

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING
July 25, 2016

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, July 25, 2016, at 2:00 p.m. Commissioners present were Vickie Raines, Wes Cormier. Lori Weiss, Deputy Clerk of the Board, was present to record the meeting. Norma Tillotson, Deputy Prosecuting Attorney and Prosecutor Katie Svoboda were also present.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

A motion was made, seconded and passed to excuse Commissioner Gordon from the meeting.

**The Deputy Clerk of the Board announced the following item was added to the agenda

BIDS:

1. **RFP for Inmate, Telephone and Video Visitation Services:** Notice was published in The Montesano Vidette that sealed proposals would be received on July 25, 2016 for a Request for Proposal (RFP) for Inmate, Telephone and Video Visitation Services. The Deputy Clerk of the Board announced the following companies submitted proposals as follows:

- PayTel
- Prodigy Solutions
- CTEL
- Legacy
- NCIC
- Lattice
- KEEFE/ICS

The proposals will be forwarded to the Sheriff's Department for review and recommendation.

HEARINGS:

1. **Ordinance Amending Chapter 8.35 of the Grays Harbor County Code, Health and Safety, pertaining to prohibiting the use of untethered sky lanterns in Grays Harbor County:** There was a public hearing on July 25, 2016 to consider an Ordinance amending Chapter 8.25 of the Grays Harbor County Code, Health and Safety, pertaining to prohibiting the use of untethered sky lanterns in Grays Harbor County. Notice of this hearing was published in *The Montesano Vidette* July 14, 2016.

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

ACTION: A motion was made, seconded and passed to approve Ordinance No. 430 amending Chapter 8.35 of the Grays Harbor County Code, Health and Safety, prohibiting the use of untethered sky lanterns in Grays Harbor County.

PUBLIC COMMENT:

Linda Webb, Hoquiam – Ms. Webb discussed the Neighborhood Watch program and thanked the Commissioners for their support. She also encouraged everyone to vote for the 3/10 of one percent public safety sales tax to continue supporting law enforcement.

CONSENT AGENDA:

Minutes:

Morning/Regular Meetings: July 18, 2016
Special Meetings: May 25, 2016 9:00 a.m. and 12 Noon

Commissioners:

Set Hearing Date: *September 19, 2016* – for Citizen Input on Release and Use of Federal Forest Title III Funds
Appointments: Board of Equalization term ending ~~July 2019~~ March 10, 2017: Susan Conniry, District #3 and Building Code Advisory Committee ending July 2020, Laurence Liascos, District #3

Management Svcs:

Set Hearing Date: *August 8, 2016* – Supplemental Budget Request General Fund Treasurer, \$41,900

Public Services:

Set Bid Date: *August 11, 2016* – Grays Harbor County Fair Pavilion Improvements

Commissioner Cormier stated there was a correction in the term ending for the Board of Equalization as this is an appointment of completing a current term.

ACTION: A motion was made, seconded and passed to approve the consent agenda, with the correction to the term for Susan Conniry.

COMMISSIONERS:

None

DEPARTMENTS:

Fair, Events and Tourism:

1. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign and execute the 2017 Grays Harbor County Tourism Trade Show Agreement/Event Application for 2017 Idaho Sportsman Show – Boise, Idaho, \$675.00:** A motion was made,

seconded and passed to approve authorization for the Fair, Events and Tourism Manager to sign and execute the 2017 Grays Harbor County Tourism Trade Show Agreement/Even Application for 2017 Idaho Sportsman Show in Boise, Idaho in the amount of \$675.

2. **Request Approval, Resolution Authorizing the Fair, Events and Tourism Manager to execute Facility Rental Agreements under \$500:** A motion was made, seconded and passed to approve **Resolution No. 2016-087 for authorization for the Fair, Events and Tourism Manager to executive Facility Rental Agreements under the amount of \$500.**

Management Services:

1. **Request Approval, Letter of Agreement with Paul Dunn, Consultant for a series of articles and pictures for the Chehalis Basin Lead Entity in an amount not to exceed \$4,850 plus mileage:** A motion was made, seconded and passed to approve a Letter of Agreement between Grays Harbor County and Paul Dunn, Consultant. Paul Dunn will provide the Chehalis Basin Lead Entity with a series of articles with photography highlighting some of the people implementing salmon habitat restoration projects in the Chehalis Basin. The County will reimburse Mr. Dunn through the RCO Lead Entity grant funding an amount not to exceed \$4,850 plus mileage.

2. **Request Approval, One-Time-Only Interlocal Agreement with Lantern Lunch Program, \$3,000:** A motion was made, seconded and passed to approve the One-Time-Only Interlocal Agreement between Grays Harbor County and the Lantern Lunch Program in the amount of \$3,000 for the development of a summer free lunch program in the North Beach area.

Public Health and Social Services:

1. **Request Approval, Contract with Morningside for Employment and Day Program Services, term of contract July 1, 2016 through June 30, 2017 and is a fee for service program:** A motion was made, seconded and passed to approve the contract with Morningside. This contract provides Employment and Day Program services to individuals with developmental disabilities. The contract period is July 1, 2016 through June 30, 2017 and is a fee for service program.

2. **Request Approval, Contract with the Division of Development Disabilities to provide Employment Day Program services to Adults, contract term is July 1, 2016 through June 30, 2017, \$766,892:** A motion was made, seconded and passed to approve the contract with the Division of Development Disabilities to provide Employment Day Program support services to adults with developmental disabilities for the period of July 1, 2016 through June 30, 2017. The contract amount is \$766,892.00 and does not require a match.

Public Services:

1. Request Approval, Authorization for Utilities and Facility Supervisor to sign Grant Contract Amendment with the Washington State Department of Ecology for Illahee/Oyehut Sewer Project, \$994,742 in additional funding: A motion was made, seconded and passed to approve authorization for the Utilities and Facility Supervisor to sign Grant Contract Amendment with the Washington State Department of Ecology for Illahee/Oyehut Sewer Project in the amount of \$994,742 in additional funding. The additional funding is a combination of grant, loan and forgivable principal.

Sheriff:

1. Request Approval, Resolution, Authorizing the Purchase of Scheduling and Payroll Software Program (InTime Service, Inc.), \$9,035: A motion was made, seconded and passed to approve **Resolution No. 2016-088 authorizing the purchase of scheduling and payroll software program (InTime Services Inc.) for our office.** InTime designs and manufactures its own software and is the sole distributor of its products. InTime is the only vendor to meet the functional requirements and provide a solution which meets Grays Harbor County Sheriff's Office desire to seamlessly integrate with our payroll application. As an incentive to enter into a contract on or before July 31, 2016, InTime Services Inc. is offering a 5% discount to Grays Harbor County. In addition, InTime Services has granted Grays Harbor County a \$750 discount. This brings the first year cost to \$9,035.

ANNOUNCEMENTS:

August 1, 2016 Regular Meeting will be at 6:00 p.m

PUBLIC COMMENT:

None

Commissioner Raines announced a recess at 2:17 p.m. to move to 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 Vickie Raines and Wes Cormier. The media and Commissioners exchanged comments and questions on County business.

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

RESOLUTIONS:

No. 2016-087

Authorizing Fairgrounds Manager to enter into Facility Rental Agreement of \$550 or less

No. 2016-088

Authorizing the purchase of scheduling and payroll software for the Grays Harbor County Sheriff's Office under the "sole source vendor" and "market conditions" exemptions to the public bidding requirement

ORDINANCES:

No. 430

Amending Chapter 8.35 of the Grays Harbor County Code, Health and Safety, pertaining to the use of untethered sky lanterns in Grays Harbor County

INTERGOVERNMENTAL AGREEMENTS:

None

At 2:33 p.m. Commissioner Raines adjourned the meeting.

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