

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

**December 7, 2015**

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, December 7, 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. Prosecutor Katie Svoboda and Deputy Prosecutor Norma Tillotson were also present.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**BIDS:**

1. **Garrard Creek Bridge Replacement:** Notice was published in The Montesano Vidette that sealed bids would be received on December 7, 2015 for Mattson Road No. 68650 Garrard Creek Bridge Replacement M.P. 0.24 to M.P. 0.45. The Clerk of the Board announced seven bids were received with bond attached as follows:

• Stellar J	Woodland	\$2,449,176.00
• Five Rivers Construction	Longview	\$4,656,605.00
• Tapani Inc.	Battle Ground	\$2,566,061.00
• Quigg Brothers Inc.	Aberdeen	\$1,982,364.00
• Rotschy Inc.	Vancouver	\$2,837,907.60
• Rognlin's Inc.	Aberdeen	\$2,158,573.40
• Massana Construction	Gig Harbor	\$2,492,302.00

The bids were forwarded to the Engineering Department for review and recommendation.

**HEARINGS:**

1. **Resolutions for Property Tax Levies for 2016 Collection:** A hearing was held on December 7, 2015 to consider Regular Property Tax Levy for 2016 Collection with the consideration of a 1% increase for the General/Veterans Fund, Miscellaneous and Road Funds. Notice was published in *the Montesano Vidette* on November 19, 2015 and November 26, 2015. Brenda Sherman, Budget Director, reported the Grays Harbor County Property Tax Levy Resolution for the General /Veteran's Fund, Miscellaneous and Road Funds would authorize a 1% increase in the regular property tax levy in addition to any amount resulting from the addition of new construction and improvements to property and any increase in the value of state-assessed property for the 2015 levy. Also included are substantial need resolutions for the General Fund and Road Fund to set the levy limit factor per RCW 84.55.0101 at 101% for the 2016 levy year. Levy limit substantial need Resolutions would be needed if increased by 1% in regular levies for 2016 collection.

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

**ACTION:** A motion was made, seconded and passed by Commissioners Cormier and Raines to approve Resolution No. 2015-127 Property Tax Levy at 0% Increase Resolution for the General Fund 2015 Tax Levy for 2016 Collection and Resolution No. 2015-128 Property Tax Levy at 0% Increase Resolution for the Road Fund 2015 Tax Levy for 2016 Collection. Commissioner Gordon opposed.

With the Resolutions the 2016 levies were certified as follows:

<b>GENERAL FUND LEVY:</b>	<b>\$10,341,000</b>
<b>ROAD FUND REGULAR LEVY:</b>	<b>\$ 5,850,000</b>
<b>VETERAN'S FUND LEVY:</b>	<b>\$ 40,000</b>

**2. 2016 General Fund and Miscellaneous Fund Budget Adoption and Annual Road Construction Program for 2016:** A public hearing was held on December 7, 2015 to consider adoption of the Grays Harbor 2016 Budget and also consideration of the General Fund, Miscellaneous Funds, and the Annual Road Construction Program for Grays Harbor County. Notice of this hearing was published in The Montesano Vidette on November 19, 2015 and November 26, 2015. Commissioner Raines called for a staff report. Brenda Sherman, Budget Director, reported this resolution must be adopted prior to the adoption of the 2016 Budget.

**ACTION:** A motion was made, seconded and passed to approve Resolution No. 2015-129 Adopting the Grays Harbor County Annual Road Construction Program for 2016 and Resolution No. 2015-130 Adopting the 2016 Budget for Grays Harbor County with the following change until August 2016 when it will be revisited: keep the Sheriff Department funded at the requested funding level, less the teamster medical decreases, reduction in E-911 fees and removal of three vacant positions (one Support Specialist and two Deputies) from the request.

**PUBLIC COMMENT:**

None

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

**Minutes:**

Morning/Regular Meetings: November 30, 2015

Special meetings: November 23, 2015

**Auditor:**

Month-End Expenditures Nov.: Claims: \$4,681,987.37 Salaries: \$2,662,713.12

**Commissioners:**

Special Occasion License – Elma Chamber of Commerce, Jan. 23, 2016

Fairgrounds: -Facility Use Agreements Grays Harbor Fire District 5; Grays Harbor Gem & Geology Society; Olympia Dog Fanciers

Management Services:

Set Hearing– December 21, 2015 - Emergency Budget– Sheriff, \$272,412  
Set Hearing– December 21, 2015 - Supplemental Budget– Sheriff, \$236,869

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

**CONVENE AS DRAINAGE DISTRICT NO. 2:**

Commissioner Raines stated the Board is now moving out of our Regular Meeting and into the meeting for Drainage District 2.

**1. Hearing to consider the 2016 Assessment Role:** A public hearing was held on December 7, 2015 to consider the 2016 Assessment Role for Drainage District 2. Notice of this hearing was published in the Montesano Vidette on October 29, November 12 and November 19 and notices were sent to each property owner.

Commissioner Raines called for public comment.

Eric Farr, property owner in Drainage District No. 2, stated there needs to be emphasis on Foster Road clean-up. He stated he agrees with the way the assessments are calculated, by acreage.

There was no further public comment and the hearing was closed.

**ACTION:** A motion was made, seconded and passed to approve Drainage District 2 Resolution No. 2015-001, adopting the 2016 Assessment Roll for the Grays Harbor County Drainage District 2 at the level of \$2,000.

Commissioner Cormier stated he asked to reduce the assessment amount to allow him time to define the ditches in the area and make a schedule of rotation for cleaning them.

**2. Hearing to consider the 2016 Budget:** A public hearing was held on December 7, 2015 to consider the 2015 budget for Drainage District 2. Notice of this hearing was published in the Montesano Vidette November 19 and 26, 2015. The budget for 2016 will include the change in assessment amount.

Commissioner Cormier called for public comment.

Eric Farr, property owner, stated Commissioner Cormier met with the property owners a year ago and if there is decreased funding the maintenance may be pushed back even farther.

There was no further public comment and the hearing was closed.

**ACTION:** A motion was made, seconded and passed to approve Drainage District 2 Resolution No. 2015-002, adopting Grays Harbor County Drainage District 2 budget for 2016.

Commissioner Raines stated the meeting for the Drainage District No. 2 is now adjourned and the meeting of the Board of County Commissioners is reconvened.

**COMMISSIONERS:**

1. **Service Contract with Municode for online county code services, \$400/year plus \$35 per ordinance:** A motion was made, seconded and passed to approve Service Contract with Municode for online county code services, \$400/year plus \$35 per ordinance, service is continual unless cancelled.

**DEPARTMENTS:**

**Fair, Events and Tourism:**

1. **Request Approval, Recommendation from Grays Harbor County Lodging Tax Advisory Committee funding allocations for Grays Harbor Tourism Grant Applications, \$100,000:** A motion was made, seconded and passed to approve funding allocations for Grays Harbor Tourism Grant Applications in the amount of \$100,000. The Grays Harbor Lodging Tax Advisory Committee is recommending total allocations from the fund in the amount of \$92,000.00 for tourism events and organizations. The Lodging Tax Advisory Committee unanimously voted to utilize and transfer the remaining \$8,000.00 from the Grant Fund to the Grays Harbor Tourism advertising line item, to be used for supplemental advertising and marketing ventures.

2. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign and execute the 2016 fair entertainment agreements with Eric Haines "One Man Band Grounds Act" \$4,250, The Jesse Leigh Band \$1,000 and Roberto the Magnificent Grounds Act, \$4,250:** A motion was made, seconded and passed to approve the Fair, Events and Tourism Manager to sign and execute the 2016 fair entertainment agreements with Eric Haines One Man Band grounds act, \$4,250; The Jesse Leigh Band, \$1,000; and Roberto the Magnificent grounds act, \$4,250.

**Management Services:**

1. **Request Approval, Authorization to renew the Crime Insurance Policy for Grays Harbor County, \$7,361:** A motion was made, seconded and passed to approve to authorize renewal of the Crime Insurance Policy for Grays Harbor County in the amount of \$7,361. This policy protects the County against employee theft, depositor's forgery and alteration, theft, disappearance and destruction of money, securities, money orders, counterfeit currency, computer and funds transfer fraud. The current policy expires on January 10, 2016.

**2. Request Approval, Resolution - Budget Transfer –District Court, \$1,800:** A motion was made, seconded and passed to approve **Resolution No. 2015-131 transferring items in the General Fund, District Court in the amount of \$1,800.** This resolution will authorize the transfer of budget from juror fees to law books.

**3. Request Approval, 2016 Municipal Services Agreement with Greater Grays Harbor Inc. - \$6,000:** A motion was made, seconded and passed to approve 2016 Municipal Services Agreement with Greater Grays Harbor Inc., in the amount of \$6,000. This is for the comprehensive, cooperative, and planned approach to economic development involving government, business, education and labor.

**4. Request approval, Memorandum of Understanding with the AFSCME Courthouse Union – pilot program for fair maintenance employees:** A motion was made, seconded and passed to approve Memorandum of Understanding with the AFSCME Courthouse Union to establish a pilot program for the implementation and evaluation of four (4) ten, (10) ten hour work days for the Facilities Maintenance employees at the fairgrounds.

**ANNOUNCEMENTS:**

None

**PUBLIC COMMENT:** None

At 2:24 p.m. Commissioner Raines announced a recess for the media session.

**Media Session:**

Commissioner Raines reopened the meeting at 2:27 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 2:35 p.m. Commissioner Raines adjourned the meeting.

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

**RESOLUTIONS:**

**No. 2015-127**

**Property Tax Levy at 0% Increase  
Resolution for the General Fund 2015  
Tax Levy for 2016 Collection**

**No. 2015-128**

**Property Tax Levy at 0% Increase  
Resolution for the Road Fund 2015 Tax  
Levy for 2016 Collection**

