

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

February 23, 2015

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, February 23, 2015, at 2:00 p.m. Commissioners present were Frank Gordon, Vickie Raines and Wes Cormier. Jenna Amsbury, Clerk of the Board, was present to record the meeting. Deputy Prosecutor Norma Tillotson and Prosecutor Katie Svoboda were also present.

CALL TO ORDER AND FLAG SALUTE

BIDS:

1. **2015 Emulsified Asphalt Supply Contract:** Notice was published in the Vidette that sealed bids would be received on February 23, 2015 for the 2015 Emulsified Asphalt Supply Contract. The Clerk of the Board announced two bids were received as follows:
 - Albina Fuel, Vancouver, Washington in the amount of \$634,546.50 (including tax)
 - Alon Asphalt Co., Elk Grove, California in the amount of \$635,131.99 (including tax)

HEARINGS:

1. **Emergency Budget - General Fund Various Departments, \$12,714:** A hearing was held on February 23, 2015 to consider an Emergency Budget in the General Fund Various Departments in the amount of \$12,714. Notice of this hearing was published in *The Montesano Vidette* on February 12, 2015. Commissioner Cormier called for a staff report. Brenda Sherman, Budget Director, reported this resolution authorizes the distribution of funds collected in prior years for the purpose of funding community based services for victims of domestic violence within the County.

Commissioner Cormier called for public comment. There were no comments and the hearing was closed.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2015-028 authorizing an emergency extension in the budget of the Grays Harbor County General Fund Various Departments in the amount of \$12,714.

2. **Supplemental Budget - Special Projects Fund, \$1,176,850:** A hearing was held on February 23, 2015 to consider a Supplemental Budget in the Special Projects Fund in the amount of \$1,176,850. Notice of this hearing was published in *The Montesano Vidette* on February 12 and 19, 2015. Commissioner Cormier called for a staff report. Brenda Sherman, Budget Director, reported this amendment will authorize budget to cover costs incurred on the Wishkah River and Elma-Porter flood projects in 2014, as well as the balance remaining on these projects for 2015.

Commissioner Cormier called for public comment. There were no comments and the hearing was closed.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2015-029 authorizing a supplemental extension in the budget of the Grays Harbor County Special Projects Fund in the amount of \$1,176,850.

3. Decision Only-Transfer of Anderson Road to the Confederated Tribes of the Chehalis Reservation: A hearing was held on January 12, 2015 to consider the transfer of ownership of the County's portion of Anderson Road to the Confederated Tribes of the Chehalis Reservation. Notice was published in *The Montesano Vidette* on January 1, 2015. At the January 12th meeting this hearing was postponed to February to give time for Thurston County to work out an Interlocal Agreement with the Tribe.

ACTION: A motion was made, seconded and passed to postpone the Decision on the transfer of Anderson Road to the Confederated Tribes of the Chehalis Reservation until the April 13, 2015 meeting.

PUBLIC COMMENT:

Robert Criswell, Montesano, commented on the need to replace a culvert on Muller Road. He discussed the differences between the culvert size required by the county and the culvert size required by Fish and Wildlife guidelines. The County Commissioners will discuss this issue in the next morning meeting, Monday, March 2, 2015.

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

Meeting Minutes: Morning & Regular February 9, 2015

Assessor:

Surplus property: Computers, printers

Auditor:

Surplus property: scanners

Commissioners:

Set Hearing Date – *March 9, 2015* – Consideration of a Resolution to name the Fairgrounds Pavilion the Mike Murphy Pavilion

Coroner:

Monthly Coroner Report, January 2015

Juvenile:

Surplus property: Copier, phone system

Management Services:

Set Hearing Date – March 9, 2015, – Supplemental Budget – General Fund WSU extension, \$854

Public Health:

Exhibit space reservation & contract-Expo Grays Harbor

Public Services:

Emergency closure (1-2 days) Elma Hicklin Rd, M.P. 4.52, February 27, 2015

Correspondence:

Department of Natural Resources – Projections for income from forest land

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

COMMISSIONERS:

1. **Superior Court Indigent Defense Contract – Kevin Johnson:** A motion was made, seconded and passed to approve the Superior Court Indigent Defense Contract with Kevin Johnson.
2. **Set Bid date for March 30, 2015 for County Printing of Official Publications:** A motion was made, seconded and passed to set a bid date of March 30, 2015 for County Printing of Official Publications.

DEPARTMENTS:

Fair, Events and Tourism:

1. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign the 2015/2016 Olympic Culinary Adventure Map Co-op Advertising, \$1,800:** A motion was made, seconded and passed to approve the authorization for the Fair, Events and Tourism Manager to sign the 2015/2016 Olympic Culinary Adventure Map Co-op Advertising in the amount of \$1,800. The Olympic Culinary Adventure Map is utilized by the Olympic Culinary Loop (OCL) Association to draw culinary tourists to the area. The OCL markets on behalf of its members and associates for the purpose of communicating a branded destination experience intended to attract “Taste Tourists” to culinary activities.
2. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign the following fair entertainment agreements: (The Band) Humptulips, August 7, 2015, \$3,500; Parmalee (Country Act), August 6, 2015, \$25,000; Hotel California (Eagles Tribute Band), August 5, 2015, \$8,800:** A motion was made, seconded and passed to approve the authorization for the Fair, Events and Tourism Manager to sign the following fair entertainment agreements: (The Band) Humptulips, August 7, 2015, \$3,500; Parmalee (Country Act), August 6, 2015, \$25,000; Hotel California (Eagles Tribute Band), August 5, 2015, \$8,800.
3. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign the Professional Sports Publications/2015 NFL Seahawks Yearbook, \$6,500:** A motion was made, seconded and passed to approve the authorization for the Fair, Events and Tourism Manager to sign the Professional Sports Publications/2015 NFL Seahawks Yearbook in the

amount of \$6,500. Professional Sports Publications is producing the 2015 Seattle Seahawks Yearbook. Grays Harbor Tourism has been offered a very unique opportunity to have an ad in this publication. This publication is the official Yearbook for the 2015 Seattle Seahawks. This souvenir publication is a collectable item that is distributed to fans and season ticket holders. It is also distributed throughout the northwest, providing repeat exposure for the advertising message.

4. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign and execute the 2015 facilities agreements with: Horns & Hooks Sportsman Show, March 14th & 15th, 2015 and Garrison Auctioneers, February 28, 2015: A motion was made, seconded and passed to approve the authorization for the Fair, Events and Tourism Manager to sign and execute the 2015 facilities agreements with: Horns & Hooks Sportsman Show, March 14th & 15th, 2015 and Garrison Auctioneers, February 28, 2015.

5. Request Approval, Agreement with Horns and Hooks for 2015 television marketing - \$52,000: A motion was made, seconded and passed to approve the Agreement with Horns and Hooks for 2015 television marketing in the amount of \$52,000. Horns and Hooks is a locally based outdoor magazine, which has also branched into a television show that airs on Root Sports Northwest and Comcast SportsNet, as well as expanding in 2015 into the radio market. Four shows dedicated to outdoor opportunities in Grays Harbor County will be produced and aired. The county will also receive advertising during all shows that air during the season and advertising in Horns and Hooks Outdoor Magazine.

Forestry:

1. Request Approval, Purchase of a 40 acre parcel of timberland- parcel no. 210935310000, \$44,000: A motion was made, seconded and passed to approve the purchase of a 40 acre parcel of timberland, parcel no. 210935310000, in the amount of \$44,000. This parcel is adjacent to current timberlands owned by the county and would allow for transportation through the parcel at no cost for an upcoming timber sale.

2. Request Approval, Accept Contract as Complete and Release Retainage to JBC Cedar LLC for the Barlow Creek/ John's River Cedar Sale: A motion was made, seconded and passed to approve the Contract as Complete and Release retainage to JBC Cedar LLC for the Barlow Creek/John's River Cedar Sale. JBC Cedar LLC has satisfactorily completed all the terms and conditions for the Barlow Creek/John's River Cedar sale.

Management Services:

1. Request Approval, 2015 Municipal Services Agreement-Chehalis Basin Fisheries Task Force, \$6,500 January 1, 2015 through December 31, 2015: A motion was made, seconded and passed to approve the 2015 Municipal Services Agreement with the Chehalis Basin Fisheries Task Force in the amount of \$6,500 from January 1, 2015 through December 31, 2015. \$6,500 will be provided to the Task Force to provide a cooperative effort toward

enhancement of fisheries in the production of salmon, steelhead and trout on all waters affecting Grays Harbor County within the Chehalis Basin.

2. Request Approval, Amendment A to the Wireline/Wireless Grant with the Washington State Military Department – increases contract by \$19,830: A motion was made, seconded and passed to approve Amendment A to the Wireline/Wireless Grant with the Washington State Military Department. This Amendment increases the overall contract in the amount of \$19,830.

3. Request Approval, Resolution – Establishing Policy and Procedures for county hiring and personnel changes: A motion was made, seconded and passed to approve **Resolution 2015-030 Establishing Policy and Procedures for county hiring and personnel changes.** The purpose of these policies and procedures is to implement a system of uniform personnel administration for Grays Harbor County employees, elected officials and department heads in the areas of employee recruitment, selection, hiring, retention and other employment status changes.

Public Health and Social Services:

1. Request Approval, Contract with Catholic Community Services of Western Washington, \$50,205 – January 1, 2015 through March 31, 2015: A motion was made, seconded and passed to approve the Contract with Catholic community Services of Western Washington in the amount of \$50,205 for January 1, 2015 through March 31, 2015. This contract funds the Wraparound program serving 10 families each month. Wraparound is a care coordination service for families with children served by multiple agencies. It ensures the child's care is well organized and addresses the family's needs.

2. Request Approval, Contract with the National Association of County and City Health Officials to build capacity within the Medical Reserve Corps, \$3,500 – January 7, 2015 through July 31, 2015: A motion was made, seconded and passed to approve the Contract with the National Association of County and City Health Officials to build capacity within the Medical Reserve Corps in the amount of \$3,500 for January 7, 2015 through July 31, 2015.

3. Request Approval, Contract with Thrive by Five for the Parents as Teachers Home Visiting Program, grant amount \$201,334 – January 1, 2015 through December 31, 2015: A motion was made, seconded and passed to approve the Contract with thrive by Five for the Parents as Teachers Home Visiting Program with a grant amount of \$201,334. The contract is from January 1, 2015 through December 31, 2015. The identified outcomes of PAT include (1) increase in healthy pregnancies and improved outcomes (when services are delivered prenatally); (2) increase in parents' knowledge of child development; (3) improved parenting practices, and parent-child relationships; (4) early detection of developmental delays and health issues; (5) and improved family health and functioning

4. Request Approval, Amendment D to the Consolidated Homeless Grant with the Department of Commerce adding Year 2 performance funding, \$11,400: A motion was made, seconded and passed to approve Amendment D to the Consolidated Homeless Grant with the Department of Commerce adding Year 2 performance funding in the amount of \$11,400. The CHG contract is designed to support an integrated system of housing assistance to prevent homelessness and quickly rehouse households who are unsheltered. This contract provides resources to address the needs of people who are homeless or at risk of homelessness

5. Request Approval, Amendment to Section 2 of the membership agreement with AFAXYS defining AFAXYS as the authorized agent for its members: A motion was made, seconded and passed to approve an Amendment to Section 2 of the membership agreement with AFAXYS defining AFAXYS as the authorized agent for its members.

Public Services:

1. Request Approval, Solid Waste Advisory Committee By-law amendments: A motion was made, seconded and passed to approve the Solid Waste Advisory Committee By-law amendments. The SWAC has recently done an extensive update of the By-Laws that were created in the 1990's. The proposed By-Laws were unanimously approved by the SWAC at the January meeting. The key changes of this Amendment are 1) the Addition of the State Statute that requires a SWAC – RCW 70.95(165); 2) Change the 15 member requirement to the State's required minimum of nine; 3) Change minimum meeting requirement from every 2 months to quarterly and 4) Change quorum requirement from 5 members to a simple majority.

2. Request Approval, Release contract bond with Roglin's Inc. for the Satsop River Bridge Preventative Maintenance Project, total amount of the contract is \$1,065,671.71: A motion was made, seconded and passed to approve the Release contract bond with Roglin's Inc. for the Satsop River Bridge Preventative Maintenance Project, the total amount of the contract is \$1,065,671.71.

3. Request Approval, Personal Services Contract with Ecolution for the 2014 County Guardrail Project - estimated cost of \$6,200: A motion was made, seconded and passed to approve the Personal Services Contract with Ecolution for the 2014 County Guardrail Project with an estimated cost of \$6,200. Ecolution has been selected by this office to complete the environmental permitting requirements for the above referenced project. Ecolution was selected after reviewing proposals received from them and Herrera Environmental Consultants. The selection was made based on their expertise in performing the work and their cost estimate. The scope of work to be performed under this contract includes completing an Environmental Classification Summary and fulfilling the requirements of Section 106 of the National Historic Preservation Act. The estimated cost for this work is \$6,200.

4. Request Approval, Local Agency Agreement and Prospectus for the Wynooche Road Emergency Slide Removal, requesting \$100,000 of federal funds for the removal costs: A motion was made, seconded and passed to approve the Local Agency Agreement and

Prospectus for the Wynooche Road Emergency Slide Removal, requesting \$100,000 of federal funds for the removal costs. This project has been approved for Federal funds under the Emergency Relief Program.

5. Request Approval, Local Agency Agreement and Prospectus for the Wishkah Road Emergency Slide Removal, requesting \$17,000 of federal funds for the removal costs: A motion was made, seconded and passed to approve the Local Agency Agreement and Prospectus for the Wishkah road Emergency Slide Removal, requesting \$17,000 of federal funds for the removal costs. This project has been approved for Federal funds under the Emergency Relief Program.

6. Request Approval, Local Agency Agreement and Prospectus for the Brooklyn Road Emergency Bank Armament, requesting \$14,000 of federal funds for the scour repair: A motion was made, seconded and passed to approve the Local Agency Agreement and Prospectus for the Brooklyn Road Emergency Bank Armament, requesting \$14,000 of federal funds for the scour repair. This project has been approved for Federal funds under the Emergency Relief Program.

7. Request Approval, Local Agency Agreement and Prospectus for the Youmans Road Emergency Culvert Replacement, requesting federal funds for the culvert replacement: A motion was made, seconded and passed to approve the Local Agency Agreement and Prospectus for the Youmans Road Emergency Culvert Replacement, requesting federal funds for the culvert replacement. This project has been approved for Federal funds under the Emergency Relief Program.

Sheriff:

1. Request Approval, Grant Agreement between Washington State Military Department and the US Department of Homeland Security and Grays Harbor County Department of Emergency Management to improve communications, \$16,899 for September 1, 2013 through July 15, 2015: A motion was made, seconded and passed to approve the Grant Agreement between the Washington State Military Department and the US Department of Homeland Security and Grays Harbor County Department of Emergency Management to improve communications in the amount of \$16,899 for September 1, 2013 through July 15, 2015. Grays Harbor County is part of Homeland Security Region 3. During the closeout of the FFY11 and FFY12 State Homeland Security Grant in September 2014, the region underwent funding reallocation among all five counties leveraging funding between the grants. Grays Harbor County is receiving funding to improve interoperable communications

2. Request Approval, Property Auction Contract with CTM Unlimited Auctions, LLC to allow for public auction of unclaimed property as required by RCW 63.40.010: A motion was made, seconded and passed to approve the Property Auction Contract with CTM Unlimited Auctions, LLC to allow for public auction of unclaimed property as required by RCW 63.40.010.

ANNOUNCEMENTS

None

CORRESPONDENCE

None

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

RESOLUTIONS:

No. 2015-028

**Authorizing an emergency extension
in the budget of the Grays Harbor
County General Fund Various
Departments in the amount of
\$12,714.**

No. 2015-029

**Authorizing a supplemental extension
in the budget of the Grays Harbor
County Special Projects Fund in the
amount of \$1,176,850**

No. 2015-030

**Establishing Policy and Procedures
for county hiring and personnel
changes**

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

None

The meeting adjourned at 2:32 p.m.

BOARD OF COMMISSIONERS
For Grays Harbor County

This _____ day of _____, 2015

WES CORMIER, Chairman, District 1

FRANK GORDON, Commissioner, District 2

VICKIE L. RAINES, Commissioner, District 3

ATTEST:

Jenna Amsbury, Clerk of the Board