

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

**April 18, 2016**

The Commissioners met in regular session in the Commissioners’ Meeting Room, Administration Building, Montesano, Washington, on Monday, April 18, 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:**

1. **One (1) Force Feed Loader:** Notice was published in The Montesano Vidette that sealed bids would be received on April 18, 2016 for (1) Force Feed Loader. The Clerk of the Board announced the following bids were received with bond attached as follows:

<b>Bidder</b>	<b>Location</b>	<b>Bid Amount</b>
Pape Machinery	Tacoma, WA	\$258,664.00

2. **2016-2018 County Beach Approach Drift Sand Removal Project:** Notice was published in The Montesano Vidette that sealed bids would be received on April 18, 2016 for 2016-2018 County Beach Approach Drift Sand Removal Project. The Clerk of the Board announced the following bids were received with bond attached as follows:

<b>Bidder</b>	<b>Location</b>	<b>Item</b>	<b>Bid Amount</b>
Brumfield Construction	Westport, WA	1	\$ 375.00
Bob Andrews Coastline Development	Hoquiam, WA	2	\$2,680.00

3. **2016 Pavement Striping:** Notice was published in The Montesano Vidette that sealed bids would be received on April 18, 2016 for 216 Pavement Striping. The Clerk of the Board announced the following bids were received with bond attached as follows:

<b>Bidder</b>	<b>Location</b>	<b>Bid Amount</b>
Apply-a-Line, Inc.	Pacific, WA	\$399,150.00
Specialized Pavement Marking Inc.	Tualtin, OR	\$395,625.00
Stripe Rite Inc.	Sumner, WA	\$329,775.00

**HEARINGS:**

1. **Vacation of a Portion of McKnight Road Right-of-Way:** A motion was made, seconded and passed approve Resolution No. 2016-037 to reschedule the vacation of right-of-way for a portion of McKnight Road hearing for May 9, 2016.

**PUBLIC COMMENT:**

None

**CONSENT AGENDA:**

Minutes:

Morning/Regular Meetings: April 11, 2016

Special Meeting:

Management Services:

Set Hearing Date: May 2, 2016 – Supplemental Budget, Cumulative Reserve for Construction Fund, \$190,736

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

**COMMISSIONERS:**

1. **Employment Agreement for Joseph Seet, Public Works Director, effective May 2, 2016:** A motion was made, seconded and passed to approve the Employment Agreement with Joseph Seet for the position as Public Works Director, effective May 2, 2016.
2. **Separation Agreement and General Release – Janette Jennings:** A motion was made, seconded and passed to approve the Separation Agreement with Janette Jennings.

**DEPARTMENTS:**

**Fair, Events and Tourism:**

1. **Request Approval, Authorization for Fair, Events and Tourism Manager to sign the 2016 Fair Contract with Agility AVL Contract for Sound, Lights and Stage for the week of the Fair, \$24,992.39:** A motion was made, seconded and passed to approve authorization for Fair, Events and Tourism Manager to sign the 2016 Fair Contract with Agility AVL Contract for sound, lights and stage for the week of the fair in the amount of \$24,992.39.
2. **Request Approval, Authorization for the Fair, Events and Tourism Manager for the 2016 Fair Entertainment Contract with Predators of the Heart Wildlife Display, \$7,500:** A motion was made, seconded and passed to approve the authorization for Fair, Events and Tourism Manager for the 2016 Fair Entertainment Contract with Predators of the Heart Wildlife Display in the amount of \$7,500.

**Management Services:**

1. **Request Approval, Budget Transfer – Miscellaneous Fund Election Reserve, \$9,515:** A motion was made, seconded and passed to approve **Resolution No. 2016-038** transferring

items in the miscellaneous (dedicated) fund Election Reserve in the amount of \$9,515. This resolution will authorize budget for grant related expenses which will be reimbursed through the Help America Vote Act.

**Public Health and Services:**

1. **Request Approval, Business Associate Agreement with Great Rivers Behavioral Health Organization (BHO) for defining terms of exchanging information between Grays Harbor County and BHO, contract term same as Underlying Agreement:** A motion was made, seconded and passed to approve the Business Associate Agreement with Great Rivers Behavioral Health Organization (BHO). This Agreement is to define the terms under which Great Rivers BHO and Grays Harbor County shall exchange information and keep in compliance with the Requirements of HIPPA.

2. **Request Approval, Child Death Review data sharing agreement with Michigan Public Health Institute for establishing terms and conditions of collecting and storing data, term of agreement January 1, 2016 through December 31, 2020:** A motion was made, seconded and passed to approve the Child Death Review Data Sharing Agreement with Michigan Public Health Institute. This agreement is to establish the terms and conditions for the collection, storage and use of data obtained from the case reviews of child deaths submitted by the Child Death Review (CDR) team in Grays Harbor County Public Health and Social Services and entrusted to the Receiver as the Child Death Review Case Reporting System (CDR-CRS).

3. **Request Approval, Amendment to the Prevention Services Contract with the Washington State Department of Social and Health Services – Division of Behavioral Health and Recovery to increase funding and add statement of work, term of contract July 1, 2015 through June 30, 2017, maximum contract amount \$200,581:** A motion was made, seconded and passed to approve the Amendment to the Prevention Services Contract with the Washington State Department of Social and Health Services – Division of Behavioral Health and Recovery. This contract increases support for current youth substance abuse prevention efforts in the community. The term of this contract is July 1, 2015 through June 30, 2017. The maximum contract amount is \$200,581. There is no matching requirement.

**Public Services:**

1. **Request Approval, South Bank Road Emergency Culvert Project – Permanent Slope and Drainage Easement - donated by property owner, Jose Torrico:** A motion was made, seconded and passed to approve the South Bank Road Emergency Culvert Project – Permanent Slope and Drainage Easement donated by property owner, Jose Torrico.

2. **Request Approval, Consulting Agreement with Watershed Science & Engineering for Wishkah Road Comprehensive Flood Study to identify projects to eliminate flooding between M.P. 2.2 and M.P. 7.6, \$475,000:** A motion was made, seconded and passed to approve the Consulting Agreement with Watershed Science and Engineering for Wishkah Road

Comprehensive Flood Study. This project will identify cost effective projects to reduce or eliminate flooding along Wishkah Road between mile post M.P. 2.2 and M.P. 7.6. The study will include hydraulic modeling and analysis, alternative development and evaluation to identify flood reduction opportunities, and preparation of conceptual designs for viable alternatives.

**3. Request Approval, 2016 Emulsified Asphalt Contract with Husky Marketing and Supply Company, \$575,484:** A motion was made, seconded and passed to approve the 2016 Emulsified Asphalt Contract with Husky Marketing and Supply Contract in the amount of \$575,484.

\*\*Added item:

**4. Request Approval, Vacation by operation of law for petitioners Clinton and Jennifer Osina:** A motion was made, seconded and passed to approve **Resolution No. 2016-039 acknowledgement of vacation by operation of law for right-of-ways from Clinton and Jennifer Osina for right-of-way adjacent to the property they own in the Plat of North Aberdeen Addition to Aberdeen.**

**ANNOUNCEMENTS:**

None

**PUBLIC COMMENT:**

None

Commissioner Raines announced a recess at 2:20 p.m. to move to Conference Room No. 1 for the Media Session.

**Media Session:**

Commissioner Raines reopened the meeting at 2:25 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 2:35 p.m. Commissioner Raines adjourned the meeting.

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

**RESOLUTIONS:**

**No. 2016-037**

**Set hearing date of May 9, 2016 for Intent  
to Vacate a Portion of McKnight Road  
between mileposts 0.19 and 0.26**

**No. 2016-038**

**Transferring items in the miscellaneous  
(dedicated) fund Election Reserve in the  
amount of \$9,515**

**No. 2016-039**

**Acknowledgement of vacation by  
operation of law for right-of-ways from  
Clinton and Jennifer Osina**

**ORDINANCES:**

None

**INTERGOVERNMENTAL AGREEMENTS:**

None

The meeting adjourned at 2:35 p.m.

BOARD OF COMMISSIONERS  
For Grays Harbor County

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

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

\_\_\_\_\_  
WES CORMIER Commissioner, District 1

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

ATTEST:

\_\_\_\_\_  
Jenna Amsbury, Clerk of the Board