order #3 with Rognlins for the expansion and renovation of the Pacific Beach Wastewater Treatment Plant – \$35,134.25:** A motion was made, seconded and passed to approve Change Order #3 with Rognlins for the expansion and renovation of the Pacific Beach Wastewater Treatment Plant. The expansion and renovation of the Pacific Beach Wastewater Treatment Plant has been completed. Change Order #3 provided for upgrades to the plant headworks, oxidation ditch #1, control systems, and alarm systems. The Change Order amount is \$35,134.25 including sales tax. The County has been able to expand the scope of the project because the original bids came in under the estimate. This has allowed the County to upgrade several 16 year old components. The work has been funded by a Public Works Trust Fund loan from the State of Washington. Repayment of the loan will be made with assistance from the Seabrook Development Company.
- 4. Request Approval, Interagency Agreement with Wash. State Parks & Rec. Commission for Beach Gap Road Maintenance - \$50,000:** A motion was made, seconded and passed to approve an Interagency Agreement with Washington State Parks and Recreation Commission for beach gap road maintenance performed by the County Road Department for an amount not to exceed \$50,000. This also authorizes the County to maintain the beach gaps as done in the past.
- 5. Request Approval, Transportation Alternatives Program Application requesting \$453,616 of federal funds for Montesano Street Pedestrian and Bicycle Route Project between Westport and the Ocosta Schools:** A motion was made, seconded and passed to

approve the Transportation Alternatives Program (TAP) application requesting \$453,616 of federal funds to build a paved pathway along Montesano Street between Westport and the Ocosta Schools Complex.

6. Request Approval, USGS Stream Gage Joint Funding Agreement to replace Satsop River gage with a new radar sensor gage - \$9,960: A motion was made, seconded and passed to approve an agreement with USGS to replace the existing river gage on the Satsop River with a new radar sensor river gage. The current bridge rehabilitation project will make the existing gage inoperable. The County's fixed cost to replace and relocate the river gage is \$9,960. Federal Highways will reimburse the County for this cost as part of the bridge project.

ANNOUNCEMENTS

The Clerk of the Board announced the interlocal agreement with the City of Elma for rental of the Fair's Kiddie Train and bleachers, approved on September 23, 2013 by the Board of Commissioners was not signed by the City of Elma and thus is not valid.

Frank Gordon expressed his congratulations to Prosecutor Stew Menefee on his retirement. He thanked him for over 34 years of service to Grays Harbor County. The Clerk of the Board read a list of Mr. Menefee's accomplishments including the drug diversion program and victim witness unit. Mr. Menefee has served as the President of the Washington Association of Prosecuting Attorney's and served on the JISC Committee.

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, September 30, 2013, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room 1. Commissioners Wes Cormier and Frank Gordon and Clerk of the Board Donna McCallum reviewed agendas, calendars and pending daily office issues. Commissioner Herb Welch was present by phone. The Board met with Dale Gowan, Central Services Director, regarding an agenda item, Ron Strabbing, Treasurer, regarding a request to hire, Mike Bruner, Fair, Events and Tourism Manager, regarding agenda items, and the following Public Services Representatives regarding requests, agenda items and department updates: Public Services Director Kevin Varness, County Surveyor Tom Gray and Road Engineer Russ Esses.

RECAP OF APPROVED RESOLUTIONS, ORDINANCES, AND INTERGOVERNMENTAL AGREEMENTS:

RESOLUTIONS:

No. 2013-100

**Appointing Gerald Fuller as Interim
Prosecutor as of October 1, 2013 at 12:00
a.m.**

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

- **Amendment #1 to the Interlocal Agreement with Lewis County for Community Transformation Grant**
- **Landfill Leachate Agreement with the City of Aberdeen**

The meeting adjourned at 2:35 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