

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

**April 11, 2016**

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, April 11, 2016, 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 was also present.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**BIDS:**

None

**HEARINGS:**

**1. Supplemental Budget – Software Replacement Fund, \$20,500:** A public hearing was held on April 11, 2016 to consider supplemental budget in the Software Replacement Fund in the amount of \$20,500. Notice of this hearing was published in the Montesano Vidette on March 31 and April 7, 2016. Commissioner Raines asked for a staff report. Brenda Sherman, Budget Director, reported this Resolution increases revenue for transfers in from the general fund and authorizes an appropriation for purchasing software for the Prosecutor's Office.

**ACTION: A motion was made, seconded and passed to approve Resolution No. 2016-032 authorizing a Supplemental Budget in the Software Replacement Fund in the amount of \$20,500.**

**2. Supplemental Budget – Non-Departmental, \$56,200:** A public hearing was held on April 11, 2016 to consider supplemental budget in the miscellaneous Fund Special Projects in the amount of \$56,200. Notice of this hearing was published in the Montesano Vidette on March 31 and April 7, 2016. Commissioner Raines called for a staff report. Brenda Sherman, Budget Director, reported this resolution records additional revenue from timber sales and increases transfers out to the Software Replacement Reserve Fund and the Facilities Capital Fund in accordance with Resolution No. 2015-082.

**ACTION: A motion was made, seconded and passed to approve Resolution No. 2016-033 authorizing a Supplemental Budget in the Non-Departmental Fund in the amount of \$56,200.**

**3. Supplemental Budget – Facilities Capital Fund, \$35,700:** A public hearing was held on April 11, 2016 to consider supplemental budget in the miscellaneous Fund Special Projects in the amount of \$35,700. Notice of this hearing was published in the Montesano Vidette on March 31 and April 7, 2016. Commissioner Raines called for a staff report. Brenda Sherman, Budget

Director, reported this resolution increases revenue for transfers in from the General Fund and increases ending cash.

**ACTION: A motion was made, seconded and passed to approve Resolution No. 2016-034 authorizes a Supplemental Budget in the Facilities Capital Fund in the amount of \$35,700.**

**PUBLIC COMMENT:**

None

**CONSENT AGENDA:**

Minutes:

Morning/Regular Meetings: April 4, 2016  
Special Meeting: March 30, 2016 workshop

Auditor:

Month-End Expenditures – March 2016: Claims \$6,325,829.36, Salary  
\$2,517,312.41

Coroner:

Monthly Report: March 2016

Fair and Events:

Facility Use: EHS Class Reunion, Junk Queens, EHS Graduation

Management Services:

Set Hearing Date: April 25, 2016 – Supplemental Budget, Mental Health RSN  
risk Reserve Fund, \$483  
Set Hearing Date: April 25, 2016 – Supplemental Budget, Mental Health Inpatient Fund,  
\$123  
Set Hearing Date: April 25, 2016 – Supplemental Budget, Mental Health Operating  
Reserve Fund, \$1,520  
Set Hearing Date: April 25, 2016 – Supplemental Budget, Mental Health Inpatient  
Reserve Cowlitz County Fund, \$580  
Set Hearing Date: April 25, 2016 – Supplemental Budget, Mental Health Operating  
Reserve Cowlitz County Fund, \$900  
Set Hearing Date: April 25, 2016 – Supplemental Budget, Mental Health Encumbered  
Reserve Cowlitz County Fund, \$1,175

Public Services:

Set Hearing Date: April 25, 2016 – USDA Rural Development Load  
Application, Fairgrounds Roof and HVAC Replacement

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

**COMMISSIONERS:**

None

**DEPARTMENTS:**

**Fair, Events and Tourism:**

1. **Request Approval, Lease Agreement with Aberdeen Office Equipment - Sharp Color Copier/Printer/Scanner, \$80/mo. for 60 months:** A motion was made, seconded and passed to approve authorization for the Fairgrounds and Tourism Manager to execute a 2016 Lease Agreement with Aberdeen Office Equipment for a Sharp MS-5111N Color Copier/Printer/Scanner. The lease terms are \$80.00 per month for a 60 month term plus a copy/maintenance option of \$0.009 b/w or \$0.06 color per copy (plus tax).

**Juvenile:**

1. **Request Approval, Contract approval with Parrott Creek Child and Family Services for SSODA Counseling and Evaluations for the term of January 1, 2016 through June 30, 2017, \$30,000:** A motion was made, seconded and passed to approve a contract with Parrott Creek Child and Family Services for the term of January 1, 2016 through June 30, 2017 in the amount of \$30,000. Parrott Creek provides SSODA counseling and SSODA evaluations.

**Management Services:**

1. **Request Approval, Resolution - Budget Transfer – Mental Health Risk Reserve Cowlitz County, \$210,605:** A motion was made, seconded and passed to approve **Resolution No. 2016-035 for transferring items in the Mental Health Risk Reserve Cowlitz County in the amount of \$210,605.** This resolution will move budget from ending cash to transfer out to the Great Rivers Behavioral Health Organization.

2. **Request Approval, Resolution - Budget Transfer – Trial Court Improvement Fund, \$2,800:** A motion was made, seconded and passed to approve **Resolution No. 2016-036 transferring items in the Trial Court Improvement Fund in the amount of \$2,800.** This resolution authorizes budget for District Court's Laserfiche annual fees.

3. **Request Approval, UST Pollution Liability Policy Renewal for underground storage tanks, \$4,679:** A motion was made, seconded and passed to approve UST Pollution Liability Policy renewal for underground storage in the amount of \$4,679. This insurance is for the County's underground storage tanks and insures the county against accidental spills and leakage. The cost for renewal of this policy is \$4,554 plus a \$125.00 policy fee.

**Public Health and Services:**

1. **Request Approval, Amendment No. 6 to the DSHS/DBHR Recovery Youth Services contract for revision of language and definitions – contract expires July 31, 2016:** A motion was made, seconded and passed to approve Amendment No. 6 to the DSHS/DBHR Recovery

Youth Services contract. The purpose of Amendment 6 is to revise contract language and definitions. All other terms and conditions, including management of the contract by Grays Harbor County PH&SS, remain in effect for the duration of the contract, July 31, 2016.

**Public Services:**

**1. Request Approval, Contract Execution with Arris Kollman Trucking for 2016 County Wide Aggregate Stockpiling Contract:** A motion was made, seconded and passed to approve contract execution with Arris Kollman Trucking for 2016 County Wide Aggregate Stockpiling Contract. This contract is for sand at the ORV Park.

**2. Request Approval, Contract Execution with Northwest Rock, Inc., for 2016 County Wide Aggregate Stockpiling Contract:** A motion was made, seconded and passed to approve contract execution with Northwest Rock, Inc., for 2016 County Wide Aggregate Stockpiling Contract. This contract is for chip material.

**ANNOUNCEMENTS:**

None

**PUBLIC COMMENT:**

None

Commissioner Raines announced a recess at 2:10 p.m. to move to Conference Room No. 1 for the Media Session.

**Media Session:**

Commissioner Raines reopened the meeting at 2:12 p.m. in Conference Room No. 1. Commissioners present were Wes Cormier and Frank Gordon. The media and Commissioners exchanged comments and questions on County business.

At 2:15 p.m. Commissioner Raines adjourned the meeting.

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

**RESOLUTIONS:**

**No. 2016-032** **Authorizing a Supplemental Budget in the Software Replacement Fund in the amount of \$20,500**

**No. 2016-033** **Authorizing a Supplemental Budget in**

**The Non-Departmental Fund in the amount of \$56,200**

**No. 2016-034**

**Authorizing a Supplemental Budget in the Facilities Capital Fund in the amount of \$35,700**

**No. 2016-035**

**Transferring items in the Mental Health Risk Reserve in the amount of \$210,605**

**No. 2016-036**

**Transferring items in the Trial Court Improvement Fund in the amount of \$2,800**

**ORDINANCES:**

None

**INTERGOVERNMENTAL AGREEMENTS:**

None

The meeting adjourned at 2:15 p.m.

BOARD OF COMMISSIONERS  
For Grays Harbor County

This \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
VICKIE L. RAINES, Chairman, District 3

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WES CORMIER Commissioner, District 1

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FRANK GORDON, Commissioner, District 2

ATTEST:

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Jenna Amsbury, Clerk of the Board