

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

December 30, 2013

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

CALL TO ORDER AND FLAG SALUTE

BIDS:

1. **Jail Security Project RFP's:** The Clerk of the Board stated this bid opening has been delayed from November 25, 2013 and December 16, 2013 to today. She stated the project includes installation of video surveillance and intercom security systems for the County Jail. RFP's were received from ABSCO Solutions of Lynnwood and Convergent Technologies of Renton.

A motion was made, seconded and passed to approve the RFP's to be sent to the appropriate Department for review.

2. **Raceway RFP:** The Clerk of the Board read the RFP and announced the following two organizations submitted proposals: Circle Motion Promotions and Funtime Promotions.

A motion was made, seconded and passed to approve the RFP's to be sent to the appropriate Department for review.

HEARINGS:

1. **Supplemental Budget – Clerk's Office, \$2,000:** There was a public hearing on December 30, 2013 to consider a Supplemental Budget in the Clerk's Office in the amount of \$2,000. Notice of this hearing was published in *The Montesano Vidette* on December 19 and 26, 2013. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported the Clerk has received additional revenue in Superior Court Record fees and would like to use these funds to purchase software for the computers they are receiving from Administrative Office of the Courts (AOC).

Commissioner Gordon called for public comment. Hearing none, he closed the hearing.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2013-145 authorizing a supplemental budget appropriation in the General Fund Clerk's Office in the amount of \$2,000.

2. **Supplemental Budget – Fair Fund, \$3,375:** There was a public hearing on December 30, 2013 to consider a Supplemental Budget in the Fair Fund in the amount of \$3,375. Notice of this hearing was published in *The Montesano Vidette* on December 19 and 26, 2013. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this amendment increases carnival revenue and entertainment expenses by \$3,375, reflecting actual activity for this years' County Fair.

Commissioner Gordon called for public comment. Hearing none, he closed the hearing.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2013-146 authorizing a supplemental budget appropriation in the Miscellaneous Fund Fair Fund in the amount of \$3,375.

3. **Supplemental Budget – Juvenile Department, \$3,600:** There was a public hearing on December 30, 2013 to consider a Supplemental Budget in the Juvenile Department in the amount of \$3,600. Notice of this hearing was published in *The Montesano Vidette* on December 19 and 26, 2013. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this resolution records additional revenue and expenditures available after signing a reimbursement agreement with AOC for the purchase of computer equipment.

Commissioner Gordon called for public comment. Hearing none, he closed the hearing.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2013-140 authorizing a supplemental budget appropriation in the General Fund Juvenile Department in the amount of \$3,600.

4. **Supplemental Budget – Superior Court, \$4,200:** There was a public hearing on December 30, 2013 to consider a Supplemental Budget in Superior Court in the amount of \$4,200. Notice of this hearing was published in *The Montesano Vidette* on December 19 and 26, 2013. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this resolution records additional revenue and expenditures available after signing a reimbursement agreement with AOC for the purchase of computer equipment.

Commissioner Gordon called for public comment. Hearing none, he closed the hearing.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2013-141 authorizing a supplemental budget appropriation in the General Fund Superior Court in the amount of \$4,200.

5. **Emergency Budget – Superior Court, \$5,000:** There was a public hearing on December 30, 2013 to consider an emergency budget in Superior Court in the amount of \$5,000. Notice of this hearing was published in *The Montesano Vidette* on December 19, 2013. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this budget increase is needed to cover jury fees, mileage and bailiffs for the remainder of the year.

Commissioner Gordon called for public comment. Hearing none, he closed the hearing.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2013-142 authorizing an Emergency Budget appropriation in Superior Court in the amount of \$5,000.

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.

Charles Lair, Aberdeen, inquired as to the progress on the timber companies charging fees for entry to timberlands. Commissioner Cormier stated he is getting ready to send a letter to those companies involved.

CONSENT AGENDA: Approval was requested for the following items:

Donna McCallum noted there was a typo for the set hearing date under Management Services, the date listed is December 30, 2013, but should be January 13, 2014.

Minutes:

December 16, 2013 Regular and Morning Meeting
Special Meeting – October 30 continued to November 5 and 14, 2013

Commissioners:

Appoint Mike Harris to the Veteran's Advisory Board for an unexpired term ending December 31, 2014
Reappoint Sydney Baker, James Lambert and Maurice Fox to the Veteran's Advisory Board for terms ending December 31, 2015
Appoint Alissa Shay to the Pacific Mountain WDC for a term ending December 31, 2016

Management Services:

Set Hearing Date – *January 13, 2014* – Emergency Budget, Superior Court \$9,855

Treasurer:

Surplus a Hasler Whisperjet 180 Postage Machine and Meter
Official Bond for Treasurer Ron Strabbing for 2014

ACTION: A motion was made, seconded and passed to approve the Consent Agenda as listed with the set hearing date being changed to January 13, 2014.

COMMISSIONERS:

1. Teamsters Collective Bargaining Agreement – Corrections Division for 2014 through 2016 and WA Teamsters Welfare Trust Subscription Agreement: A motion was made, seconded and passed to approve the Teamsters Collective Bargaining Agreement for the Corrections Division for 2014 through 2016 and the WA Teamsters Welfare Trust Subscription

Agreement. The agreement has been negotiated for a 2.2% wage increase in 2014 with a 2% increase for 2015 and 2016.

** The following item was added to the agenda:

2. **2014 Levy Certification:** A motion was made, seconded and passed to approve the 2014 levy certification.

DEPARTMENTS:

Forestry:

1. **Request approval, Accept the Contract as Complete and release the performance bond to Sierra Pacific Industries, Inc. for the Barlow Creek No. 4 timber sale:** A motion was made, seconded and passed to accept the Contract as Complete and release the performance bond to Sierra Pacific Industries, Inc. for the Barlow Creek No. 4 timber sale.

Management Services:

1. **Request Approval, Resolution – Budget Transfer, Auditor M&O, \$5,000:** A motion was made, seconded and passed to approve **Resolution No. 2013-143 transferring items in the Grays Harbor County Miscellaneous Fund Auditor M&O in the amount of \$5,000.** This resolution transfers \$5,000 from real estate excise preservation to machinery and equipment for the Treasurer. This amount will be used to fund the replacement of a server used for document storage.

2. **Request Approval, Resolution – Budget Transfer, Tax Title Management, \$249,872:** A motion was made, seconded and passed to approve **Resolution No. 2013-144 transferring items in the Grays Harbor County Tax Title Management Fund in the amount of \$249,872.** This amendment transfers budget from professional services and ending cash to easements and transfers out.

Public Health and Social Services:

1. **Request Approval, Contract with Garden Raised Bounty for implementation of the garden-focused youth development program – October 1, 2013 through September 30, 2014 in the amount of \$9,050:** A motion has been made, seconded and passed to approve a contract with Garden Raised Bounty. The purpose of this contract is to obtain education and technical assistance needed by public health staff to successfully implement a garden-focused youth development program. The contract runs from October 1, 2013 through September 30, 2014 and is supported by the SNAP-Ed grant and funds from the Grays Harbor Community Foundation. The contract amount is \$9,050.

2. **Request Approval, Contract with the Department of Commerce for resources to address homelessness – Contract period of January 1, 2014 through December 31, 2015:** A

motion has been made, seconded and passed to approve a contract with the Department of Commerce. This contract is designed to support an integrated system of housing assistance to prevent homelessness and quickly rehouse households who are unsheltered. This contract provides resources to address the needs of people who are homeless or at risk of homelessness. The contract begins January 1, 2014 and expires December 31, 2015. It includes four categorical funds and authorizes spending 75% of the Base, Performance and Ending Family Homelessness funding through June 30, 2015 and 100% of the Housing and Essential Needs (HEN) funding. This includes the Ending Family Homelessness Match Certification required by the Department of Commerce. Grays Harbor County must provide match to the Base and Ending Family Homeless categorical funding in the amount of \$481,699 over the course of the contract period. The maximum contract award is \$1,099,238.00.

Sheriff:

1. Request Approval, Addendum to the Jail Services Contract with the City of Westport – prepayment in the amount of \$5,000: A motion was made, seconded and passed to approve an addendum to the Jail Services Contract with the City of Westport for prepayment for 2014 in the amount of \$5,000. Rick Scott, Sheriff, stated the prepayment gives the city reserved bed space at a discounted rate.

ANNOUNCEMENTS

Commissioner Gordon made two announcements. He thanked all the County employees for their hard work. He also stated local municipalities need to start making an effort to hire locally for projects. He stated our County needs to start keeping money on the harbor when possible.

Charles Lair made comments on property valuation.

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, December 30, 2013, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room 1. Commissioners Wes Cormier, Frank Gordon and Herb Welch (by phone for all of the meeting but the 11:00 a.m. portion), along with Clerk of the Board Donna McCallum reviewed agendas, calendars and pending daily office issues. The Board met with Dale Gowan, Central Services/Risk Management Director, regarding requests and Environmental Health Director Jeff Nelson to discuss updates.

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

RESOLUTIONS:

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|---------------------|---|
| No. 2013-145 | Authorizing a supplemental budget appropriation in the General Fund Clerk's Office in the amount of \$2,000 |
| No. 2013-146 | Authorizing a supplemental budget appropriation in the Miscellaneous Fund Fair Fund in the amount of \$3,375 |
| No. 2013-140 | Authorizing a supplemental budget appropriation in the General Fund Juvenile Department in the amount of \$3,600 |
| No. 2013-141 | Authorizing a supplemental budget appropriation in the General Fund Superior Court in the amount of \$4,200 |
| No. 2013-142 | Authorizing an Emergency Budget appropriation in Superior Court in the amount of \$5,000 |
| No. 2013-143 | Transferring items in the Grays Harbor County Miscellaneous Fund Auditor M&O in the amount of \$5,000 |
| No. 2013-144 | Transferring items in the Grays Harbor County Tax Title Management Fund in the amount of \$249,872 |

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

None

The meeting adjourned at 2:31 p.m.

BOARD OF COMMISSIONERS
For Grays Harbor County
This _____ day of _____, 2014

FRANK GORDON, Chairman, District 2

WES CORMIER, Commissioner, District 1

HERB WELCH, Commissioner, District 3

ATTEST:

Donna McCallum, Clerk of the Board