

**Minutes**  
**BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY**  
**REGULAR MEETING**

**May 12, 2014**

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, May 12, 2014, at 2:00 p.m. Commissioners present were Frank Gordon and Wes Cormier with Commissioner Herb Welch participating by phone. 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**

Vern Spatz gave a presentation on the new hospital district boundary lines for the proposed Hospital District #2. He supplied maps showing the new boundaries.

**HEARINGS:**

**1. Consider a petition to merge a portion of Grays Harbor County Fire Protection District No. 7 (Iron Springs Park) into Grays Harbor County Fire Protection District No.**

**8:** There was a public hearing on May 12, 2014 to consider a petition to transfer the area of Iron Springs Park from Grays Harbor County Fire Protection District No. 7 to Grays Harbor County Fire Protection District No. 8. Notice of this hearing was published in *The Montesano Vidette* on May 1, 2014.

Commissioner Gordon called for public comment.

Darrell Haglund, Fire District No. 7, discussed the proposed merger and provided a brief review of the process. He opposes the merger. He stated Fire District No. 7 is in the process of hiring two day shift personnel.

Vern Spatz discussed the requirements for the petition to be valid.

There were no further comments and this hearing was closed.

**ACTION: A motion was made, seconded and passed to table consideration for one week.**

**2. Supplemental Budget – ORV Park Fund - \$41,000:** There was a public hearing on May 12, 2014 to consider a Supplemental Budget appropriation in the ORV Park Fund in the amount of \$41,000. Notice of this hearing was published in *The Montesano Vidette* on May 1, and May 8, 2014. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this amendment will authorize the transfer in of funds from the Stadium Fund and payment of amounts due to the Washington State Department of Revenue.

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

**ACTION:** A motion was made, seconded and passed to approve Resolution No. 2014-053 authorizing a supplemental budget appropriation in the ORV Park Fund in the amount of \$41,000.

**3. Supplemental Budget – Special Projects - \$31,712:** There was a public hearing on May 12, 2014 to consider a Supplemental Budget appropriation in the Special Projects Fund in the amount of \$31,712. Notice of this hearing was published in *The Montesano Vidette* on May 1 and May 8, 2014. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this amendment will authorize the budget for Phase 2 of the Firewise Communities Program.

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

**ACTION:** A motion was made, seconded and passed to approve Resolution No. 2014-054 authorizing a supplemental budget appropriation in the Special Projects Fund in the amount of \$31,712.

#### **PUBLIC COMMENT**

There was no public comment

**CONSENT AGENDA:** Approval was requested for the following items:

#### **Minutes:**

May 5, 2014 Regular and Morning Meeting

#### **Auditor:**

Audit Report, April 30, 2014; Claims \$3,956,285.45; Payroll \$2,373,755.64

#### **Public Health:**

Health and Human Services Advisory Board Re-Appointments:

Charlene Hood; Karen Klinger; Martha Krug; Gary Rowell; Ron Schmidt; Rick Scott and Dee Thorp for 3 year terms ending April 2017.

#### **Public Services:**

Set Hearing Date – *June 23 16, 2014* – Abatement Case #2010-0088, 84 South Union Road, Elma

Set Hearing Date – *June 23 16, 2014* – Abatement Case #2012-0177 and #2013-0429, 104 Fairway Drive, Aberdeen

**ACTION:** A motion was made, seconded and passed to change the set hearing date for both abatement cases from June 23, 2014 to June 16, 2014. A motion was made, seconded and passed to approve the Consent Agenda as amended.

**PROCLAMATION/PRESENTATION:**

1. **May 8, 2014 as The 100<sup>th</sup> Anniversary of the Smith-Lever Act establishing the Cooperative Extension:** Dan Teuteberg, WSU Extension, discussed the history of the Extension program and the signing of the Smith-Lever Act. The Clerk of the Board read the Proclamation. A motion was made, seconded and passed to approve the Proclamation celebrating the 100<sup>th</sup> anniversary of the signing of the Smith-Lever Act.

**DEPARTMENTS:**

**Management Services:**

1. **Request Approval, Renew the Volunteer Insurance Policy for Grays Harbor County in the amount of \$942.12:** A motion was made, seconded and passed to renew the Volunteer Insurance Policy for Grays Harbor County in the amount of \$942.12.

2. **Request Approval, Renew the Accident Medical Insurance Policy for the Sheriff's Department for the jail trustees while working in the amount of \$500:** A motion was made, seconded and passed to renew the Accident Medical Insurance Policy for the Sheriff's Department in the amount of \$500. This is for coverage for the jail trustees when working.

3. **Request Approval, Resolution - Budget Transfer, Fund 403 Tax Title Management \$15,807:** A motion was made, seconded and passed to approve **Resolution No. 2014-055 transferring items in the Grays Harbor County Tax Title Management Fund in the amount of \$15,807.** This amendment increases salaries and benefits to match the approved salary resolution.

4. **Request Approval, Resolution – Budget Transfer, Auditors M & O Fund \$164:** A motion was made, seconded and passed to approve **Resolution No. 2014-056 transferring items in the Grays Harbor County Auditors M&O Fund in the amount of \$164.** This resolution increases budgeted salaries to agree with the current salary schedule. One quarter of the salary and benefits for the Auditor's recordings lead position is allocated to this fund.

5. **Request Approval, Resolution – Budget Transfer, Veteran's Relief Fund \$100:** A motion was made, seconded and passed to approve **Resolution No. 2014-057 transferring items in the Grays Harbor County Veteran's Relief Fund in the amount of \$100.** This resolution increases budgeted salaries and benefits to agree with the current salary schedule.

6. **Request Approval, Resolution – Budget Transfer, Law Library \$72:** A motion was made, seconded and passed to approve **Resolution No. 2014-058 transferring items in the Grays Harbor County Law Library in the amount of \$72.** This resolution increases salaries and benefits to agree with the current salary schedule.

7. **Request Approval, Resolution – Budget Transfer, Tourism Fund \$3,637:** A motion was made, seconded and passed to approve **Resolution No. 2014-059 transferring items in the Grays Harbor County Tourism Fund in the amount of \$3,637.** This resolution increases transfers out to Recreation and Activities for recently approved salary and benefit increases.
8. **Request Approval, Resolution – Budget Transfer, Management Services \$8,143:** A motion was made, seconded and passed to approve **Resolution No. 2014-060 transferring items in the Grays Harbor County Management Services Fund in the amount of \$8,143.** This amendment increases salaries and benefits to match the approved salary resolution.
9. **Request Approval, Resolution – Budget Transfer, Central Services \$2,193:** A motion was made, seconded and passed to approve **Resolution No. 2014-061 transferring items in the Grays Harbor County Central Services Fund in the amount of \$2,193.** This amendment increases salaries and benefits to match the approved salary resolution.

#### **Public Health and Social Services:**

1. **Request Approval, Amendment #14 to the 2012-2014 Consolidated Contract with the Washington State Department adding funds in the amount of \$104,571 amending the Statement of Work for several programs:** A motion was made, seconded and passed to approve Amendment #14 to the 2012-2014 Consolidated Contract with the Washington State Department. This amendment adds funds and amends the Statements of Work for the following programs: Office of Drinking Water Group A Program, Public Health Emergency Preparedness & Response, Supplemental Nutrition Assistance Program-Education, and WIC Nutrition Program. It increases overall consideration of the Consolidated Contract by \$104,571.

#### **Public Services:**

1. **Request Approval, Contract with Rognlin's Inc. for Keal Road, Cedar Creek Bridge replacement:** A motion was made, seconded and passed to approve the contract with Rognlin's Inc. for Keal Road, Cedar Creek Bridge replacement M.P. 0.22 to M.P. 0.26.
2. **Request Approval, Contract with Rognlin's Inc. for the Monte-Elma Road, Satsop River Bridge Prevention Maintenance project:** A motion was made, seconded and passed to approve the contract with Rognlin's Inc. for the Monte-Elma Road, Satsop River Bridge Prevention Maintenance project.
3. **Request Approval, Resolution designating county roads classified as Primitive Roads under RCW 36.75.300 and rescinding previously adopted Resolutions:** A motion was made, seconded and passed to approve **Resolution No. 2014-062 designating county roads classified as Primitive Roads under RCW 36.75.300 and rescinding previously adopted Resolutions.** State law prohibits consideration of the road design, road location, and signage or lack of signage other than required warning signs, in any legal action against a county or county employee for damages arising from vehicle traffic on primitive roads. This update adds three

roads and removes 159 from the Primitive Road Classification previously adopted approximately 30 years ago.

**4. Request Approval, Resolution for Local Declaration of Emergency-North River Road, North River Bridge at M.P. 8.7:** A motion was made, seconded and passed to approve **Resolution No. 2014-063 for a Local Declaration of Emergency on the North River Road, North River Bridge at M.P. 8.7.** This bridge has significant deterioration and can no longer handle two lanes of traffic. This Resolution authorizes the Road Department to make emergency repairs as soon as possible.

**Sheriff's Department:**

**1. Request Approval, Contract for Jail Services with the City of Aberdeen:** A motion was made, seconded and passed to approve the contract for Jail Services with the City of Aberdeen. This contract allows the City to house inmates in the County Jail for a fee. The contract automatically renews yearly unless otherwise terminated.

**ANNOUNCEMENTS**

None

**CORRESPONDENCE**

None

**STAFF MEETINGS**

The Board held a regular morning meeting on Monday, May 12, 2014, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room 1. Commissioners Frank Gordon and Wes Cormier, 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; Dale Gowan, Central Services/Risk Management Director, regarding agenda items; Joan Brewster, Public Health and Social Services, regarding agenda items; and the following Public Service representatives for departmental updates: County Engineer Russ Esses and Public Services Director Kevin Varness.

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

**RESOLUTIONS:**

**No. 2014-053**

**Authorizing a supplemental budget  
appropriation in the ORV Park Fund in  
the amount of \$41,000**

- No. 2014-054** Authorizing a supplemental budget appropriation in the Special Projects Fund in the amount of \$31,712
- No. 2014-055** Transferring items in the Grays Harbor County Tax Title Management Fund in the amount of \$15,807
- No. 2014-056** Transferring items in the Grays Harbor County Auditors M&O Fund in the amount of \$164
- No. 2014-057** Transferring items in the Grays Harbor County Veteran’s Relief Fund in the amount of \$100
- No. 2014-058** Transferring items in the Grays Harbor County Law Library in the amount of \$72
- No. 2014-059** Transferring items in the Grays Harbor County Tourism Fund in the amount of \$3,637
- No. 2014-060** Transferring items in the Grays Harbor County Management Services Fund in the amount of \$8,143
- No. 2014-061** Transferring items in the Grays Harbor County Central Services Fund in the amount of \$2,193
- No. 2014-062** Designating county roads classified as Primitive Roads under RCW 36.75.300 and rescinding previously adopted Resolutions
- No. 2014-063** Local Declaration of Emergency on the North River Road, North River Bridge at M.P. 8.7

**ORDINANCES:**

None

**INTERGOVERNMENTAL AGREEMENTS:**

- Contract for Jail Services with the City of Aberdeen

The meeting adjourned at 2:35 p.m.

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

\_\_\_\_\_  
FRANK GORDON, Chairman, District 2

\_\_\_\_\_  
WES CORMIER, Commissioner, District 1

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HERB WELCH, Commissioner, District 3

ATTEST:

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Donna McCallum, Clerk of the Board