

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

March 10, 2014

The Commissioners met in regular session in the Commissioners’ Meeting Room, Administration Building, Montesano, Washington, on Monday, March 10, 2014, at 2:00 p.m. Commissioners present were Frank Gordon and Herb Welch. Jenna Amsbury, Deputy 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:

1. 2014 County Wide Aggregate Stockpiling Contract: It was advertised on February 13 and 20, 2014 that bids would be accepted for the 2014 County Wide Aggregate Stockpiling Contract. Six items were available for bid.

The Deputy Clerk of the Board announced the following bids with bid bonds attached:

Bidder	Item Number	Quantity Tons	Description	Total (w/out sales tax)
Spradlin Rock Inc.	3	1000	1 ¼” – No. 4 Crushed Base Surfacing Course Stockpiled at Copalis Shop	\$15,840.00
Quigg Bros. Inc.	3	1000	1 ¼” – No. 4 Crushed Base Surfacing Course Stockpiled at Copalis Shop	\$16,180.00
North West Rock	1	5600	½” No. 4 crushed screenings stockpiled at Elma site	\$89,600.00
	2	2500	½” No. 4 crushed screenings stockpiled at Copalis Shop Site	\$46,875.00
	3	1000	1 ¼” – No. 4 Crushed Base Surfacing Course Stockpiled at Copalis Shop	\$15,250.00
	4	500	Maintenance sand stockpiled at Elma Shop	\$8,000.00

The bids will be forwarded to the Engineering/Road Department for review and recommendation.

HEARINGS:

1. Ordinance – amending Ordinances 241, 242, 252, 264, 265, 291, 293, 299, 306, 333, 336, 373 and Chapters 17.04, 17.08, 17.12, 17.16, 17.20, 17.24, 17.42, 17.44, 14.48, 17.52, and 17.57 of the Grays Harbor County Code (GHCC) to implement Initiative 502 and Chapter 314-55 of the Washington Administrative Code pertaining to use of land for the production, processing or dispensing of cannabis or cannabis products on unincorporated land in Grays Harbor County: A hearing was held on March 3, 2014 to consider an Ordinance amending Ordinances 241, 242, 252, 264, 265, 291, 293, 299, 306, 333, 336, 373 and Chapters 17.04, 17.08, 17.12, 17.16, 17.20, 17.24, 17.42, 17.44, 14.48, 17.52, and 17.57 of the Grays Harbor County Code (GHCC) to implement Initiative 502 and Chapter 314-55 of the Washington Administrative Code pertaining to use of land for the production, processing or dispensing of cannabis or cannabis products on unincorporated land in Grays Harbor County. This hearing was closed and the decision was continued to today, March 10, 2014. Notice of this hearing was published in *The Vidette* on February 20, 2014.

ACTION: A motion was made, seconded and passed to postpone the decision on the ordinance for another week to March 17, 2014 in order to include Commissioner Cormier.

2. Supplemental Budget – Recreation and Activity Fund, \$70,200: There was a public hearing on March 10, 2014 to consider supplemental budget appropriation in the Recreation and Activity Fund in the amount of \$70,200. Notice of this hearing was published in *The Montesano Vidette* on February 27, 2014 and March 6, 2014. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this resolution authorizes additional 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. 2014-032 authorizing a supplemental budget appropriation in the Recreation and Activity Fund in the amount of 70,200.

3. Supplemental Budget – Law Library, \$5,000: There was a public hearing on March 10, 2014 to consider supplemental budget appropriation in the Law Library in the amount of \$5,000. Notice of this hearing was published in *The Montesano Vidette* on February 27, 2014 and March 6, 2014. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this resolution authorizes the transfer of \$5,000 from the General Fund, as needed to cover cash flow shortages. Revenue has declined in this fund the last several years and it no longer covers the expenditures.

Commissioner Gordon called for public comment.

Jackie Farra, Ocean Shores, asked what the funding is being used for and whether the Law Library is necessary.

Commissioner Gordon stated the Law Library has subscriptions they have to pay for yearly and there is a small amount of salary and benefits. He noted that fees are collected from filings for revenue for the Fund, but it no longer generates enough to cover expenses.

James Baker, Senior Deputy Prosecuting Attorney noted that the Law Library is required by RCW. He explained that the County must have this service for anyone that needs the service.

Hearing no further comment, Chair Gordon closed the hearing.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-033 authorizing a supplemental budget appropriation in the Law Library Fund in the amount of 5,000.

4. Emergency Budget – Non-Departmental, \$5,000: There was a public hearing on March 10, 2014 to consider an emergency budget in the Non-Departmental Fund in the amount of \$5,000. Notice of this hearing was published in *The Montesano Vidette* on February 27, 2014. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this resolution will authorize the transfer of \$5,000 to the Law Library Fund to cover cash shortages, as needed. Over the last several years, the revenue received in this fund has not been sufficient to cover the expenses associated with running the County's Law Library.

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

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-034 authorizing an Emergency Budget appropriation in Non-Departmental Fund in the amount of \$5,000.

PUBLIC COMMENT

Al Smith, Wishkah, made comments regarding the Assessor's Office and stated he sent a letter asking the Assessor to resign.

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

March 3, 2014 Regular and Morning Meeting
February 28, 2014 Special Meeting

Auditor:

Month-End Expenditure Report: Salaries: \$2,335,489.67 Claims: \$3,470,247.32

Management Services:

Set Hearing Date – *March 24, 2014* – CDBG Public Services Grant Application

Public Services:

CRP Resolution and Set Bid Date – April 14, 2014 – Satsop River Bridge Preventative Maintenance Program and approve closure of Monte-Elma Road at the Satsop River Bridge for the 3- month duration of the project

CRP Resolution and Set Bid Date – April 14, 2014 – Keal Road Cedar Creek Bridge Replacement

Correspondence:

Washington CoastSavers: (2) 40 yard drop boxes for beach clean-up

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

PRESENTATION:

1. Cheryl Heywood, Director of the Timberland Regional Library - Quarterly Update:

Cheryl Heywood had local Library Branch Managers introduce themselves from the audience including Managers from: Oakville, McCleary, Aberdeen, Hoquiam, Elma, Montesano and Westport. Corbie Varness the County's Board of Trustee member was also present. Ms. Heywood stated there would be an open house on March 31, 2014 at the Aberdeen Library for patrons to meet the new Aberdeen Library Manger. She provided statistics on increases to levels of patron visits, checkouts and services provided at the libraries. Ms. Heywood discussed the strategic plan and new programs and devices available including free Microsoft Academy online courses for beginners through professionals. The Commissioners thanked her for the update and stated it was great to see more children using the library.

COMMISSIONERS:

1. Establishing a policy terminating department employee hiring authority when position is not filled within six months: A motion was made, seconded and passed to postpone this item until March 17, 2014 in order to allow James Baker to make an addition to the Resolution to allow currently approved requests to have six months from the signing of the Resolution to fill their requests. Commissioner Welch stated he would like the policy to include a reminder to the Department Administrator when the six month deadline is approaching so the Department can hire someone before the deadline if there are prepared to do so.

DEPARTMENTS:

Fair, Events and Tourism:

1. Authorization for the Fair, Events and Tourism Manager to sign a Fairground Use Agreement with Alpaca Ranchers of the Northwest for October 11 and 12, 2014: A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign a Fairground Use Agreement with Alpaca Ranchers of the Northwest for October 11 and 12, 2014.

Management Services:

1. Request Approval, Resolution – 2014 Salary Resolution Amendments: A motion has been made, seconded and passed to approve **Resolution No. 2014-035 amending Resolution No. 2014-005 fixing Compensation of employees from and after January 1, 2014.** The salary schedule reflects a 1.5% increase for AFSCME Courthouse/Juvenile/Health contract employees

and a 2% increase for AFSCME Public Works contract employees. These revised salary schedules also reflect increases for exempt employees consistent with their applicable department.

Public Health and Social Services:

1. Request Approval, Contract with Regence BlueShield to allow the County to receive reimbursement for services: A motion was made, seconded and passed to approve the contract with Regence BlueShield. The contract between the county and Regence BlueShield allows the County to receive reimbursement for services. This agreement requires an electronic signature; by signing this contract the Commissioners are approving the electronic process.

Public Services:

1. Request Approval, Resolution – revising Resolution No. 2014-029 for commodity charges for the North Beach Water System: A motion has been made, seconded and passed to approve **Resolution No. 2014-036 imposing rates and charges for certain water, sewer and solid waste services in Grays Harbor County, Washington and amending Resolutions: No. 02-113, 2003-129, 2004-42, 2005-18, 2005-126, 2006-10, 2007-137, 2008-152, 2009-20, 2010-133, 2011-088, 2012-100, 2012-151 and 2014-029.** This Resolution corrects Resolution 2014-029 that the Commissioners passed in February to address the actual commodity charge for overages that was inadvertently left off the resolution.

2. Request Approval, Digital Submittal Certification for 2013 CRAB reports: A motion has been made, seconded and passed to approve the Digital Submittal Certification for the 2013 CRAB reports that include the following information:

- 1) Traffic Law Enforcement Certification
- 2) Fish Passage Barrier Removal Certification
- 3) Annual Certification
- 4) Annual Construction Report
- 5) County Arterial Preservation Report
- 6) Annual Certification – Maintenance Management

3. Request Approval, Contract with Albina Asphalt for the 2014 Emulsified Asphalt Supply Contract - \$755,277: A motion has been made, seconded and passed to approve the contract with Albina Asphalt for the 2014 Emulsified Asphalt Supply Contract in the amount of \$755,277. Albina Asphalt was the low bidder.

ANNOUNCEMENTS

None

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, March 10, 2014, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room 1. Commissioners 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, Ron Strabbing, Treasurer, regarding a hire request, and the following Public Services representatives for departmental updates: Environmental Health Director Jeff Nelson, Public Services Director Kevin Varness, County Surveyor Tom Gray, Environmental Health Special Kristina Hollatz, and County Engineer Russ Esses.

RECAP OF APPROVED RESOLUTIONS, ORDINANCES, AND INTERGOVERNMENTAL AGREEMENTS:

RESOLUTIONS:

- | | |
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| No. 2014-032 | Authorizing a supplemental budget appropriation in the Recreation and Activity Fund in the amount of 70,200 |
| No. 2014-033 | Authorizing a supplemental budget appropriation in the Law Library Fund in the amount of 5,000 |
| No. 2014-034 | Authorizing an Emergency Budget appropriation in Non-Departmental Fund in the amount of \$5,000 |
| No. 2014-035 | Amending Resolution No. 2014-005 fixing Compensation of employees from and after January 1, 2014 |
| No. 2014-036 | Imposing rates and charges for certain water, sewer and solid waste services in Grays Harbor County, Washington and amending Resolutions: No. 02-113, 2003-129, 2004-42, 2005-18, 2005-126, 2006-10, 2007-137, 2008-152, 2009-20, 2010-133, 2011-088, 2012-100, 2012-151 and 2014-029 |

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

None

The meeting adjourned at 2:40 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