

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

March 24, 2014

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, March 24, 2014, at 2:00 p.m. Commissioners present were Frank Gordon, Wes Cormier and Herb Welch. 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:

1. County Printing of Official Publications: Bids were accepted for the Grays Harbor County legal publications contract for printing and publication of Commissioners' proceedings, legal notices, and all other advertising of Grays Harbor County, as required by law to be published in the official newspaper of the County, from July 1, 2014, through June 30, 2015. It was advertised February 20, 2014, in the *Montesano Vidette*, that sealed bids would be received by the Clerk of the Board of Commissioners, at the Commissioner's Office at 100 W. Broadway, Suite 1, Montesano, WA 98563.

The following bid was received from the *Montesano Vidette*:

- Six Point type, full width column: \$9.20 per column inch for first insertion
 \$8.95 per column inch for second insertion

- Electronic Discount: \$8.70 per column inch for first insertion
 \$8.45 per column inch for second insertion

- Eight-point type, full-width column: \$6.80 per column inch for first insertion
 \$6.55 per column inch for second insertion

- Electronic Discount: \$6.30 per column inch for first insertion
 \$6.05 per column inch for second insertion

The bid was referred to staff for review and recommendation.

HEARINGS:

1. CDBG Grant Application to review community development and housing needs, funds and eligible uses – up to \$110,887: There was a public hearing on March 24, 2014 to consider a CDBG Grant Application to review community development and housing needs, funds and eligible uses up to \$110,887. This grant will provide \$110,887 in funding to Grays

Harbor County in coordination with Coastal Community Action Program for core administrative support for necessary community projects benefiting low and moderate income persons and households. Notice of this hearing was published in *The Montesano Vidette* March 6, 2014. The Clerk of the Board announced that handouts are available to the public in both English and Spanish. Commissioner Gordon called for a staff report.

Lucy Machowek, Coastal Community Action Program (CCAP), stated the County is acting as a pass through agency for this funding. The administration of the program and projects is completed by CCAP.

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

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-038 application for Community Development Block Grant and Certification of Compliance.

PUBLIC COMMENT

Jack Tipping, Lewis County, made comments regarding e-verify and asked Commissioners for action to require e-verify on county contracts. The following individuals also advocated for e-verify: Robin Roy, Lewis County; Terry Schroeder, Thurston County; Hal Washburn, Lewis County.

Jackie Farr, Ocean Shores, stated the contractors should be responsible for e-verify. She reminded the Commissioners that there is an outstanding reimbursement request of \$100,000 for work on the Oyehut sewer study.

Pat Quigg, Aberdeen, made comments regarding the Solid Waste Contract and competitive bidding.

Ed Westmoreland, Waste Connection, clarified the proposed solid waste contract terms and explained the negotiation process. He also clarified that the 20 percent figure that has been mentioned would not translate to a direct rate increase as it is only an annual CPI rate which was formerly 65 percent and would now be 85 percent for cost of living adjustments.

Pat Byron, Hoquiam, stated he would like to see a competitive process for this contract.

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

March 17, 2014 Regular and Morning Meeting

Commissioners:

Surplus printers and transfer of computers to Central Services/Management Services:
Set Hearing Date – April 7, 2014 – Supplemental Budget, Homeless Housing Fund,
\$695,000

Public Health:

Membership Application/Agreement with Minnesota Multistate Contracting Alliance for Pharmacy

Correspondence:

Vance Creek Park Use Request – Bark for Life event on June 28, 2014

Vance Creek Park Use Request – Fishing Derby, April 26, 2014

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

COMMISSIONERS:

1. **Resolution – setting benefit and wage policy for elected officials and adjustment to Commissioner Wages:** A motion was made, seconded and passed to approve **Resolution No. 2014-039 setting benefit and wage policy for elected officials and adjustment to Commissioner wages.** The policy pertaining to medical, dental, life and vision insurance, including dependent coverage contributions, shall be covered for elected officials in the same manner as which applies to union members set forth in the AFSCME Courthouse collective bargaining unit, with the exception of the Sheriff who is covered under Teamsters Criminal Division. Salary adjustments will also be made in accordance to the associated bargaining unit. Commissioner annual wages shall be adjusted to \$78,600 beginning January 1, 2015 for District 3 and beginning January 1, 2017 for Districts 1 and 2.

DEPARTMENTS:

Fair, Events and Tourism:

1. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign a web-services agreement with Saffire Events for \$11,725 for design and set-up of the Fair and Tourism websites:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign a Contract for Services with Saffire Events. The contract is for the redesign, construction and set-up of new websites for the Grays Harbor Fairgrounds and Tourism Department. Saffire Events has emerged as a leader in website design for fairgrounds and tourism type operations. These websites would allow updates to be made in-house, and reduce the demand on the County Central Services Department. The LTAC and Fair Board voted unanimously to support the website changeover and feel it is critical to help better reach customers. The cost for design, development, set up and monthly fees, through the end of 2014, is anticipated to be \$11,725. There is currently \$4,000 in the 2014 budget for web enhancement. Some budgetary adjustments will be required, as well as a small supplemental budget to fund the project. Once established, this website will allow the Fairgrounds to move forward with setting up for online concert ticket and fair admission sales. The Fair Department anticipates that this will increase annual revenue from such sales by approximately 5%.

Forestry:

1. Request Approval, Set Public Auction for April 18, 2014 at 10:00 a.m. for four timber sales: Section 4 ROW, Powell Road No. 2, Grass Creek No. 2, 2014 Cedar Salvage:

A motion has been made, seconded and passed to set April 18, 2014 at 10:00 a.m. for public auction for the following timber sales:

<u>Sale Name</u>	<u>Estimated Volume</u>	<u>Estimated Value</u>
Section 4 ROW	3968 MBF	\$ 1,010,339
Powell Road No. 2	2832 MBF	\$ 1,070,450
Grass Creek No. 2	613 MBF	\$ 223,795
2014 Cedar Salvage	<u>110 Cords</u>	<u>\$ 38,500</u>
Totals	7413 MBF	\$ 2,343,084

Management Services:

1. Request Approval, Resolution – Budget Transfer, Homeless Housing Fund

\$104,000: A motion was made, seconded and passed to approve **Resolution No. 2014-040 transferring items in the Grays Harbor County Miscellaneous Fund Homeless Housing Fund in the amount of \$104,000.** This resolution increases the professional services budget \$94,000 for consulting and a “point in time” count and \$10,000 for miscellaneous expenses.

2. Request Approval, Resolution – Budget Transfer, Public Health and Social Services,

\$4,000: A motion was made, seconded and passed to approve **Resolution No. 2014-041 transferring items in the Grays Harbor County Miscellaneous Fund Public Health and Social Services in the amount of \$4,000.** This budget amendment decreases ending cash and increases capital outlay for the purchase of equipment for parents as teachers grant clients.

3. Request Approval, Resolution – extending use of the Simplified Indirect Cost Allocation Plan through December 31, 2014:

A motion was made, seconded and passed to approve **Resolution No. 2014-042 extending use of the simplified indirect cost allocation plan through December 31, 2014.** The plan was prepared in accordance with OMB Circular A-87 and established an indirect cost allocation rate of 12.61%. The rate may be used by any County department for Federal grants or contracts. The rate is applied to direct salaries charged to the federal grants or contracts in order to determine the indirect cost that may be billed.

4. Request Approval, Resolution – increase in the Change Fund for District Court by

\$100: A motion was made, seconded and passed to approve **Resolution No. 2014-043 to increase the change fund in District Court by \$100.**

5. Request Approval, Rose Foundation Grant Application for the Chehalis Basin

Partnership - \$45,000: A motion was made, seconded and passed to approve a \$45,000 Rose Foundation Grant application for the Chehalis Basin Partnership. This grant will provide funding

for the formation of a CBP non-profit organization for the purpose of fundraising along with watershed coordination and support.

Public Health and Social Services:

1. **Request Approval, Amendment #1 to a Contract with DSHS for the Working Advance Program – extension to June 30, 2015:** A motion was made, seconded and passed to approve amendment #1 to Contract # 1363-73709 with the Department of Social and Health Services, which provides Working Advance Program procedure for assessment and possible adjustments to Long-Term Payable. This amendment extends the length of the contract to June 30, 2015. There are no financial changes to this contract.

2. **Request Approval, Contract with Thurston County for Healthy Communities Region – September 30, 2013 through September 29, 2014 in the amount of \$71,520:** A motion was made, seconded and passed to approve a contract with Thurston County to carry out, as a Healthy Communities Region the priority health improvement initiatives in the contract for a third project year. The contract runs from September 30, 2013 through September 29, 2014. The contract amount with Thurston County is \$71,520.

Public Services:

1. **Request Approval, Resolution and Solid Waste Contract Extension with LeMay Enterprises Inc. for solid waste services at the Central Transfer Station, December 31, 2034:** A motion was made, seconded and passed by Commissioners Welch and Gordon, with Commissioner Cormier voting against, to approve **Resolution No. 2014-044 authorizing and endorsing execution of an agreement for purposes of solid waste handling and disposal through 2034 between Grays Harbor County and Harold LeMay Enterprises Inc.** The contract extension between the County and LeMay Enterprises for solid waste services at the Central Transfer Station, including transfer station operations and maintenance, and waste-transportation and disposal. The existing contracts expire in April and December of this year. The extension provides for LeMay Enterprises to continue to provide transfer station services and to add transportation and disposal services. The tipping fee remains at the current \$94/ton for 2014. Future increases in the tipping fee will be tied to 85% of the CPI annually and a fuel surcharge that is tied to the annual average fuel cost.

2. **Request Approval, Memorandum of Agreement with the Confederated Tribes of the Chehalis Reservation for the Sickman Ford Overflow Bridge to allow the county to perform maintenance on the portion of the structure that is outside of the existing right-of-way:** A motion was made, seconded and passed to approve a Memorandum of Agreement with the Confederated Tribes of the Chehalis Reservation for the Sickman Ford Overflow Bridge to allow the county to perform maintenance on the portion of the structure that is outside of the existing right-of-way.

3. **Request Approval, Award Contract for the 2014 Aggregate Stockpiling Contract to Northwest Rock Inc. - \$173,141.90:** A motion was made, seconded and passed to award the

contract for the 2014 Aggregate Stockpiling Contract to Northwest Rock Inc. in the amount of \$173,141.90. The total project is 13% under the engineers estimate.

4. Request Approval, Authorization for the Engineering Department to send an offer letter for property acquisition for the Kersh Wishkah Flood Levee Project - \$50,000 appraisal:

A motion was made, seconded and passed to authorize for the Engineering Department to send an offer letter for property acquisition for the Kersh Wishkah Flood Levee Project at the appraisal price of \$50,000. The appraisal was conducted by Twin Harbors Appraisal Services Inc., and a Timber Appraisal by the S.A. Newman Firm for APN #180933240010.

5. Request Approval, Consulting Agreement with Watershed Science and Engineering for design of the overflow bridge for the Elma-Porter Flood Mitigation Project - \$500,000 reimbursable through a funding agreement with the State Office of Financial

Management: A motion was made, seconded and passed to approve a Consulting Agreement with Watershed Science & Engineering of Seattle, WA for the Elma-Porter Flood Mitigation Project. This project prepares the design and PS&E for lengthening the existing overflow bridge on South Bank Road M.P. 17.0 and to perform hydraulic modeling and alternative flood reduction analysis for the Porter-South Elma area. The cost for this agreement is estimated at \$500,000 and is eligible for reimbursement from the State Office of Financial Management.

ANNOUNCEMENTS

None

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, March 24, 2014, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room 1. Commissioners Frank Gordon, Wes Cormier and Herb Welch, along with Clerk of the Board Donna McCallum reviewed agendas, calendars and pending daily office issues. The Board met with Jane Atha, Chehalis Basin Partnership Coordinator, regarding an agenda item; Mike Bruner, Fair, Events and Tourism Manager, regarding agenda items; Joan Brewster, Public Health and Social Services Director, regarding requests and agenda items; Larry Smith and Don Smith, Forestry Department, regarding an agenda item; the following Public Service representatives for departmental updates: Environmental Health Director Jeff Nelson, Public Services Director Kevin Varness, County Surveyor Tom Gray, and County Engineer Russ Esses.

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

RESOLUTIONS:

No. 2014-038	Application for Community Development Block Grant and Certification of Compliance
No. 2014-039	Setting benefit and wage policy for elected officials and adjustment to Commissioner wages
No. 2014-040	Transferring items in the Grays Harbor County Miscellaneous Fund Homeless Housing Fund in the amount of \$104,000
No. 2014-041	Transferring items in the Grays Harbor County Miscellaneous Fund Public Health and Social Services in the amount of \$4,000
No. 2014-042	Extending use of the simplified indirect cost allocation plan through December 31, 2014
No. 2014-043	To increase the change fund in District Court by \$100
No. 2014-044	Authorizing and endorsing execution of an agreement for purposes of solid waste handling and disposal through 2034 between Grays Harbor County and Harold LeMay Enterprises Inc.

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

- Contract with Thurston County for Healthy Communities Region – September 30, 2013 through September 29, 2014 in the amount of \$71,520
- Memorandum of Agreement with the Confederated Tribes of the Chehalis Reservation for the Sickman Ford Overflow Bridge

The meeting adjourned at 3:18 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