

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

September 8, 2014

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, September 8, 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:

None

HEARINGS:

1. Consideration of a request from the PDA to terminate the Public Development

Authority: There was a public hearing on August 25, 2014, that was continued to September 8, 2014, to consider a request from the PDA to terminate the Public Development Authority. The Board of Directors of the Public Development Authority adopted Resolution No. 2013-01 on June 13, 2013, requesting the Grays Harbor County Board of Commissioners take action to terminate the existence of the Authority pursuant to Section 245.460 of Ordinance No. 245. In accordance with Ordinance No. 245, the Grays Harbor County Board of Commissioners are conducting this public hearing to consider whether termination of the Grays Harbor Public Development Authority (PDA) appears to be of benefit to and in the interest of the public, or whether other uses may be made of said Authority. Notice of this hearing was published in *The Montesano Vidette* on August 14, 2014.

Commissioner Gordon called for public comment. There were no comments.

Commissioner Cormier made a motion to dissolve the Public Development Authority and Commissioner Gordon seconded the motion.

Commissioner Gordon called for discussion.

Commissioner Welch stated it will not take much work to start the PDA again.

Commissioner Cormier asked if he needed to withdraw his motion. Commissioner Gordon called for legal comment.

James Baker, Senior Deputy Prosecuting Attorney, noted that the State Auditor's Office has asked to do a final audit of the PDA and if the Board dissolves the PDA it would allow a final

audit and close-out to occur.

ACTION: Commissioner Gordon called for a vote and the motion was passed to approve Resolution No. 2014-089 dissolving the Grays Harbor Public Development Authority.

2. Ordinance establishing a fee for filing a mandatory arbitration in Superior Court as authorized by RCW 36.18.016 (25): There was a public hearing on September 8, 2014 to consider an Ordinance establishing a fee for filing a mandatory arbitration in Superior Court as authorized by RCW 36.18.016 (25). Notice of this hearing was published in *The Montesano Vidette* on August 28, 2014. Commissioner Gordon asked for a staff report. Pamela Hartman-Beyer, Superior Court Administrator, reported Grays Harbor County is one of the few Counties that do not charge a fee for mandatory arbitration in Superior Court. She explained mandatory arbitration is filed for any cases with claims less than \$50,000. She stated there are fees involved for this service of approximately \$250 per case.

Commissioner Welch asked how many cases are filed yearly. Ms. Hartman-Beyer stated there have been 13 cases this year with approximately half of those being settled through this arbitration process.

Commissioner Gordon called for public comment. There were no comments.

Commissioner Gordon stated the Ordinance has been prepared to establish the filing fee at \$220, but since the cost is \$250, he asked legal counsel whether the Commissioners can change the filing fee to \$250.

James Baker stated the Board can approve the proposed Ordinance with a change to the filing fee amount.

ACTION: A motion was made, seconded and passed to approve Ordinance No. 413 establishing a \$250 fee for filing of a request for mandatory arbitration in Superior Court as authorized by RCW 36.18.016 (25).

3. Emergency Budget - Superior Court, revised amount of \$56,790: There was a public hearing on September 8, 2014 to consider an Emergency Budget request for Superior Court for the revised amount of \$56,790. Notice of this hearing was published in *The Montesano Vidette* on August 28, 2014. Commissioner Gordon asked for a staff report. Brenda Sherman, Budget Director, reported this resolution increases jury and witness fees, pro tem judges, court reporters and extra help due to the high number of criminal jury trials conducted year to date and expected through the end of this year. She stated the amount for this request was adjusted after the publication due to the high number of jury trials.

Commissioner Gordon called for public comment. There were no comments.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-090 authorizing an emergency budget appropriation in the General Fund Superior Court for the revised amount of \$56,790.

4. **Emergency Budget - Civil Service, \$5,000:** There was a public hearing on September 8, 2014 to consider an Emergency Budget request for the Civil Service in the amount of \$5,000. Notice of this hearing was published in *The Montesano Vidette* on August 28, 2014. Commissioner Gordon asked for a staff report. Brenda Sherman, Budget Director, reported this appropriation will increase salaries and benefits necessary to administer tests for the Sheriff's Office.

Commissioner Gordon called for public comment. There were no comments.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-091 authorizing an emergency budget appropriation in the General Fund Civil Service in the amount of \$5,000.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

August 25, 2014 Regular and Morning Meeting

Auditor:

Month End Report for August – Claims: \$4,509,891.52 Salaries: \$2,487,637.09

Sheriff:

Rick Scott Public Official Bond

Correspondence:

Claim, C-687-14 Ricky Sizemore

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

COMMISSIONERS:

None

DEPARTMENTS:

Assessor:

1. **Request Approval, Resolution – change the custodian for the Assessor's Petty Cash Fund to the Deputy Assessor:** A motion was made, seconded to approve Resolution No. 2014-092 amending Resolutions 90-20 and 93-14 to change the Assessor's Department petty cash

fund custodian to the Chief Deputy Assessor. This change was necessary to remove the name of a previous employee.

Fair, Events and Tourism:

- 1. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign a facility use agreement with Grays Harbor Teen Backpack Benefit for September 27th and Greater Grays Harbor for an event on September 12th:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign facility use agreements with Grays Harbor Teen Backpack Benefit for September 27th and Greater Grays Harbor for an event on September 12th.
- 2. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign a facility use agreement for a Memorial Service on September 14th:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign a facility use agreement for a Memorial Service on September 14th.

Management Services:

- 1. Request Approval – Resolution – Budget Transfer, Miscellaneous Fund, Chemical Dependency/Mental Health/Therapeutic Court, \$75,100:** A motion was made, seconded and passed to approve **Resolution No. 2014-093 transferring items in the Miscellaneous Fund, Chemical Dependency/Mental Health/Therapeutic Court in the amount of \$75,100.** This budget resolution establishes appropriations for the treatment of adult co-occurring disorders and increases travel.

Superior Court:

- 1. Request Approval – Contract with Indigenous Interpreting Services for interpretation services for one year:** A motion was made, seconded and passed to approve a contract with Indigenous Interpreting Services for interpretation services for one year. The scope of work includes interpretation services through a variety of modalities including on-site, telephonic or video and other language services as needed and requested by Indigenous Languages include but are not limited to Mixteco (alto, medio, bajo), Triqui (alto, medio, bajo), Zapoteco (alto, medio, bajo) and other Mexican and Central American indigenous languages. Language services may include support for other languages such as Spanish and other more diffused languages including ASL. With some Languages of Lesser diffusion Indigenous Interpreting Services will endeavor to secure competent interpreters in both English and the requested language but may also offer the client an interpreter competent in Spanish and the target language, if this satisfies the needs of the client.

Treasurer:

- 1. Request Approval – Resolution – Establishing the Grays Harbor Hospital District #2 Fund and Revising the Grays Harbor Hospital District #1 Fund:** A motion was made,

seconded and passed to approve **Resolution No. 2014-094 Establishing the Grays Harbor Hospital District #2 Fund and Revising the Grays Harbor Hospital District #1 Fund.** Since the August 5th election has been certified, Grays Harbor County Hospital District # 2 has officially been established. Pursuant to RCW 70.44.171, the County Treasurer is the Treasurer of the Hospital District until such time as their Board appoints someone else. This Resolution creates a new fund for Grays Harbor Hospital District #2 (660.002.000). This resolution also addresses the creation of a new fund for Grays Harbor Hospital District #1 (660.001.000) and the transfer of existing funds and financial records to it. When Hospital District #1 was formed, the addition of another district was never contemplated. So, the current fund for Hospital District #1, 660.000.000, does not follow the County's normal numbering convention, making this Resolution necessary to change the fund number.

ANNOUNCEMENTS

None

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, September 8, 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 Brenda Sherman, Budget Director, regarding a budget update and presentation of the 2015 preliminary budget; Pamela Hartman-Beyer, Superior Court Administrator, regarding an agenda item; Rick Hole, Assessor, regarding an agenda item; the following Public Service representatives for departmental updates: Public Services Director Kevin Varness, Environmental Health Director Jeff Nelson and ER&R Director Jerry Benedict.

RECAP OF APPROVED RESOLUTIONS, ORDINANCES, AND INTERGOVERNMENTAL AGREEMENTS:

RESOLUTIONS:

No. 2014-089

**Dissolving the Grays Harbor Public
Development Authority**

- No. 2014-090** Authorizing an emergency budget appropriation in the General Fund Superior Court for the revised amount of \$56,790
- No. 2014-091** Authorizing an emergency budget appropriation in the General Fund Civil Service in the amount of \$5,000
- No. 2014-092** Amending Resolutions 90-20 and 93-14 to change the Assessor's Department petty cash fund custodian to the Chief Deputy Assessor
- No. 2014-093** Transferring items in the Miscellaneous Fund, Chemical Dependency/Mental Health/Therapeutic Court in the amount of \$75,100
- No. 2014-094** Establishing the Grays Harbor Hospital District #2 Fund and Revising the Grays Harbor Hospital District #1 Fund

ORDINANCES:

- 413** Establishing a \$250 fee for filing of a request for mandatory arbitration in Superior Court as authorized by RCW 36.18.016 (25)

INTERGOVERNMENTAL AGREEMENTS:

None

The meeting adjourned at 2:18 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