

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

November 9, 2015

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, November 9, 2015, at 2:00 p.m. Commissioners present were Frank Gordon, Wes Cormier 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:

1. **Used Road Grader :** Notice was published in The Montesano Vidette that sealed bids would be received on November 9, 2015 for a used Road Grader. The Clerk of the Board announced two bids were received, with bond attached, as follows:

- | | | |
|-------------------|---------|--------------|
| • N. C. Machinery | Seattle | \$137,523.75 |
| • Pape' Machinery | Tacoma | \$125,860.00 |

The bids were forwarded to the ER&R Department for review and recommendation.

2. **Used Excavator :** Notice was published in The Montesano Vidette that sealed bids would be received on November 9, 2015 for a used Excavator. The Clerk of the Board announced three bids were received, with bond attached, as follows:

- | | | |
|-------------------|----------|--------------|
| • Tyler Rental | Chehalis | \$126,018.20 |
| • Pape' Machinery | Tacoma | \$84,521.50 |
| • Pape' Machinery | Tacoma | \$77,035.00 |

The bids were forwarded to the ER&R Department for review and recommendation.

HEARINGS:

None

PUBLIC COMMENT:

Teri Franklin, Elma, made comments regarding the Planning Commission and not receiving timely notice of action for decisions. She explained the appeal process and her interest in specific topics that heard by the Planning Commission.

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

Morning/Regular Meetings: November 2, 2015

Special meetings: October 29, 2015 and November 3, 2015

Auditor:

US Bank OneCard Program Quarterly Report
Month-End Expenditures for October: Claims: \$5,658,200.66 and Salary: \$2,495,758
Equipment Surplus Declaration/ Transfer to HR Dept. – Copier and Shelving

Coroner:

Monthly Summary Report: October 2015

Fairgrounds:

Facility Use Agreement: Twin Valley Team Practices; WAHSET District 6; Twin Valley Equestrian Team; Barnyard Wranglers 4-H Group; 2016

Management Services:

Set Hearing Date – *November 23, 2015* – Supplemental Budget – Tax Title Management Fund, \$14,400

Public Health:

Designate Deanna Anderson and Laura Kay Kelley as Designated Mental Health Professionals for Cowlitz County

ACTION: A motion was made, seconded and passed to approve the consent agenda, as listed, with the correction to the set hearing date.

COMMISSIONERS:

1. **Memorandum of Understanding with Robert K. Weidner for government relation work for the Evergreen Forest County Group, January 1, 2016 through December 31, 2016 in the amount of \$10,000:** A motion was made, seconded and passed to approve the Memorandum of Understanding with Robert K. Weidner for government relation work for the Evergreen Forest County Group, January 1, 2016 through December 31, 2016 in the amount of \$10,000. This will paid out of the Forestry Department.

DEPARTMENTS:

Fair, Events and Tourism:

1. **Request Approval, Authorization for the Fair, Events and Tourism Manager to submit a grant application to Washington State Department of Agriculture, \$100,000:** A motion was made, seconded and passed to approve authorization for the Fair, Events and Tourism Manager to submit a grant application to Washington State Department of Agriculture. Grant request in the amount of \$100,000. If successful, the funds would be used to help pay for desperately needed roof repairs on the Mike Murphy Pavilion.

2. **Request Approval, Request for Proposal (RFP) process for Media Planning and Purchasing Services, \$250,000:** A motion was made, seconded and passed to approve the Request for Proposal (RFP) process for Media Planning and Purchasing Services. Grays Harbor Tourism contracts with such an entity for assistance in the development of annual

media/advertising plans, as well as the coordination of bulk media purchases from several television networks. The annual budget is approximately \$250,000.

3. Request Approval, Authorization for the Fair, Events and Tourism Manager to sign Trade Show Agreements with Washington Sportsmen's Show, \$1,200 and 2016 Pacific Northwest Sportsmen's Show, \$1,200: A motion was made, seconded and passed to approve authorization for the Fair, Events and Tourism Manager to sign Trade Show Agreements with Washington Sportsmen's Show, \$1,200 and 2016 Pacific Northwest Sportsmen's Show, \$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. The Portland Show proved equally successful for Grays Harbor Tourism.

Juvenile Court:

1. Request Approval, Contract with Dispute Resolution Center for weekend family services, not to exceed \$7,305: A motion was made, seconded and passed to approve contract with Dispute Resolution Center for weekend family services, not to exceed \$7,305. This contract provides weekend WITT sessions, which explores options for family problem solving.

Management Services:

1. Request Approval, Joint Funding Agreement between Grays Harbor County and U.S. Geological Survey for the ongoing operation and maintenance of the Humptulips River Gaging Station, \$7,000: A motion was made, seconded and passed to approve the Chairman to sign a Joint Funding Agreement between Grays Harbor County and the U.S. Geological Survey for the ongoing operation and maintenance of the Humptulips Gaging Station. \$7,100 is the County's share of the agreement, of which half will be budgeted in the 2016 Sheriff's Department budget and ½ in the Tourism Department budget.

2. Request Approval, Resolution – Budget Transfer – miscellaneous (dedicated) fund Auditor's M&O, \$8,000: A motion was made, seconded and passed to approve Resolution No. 2015-115 transferring items in the Grays Harbor County miscellaneous (dedicated) fund Auditor's M & O Fund in the amount of \$8,000. This resolution authorizes budget in professional services for the imaging of real estate excise affidavits in the County Treasurer's Office.

Public Health and Social Services:

1. Request Approval, DSHS/DBHR Projects for Assistance in Transition from Homelessness (PATH) contract for Cowlitz County – contract period October 1, 2015 through March 31, 2016, \$37,999 (no Grays Harbor County funding involved): A motion was made, seconded and passed to approve DSHS/DBHR Projects for Assistance in Transition from Homelessness (PATH) contract for Cowlitz County. This contract will provide outreach

services for clients, who may be experiencing homelessness, for the purposes of connecting them to services. Contract is from October 1, 2015 through March 31, 2016 and is for \$37,999.00, with a matching requirement of \$12,666.00. The matching funds will be paid with Cowlitz County mental health state funds.

2. Request Approval Contract with Catholic Community Services of Western Washington for Housing and Recovery through Peer Services (HARPS) – contract period March 31, 2016, \$199,830: A motion was made, seconded and passed to approve: A motion was made, seconded and passed to approve contract with Catholic Community Services of Western Washington for Housing and Recovery through Peer Services (HARPS). This contract provides clients with assistance and support while transitioning from institutional settings, such as psychiatric and chemical dependency, to permanent supportive housing. This contract is through March 31, 2016 with a total contract amount \$199,830.00.

3. Professional Services Agreement with TDM Consulting and Evaluation, LLC for data evaluation plan and quality management plan, October 2015 through October 2016, \$35,000: A motion was made, seconded and passed to approve PSA with TDM Consulting and Evaluation, LLC to produce a data evaluation plan for clinical pathway implementation and a quality management plan for the system of care for persons at risk for suicide, provide technical assistance for clinical procedures, and assist in facilitating the development of interagency collaboration. The PSA is in effect October, 2015 through October, 2016. The maximum amount is \$35,000 for these services, which will be paid with Youth Suicide Prevention Funds. There is no matching requirement for this contract.

Public Services:

1. CPG Grant Agreement with Department of Ecology for 2015-2017 household hazardous waste collection program, \$185,206: A motion was made, seconded and passed to approve CPG Grant Agreement with Department of Ecology for 2015-2017 household hazardous waste collection program up to \$185,206. The funds will be used for the collection and disposal of the household hazardous waste and outreach.

Sheriff:

1. First Addendum to the Interlocal Agreement with City of Montesano for Jail Services, removing the prepayment for incarceration language: A motion was made, seconded and passed to approve First Addendum to the Interlocal Agreement with City of Montesano for Jail Services, removing the prepayment for incarceration language.

2. Contract with the State of Washington Military Department for Emergency Management, contract period June 1, 2015 through August 31, 2016, \$38,736: A motion was made, seconded and passed to approve contract with the State of Washington Military Department for Emergency Management for contract period June 1, 2015 through August 31,

2016 in the amount of \$38,736. Funds are received each year from the State to aid with emergency management functions.

3. Amendment No. 2 to Employment Agreement with Christine Miller to perform additional work-for-hire as a Jail Cook: A motion was made, seconded and passed to approve Amendment No. 2 to Employment Agreement with Christine Miller to perform additional work-for-hire as Jail Cook. She will work no more than 39 hours per week in all positions and will not be eligible for benefits.

ANNOUNCEMENTS: None

PUBLIC COMMENT: None

At 2:18 p.m. Commissioner Raines announced a recess to move into Conference Room No. 1 for the media session.

Media Session:

Commissioner Raines reopened the meeting at 2:20 p.m. in Conference Room No. 1. Commissioners present were Wes Cormier, Vickie Raines and Frank Gordon. The media and Commissioners exchanged comments and questions on County business.

At 2:30 p.m. Commissioner Raines moved back to the Large Meeting Room and adjourned the meeting.

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

RESOLUTIONS:

No. 2015-115

**Transferring items in the Grays Harbor County
miscellaneous (dedicated) fund Auditor's M & O
Fund in the amount of \$8,000**

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

- Addendum to the Jail Services Agreement with the City of Montesano

The meeting adjourned at 2:30 p.m.

BOARD OF COMMISSIONERS
For Grays Harbor County

This _____ day of _____, 2015

VICKIE L. RAINES, Chairman, District 3

WES CORMIER Commissioner, District 1

FRANK GORDON, Commissioner, District 2

ATTEST:

Jenna Amsbury, Clerk of the Board