

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

**June 1, 2015**

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, June 1, 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. Ordinance – rezone application for Vineyards by the Sea LLC parcel 171031420020, classification change from General Development Five (G-5) to General Commercial (C-2):**

A hearing was held on June 1, 2015 to consider Ordinance rezone application for Vineyards by the Sea LLC parcel 17103142020, classification change from General Development Five (G-2) to General Commercial (C-2). Notice of hearing was published in The Montesano Vidette May 21, 2015. The purpose of the public meeting was to consider the recommendation of the Grays Harbor County Planning Commission to approve rezone Case No. 2015-0188 and adopt an ordinance changing the zoning classification of the property. Commissioner Cormier called for a staff report. Jane Hewitt, Planning Department, entered the Staff Report into the record. She noted there were no comments made during the Planning Commission Meeting and it was unanimously approved at their May 5, 2015 meeting.

Commissioner Cormier called for public comment.

Kim Roberts, applicant, stated the purpose for the request is to have the highest compliance with regulations and for estate management in the future.

There were no further comments and the hearing was closed.

**ACTION:** A motion was made, seconded and passed to approve Ordinance 419 amending the Grays Harbor County Official Zoning Maps Adopted Pursuant to Grays Harbor County Code Title 17 approving a Petition for Rezone Case 2014-1021, applicant Vineyards by the Sea LLC.

**2. Emergency Budget Reduction for General Fund - \$892,399:** A hearing was held on June 1, 2015 to consider an emergency budget reduction for General Fund in the amount of \$892,399. Notice of this hearing was published in the Montesano Vidette on May 21, 2015.

This resolution reduces various General Fund departmental budgets as discussed in the special meeting held April 28, 2015.

Commissioner Cormier called for public comment.

Vern Spatz, Auditor, requested for the Commissioners to adjust the reduction for the Auditor's Office. He stated that it is his job to inform the Commissioners what effects the reduction will have his office. He has provided a memo detailing \$7,000 in cuts, but understands there is still \$23,000 slated for reductions in his office. He discussed layoffs and furloughs and explained the negative effects they will have to customer service. Mr. Spatz stated another factor to consider is the \$35,000 for an additional Superior Court Election. This cost was not budgeted and there is no way to absorb \$23,000 and \$35,000 without a large hit to his staffing.

There were no further comments and the hearing was closed.

**ACTION:**

Commissioner Cormier announced he would like to amend the Resolution to decrease the reduction for Public Defense from \$32,500 to \$11,000. Commissioner Raines stated she had spoken to the Auditor about the proposed reduction to his department. She requested to amend the Resolution to decrease the reduction for the Auditor's Office from \$23,000 to \$7,000.

**A motion was made, seconded and passed by Commissioners Raines and Cormier to approve Resolution No. 2015-062 authorizing an emergency reduction in the budget of the Grays Harbor County General Fund for the amended amount of \$854,899.** Commissioner Gordon voted against the motion.

**3. Supplemental Budget – ORV Park Fund, \$20,530:** A hearing was held on June 1, 2015 to consider a Supplemental extension in the budget of the Grays Harbor miscellaneous funds ORV Park Fund in the amount of \$20,530. Notice of this hearing was published in The Montesano Vidette on May 21, 2015. Commissioner Cormier called for a staff report. Brenda Sherman, Budget Director, the amendment will authorize the budget for a state grant from the Recreation and Conservation Office (RCO) for trail safety and enhancement at the Straddleline ORV Park.

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

**ACTION: A motion was made, seconded and passed to approve Resolution No. 2015-063 authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund ORV Park Fund in the amount of \$20,530.**

**PUBLIC COMMENT:**

Robin Moore, Hoquiam, stated she wants to see the Commissioners move the other way and stop cutting the budget. She is ok being taxed and thinks others are too. She stated she wanted revenue to be raised.

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

**Minutes:**

Morning/Regular Meetings: May 18, 2015

**Commissioners:**

- Special Occasion Liquor License for Montesano Community Education on June 20, 2015 at Schafer Meadows in Montesano
- Reopen District Court Indigent Defense Contract and Open Superior Court Title 26 GAL Attorney and Non-Attorney Contracts - submittals due by June 24 for contract approval on June 29 for the term of July 1 through December 31, 2015

**Fairs, Events & Tourism:**

- Facility Use Agreements: Elma High School Graduation and Snyder Memorial

**Management Services:**

- Set hearing date – *June 15, 2015* – Supplemental Budget, Solid Waste Plan Fund \$10,200
- Set hearing date – *June 15, 2015* – Supplemental Budget, Software Replacement Fund \$212,000

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

**PRESENTATION:**

1. **Certificate of Good Practice – Engineering/Road Department:** Chairman Wes Cormier announced the Engineering Department received a Certificate of Good Practice from the County Road Administration Board. He presented the certificate to Russ Esses, County Road Engineer. Mr. Esses stated the following Engineering Department Employees were in the audience and thanked them for their hard work: Rob Wilson, Bruce Clevenger and Troy Freeman.

**COMMISSIONERS:**

1. **Employment Agreement with the Clerk of the Board:** A motion was made, seconded and passed to approve the employment agreement with Jenna Amsbury for her position as Clerk of the Board.

**DEPARTMENTS:**

**Fair Events and Tourism:**

1. **Request Approval, for the Fair, Events and Tourism Manager to sign and execute 2015 Fair Agreement with Agility Sound and Lights Company, \$25,793.29:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign a 2015 Fair Agreement with Agility Sound and Lights Company in the amount of \$25,793.29.
2. **Request Approval, for the 2015 Tourism Marketing/ Special Project Grant Agreement with Grays Harbor Historical Seaport Authority for the 2015 Discover Homeport Grays Harbor Marketing Campaign in the amount of \$5,000:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign and execute a contract for the 2015 Tourism Marketing/ Special Project Grant Agreement with Grays Harbor Historical Seaport Authority for the 2015 Discover Homeport Grays Harbor Marketing Campaign in the amount of \$5,000.

**Management Services:**

1. **Request Approval, for the Renewal of Accident Medical Insurance Policy for Sheriff's Department Jail Trustees in the amount of \$500:** A motion was made, seconded and passed to authorize the Chairman to sign the renewal of Accident Medical Insurance policy for Sheriff's Department Jail Trustees in the amount of \$500. This is an insurance policy that covers jail trustees when they are at work.
2. **Request Approval, Resolution – Budget Transfer – General Fund, Non-Departmental, \$5,000:** A motion was made, seconded and passed to approve **Resolution No. 2015-064 transferring items in the Grays Harbor County General Fund Non-departmental in the amount of \$5,000.** This resolution will authorize the transfer of budget from economic development professional services to strategic planning professional services.
3. **Request Approval, Resolution – Loaning \$210,000 from the Landfill Post-Closure for a Three-Year Loan to the Software Replacement Reserve Fund for purchase of the T2 Software for the Assessor's Office:** A motion was made, seconded and passed to approve **Resolution No. 2015-065 authorizing a loan from the Aberdeen Landfill Post-closure Fund to the Software Replacement Reserve Fund in the amount of \$210,000.** This short-term loan is needed to purchase and install new assessment software for the County Assessor. The loan will be repaid over the next three years.

**Public Health and Social Services:**

1. **Request Approval, 2014-2015 Chemical Dependency Contract with Providence St. Peter for Involuntary Commitment Services – July 1, 2014 through June 30, 2015 in the amount of \$30,000:** A motion was made, seconded and passed to authorize the Chairman to sign the 2014-2015 Chemical Dependency contract with Providence St. Peter. The purpose of the contract is to provide for Chemical Dependency Involuntary Commitment Services on a capacity

basis allowing for a dedicated .5 FTE who will be stationed in Grays Harbor and provide additional support to the behavioral health crisis system.

**2. Request Approval, Amendment 2 to the 2014-2015 Chemical Dependency Services Contract with Evergreen Treatment Services – adding language for retroactive pay – July 1, 2014 through June 30, 2015 no change to contract total of \$239,000:** A motion was made, seconded and passed to authorize the Chairman to sign Amendment 2 to the 2014-2015 Chemical Dependency Services contract with Evergreen Treatment Services. The intention of this amendment is to add additional language to the contract, thus enabling Evergreen Treatment Services to bill for dosing services provided at the local jails retroactively. The language change would allow for invoicing of Local Sales Tax funded services outside of the 45 days, which all other funds in this contract are subject to be billed within . All other terms and conditions remain unchanged as well as the contract total of \$239,000.

**3. Request Approval, Interlocal Agreement with Southwest Washington Behavioral Health to transfer the Netsmart Data Sharing Contract to the Grays Harbor Regional Support Network:** A motion was made, seconded and passed to authorize the Chairman to sign the Interlocal Agreement with Southwest Washington Behavioral Health which transfers the agreement to Grays Harbor Regional Support Network as the holder of NetSmart Data Sharing Contract.

**4. Request Approval, Amendment to the Consolidated Homeless Grant (CHG) contract with the Department of Commerce - adds Housing and Essential Needs (HEN) funding of \$95,786:** A motion was made, seconded and passed to authorize the Chairman to sign the Amendment to the Consolidated Homeless Grant (CHG) contract with the Department of Commerce. This Amendment adds Housing and Essential Needs (HEN) funding of \$95,786.00 to the total contract amount. 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.

#### **Public Services:**

**1. Request Approval, Mattson Road Garrard Creek Bridge Replacement Project right-of-way acquisitions– two permanent easements and one temporary easement with the Confederated Tribes of the Chehalis:** A motion was made, seconded and approved the two permanent easements and one temporary construction easement for the Garrard Creek Bridge Replacement project. The County right-of-way agent will proceed with recording these documents and initiating warrants to be provided to the Tribe for these right-of-way acquisitions.

**2. Request Approval, Upper Wynooche Road (Grisdale Road) Interagency Agreement Closeout with the Federal Highway Administration – work is complete with full reimbursement:** A motion was made, seconded and passed to authorize the Chairman to sign the Upper Wynooche Road (Grisdale Road) Interagency Agreement Closeout form. This work

has been completed. The County has received full reimbursement for all work covered by this agreement from Federal Highways.

**3. Request Approval, Resolution acknowledging the addition of the Upper Wynooche Road to the County Road System – Adding 15.44 miles to the Wynooche Valley Road and 0.35 miles to the Donkey Creek Road:** A motion was made, seconded and passed to approve **Resolution No. 2015-066 adding the Upper Wynooche Road (Old Grisdale Road) to the Grays Harbor County road system.** This process was completed in 2011, except for this formal adoption.

**4. Request Approval, Award Bid and execute a contract with Traffic Safety Supply Co. in the amount of \$31,950.58 for the 2015 Traffic Control Devices Supply Contract:** A motion was made, seconded and passed to award the bid and execute a contract with Traffic Safety Supply in the amount of \$31,950.58 for the 2015 Traffic Control Devices Supply Contract.

**5. Request Approval, Resolution – Establishing Bridge Restrictions on the Sylvia Creek Bridge, Restricting overweight vehicle crossings through June 1, 2017:** A motion was made, seconded and passed to approve **Resolution No. 2015-067 Establishing Bridge Restrictions on the Sylvia Creek Bridge, Restricting overweight vehicle crossings through June 1, 2017.** This bridge is located at the west city limits of Montesano. The bridge restrictions are based on current condition and load rating.

**6. Request Approval, Amendment No. 1 to Beach Gap Road Maintenance Agreement with the Washington State Parks and Recreation Commission adding two more years to the agreement for reimbursement to the County Road Department for beach gap maintenance, up to \$50,000 annually:** A motion was made, seconded and passed authorizing the Chairman to sign Amendment No. 1 to Beach Gap Road Maintenance Agreement with the Washington State Parks and Recreation Commission. This amendment adds two more years to the agreement for reimbursement to the County Road Department for beach gap maintenance, up to \$50,000 annually.

**7. Request Approval, Consulting Agreements with DEA for bridge design work on the Mox Chehalis Bridge Replacement Project in the amount of \$282,260 and Big Creek Bridge Replacement Project in the amount of \$261,270:** A motion was made, seconded and passed to approve the Consulting Agreements with DEA of Olympia, WA for designing the replacement Mox Chehalis bridge on the Mox Chehalis Road and the replacement Big Creek bridge on the Polson Camp Road. The cost of the work included in the agreement for Mox Chehalis is estimated at \$282,260. The cost of the work included in the agreement for Big Creek is estimated at \$261,270. Eighty percent (80%) of the cost is eligible for reimbursement under the Federal Bridge Replacement Program.

**CORRESPONDENCE:**

None

**PUBLIC COMMENT:**

None

Commissioner Gordon was excused from the meeting at 2:25 p.m.

At 2:26 Commissioner Cormier recessed the meeting to Conference Room No. 1 for news media Q&A with Commissioners Raines and Cormier.

Commissioner Cormier reopened the meeting at 2:30 p.m. in Conference Room No. 1. The media and Commissioners exchanged comments and questions on the items approved during the meeting.

At 3:12 p.m. Commissioner Cormier moved back to the Large Meeting Room and adjourned the meeting.

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

**RESOLUTIONS:**

- |                     |   |
|---------------------|---|
| <b>No. 2015-062</b> | <b>Authorizing an emergency reduction in the budget of the Grays Harbor County General Fund for the amended amount of \$854,899</b>             |
| <b>No. 2015-063</b> | <b>Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund ORV Park Fund in the amount of \$20,530</b> |
| <b>No. 2015-064</b> | <b>Transferring items in the Grays Harbor County General Fund Non-departmental in the amount of \$5,000</b>                                     |
| <b>No. 2015-065</b> | <b>Authorizing a loan from the Aberdeen Landfill Post-closure Fund to the Software Replacement Reserve Fund in the amount of \$210,000</b>      |
| <b>No. 2015-066</b> | <b>Adding the Upper Wynooche Road (Old Gridale Road) to the Grays Harbor County road system</b>   |

**No. 2015-067**

**Establishing Bridge Restrictions on the  
Sylvia Creek Bridge, Restricting  
overweight vehicle crossings through  
June 1, 2017**

**ORDINANCES:**

**419**

**Amending the Grays Harbor County  
Official Zoning Maps Adopted Pursuant  
to Grays Harbor County Code Title 17  
approving a Petition for Rezone Case  
2014-1021, applicant Vineyards by the  
Sea LLC**

**INTERGOVERNMENTAL AGREEMENTS: None**

The meeting adjourned at 3:12 p.m.

BOARD OF COMMISSIONERS  
For Grays Harbor County

This \_\_\_\_\_ day of \_\_\_\_\_, 2015

\_\_\_\_\_  
WES CORMIER, Chairman, District 1

\_\_\_\_\_  
FRANK GORDON, Commissioner, District 2

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VICKIE L. RAINES, Commissioner, District 3

ATTEST:

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Jenna Amsbury, Clerk of the Board