

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

October 6, 2014

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, October 6, 2014, at 2:00 p.m. Commissioners present were Frank Gordon 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

A motion was made, seconded and passed to excuse Commissioner Herb Welch from the meeting.

BIDS:

None

HEARINGS:

1. Supplemental Budget – Tourism Fund, \$50,000: There was a public hearing held on October 6, 2014 to consider a supplemental budget in the Tourism Fund in the amount of \$50,000. Notice of this hearing was published in *The Montesano Vidette* September 25, 2014 and October 2, 2014. Commissioner Gordon called for a staff report. Brenda Sherman, Budget Director, reported this resolution increases revenue from the 3% hotel/motel tax by \$50,000 to reflect year to date activity. Transfers out to the Fair Tourism fund are being increased \$30,000 for tourism promotion and ending cash is increased by the difference of \$20,000.

Commissioner Gordon asked if there was any public comment. There was no public comment and the hearing was closed.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-102 authorizing a supplemental budget in the Tourism Fund in the amount of \$50,000.

2. Supplemental Budget – Recreation and Activities Fund, \$30,000: There was a public hearing held on October 6, 2014 to consider a supplemental budget in the Recreation and Activities Fund in the amount of \$30,000. Notice of this hearing was published in *The Montesano Vidette* September 25, 2014 and October 2, 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 asked if there was any public comment. There was no public comment and the hearing was closed.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2014-103 authorizing a supplemental budget in the Recreation and Activities Fund in the amount of \$30,000.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

Regular and Morning Meeting: September 29, 2014
Special Meetings: September 24, 2014, September 30, 2014 & October 2, 2014

Auditor:

Month-End Expenditures for September – Claims: \$4,804,844.82 and Salary:
\$2,470,035.02

Commissioners:

Set Hearing Date – October 27, 2014 – Astound Broadband LLC telecommunications franchise application

Coroner:

Monthly Summary Report – September 2014

District Court:

Surplus Equipment – Sharp Copier, Asset No. 1040

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

PROCLAMATION:

1. **Recognizing Public Power Week, October 5-11:** A motion was made, seconded and passed to proclaim that the week of October 5th through 11th be designated Public Power Week to recognize the Grays Harbor Public Utility District for its contributions to the community and to educate consumer-owners, policy makers, and employees on the benefits of public power.

COMMISSIONERS:

1. **ORV Park Lease Amendment with Promoto Promotion – adding reimbursement to Promoto for providing educational information to park users as part of a current grant:** A motion was made, seconded and passed to approve the ORV Park lease amendment with Promoto Promotions to add language for reimbursement to Promoto Promotions for providing educational information to park users as part of a current grant.

2. **Resolution – Employee medical care contribution and coverage opt-out option for 2015:** A motion was made, seconded and passed to approve Resolution No. 2014-104 adopting

an employee medical care contribution and coverage opt-out option for January 1, 2015 through December 31, 2015. A Grays Harbor County employee, other than those enrolled in Teamsters medical insurance, may voluntarily elect to waive group medical coverage through the county upon proof of other comprehensive group medical coverage. Each employee voluntarily electing to waive his or her group medical coverage shall receive a monthly incentive payment of \$475.

DEPARTMENTS:

Fair, Events and Tourism:

1. **Request Approval, Authorization for the Fair, Events and Tourism Manger to sign 2015 tradeshow agreements – Washington Sportsmen’s Show in Puyallup for \$1,200 and Pacific Northwest Sportsmen’s Show in Portland for \$1,200:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manger to sign 2015 tradeshow agreements for the Washington Sportsmen’s Show in Puyallup for \$1,200 and Pacific Northwest Sportsmen’s Show in Portland for \$1,200. The Grays Harbor Tourism Department has participated in the Washington Sportsmen’s Show for several years with great success. Thousands of Grays Harbor Visitor Guides, maps of Grays Harbor, and Grays Harbor Calendar of Events are distributed.

Management Services:

1. **Request Approval, Resolution – Budget Transfer, Stadium Fund, \$36,000:** A motion was made, seconded and passed to approve **Resolution No. 2014-105 transferring items in the Grays Harbor Miscellaneous Fund Stadium Fund in the amount of \$36,000.** This resolution will increase the budget for fair construction projects and capital outlay, funding is available in ending cash.

Public Services:

1. **Request Approval, Maintenance Agreement with Washington State Department of Transportation for replacement of two caps on the Vesta Bridge – costs are estimated at \$39,946.10:** A motion was made, seconded and passed to approve a Maintenance Agreement with Washington State Department of Transportation (WSDOT) for replacement of two caps on the Vesta Bridge. Under this agreement a WSDOT bridge maintenance crew will replace two deteriorated caps on the Vesta Bridge, located on North River Road. The repair costs are estimated at \$39,946.10.

ANNOUNCEMENTS

None

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, October 6, 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 Dale Gowan, Central Services Director, regarding policies and agenda items and the following Public Service representatives for departmental updates: Public Services Director Kevin Varness, County Engineer Russ Esses and Environmental Health Director Jeff Nelson.

RECAP OF APPROVED RESOLUTIONS, ORDINANCES, AND INTERGOVERNMENTAL AGREEMENTS:

RESOLUTIONS:

- | | |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------|
| No. 2014-102 | Authorizing a supplemental budget in the Tourism Fund in the amount of \$50,000 |
| No. 2014-103 | Authorizing a supplemental budget in the Recreation and Activities Fund in the amount of \$30,000 |
| No. 2014-104 | Adopting an employee medical care contribution and coverage opt-out option for January 1, 2015 through December 31, 2015 |
| No. 2014-105 | Transferring items in the Grays Harbor Miscellaneous Fund Stadium Fund in the amount of \$36,000 |

Resolution approved in the Morning Meeting:

- | | |
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| No. 2014-106 | Local Agency Nonhighway and Off- Road Vehicle Activity Program – park maintenance equipment grant application |
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ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

None

The meeting adjourned at 2:15 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