

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING
September 12, 2016

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, September 12, 2016, at 2:00 p.m. Commissioners present were Vickie Raines, Wes Cormier and Frank Gordon. 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 – Substance Abuse Fund, \$38,768:** There was a public hearing on September 12, 2016 to consider a Supplemental Budget in the Substance Abuse Fund in the amount of \$38,768. Notice of this hearing was published in *The Montesano Vidette* September 1, 2016 and September 8, 2016. This resolution adjusts the budget to actual year to date activity and authorizes the transfer of the remaining balance to the Public Health and Social Services Fund. This fund (Substance Abuse) will be closed at year end.

Commissioner Raines called for public comment.

Roald Johnson, stated he thinks there needs to be priority of funds. He stated that substance abuse is more of a priority than the Fair pavilion loan.

Commissioner Raines responded that certain funds have specific purposes and cannot be used for other projects.

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

ACTION: A motion was made, seconded and passed to approve Resolution No. 2016-105 authorizing a Supplemental Extension in the budget of the Grays Harbor County Miscellaneous Fund Substance Abuse in the amount of \$38,768.

2. **Supplemental Budget – Fair Building Construction Fund, \$1,210,880:** There was a public hearing on September 12, 2016 to consider a Supplemental Budget in the Fair Building Construction Fund in the amount of \$1,210,880. Notice of this hearing was published in *The Montesano Vidette* September 1, 2016 and September 8, 2016. This resolution adjusts the budget for the emergency repairs to the County fairgrounds pavilion roof based upon the most recent construction cost estimates and funding options available. The total budget for the roof repairs is \$2,200,000. It will be funded by cash reserved in this fund, a loan from the USDA, a state grant, transfers in from the Stadium Fund and an interfund loan.

Bill Wolfenbarger, Fair Board Member, stated some think the Fair Pavilion is minimally used, but for 250+ days a year the facility is rented. It is close to being self-sustained which is a huge deal and this roof has and HVAC has been needed for a long time.

Commissioner Raines called for public comment.

There was no further public comment the hearing was closed.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2016-106 authorizing a Supplemental Extension in the budget of the Grays Harbor County Miscellaneous Fund Fair Building Construction in the amount of \$1,210,880.

3. County Road Standards Variance Request 2016-052, Private Roadway Section C – Big Lodge Ridge LLC: There was a public hearing on September 12, 2016 to consider a variance from county road standards private roadway section C for Big Lodge Ridge LLC, 2016-052. Notice of this hearing was published in *The Montesano Vidette* September 1, 2016. Commissioner Raines called for a staff report. Jane Hewitt, Senior Planner, reported the applicant is proposing to construct a private roadway to the adopted Private Roadway Section C. However, there exists inadequate area within the recorded easement to build the required curve radii at two locations. The applicants are requesting to reduce the required design standard speed limit from 25 mph to 20 mph in order for the full adopted Grays Harbor County Roadway Section C to be built within the recorded easement boundaries to ASHTO (American Association of State & Transportation Officials) design standards. She entered the staff report and application into the record along with supporting documents. She stated no written comment was received. Staff recommends denial of the variance.

Commissioner Raines called for public comment:

Kyle Freeman, Engineer from Bergland and Schmidt spoke on behalf of the applicant; he stated the easement was approved in 1983 with a design speed requirement of 25 mph. The radii now required cannot fit in within two of the locations on the road. The applicants have tried to work with landowners to fix the easement, but attempts have fallen through. By reducing the speed to 20 mph and 100 ft. turning radius the road would be able to be constructed. He noted Deer Park Drive is also 20 mph and this would create continuity within the neighborhood. He does not feel health and safety is an issue with the reduction in standards. The County standard for 20 mph is up to nine lots and there are 13 lots in this development.

Joe Burch, Deer Park Drive, stated his lot is 200 feet north of the intersection with the private drive. He feels this is a safety issue environmentally and by lay of the land because it is uphill. He proposed that the Commissioners look at the site. He suggested flattening the intersection and putting in a stop sign.

David Everitt, Central Park, stated he supports the denial. By having one way in and one way

out of the area traffic will increase substantially with 11 more lots. This development creates a hazard. If this variance is approved, he would like to see a three-way stop at the intersection of the three roads. He stated people cannot see around the corner at the intersection.

Gerald Peterson, Deer Park stated there are young kids and walkers in the area and there are no sidewalks. He agrees with a denial. He believes there should be a three-way stop to slow people down.

Tom Kerth, Consultant for the applicants, stated the property was originally approved for 35 lot and in March, after discussion with the local water district, the lots were minimized to 11 for a total of 13, since two were already developed. Up until March, the applicants could have done 35 lots with no problem, but there was a one-year delay with the water district. In 2006 they had owners back out of allowing the properties to be revised. The road alignment was approved in 1983. Since then codes have been changed so it doesn't fit in the current easement.

Gerald Peterson, Deer Park Drive, stated he heard the main reason there was a delay was because some of the lots wouldn't perc.

Tom Kerth, replied that all lots were approved through the Health Department for water and sewer.

Alan Ramer, Lillooet Loop, stated it is a dangerous intersection and asked the Commissioners to look at the site prior to voting.

There was no further public comment the hearing was closed.

ACTION: A motion was made, seconded and passed to postpone the decision until September 19, 2016.

PUBLIC COMMENT:

Dave Jennings, Aberdeen, asked Commissioner Gordon to resign and drop out of the race based on recent allegations of sign tampering. Commissioner Gordon stated no, he will not resign, as this was a set-up. Mr. Jennings stated it was not a set-up.

Ray Brown, Westport, stated Mr. Gordon made this issue County business and stated the people will lose confidence in elections. He stated he has caught other candidates tampering with signs in the past as well.

PRESENTATION:

1. **Timberland Regional Library, Cheryl Heywood:** Cheryl Heywood, Timberland Regional Library, provided a quarterly update on current programs and library use throughout Grays Harbor County. She stated the pilot project for sales of transit bus tickets has been

beneficial and on average 37 bus passes are sold per month. She discussed a pilot project with Olympia School District to provide e-cards for students to access online resources. The Amanda Park Library project is underway and they hope to be completed by October.

CONSENT AGENDA:

Minutes:

Morning/Regular Meetings: August 29, 2016

Special Meetings: July 5, 2016

Auditor:

Month-End Expenditures –August: Claims \$4,087,899.58, Salary \$2,651,169.80

Coroner:

Monthly Summary Report: August 2016

Commissioners:

Set Hearing Date – *October 3, 2016* - Cable Television System Franchise with Coast Communications Company

Fairgrounds:

Facility Use: Junk Queens 11/23-24/16

Management Services:

Set Hearing Date: *September 26, 2016* – Supplemental Budget PB Sewer SRF Loan Reserve Fund, \$32

Correspondence:

WSLCB: Lions Charitable Foundation 11/5/16, Grays Harbor Teen Homeless Backpack 9/23-24/16 and 10/22/16

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

COMMISSIONERS:

None

DEPARTMENTS:

Fair & Events:

1. **Request Approval, Authorization for Fair and Events Manager to sign vendor contracts for the 2016 Grays Harbor County Fair for Army Recruiting Olympia, Discount Work Wear and Lilla Rose, \$840:** A motion was made, seconded and passed to approve the authorization for the Fair and Events Manager to sign vendor contracts for the 2016 Grays Harbor County Fair for Army Recruiting Olympia and Discount Work Wear and Lilla Rose in the amount of \$840.

2. **Request Approval, Authorization for the Chair to sign the 2016 Fair Sponsor Agreement with Precision Pipe Fabricators for fabricating hog pens:** A motion was made,

seconded and passed to authorize the Chair to sign the 2016 Fair Sponsor Agreement with Precision Pipe Fabricators for fabricating hog pens.

3. Request Approval, Authorization for Fair and Events Manager to sign the 2016 Fair Sponsor Agreement with Washington Tractor for fair sponsorship: A motion was made, seconded and passed to approve the authorization for the Fair and Events Manager to sign the 2016 Fair Sponsor Agreement with Washington Tractor for fair sponsorship.

Management Services:

1. Request Approval, 2017 Liability Coverage Insurance renewal with Washington Counties Risk Pool, policy period October 1, 2016 to October 1, 2017, \$572,557: A motion was made, seconded and passed to approve renewing the 2017 Liability Coverage Insurance with Washington Counties Risk Pool policy for the period of October 1, 2016 to October 1, 2017 in the amount of \$572,557. The deductible will remain at \$25,000.

2. Request Approval, Budget Transfer – Miscellaneous Fund Equipment Rental & Revolving Replacement, \$240,000: A motion was made, seconded and passed to approve **Resolution No. 2016-107 transferring items in the Grays Harbor County Miscellaneous Fund Equipment Rental and Revolving Replacement in the amount of \$240,000.** This resolution increases the budget for transfers to the operating fund.

3. Request Approval, Budget Transfer – Miscellaneous Fund Election Reserve, \$5,000: A motion was made, seconded and passed to approve **Resolution No. 2016-108 transferring items in the Grays Harbor County Miscellaneous Fund Election Reserve in the amount of \$5,000.** This resolution will authorize budget to purchase a drive-up ballot box, as requested by the County Auditor.

4. Request Approval, Updated Equal Employment Opportunity/Affirmative Action Policy: A motion was made, seconded and passed to approve an updated Equal Employment Opportunity/Affirmative Action Policy. This policy affirms Grays Harbor County's commitment to providing equal employment opportunity and equal access to our programs and services without regard to race, color, religion, sex, national origin, age, sexual orientation, gender identity and expression, citizenship status, pregnancy, pregnancy-related conditions, veteran or military status, marital status, genetic information, physical or mental disability, or any other classification protected by law.

Public Health and Social Services:

1. Request Approval, Agreement with Evergreen Treatment Services for medication assisted treatment and chemical dependency assessment services in the Jail Opiate Use Disorder Intervention Pilot Program, term of contract January 1, 2016 through December 31, 2016 in the amount of \$39,700, funded by Treatment Sales Tax dollars: A motion was made, seconded and passed to approve an Agreement with Evergreen Treatment Services. The

purpose of the agreement is to support Medical Assisted Treatment and Chemical Dependency Assessment services as part of the Jail Opiate Use Disorder Intervention Pilot Program.

- 2. Request Approval, Vendor Services Agreement with KCDA Purchasing Cooperative for discounted office supplies:** A motion was made, seconded and passed to approve a Vendor Services Agreement with the KCDA Purchasing Cooperative. KCDA is a purchasing cooperative owned by Washington's public school districts. KCDA saves money for members by ordering in volume and fulfilling bid law requirements.
- 3. Request Approval, Amendment No. 1 of the Thrive Washington Contract revising the number of families served and annual home visits required:** A motion was made, seconded and passed to approve Amendment No. 1 of the Thrive Washington Contract revising the number of families served and the number of annual home visits required by the contract.
- 4. Request Approval, Vendor Services Agreement with Alder Creative to provide concept/design for the Suicide Prevention Works! Project, maximum of \$2,250:** A motion was made, seconded and passed to approve a Vendor Services Agreement with Alder Creative for a maximum contract amount of \$2,250. This agreement will provide a concept/design for the Suicide Prevention Works! Project. The vendor will provide bus signage, print media and design follow-up Care Cards for clinical pathway partners.
- 5. Request Approval, Amendment No. 9 to the State of Washington Department of Health Consolidated Contract for Emergency Preparedness, Maternal & Child Health Block Grant and the WIC Nutrition Program, amount increased by \$142,123 for a total contract of \$2,276,529:** A motion was made, seconded and passed to approve Amendment No. 9 to the State of Washington Department of Health Consolidated contract. This Amendment adds a Statement of Work for Emergency Preparedness, Maternal and Child Health Block Grant and the WIC Nutrition Program. The contract has been increased by \$142,123 for a revised total of \$2,276,529.
- 6. Request Approval, Amendment to the Consolidated Homeless Grant (CHG) contract with the Department of Commerce to de-obligate unspent HEN funds available through June 30, 2016:** A motion was made, seconded and passed to approve an Amendment to the Consolidated Homeless Grant (CHG) contract with the Department of Commerce. This amendment would de-obligate unspent HEN funds available through June 30, 2016, which reflects actual utilization rates for qualified individuals referred by DSHS to Coastal Community Action Program for housing resources.
- 7. Request Approval, Amendment to contract with Oregon State University for a Sub-award to revise carry forward between budget periods, term extended to August 31, 2017, amount increased by \$4,400:** A motion was made, seconded and passed to approve an Amendment to the contract with Oregon State University. This Amendment is a Sub award to revise Attachment 2 to state that carry forward is allowed between budget periods. The total

amount funded will be increased by \$4,400 per the original budget for Year 2. The period of performance is extended to August 31, 2017.

8. Request Approval, Agreement with Grays Harbor Community Foundation for Public Health to serve as fiscal agent for the Great Beginnings Early Learning Project through September 30, 2017: A motion was made, seconded and passed to approve an Agreement to serve as Fiscal Agent for the Great Beginnings Early Learning Project. This is in collaboration with the Grays Harbor Community Foundation. The Department of Public Health and Safety will receive and hold funds in the amount of \$150,000 from the Foundation to reimburse the Director of the Great Beginnings Project. The project will begin upon signing and end on September 30, 2016.

9. Request Approval, Vendor Services Agreement with Ursula Whiteside to provide a Zero Suicide training event to partners and consultation to the Suicide Prevent Works! Coordinator, term of contract is July 2016 to September 2016 in the amount of \$10,000: A motion was made, seconded and passed to approve a Vendor Services Agreement with Ursula Whiteside. This Agreement will provide a Zero Suicide training event for clinical pathway partners and provide consultation to the Suicide Prevention Work! Coordinator. The Agreement will begin in July 2016 and end September 2016.

Public Services:

1. Request Approval, Recommendation to Award Bid for 2016 Traffic Control Devices to Zumar Industries, Inc., of Tacoma, Washington in the low bid amount of \$39,334.07: A motion was made, seconded and passed to approve awarding the bid for the 2016 Traffic Control Devices to Zumar Industries, Inc., of Tacoma, Washington in the low bid amount of \$39,334.07.

2. Request Approval, Rural Arterial Program (RAP) Submittals to CRAB for 2017-2019 funding - Wynooche Valley Road, Culvert Replacement, M.P. 7.17 to M.P. 7.19 and Ocean Beach Road, Paving Project, M.P. 0.00 to M.P. 5.00: A motion was made, seconded and passed to approve the Rural Arterial Program (RAP) submittals to CRAB for 2017-2018 funding for the Wynooche Valley Road Culvert Replacement, M.P. 7.17 to M.P. 7.19 and Ocean Beach Road, Paving Project, M.P. 0.00 to M.P. 5.00. Projects approved as a RAP project will be eligible for State Design and Construction Funds.

3. Request Approval, Resolution, Adoption of Part B Water System and the Part A Satellite Management Agency Plan allowing Grays Harbor County to update the water system plans into one central plan for system expansion and development projects: A motion was made, seconded and passed to approve **Resolution No. 2016-109 by the Grays Harbor County Board of Commissioners adopting the 2016 Satellite Management Agency, Part A Water System Plan and Part B, Pacific Beach Water System Plan.** Minor revisions to the preliminary plan have been made pursuant to Washington State Department of Health (DOH). It is necessary for the County to adopt the Water System Plan in order to receive DOH funding for capital improvements to the County's water systems.

Sheriff:

1. Request Approval, Award Bid for Inmate Telephone and Video Visitation Services to Legacy Inmate Communications and authorize the Chairman to sign the contract when received: A motion was made, seconded and passed to approve awarding a bid for Inmate Telephone and Video Visitation Services to Legacy Inmate Communications and authorize the Chairman to sign the contract when received.

ANNOUNCEMENTS:

None

PUBLIC COMMENT:

Dave Agner, Hogan's Corner, stated his water bill rate went up due to the change in consumption being reduced from 400 cft from 600 cft. There was no notice that rates were and he would like it revisited.

Commissioner Raines stated the Board is revisiting the issue and will continue asking for more information in the entire Pacific Beach area. Communication could have been better and she will work on it. She noted accounts may be refunded if that is found to be appropriate.

Commissioner Raines announced a recess at 2:52 p.m. to move to Conference Room No. 1 for the Media Session.

Commissioner Gordon was not present for the Media Session, he left for another meeting.

Media Session:

Commissioner Raines reopened the meeting at 2:59 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. 2016-105

**Supplemental Extension in the budget of the
Grays Harbor County Miscellaneous Fund
Substance Abuse in the amount of \$38,768**

No. 2016-106

**Supplemental Extension in the budget of the
Grays Harbor County Miscellaneous Fund**

**Fair Building Construction in the amount of
\$1,210,880**

No. 2016-107

**Transferring items in the Grays Harbor
County Miscellaneous Fund Equipment
Rental and Revolving Replacement in the
amount of \$240,000**

No. 2016-108

**Transferring items in the Grays Harbor
County Miscellaneous Fund Equipment
Rental and Revolving Replacement in the
amount of \$240,000**

No. 2016-109

**Adopting the 2016 Satellite Management
Agency Part A Water System Plan and Part
B 2016 Pacific Beach Water System Plan**

INTERGOVERNMENTAL AGREEMENTS:

None

At 3:17 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