

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

March 16, 2015

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, March 16, 2015, at 2:00 p.m. Commissioners present were Wes Cormier, Frank Gordon, and Vickie Raines. Jenna Amsbury, Clerk of the Board, was present to record the meeting. Deputy Prosecutor Norma Tillotson was also present.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

BIDS:

None

HEARINGS:

1. Department of Commerce CDBG Public Services Grant: A hearing was held on March 16, 2015 to consider the Department of Commerce CDBG Public Services Grant. Notice of this hearing was published in *The Montesano Vidette* on March 5, 2015. The CDBG Public Services Grant will fund up to \$109,899 to be passed through to Coastal Community Action Program (CCAP). The purpose of the public hearing is to review community development and housing needs, inform citizens of the availability of funds and eligible uses of the state CDBG, and to receive comments on proposed activities, particularly from lower income persons residing in the Grays Harbor and Pacific County area. Clerk of the Board announced that handouts are available to the public in both English and Spanish. The Clerk of the Board announced that handouts are available to the public in both English and Spanish.

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 the Department of Commerce CDBG Public Services Grant for funding up to \$109,899.

PUBLIC COMMENT:

None

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

Meeting Minutes: Morning & Regular March 9, 2015

Commissioners:

Set Hearing Date – *March 30, 2015* – Ordinance amendment for expanding the description of a “disorderly house” to include adjacent property
Set Hearing Date – *March 30, 2015* – Ordinance amending Section 15.04.020 of the Grays Harbor County Code allowing for the exemption of certain agricultural buildings from permit requirements of the code
Set Hearing Date – *March 30, 2015* – Ordinance amending Section 17.64.010 of the Grays Harbor County Code relating to Architectural Features

Public Health:

Data Sharing Agreement with WA State Dept. of Early Learning for the Parents as Teachers Program
Agreement with GRuB for the Cultivating Root Program for cooperative partnership

Public Services:

Set bid date - *May 4, 2015*- 2015 Traffic Control Devices Stockpiling Contract
One year extension to March 24, 2016 for Preliminary Plat Approval for Big Lodge Ridge Plat, Case 2007-2409

Correspondence:

Use Permit, Elma Game Association-Fishing Derby, Vance Creek Park, April 25, 2015 from 5:00 a.m. to 1:00 p.m.

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

PRESENTATION:

1. Garden Program Presentation presented by Kristina Alnajjar, Public Health and Social Services Health Educator: Joan Brewster, Director of Public Health and Social Services, introduced Kristina Alnajjar, Health Educator, who has been working with the Cultivating Roots project. Ms. Alnajjar discussed the timeline for the project and the goals. She stated the Garden Program outcomes include both goals focused for youth and those for the community.

The Youth Goals are as follows:

- Engaged Leadership: Youth explore their leadership potential by practicing hard work, learning new skills and most importantly, having fun while investing in their community.
- Healthy Living: Youth invest in their health by taking time to learn how to grow and prepare food.
- Food Justice: Youth become a part of our local food system by contributing to the growth of nutritious vegetables and fruits for those who may not have access in our community.

The Community Goals are as follows:

- Engage Pacific Court Tenants: Engage Tenants living in Pacific Court Housing in the garden either through volunteering or offering space for tenants to have their own raised garden bed.

- Connect Garden to Food Banks: Through events like Plant-A-Row and by donating fresh produce to food banks ourselves, we can strengthen the connection between food banks and local gardens like Cultivating Roots.
- Learn about Grays Harbor Hunger: Start to better understand how edible gardening can increase the availability of local produce and improve the health of the community.

Ms. Alnajjar provided information about the donations received from local businesses and upcoming programs that will give back to the community. She explained the planting area has doubled since the ribbon cutting last year.

COMMISSIONERS:

1. **Superior Court Indigent Defense Contract:** A motion was made, seconded and passed to approve the Superior Court Indigent Defense Contract with Jakob McGhie for Class B and C non-violent cases.

Convene as Board of Health:

Commissioner Cormier moved out of the Regular Meeting and into a Meeting of the Board of Health to consider the following agenda item:

1. **Resolution approving the Temporary Food Permitting requirements for the Montesano Senior Lunch Program.** A motion was made, seconded and passed to approve **Board of Health Resolution No. 2015-001 approving the Temporary Food Permitting requirements for the Montesano Senior Lunch Program.** The resolution put into place the Grays Harbor County Board of Health's directive to permit the operation of the Montesano senior lunch program under temporary food service requirements as conditioned by the Environmental Health Division (EHD). Three consecutive temporary food permits will allow continued operation of the program until May 19, 2015 by which time they are expected to find an approved permanent location to operate. Additionally, the resolution directs the EHD to waive the fees for the next three temporary food permit applications.

Commissioner Cormier moved out the Board of Health Meeting and back into the Regular Meeting of the Board of County Commissioners.

DEPARTMENTS:

Forestry:

1. **Request Approval, Timber sale contracts: Cranberry Creek No. 1- Sierra Pacific Industries for an estimated value of \$930,971; Saddle Hill No. 3 - Sierra Pacific Industries for an estimated value of \$537,677; Stafford Ck. No. 5 Cedar Salvage - JBC Cedar, LLC for an estimated value of \$83,525.** A motion was made, seconded and passed to approve the

Timber sale contracts for Cranberry Creek No. 1- Sierra Pacific Industries for an estimated value of \$930,971; Saddle Hill No. 3 - Sierra Pacific Industries for an estimated value of \$537,677; Stafford Ck. No. 5 Cedar Salvage - JBC Cedar, LLC for an estimated value of \$83,525.

Management Services:

1. Request Approval, Authorization for the Central Services Director to sign a 3 year purchase agreement with CenturyLink for phones and licenses for the ShoreTel phone system. A motion was made, seconded and passed to approve the Authorization for the Central Services Director to sign a 3 year purchase agreement with CenturyLink for phones and licenses for the ShoreTel phone system. This agreement will allow us to purchase phones and licenses for the ShoreTel phone system as needed for various county departments.

Public Health and Social Services:

1. Request Approval, Contract with Coastal Community Action Program for Homeless Housing Services in the amount of \$829,251 for the contract period of January 1, 2015 through December 31, 2015: A motion was made, seconded and passed to approve the Contract with Coastal Community Action Program for Homeless Housing Services in the amount of \$829,251 for the contract period of January 1, 2015 through December 31, 2015. This contract provides resources to address the needs of homeless individuals or for those who are at risk of homelessness and is associated with the housing services of the Department of Commerce. Funding must be matched by the County's Document Recording fees in accordance with RCW 43.185.

2. Request Approval, Contract with the Department of Social and Health Services for the Working Advance Program for the contract period of July 1, 2015 through June 30, 2016: A motion was made, seconded and passed to approve the Contract with the Department of Social and Health Services for the Working Advance Program for the contract period of July 1 2015 through June 30, 2016. The Contract provides a Working Advance Program procedure for assessment and possible adjustments to Long-Term Payable.

Public Services:

1. Request Approval, Accept contract as complete and release the retainage to Rognlin's Inc. for the Cedar Creek Bridge Replacement: A motion was made, seconded and passed to approve the contract as complete and release the retainage to Rognlin's Inc. for the Cedar Creek Bridge Replacement. The total amount of the contract is \$465,494.95 which is 0.001% above the original bid.

2. Request Approval, Authorization to negotiate a contract with David Evans and Associates for Bridge Design Services for the Big Creek, Mox Chehalis Creek and Vesta Bridge Replacements: A motion was made, seconded and passed to approve Public Services to negotiate a contract with David Evans and Associates for Bridge Design Services for the Big

Creek, Mox Chehalis Creek and Vesta Bridge Replacements. David Evans and Associates are adequately staffed with qualified personnel who can complete the work within the time limits desired.

3. Request Approval, Award the bid for two (2) four door compact vehicles to Five Star Dealerships for a total of \$39,461.76: A motion was made, seconded and passed to award the bid for two (2) four door compact vehicles to Five Star Dealerships for a total of \$39,461.76.

4. Request Approval, Award the bid for one (1) 4x4 police utility to Whitney's Chevrolet for a total of \$37,259.32: A motion was made, seconded and passed to award the bid for one (1) 4x4 police utility to Whitney's Chevrolet for a total of \$37,259.32

5. Request Approval, Award the bid for one (1) 2x4 police utility pursuit vehicle to Five Star Dealerships for a total of \$34,628.25: A motion was made, seconded and passed to award the bid for one (1) 2x4 police utility pursuit vehicle to Five Star Dealerships for a total of \$34,628.25.

6. Request Approval, Award the bid for one (1) self-propelled, non-pick up sweeper to Papé Machinery Inc. for a total of \$53,436.25: A motion was made, seconded and passed to award the bid for one (1) self-propelled, non-pick up sweeper to Papé Machinery Inc. for a total of \$53,436.25.

7. Request Approval, Digital Submittal Certification – County Road Administration Board reports for 2014: A motion was made, seconded and passed to approve the digital Submittal Certification for the County Road Administration Board reports for 2014. The reports include:

- 1) Traffic Law Enforcement Certification
- 2) Fish Passage Barrier Removal Certification
- 3) Annual Certification
- 4) Annual Construction Report
- 5) County Arterial Preservation Report
- 6) Annual Certification – Maintenance Management

8. Request Approval, Amendment No. 1 to the Office of Financial Management Contract for the Elma-Porter Flood Mitigation Project – reduces the project approval to \$114,000 to match actual expenses: A motion was made, seconded and passed to approve Amendment No. 1 to the Office of Financial Management Contract for the Elma-Porter Flood Mitigation Project. This amendment reduces the project approval to \$114,000 to match actual expenses. This agreement has been amended to eliminate the design of the overflow bridge on South Bank Road near Elma. The original \$584,000 that was approved for this project has been reduced to \$114,000 (a \$470,000 reduction).

9. Request Approval, Award 2015 aggregate stockpiling contracts items 1, 2 and 4 to Northwest Rock Inc. and item 3 to Quigg Bros. Inc. for a total project amount of

\$186,655.26: A motion was made, seconded and passed to award the 2015 Aggregate Stockpiling Contracts items 1, 2 and 4 to Northwest Rock Inc and item 3 to Quigg Bros. Inc. for a total project amount of \$186,655.26. Total project is 6% over engineers estimate.

<u>Item Number</u>	<u>Approved Bidder</u>	<u>Price:</u>
Item 1	Northwest Rock, Inc	\$ 114,655.00
Item 2	Northwest Rock, Inc	\$ 33,277.50
Item 3	Quigg Brothers, Inc	\$ 14,850.00
Item 4	Northwest Rock, Inc.	<u>\$ 9,250.00</u>
	Sub Total	\$ 172,032.50
	8.5% sales tax	<u>\$ 14,622.76</u>
	Total	\$ 186,655.26

Sheriff's Department

1. Request Approval, Safety and Justice Challenge Grant Application: A motion was made, seconded and passed to approve the Safety and Justice Challenge Grant Application. The Sheriff's Department, in collaboration with the Public Health & Social Services Department is preparing a grant application to the MacArthur Foundation for the Safety and Justice Challenge Grant Program. This program has two rounds. Round 1 is a Planning grant and Round 2 is an Implementation grant. The application is due March 31, 2015 for funds beginning as early as May 2015. This grant program does not require matching funds for qualification and allows applicants to include all associated travel and grant management expenses in the application budget.

ANNOUNCEMENTS:

None

CORRESPONDENCE:

RECAP OF APPROVED RESOLUTIONS, ORDINANCES, AND INTERGOVERNMENTAL AGREEMENTS:

RESOLUTIONS:

None

BOARD OF HEALTH RESOLUTION:

2015-001

**Approving Temporary Food
Permitting requirements for the
Montesano Senior Lunch Program**

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

None

The meeting adjourned at 2:24 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