

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

February 10, 2014

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, February 10, 2014, at 2:00 p.m. Commissioners present were Wes Cormier, Frank Gordon and Herb Welch. Donna McCallum, Clerk of the Board, was present to record the meeting. Jennifer Weiland, Senior Deputy Prosecuting Attorney, was also present.

CALL TO ORDER AND FLAG SALUTE

BIDS:

1. **2014 Emulsified Asphalt Contract:** It was advertised January 16 and 23, 2014, in the *Montesano Vidette*, that bids would be accepted for the 2013 Emulsified Asphalt Supply Contract. The contemplated work to be performed under this contract consists of furnishing and hauling to various County locations approximately 1,150 Tons of CRS-2P Emulsified Asphalt. All materials furnished shall conform to current publications of the 2014 Standard Specifications for Road and Bridge Construction.

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:

Company	Location	Bid Amounts (subtotals w/o tax)
McAsphalt Industries	Langley, BC	\$745,250
Albina Asphalt	Vancouver, WA	\$696,750
Paramount Petroleum	Portland, OR	\$702,700

The bids were forwarded to the Road Department for review and recommendation.

HEARINGS:

1. **Supplemental Budget -Facilities Capital Fund, \$100,000:** There was a public hearing on February 10, 2014 to consider supplemental budget appropriation in the Facilities Capital Fund in the amount of \$100,000. Notice of this hearing was published in *The Montesano Vidette* on January 30 and February 6, 2014. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this resolution increases Department of Commerce grant revenue and transfers out to cumulative reserve for the energy retrofit project.

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

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-023 authorizing a supplemental budget appropriation in the Facilities Capital Fund in the amount of \$100,000.

2. **Supplemental Budget - Recreation and Activity Fund, \$8,992:** There was a public hearing on February 10, 2014 to consider supplemental budget appropriation in the Recreation and Activity Fund in the amount of \$8,992. Notice of this hearing was published in *The Montesano Vidette* on January 30 and February 6, 2014. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this resolution authorizes additional salaries and advertising expenditures funded by a transfer in from the tourism fund.

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

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-018 authorizing a supplemental budget appropriation in the Recreation and Activity Fund in the amount of \$8,992.

3. **Supplemental Budget - Cumulative Reserve Fund, \$750,000:** There was a public hearing on February 10, 2014 to consider supplemental budget appropriation in the Cumulative Reserve Fund in the amount of \$750,000. Notice of this hearing was published in *The Montesano Vidette* on January 30 and February 6, 2014. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this resolution increases revenue for the final payment on the sale of the Oakhurst property and transfers in from facilities capital for the energy retrofit project. Appropriations are being increased for a transfer out to facilities capital for the energy retrofit project. Ending cash is being increased by the difference of \$450,000. Also included in this resolution, are six BARS code changes which have a net zero effect on the budget.

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

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-019 authorizing a supplemental budget appropriation in the Cumulative Reserve Fund in the amount of 750,000.

4. **Supplemental Budget Reduction – Crime Victim Penalty Fund, \$988:** There was a public hearing on February 10, 2014 to consider supplemental budget reduction in the Crime Victim Penalty Fund in the amount of \$988. Notice of this hearing was published in *The Montesano Vidette* on January 30 and February 6, 2014. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this amendment decreases beginning cash to the actual amount as of January 1 as well as appropriations for personnel benefits.

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

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-020 authorizing a supplemental budget reduction in the Crime Victim Penalty Fund in the

amount of \$988.

5. Supplemental Budget Reduction – Road Fund, \$2,072,928: There was a public hearing on February 10, 2014 to consider supplemental budget reduction in the Road Fund in the amount of \$2,072,928. Notice of this hearing was published in *The Montesano Vidette* on January 30 and February 6, 2014. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this amendment decreases beginning cash to the actual amount as of January 1, decreases real and personal property taxes \$500,000 for the levy shift and decreases road maintenance appropriations by the total amount.

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

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-021 authorizing a supplemental budget reduction in the Road Fund in the amount of \$2,072,928.

6. Emergency Budget – Prosecutor, \$87,477: There was a public hearing on February 10, 2014 to consider an emergency budget in the Prosecutor's Office in the amount of \$87,477. Notice of this hearing was published in *The Montesano Vidette* on January 30, 2014. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this appropriation has been requested by the Prosecutor to cover salary and benefits for an additional deputy prosecuting attorney.

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

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-022 authorizing an Emergency Budget appropriation in Prosecutor's Office in the amount of \$87,477.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

February 3, 2014 Regular and Morning Meeting

Auditor:

Month-End Expenditures: Claims: \$3,500,121.27 Salary: \$2,319,397.82

Commissioners:

Set Bid Date – *March 24, 2014* – Official County Publications

Coroner:

Monthly Report for January 2014

Public Services:

Set Hearing Date – *March 3, 2014* – Ordinance Amending Title 17

Reappoint 11 members to the Marine Resource Committee: Arthur Grunbaum, Eric Delvin, Harv Lillegard, Joe Schumacker, Lorena Maurer, Shad Kears (for terms ending 12-31-15) Alan Rammer, Brady Engvall, Casey Dennehy, Mark Plackett, Robin Leraas (for terms ending 12-31-16)

Correspondence:

Lawsuit, L-656-14

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

COMMISSIONERS:

None

DEPARTMENTS:

Management Services:

1. **Request Approval, Municipal Services Agreement with Greater Grays Harbor Inc. for 2014 in the amount of \$13,500:** A motion has been made, seconded and passed to approve a Municipal Services Agreement with Greater Grays Harbor Inc. in the amount of \$13,500. This agreement is for the comprehensive, cooperative, and planned approach to economic development involving government, business, education and labor. This has been budgeted for 2014.

Public Health and Social Services:

1. **Request Approval, Contract with Comprehensive Mental Health - evaluation and treatment services, cost of \$850 per patient/day:** A motion was made, seconded and passed to approve a contract with Comprehensive Mental Health for Evaluation and Treatment Services for individuals from Grays Harbor County needing inpatient psychiatric treatment. Maintaining contracts with Evaluation and Treatment facilities is vital to the County's efforts to ensure individuals needing inpatient psychiatric treatment can access those services, especially when referred for them involuntarily. The service shall cost \$850.00 per day, which is the market rate for these services. Payment will come from the public mental health program's Medicaid or State funds.

Public Services:

1. **Request Approval, Accept Contract as complete and release retainage for the 2013 County Road Guardrail Project to Petersen Brothers Inc. – total contract amount of \$420,531.93:** A motion has been made, seconded and passed to accept the contract as complete and release retainage for the 2013 County Road Guardrail Project to Petersen Brothers Inc. The total amount of the contract is \$420,531.93 which is 4.3% below the original bid.

2. Request Approval, Amendment to the Contract with Washington State Department of Fish and Wildlife for Marine Resource Committee funding - additional funding of \$13,950 for projects through June 2014: A motion has been made, seconded and passed to approve the amendment for Contract #13-1979 with the Washington State Department of Fish and Wildlife regarding the Grays Harbor County Marine Resource Committee. This contract has an effective period of July 1, 2013 through June 30, 2014. The initial contract provided \$20,000 for coordination and \$8,720 for projects. This Amendment provides an additional \$13,950 for projects through June 2014. Guidance for funding use and scope of work is found in the Contract/Project Summary.

WSU Extension:

1. Request Approval, 2014 Memorandum of Agreement with Washington State University - Appendix A and Appendix B for \$158,549 in funding in 2014: A motion was made, seconded and passed to approve the 2014 Memorandum of Agreement with Washington State University. The memorandum consists of Appendix A and Appendix B. Appendix A provides salaries and benefits for WSU/Grays Harbor Extension faculty and staff in the amount of \$138,661. Appendix B provides \$19,888 in operations support for the office.

ANNOUNCEMENTS

The Clerk of the Board announced there will be no meeting on February 17, 2014 for President's Day Holiday.

CORRESPONDENCE

None

EXECUTIVE SESSION:

At 2:22 p.m. the Clerk of the Board announced the session would now move to Executive Session under RCW 42.30.110 under subsections (f) to receive and evaluate complaints or charges brought against an employee and (g) to review the performance of an employee.

The Clerk of the Board announced the session was expected to last 15 minutes once everyone was seated in the Conference Room. At 2:43 p.m. an extension of 15 minutes was announced.

At 2:58 p.m. Chairman Frank Gordon adjourned the meeting stating no action was taken in Executive Session.

STAFF MEETINGS

The Board held a regular morning meeting on Monday, February 10, 2014, 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, along with Clerk of the

Board Donna McCallum reviewed agendas, calendars and pending daily office issues. The Board met with Brenda Sherman, Budget Director, regarding a budget update, Greg Reynvaan, Juvenile Director, regarding department updates, Sheriff Scott, regarding requests and the following Public Services representatives for department updates: Environmental Health Director Jeff Nelson, Public Services Director Kevin Varness, County Engineer Russ Esses and Environmental Specialist Garrett Dalan.

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

RESOLUTIONS:

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|---------------------|---|
| No. 2014-018 | Authorizing a supplemental budget appropriation in the Recreation and Activity Fund in the amount of \$8,992 |
| No. 2014-019 | Authorizing a supplemental budget appropriation in the Cumulative Reserve Fund in the amount of 750,000 |
| No. 2014-020 | Authorizing a supplemental budget reduction in the Crime Victim Penalty Fund in the amount of \$988 |
| No. 2014-021 | Authorizing a supplemental budget reduction in the Road Fund in the amount of \$2,072,928 |
| No. 2014-022 | Authorizing an Emergency Budget appropriation in Prosecutor's Office in the amount of \$87,477 |
| No. 2014-023 | Authorizing a supplemental budget appropriation in the Facilities Capital Fund in the amount of \$100,000 |

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

None

The meeting adjourned at 2:58 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