

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

November 18, 2013

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, November 18, 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. James Baker, Senior Deputy Prosecuting Attorney, was also present.

CALL TO ORDER AND FLAG SALUTE

BIDS:

None

HEARINGS:

1. Supplemental Budget – Central Services, \$50,000: There was a public hearing on November 18, 2013 to consider a supplemental budget appropriation in the Central Services Department in the amount of \$50,000. Notice of this hearing was published in *The Montesano Vidette* on November 7 and 14, 2013. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this resolution authorizes \$50,000 of machinery and equipment purchases for the replacement of a portion of the oldest computers in the General Fund. This project will be funded by a transfer in from the General Fund and the use of ending cash in Central Services.

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. 2013-117 authorizing an emergency appropriation in the budget of the Grays Harbor County Miscellaneous Fund Central Services in the amount of \$50,000.

2. Supplemental Budget – Assessor, \$125,000: There was a public hearing on November 18, 2013 to consider a supplemental budget appropriation in the Assessor's Office in the amount of \$125,000. Notice of this hearing was published in *The Montesano Vidette* on November 7 and 14, 2013. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported the Assessor's Office is eligible to receive grant funding from the Washington State Department of Revenue to assist with the conversion to an annual revaluation system for property tax valuation. These funds will be used for programming to allow the Assessor's Office to continue building tools necessary for doing annual updates.

Assessor, Rick Hole, stated he encourages support of the grant funding for the annual revaluation system. He stated they are making progress on the system and some of the tools are ready to go.

Commissioner Gordon asked if there was any public comment. There was no public comment and the hearing was closed.

Commissioner Gordon asked to delay the decision for one week.

ACTION: A motion was made, seconded and passed to delay the decision on this hearing for one week to November 25, 2013.

3. Emergency Budget- Board of Equalization, \$3,100: There was a public hearing on November 18, 2013 to consider an emergency budget appropriation in the Board of Equalization in the amount of \$3,100. Notice of this hearing was published in *The Montesano Vidette* on November 7, 2013. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this appropriation will cover salary and benefits necessary for hearings scheduled for the remainder of this year.

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. 2013-118 authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Board of Equalization in the amount of \$3,100.

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.

James Lahagen, Pacific County resident, made comments regarding a legal issue with a cranberry grower. Responding to his inquiry, James Baker stated Grays Harbor County is not a charter county.

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

November 4, 2013 Regular & Morning Meeting
Special Meeting: November 6, 2013

Auditor:

Month End Expenditures Audit Report – Claims: \$4,297,470.87 and Salary:
\$2,331,755.67

Commissioners:

Re-appoint Corby Varness to the Timberland Regional Library Board of Trustees for a term expiring December 31, 2020
Acceptance of District Court Indigent Defense Contract and Certification of Compliance for Andrew Monson
Set Hearing Date – *December 2, 2013*- Property Tax Levy
Set Hearing Date – *December 2, 2013* – 2014 Budget

Management Services:

Set Hearing Date – *December 9, 2013* – Supplemental Budget, Sheriff's Department, \$186,086
Set Hearing Date – *December 9, 2013* – Supplemental Budget, General Fund, \$265,000

Public Services:

Advertise for Consulting Services for the Elma-Porter Flood Mitigation Project
Date extension to December 16th for the RFP for Jail Security Projects

Correspondence:

Lawsuit, L-671-13, Northwest Local Access Network
Claim, C-672-13, Paul and Karen LaDue
DNR Timber Report for 3rd Quarter

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

COMMISSIONERS:

1. Decision whether to impose a refund levy for the Road Fund up to \$19,818.28:

Commissioner Gordon made a motion to approve the refund levy for the Road Fund in the amount of \$19,818.28. The motion died due to a lack of second. Commissioner Cormier made a motion to deny the refund levy with Commissioner Welch seconding the motion. When the vote was called Commissioner Cormier voted for the motion with Commissioners Welch and Gordon voting against. There were no further motions.

2. Decision whether to impose a refund levy for the General Fund up to \$78,771.64:

Commissioner Gordon asked where the cuts were going to come from if the other Commissioners did not agree to this refund levy. He stated this money is needed in the General Fund. Commissioner Gordon made a motion to approve the refund levy for the General Fund in the amount of \$78,771.64 with Commissioner Welch seconding the motion. Commissioners Welch and Gordon voted for the motion with Commissioner Cormier voting against; motion passed.

3. Decision whether to impose a refund levy for the Veteran Relief Fund up to \$222.64:

Commissioner Gordon made a motion to approve the refund levy for the Veteran Relief Fund in the amount of \$222.64 with Commissioner Welch seconding the motion. Commissioners Welch and Gordon voted for the motion with Commissioner Cormier voting against; motion passed.

4. 2014-2017 Collective Bargaining Agreement and Subscription Agreement - Teamsters Support Staff Division: A motion was made, seconded and passed by

Commissioners Welch and Gordon to approve the 2014 through 2017 collective bargaining agreement and subscription agreement with the Teamsters Support Division. Commissioner Cormier voted against. This is a four year agreement.

Convene as Board of Health:

Commissioner Gordon announced the Commissioners were moving out of the Regular Meeting and into the meeting for the Board of Health.

1. Foodworker Card Program Interlocal Agreement with Tacoma-Pierce County Health Department – January 1, 2014 through December 31, 2016: A motion was made, seconded and passed to approve the food worker card program interlocal agreement with Tacoma-Pierce County Health Department (TPCHD) for January 1, 2014 through December 31, 2016. This agreement will allow local food workers to take the required food safety training and testing necessary to obtain a food worker card, as required by Chapter 246-217 of the Washington Administrative Code (WAC). The online food training program supplements the live classroom trainings, which are held the 1st and 3rd Thursday of each month. This Agreement replaces the current Agreement, which expires December 31, 2013. It covers a 2-year term beginning January 1, 2014 and will expire December 31, 2016. TPCHD will retain a \$3.00 per-card fee as payment for this service. This is the only online program available to obtain a valid food workers card in Washington State.

Commissioner Gordon stated the Board of Health meeting was closed and moved back into the Regular Board Meeting.

DEPARTMENTS

Fair, Events and Tourism:

1. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign a Contract with Romeo Entertainment Group to book talent for the 2014 County Fair: A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign a Contract with Romeo Entertainment Group to book talent for the 2014 County Fair. Romeo Entertainment Group will be paid a producer's fee of 10 percent of the cost of the Artist's fee flat plus a hotel room for two nights for a Romeo Entertainment Service Representative.

2. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign Fairground Facility Use agreement with Montesano High School Equestrian Team for November 14th, December 5th and December 12, 2013: A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign a Fairground Facility Use Agreement with Montesano High School Equestrian Team for November 14th, December 5th and December 12th.

3. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign Fairground Facility Use Agreements for 2014 (Two Lists): A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign Facility Use Agreements with the following groups for 2014:

Elma High School Equestrian Practices: Jan. 7,9,14,16,21,23,28,30
Top Dog Agility: March 1, 2
Top Dog Agility: October 18, 19
American Cancer Society: June 13, 14
WAHSET- District 6: April 24-27
Pacific Rim Arabian Horse Show: Oct. 3-5
Grays Harbor Posse: Jan. 4, 2014
Grays Harbor Posse: Jan. 5, 2014
WAHSET-District 2: March 13-16, 2014
Woodbrook Pony Club: March 29, 2014
Pacific Rim Arabian Horse Association: April 11-13, 2014
Grays Harbor Geology & Gem Society: April 26-27, 2014

Forestry:

1. Request Approval, Accept Contracts as complete and release retainage to: Sierra Pacific Industries, Inc. for West Fork Andrews Creek No. 1 and John's River A Line No. 1 and to Quinault Logging Corporation for the Nelson Creek Salvage Sale: A motion was made, seconded and passed to accept the contracts as complete and release retainage to: Sierra Pacific Industries, Inc. for West Fork Andrews Creek No. 1 and John's River A Line No. 1 and to Quinault Logging Corporation for the Nelson Creek Salvage Sale.

Management Services:

1. Request Approval, Authorization for the Chair to sign a Grant Agreement with the Office of Public Defense for 2014 - \$69,059: A motion was made, seconded and passed to authorization for the Chair to sign a grant agreement with the Office of Public Defense for 2014 in the amount of \$69,059. This amount is based on population and the number of felony filings.

Public Health and Social Services:

1. Request Approval, Contract with L&R Physician Services to locate psychiatrists for County inmate services utilizing the internet - September 1, 2013 through August 31, 2014:

A motion was made, seconded and passed to approve a contract with L&R Physician Services. This contractor locates psychiatrists that provide evaluations over an internet video link, a service called "telepsychiatry." This contract will allow the County to provide psychiatric evaluations for inmates in the Grays Harbor County Jail who have untreated serious mental illness. By evaluating and treating their illness in the jail the County will be able to stabilize their symptoms, plan for a handoff to community treatment providers, and prevent them from revolving purposelessly through the courts. The contractor is also the fiscal agent for the exchange of payment between the County and the psychiatrist. The contract is for the period

September 1, 2013 through August 31, 2014. We anticipate providing between 4-6 psychiatric evaluations per month at a cost of \$250 each.

2. Request Approval, Amendment 2 to the 2012-2015 Youth Recovery Support Services Contract with Educational Service District 113/True North to add funding for years two and three for a total contract amount of \$457,970: A motion was made, seconded and passed to approve amendment 2 to the 2012-2015 Youth Recovery Support services contract amendment with Educational Service District 113/True North. This contract amendment allows funding for year 2 of 3 for a special project grant funded by Substance Abuse Mental Health Services Administration to provide evidence based chemical dependency treatment to youth as well as recovery support services to youth and their families. This contract provides the funds for all aspects of the project but is separate from the treatment services contract that will continue to cover direct treatment services to the clients involved in youth outpatient treatment services through ESD113/True North. This contract provides services from November 1, 2012-October 30, 2014 (years 1&2) for a total contract amount of \$457,970.

3. Request Approval, Working Agreement with Chelan/Douglas RSN for mental health information system services: A motion was made, seconded and passed to approve the working agreement with Chelan/Douglas Regional Support Network for mental health information system services on an as-needed basis in the absence of the Grays Harbor Regional Support Network database administrator. The back-up is a requirement of the Medicaid program. The working agreement does not involve exchanging any funds.

Public Services:

1. Request Approval, Mattson Road Garrard Creek Bridge Replacement Consulting Agreement with Exeltech Consulting Inc. for design of the replacement bridge at an approximate cost of \$250,000 of which 80 percent is federally funded: A motion was made, seconded and passed to approve the Consulting Agreement with Exeltech Consulting, Inc. of Lacey, WA for designing the replacement bridge on the Mattson Road over Garrard Creek. The cost of the work included in this agreement is expected to be around \$250,000 with 80% of the cost to eligible for reimbursement under the Federal Bridge Replacement Program.

2. Request Approval, Interlocal Agreement with the Wash. State Dept. of Fish and Wildlife for Marine Resource Committee funding in 2013 and 2014 in the amount of \$28,270 - July 1, 2013 through June 20, 2014: A motion was made, seconded and passed to approve the Interlocal Agreement with the Washington State Department of Fish and Wildlife for Marine Resource Committee funding. This contract (#13-1979) has an effective period of July 1, 2013 through June 30, 2014. The initial contract provides \$20,000 for coordination and \$8,270 for projects. Additional project funding of \$10,230 is available through amendments. This funding would be available from WDFW through this Agreement by way of reimbursement. Guidance for funding use and scope of work are found in the Contract/Project Summary.

3. Request Approval, Interlocal Agreement with the Office of Financial Management for the Elma-Porter Flood Mitigation Project - \$584,000 of State funding to design overflow bridge on the South Bank Road and to perform hydraulic modeling and analyze feasibility of a project to reduce flooding for Dunlap Road and South Bank Road: A motion was made, seconded and passed to hold this item for one week to November 25, 2013, as requested by Commissioner Cormier.

4. Request Approval, Authorization for the Chairman to sign a Consultant Agreement with AMEC Environmental & Infrastructure to complete Plans, Specifications and Estimate and all permits for the Wishkah Road Flood Levee Project – estimated at \$400,000 & state funded: A motion was made, seconded and passed to approve the Consulting Agreement with AMEC Environmental & Infrastructure of Bothell, WA for completing the Plans, Specifications and Estimate (PS&E) and obtaining all permits for the Wishkah Road Levee Project. The cost of the work included in this Agreement is estimated at \$400,000. This work is eligible for reimbursement from the State (OFM).

5. Request Approval, Accept as complete the Pacific Beach Wastewater Plant Expansion Project at a final cost of \$2,805,621.21 funded from the Public Works Trust Fund Loan and contributions from Seabrook Development: A motion was made, seconded and passed to accept the Pacific Beach Wastewater Plant Expansion Project as complete at a final cost of \$2,805,621.21 funded from the Public Works Trust Fund Loan and contributions from Seabrook Development. The project's General Contractor, Rognlin's, Inc. of Aberdeen, has met all contract obligations. The project was substantially complete and operational earlier this summer, but there have been a few issues with the UV disinfection system that needed completion.

6. Request Approval, Accept as complete the Fairgrounds Agricultural Building Project at a final contract cost of \$288,413 not including sales tax: A motion was made, seconded and passed to accept the Fairgrounds Agricultural Building Project as complete at a final contract cost of \$288,413 not including sales tax.

ANNOUNCEMENTS

None

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, November 18, 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 Joan Brewster, Public Health and Social Services Director, regarding agenda items and requests, Brenda Sherman, Budget Director, for a Budget update and the following Public Services Representatives: Public Services Director Kevin Varness, Road Engineer Russ Esses, Environmental Health Director Jeff Nelson and Environmental Health Specialist Garrett Dalan to discuss agenda items.

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

RESOLUTIONS:

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|---------------------|--|
| No. 2013-117 | Authorizing an emergency appropriation in the budget of the Grays Harbor County Miscellaneous Fund Central Services in the amount of \$50,000 |
| No. 2013-118 | Authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Board of Equalization in the amount of \$3,100 |

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

- Amendment 2 to the 2012-2015 Youth Recovery Support Services Contract with Educational Service District 113/True North

The meeting adjourned at 2:44 p.m.

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

FRANK GORDON, Acting Chair, District 2

WES CORMIER, Commissioner, District 1

HERB WELCH, Commissioner, District 3

ATTEST:

Donna McCallum, Clerk of the Board