

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

**June 30, 2014**

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, June 30, 2014, at 2:00 p.m. Commissioners present were Frank Gordon, Herb Welch and Wes Cormier. 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. **One or more 32,000 lb. cranes:** It was advertised in *The Montesano Vidette* on June 12 and 19, 2014 that bids would be received for the delivery of one or more 32,000 lb. crane(s). The Clerk of the Board announced no bids were received.

**HEARINGS:**

1. **Supplemental Budget – General Fund Various Departments - \$439,659:** There was a public hearing on June 30, 2014 to consider a Supplemental Budget appropriation in the General Fund for Various Departments in the amount of \$439,659. Notice of this hearing was published in *The Montesano Vidette* on June 19 and 26, 2014. Commissioner Gordon called for a staff report.

Brenda Sherman, Budget Director, explained this resolution increases revenue from the sale of county and state timber, based upon the most recent projections provided by the County Forestry department and the Washington State Department of Natural Resources. Appropriations for Security are being increased \$45,505 for: ER&R vehicle rental rate increase, rent for a second ER&R vehicle, salary/benefit adjustments and contracted services for security at District Court #2. Appropriations for the Sheriff are being increased \$394,154 for: ER&R vehicle rental rate increase, leave cash outs specified in a collective bargaining agreement, retirement cash outs, one support specialist position and salary adjustments for parity.

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

**ACTION:** A motion was made, seconded and passed to approve Resolution No. 2014-078 authorizing a supplemental budget appropriation in the General Fund for various departments in the amount of \$439,659.

**PUBLIC COMMENT**

There was no public comment.

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

**Minutes:**

June 23, 2014 Regular and Morning Meeting

**Commissioners:**

Reappoint Open Space Advisory Committee members, all terms end November 15, 2014:  
Al Zepp, Jane Zepp, Kurt Lubbe, Gary Waltenburg and Ed Hedlund

**Management Services:**

Set Hearing Date – Supplemental Budget ORV Park, \$100,000

Set Hearing Date – Supplemental Budget Crime Victim Penalty Assessment  
Fund, \$10,000

Grant Agreement with the Rose Foundation for \$47,000 for the Chehalis Basin  
Partnership for General Support

**Correspondence:**

Claim, C-681-14, Ricky Sizemore

Claim, C-682-14, America Muro

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

**COMMISSIONERS:**

None

**DEPARTMENTS:**

**Management Services:**

**1. Request Approval, Resolution –Budget Transfer – Stadium Fund, \$100,000:** A motion was made, seconded and passed to approve **Resolution No. 2014-079 transferring items in the Stadium Fund in the amount of \$100,000.** This resolution will increase the budget for transfers out to the ORV Park fund for grant funded projects. This money be for cash flow purposes and will be repaid when the grant reimbursements are received. Adequate funds are available in the ending cash balance to allow this transfer.

**Prosecutor:**

**1. Request Approval, Authorization for the Prosecutor to sign a Lease for the Division of Child Support Office located at 108 Marcy Avenue for a five year term, monthly lease amount of \$1,552:** A motion was made, seconded and passed to authorize the Interim Prosecutor to sign a five lease with Stephen Olson for the Division of Child Support Office. This lease is for a five year term, commencing October 1, 2014 and concluding on September 30, 2019. The monthly lease amount is \$1,552.

**Public Health and Social Services:**

1. **Request Approval, Amendment #15 of the 2012-2014 Consolidated Contract with the Washington State Department of Health – amendments to statements of work and reduced funding by \$25,725:** A motion was made, seconded and passed to approve Amendment #15 of the 2012-2014 Consolidated Contract with the Washington State Department of Health. This amendment reduces funding and amends the Statements of Work for the following programs: OICP-PPHF Reimbursement Project, OICP-PPHF Reimbursement Project Mentor and WIC Nutrition Program. This amendment decreases the Consolidated Contract by \$25,725.
2. **Request Approval, Contract with Grays Harbor Talk for advertising for the My Town Coalition – 12 months for a cost of \$1,200:** A motion was made, seconded and passed to approve a contract with Grays Harbor Talk to secure advertising for the My Town Coalition. This contract is for 12 months and will cost approximately \$1,200, which will be paid from prevention funding specifically designated for marketing campaigns.
3. **Request Approval, Personal Services Contract with Sherri Maywald for RSN database administration - \$81,996 for July 1, 2014 through June 30, 2015:** A motion was made, seconded and passed to approve a contract with Sherri Maywald. Sherri is the Grays Harbor Regional Support Network database administrator. She ensures compliance with electronic health information requirements, data reporting and data security for the County's publicly funded mental health program. The contract includes \$81,996 for the period July 1, 2014 through June 30, 2015. These services are required by the Medicaid Mental Health grant and the State Fund Mental Health Grant. There is no County matching requirement.

**Public Services:**

1. **Request Approval, Rose Foundation for Communities and Environmental Grant Agreement for Minkler Road Stevens Creek Culvert Project - \$50,000:** A motion was made, seconded and passed to approve the Rose Foundation for Communities and the Environment Grant Agreement for \$50,000. This money will be used to help fund the Minkler Road Stevens Creek Fish Barrier Removal Project. The culvert replacement project is scheduled to be built in the summer of 2015.

**ANNOUNCEMENTS**

None

**CORRESPONDENCE**

None

## **STAFF MEETINGS**

The Board held a regular morning meeting on Monday, June 30, 2014, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room 1. Commissioners Frank Gordon, Herb Welch and Wes Cormier, along with Clerk of the Board Donna McCallum reviewed agendas, calendars and pending daily office issues. The Board met with Joan Brewster, Public Health and Social Services, regarding a hire request and agenda items, and the following Public Service representatives for departmental updates Public Services Director Kevin Varness, Environmental Health Director Jeff Nelson and County Engineer Russ Esses.

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

### **RESOLUTIONS:**

- |                     |   |
|---------------------|---|
| <b>No. 2014-078</b> | <b>Authorizing a supplemental budget appropriation in the General Fund for various departments in the amount of \$439,659</b> |
| <b>No. 2014-079</b> | <b>Transferring items in the Stadium Fund in the amount of \$100,000</b>  |

### **ORDINANCES:**

None

### **INTERGOVERNMENTAL AGREEMENTS:**

None

The meeting adjourned at 2:17 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