

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

November 4, 2013

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, November 4, 2013, at 2:00 p.m. Commissioners Wes Cormier, Frank Gordon and Herb Welch were present. Donna McCallum, Clerk of the Board, was present to record the meeting.

CALL TO ORDER AND FLAG SALUTE

BIDS:

None

HEARINGS:

1. **Emergency Budget, Clerk, \$5,700:** There was a public hearing on November 4, 2013 to consider an emergency budget appropriation in the Clerk's Office in the amount of \$5,700. Notice of this hearing was published in *The Montesano Vidette* on October 24, 2013. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this appropriation will cover the leave cash out of an employee that retired.

Commissioner Gordon 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. 2013-113 authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Clerk's Office in the amount of \$5,700.

2. **Emergency Budget, Coroner, \$11,500:** There was a public hearing on November 4, 2013 to consider an emergency budget appropriation in the Coroner's Office in the amount of \$11,500. Notice of this hearing was published in *The Montesano Vidette* on October 24, 2013. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this appropriation is necessary to cover additional autopsy fees and costs associated with unclaimed or indigent remains.

Commissioner Gordon 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. 2013-114 authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Coroner's Office in the amount of \$11,500.

3. Emergency Budget, Non-Departmental, \$25,000: There was a public hearing on November 4, 2013 to consider an emergency budget appropriation in the Non-Departmental Fund in the amount of \$25,000. Notice of this hearing was published in *The Montesano Vidette* on October 24, 2013. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this resolution will authorize the transfer of \$25,000 to Central Services to provide funding for the replacement of a portion of the oldest computers in the General Fund. Central Services will manage the replacement of these computers.

Commissioner Gordon 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. 2013-115 authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Non-Departmental Fund in the amount of \$25,000.

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:

October 28, 2013 Regular & Morning Meeting
Special Meeting: October 29, 2013

Commissioners:

Set Bid Date – *December 9, 2013* – Indigent Defense Contracts for 2014
Superior Court Indigent Defense Contracts with Ronnie Soriano and Brian Gerhart

Management Services:

Set Hearing Date – *November 18, 2013* – Supplemental Budget, Assessor's Office,
\$125,000
Set Hearing Date – *November 18, 2013* – Emergency Budget, Board of Equalization,
\$3,100

Public Health:

Application for \$3,500 for a Capacity Building Award Grant to support Medical Reserve Corps for years 2013-2014
Payment of CHOICE Membership dues for October 1, 2013 – September 30, 2014,
\$5,092

Public Services:

Surplus and authorization to total a 2009 Chevy Tahoe
Surplus a 2008 Ford F-350

Correspondence:

Lawsuit, L-653-13 Karen Landberg and Debra Andrews

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

COMMISSIONERS:

Clerk of the Board Donna McCallum, read the first refund levy document. Commissioner Cormier stated his view and made a motion to not impose the tax. Commissioner Welch asked to have the decisions postponed. Commissioner Cormier withdrew his motion. The decision on the following three items was postponed until November 18, 2013:

1. **Decision whether to impose a refund levy for the Road Fund up to \$19,818.28:**
2. **Decision whether to impose a refund levy for the General Fund up to \$78,771.64:**
3. **Decision whether to impose a refund levy for the Veteran Relief Fund up to \$222.64:**

DEPARTMENTS

Fair, Events and Tourism:

1. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign Fairground Use agreements with the Grays Harbor Posse for November 3rd and December 8th:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign Fairground Use Agreements with the Grays Harbor Posse for November 3rd and December 8th.

Management Services:

1. **Request Approval, Resolution – Budget Transfer, Auditor M&O - \$5,000:** A motion was made, seconded and passed to approve **Resolution No. 2013-116 transferring items in the Grays Harbor County Miscellaneous Fund Auditor's M&O Fund in the amount of \$5,000.**

Public Health and Social Services:

1. **Request Approval, Amendment 6 to the Contract with DSHS/DBHR for prevention programs: extends the contract to June 30, 2015 and corrects language:** A motion was made, seconded and passed to approve amendment 6 to the contract with DSHS/DBHR. The purpose of the amendment is to correct inconsistent language from the July 2013 contract amendment, ensure that the County will use prevention funds to coordinate and implement prevention programs designed to prevent or delay the misuse and abuse of alcohol, tobacco, and other drugs and to extend the life of the current contract to June 30, 2015. The contract maximum consideration is \$2,047,878.

2. Request Approval, Amendment 7 to the Contract with DSHS/DBHR to decrease funding for CJTA by \$35,109; new total \$2,012,769: A motion was made, seconded and passed to approve Amendment 7 to the contract with DSHS/DBHR. The purpose of the amendment is to decrease the CJTA funding for the July 2011 through June 2013 time period in the amount of \$35,109. The maximum consideration is \$2,012,769.

3. Request Approval, Amendment 11 to the 2012-2014 Consolidated Contract with Wash. State Dept. of Health – adds \$156,994 in funding and amends the statement of work: A motion was made, seconded and passed to approve Amendment 11 to the 2012-2014 Consolidated Contract with the Washington State Department of Health. This amendment adds funds and amends the Statements of Work for Immunizations, Tuberculosis, Community Transformation, Maternal Child Health, and the SNAP-Ed program. It increases overall consideration of the Consolidated Contract by \$156,994.

4. Request Approval, Contract with Sea Mar Community Health Center for outpatient mental health treatment – annual maximum of \$76,380 for October 1, 2013 through September 30, 2014: A motion was made, seconded and passed to approve the contract with Sea Mar Community Health Center. The purpose of the contract is to provide outpatient mental health treatment to persons in Grays Harbor County. Services include individual treatment, group treatment, and case management, medication monitoring and psychiatric evaluation. The contract will serve about 100 persons per month and contains an annual maximum of \$76,380.00. There are no county matching funds in this contract.

** The Clerk of the Board announced the following item had been added to the agenda:

Treasurer:

1. Request Approval, Personal Services Agreement with Regina Miller for work related to excise tax reporting and in house programs to update the tax roles – agreement ends on December 31, 2014: A motion was made, seconded and passed to approve a personal services agreement with Regina Miller for work related to excise tax reporting and in house programs to update the tax roles. The agreement ends on December 31, 2014. The hourly rate is \$50 with hours not to exceed 400 or the total budget for this work.

ANNOUNCEMENTS

There will be no meeting next Monday, November 11th in observance of Veteran's Day.

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, November 4, 2013, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room 1. Commissioners Wes Cormier, Herb Welch 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 Director, and James Baker, Senior Deputy Prosecuting Attorney, to meet in Executive Session under anticipated litigation in an automobile collision case; RCW 42.30.110 (i), Tim Gibbs, Greater Grays Harbor Inc. Director, for an update and Public Services Director Kevin Varness, Road Engineer Russ Esses and Environmental Health Director Jeff Nelson to discuss agenda items.

RECAP OF APPROVED RESOLUTIONS, ORDINANCES, AND INTERGOVERNMENTAL AGREEMENTS:

RESOLUTIONS:

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| No. 2013-113 | Authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Clerk's Office in the amount of \$5,700 |
| No. 2013-114 | Authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Coroner's Office in the amount of \$11,500 |
| No. 2013-115 | Authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Non-Departmental Fund in the amount of \$25,000 |
| No. 2013-116 | Transferring items in the Grays Harbor County Miscellaneous Fund Auditor's M&O Fund in the amount of \$5,000 |

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

None

The meeting adjourned at 2:17 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