

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING

December 1, 2014

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, December 1, 2014, at 2:00 p.m. Commissioners present were Frank Gordon, Herb Welch and Wes Cormier. Donna McCallum, Clerk of the Board, was present to record the meeting. Norma Tillotson, Senior Deputy Prosecuting Attorney, and Katie Svoboda, Prosecutor, were also present.

CALL TO ORDER AND FLAG SALUTE

BIDS:

None

HEARINGS:

1. Regular Property Tax Levy for 2015 Collection with the consideration of a 1% increase for the General/Veterans Fund, Miscellaneous and Road Funds: A hearing was held on December 1, 2014 to consider Regular Property Tax Levy for 2015 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 20, 2014. Brenda Sherman, Budget Director, reported the Property Tax Increase Resolution for the General and Road Funds would authorize a 1% increase in the regular property tax levy for 2015 collection. These resolutions were prepared with information provided by the County Assessor's Office. Paula Bednarik, Deputy Assessor, stated the increase for the General Fund at 1% will be \$0 and the increase for the Road Fund at 111% will be \$554,779.

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

ACTION: A motion was made, seconded and passed by Commissioners Gordon and Welch, with Commissioner Cormier voting against, to approve Resolution No. 2014-120 Property Tax Increase Resolution for the General Fund 2014 Tax Levy for 2015 Collection and Resolution No. 2014-121 Property Tax Increase Resolution for the Road Fund 2014 Tax Levy for 2015 Collection.

2. Adoption of the 2015 Budget and Resolution Adopting Annual Road Construction Program: A hearing was held on December 1, 2014 to consider Adoption of the 2015 Budget and Resolution Adopting Annual Road Construction Program. Notice was published in *the Montesano Vidette* on November 20, 2014. Commissioner Cormier asked for a staff report.

The budget message was stated as follows:

The **GENERAL FUND** 2015 budget totals \$30,987,958 which is 95% of the 2014 budget. The General Fund is comprised of all departments providing general County services. 70% of General Fund appropriations are for public safety, law and justice functions. Unfunded state mandates increase criminal justice program costs such as indigent defense, burial of indigent or unclaimed remains, and court assigned interpreter fees which amount to 5% of the General Fund budget. The General Fund also contributes an 11.7% match to Public Health and Social Services in addition to providing health care to incarcerated juveniles and adults, as well as countywide monitoring and treatment of infectious diseases.

In the General Fund 2015 budget, salary and benefit costs are 72% (\$19,764,835), goods and services are 28% (\$7,715,715) resulting in \$3,507,408 in ending cash. Taxes, penalties and interest on assessed property represent 45% (\$11,313,140) of the General Fund revenue base. The second largest revenue is court fines, fees, and criminal justice tax at 16% (\$3,975,790). The third largest revenue source is generated from licenses, permits and fees for services at 13% (\$3,361,757). Sales tax is the fourth largest revenue at 11% (\$2,650,000). Federal, state and local grants are fifth at 7% (\$1,671,785). Forest harvest and yield taxes are sixth at 6% (\$1,450,000). Finally, investment earnings, transfers in and miscellaneous revenues are seventh at 2% (\$522,351).

MISCELLANEOUS FUNDS groups total \$83,976,368 in budgeted funds. The Road Fund has the largest operating budget at 20% of the total for a \$16,598,248 annual road program. The road program includes \$6,120,000 in road construction projects and \$8,555,000 in road maintenance and operations countywide. Federal, state and local grants total \$5,016,432 which pays for approximately 82% of the road construction program.

Public Health and Social Services (PHSS) has oversight of budgets totaling \$14.1 million for 2015, most of which is used to fund mental health, substance abuse and housing services through local community contractors. Most funds are contracted out to local community service providers. The PHSS operating budget is the portion not contracted out; it covers direct public health services plus contract administration. The operating budget totals \$3,393,000 (down from \$3,706,900 in 2014). Of this, 88.3% is derived from sources outside county government, including state and federal funds, fees and other grants. The General Fund contribution to this fund remains at \$498,933 for 2015.

The Aberdeen Landfill Post Closure fund budget totals \$1,627,868 and the commitment to implement the Solid Waste Plan is funded at \$2,075,690. The Commissioners have earmarked \$100,000 for abatement procedures in 2015.

Grays Harbor County provides forest harvest revenues to county funds, schools, and junior taxing districts with its Tax Title Management Fund budgeted at \$4,258,303.

The County continues to solicit grants for countywide infrastructure and utilities development with Special Projects funds totaling \$644,387. Projects include \$39,500 for marine resource education/outreach and \$60,000 for the RCO Lead Entity grant. Various community projects are

grant funded, including E-911 grants of \$150,000 through the Washington State Military Department to enhance wireless and wireline operations. Low to moderate income programs funded through the community block grant program include a Coastal Community Action Program public services grant for \$110,887.

The County continues to support efforts to maximize economic development with the Distressed Capital Fund budget of \$2,058,200 for infrastructure improvement needs as prioritized in the Overall Economic Development Plan (OEDP) countywide ranking list. Projects funded in 2015 include the Elma Sewer Line, Ocean Shores Streets, Junction City Rail Line, and debt service payments on previous projects including Aberdeen Industrial Waterline, Junction City Rail Line, County water and sewer utilities and the Public Development Authority warehouse.

This 2015 budget represents Grays Harbor County's policy statement stressing the commitment to the citizen's welfare and efficient and accessible government services. It provides a balanced response to citizen needs for delivery of quality public services. Impact to citizens was the first priority in balancing the budget, which keeps fee and tax increases to a minimum while continuing necessary services to this economically distressed rural county. We wish to thank the County elected officials, department directors, and administrative staff members who cooperated and assisted in creating the best possible responsible budget.

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

ACTION: A motion was made, seconded and passed to approve the Budget Message, Resolution No. 2014-122 Adopting the Grays Harbor County Annual Road Construction Program for 2015 and Resolution No. 2014-123 Adopting the Budget for Grays Harbor County for 2015.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA: Approval was requested for the following items:

Minutes:

Regular and Morning Meeting: November 24, 2014
Special Meeting – November 21, 2014

Correspondence:

Claim, C-690-14 Christopher and Allison Creighton

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

COMMISSIONERS:

1. **District Court Judge Appointment:** Commissioner Gordon made a motion to appoint David Mistachkin as the District Court Judge. Commissioner Welch seconded the motion for discussion. The Commissioners stated all the candidates were qualified. Commissioner Welch noted Kyle Imler was his top choice. Commissioners Cormier and Gordon approved the motion with Herb Welch choosing not to vote.
2. **2015 Refund Levy for the Road Fund - \$11,851.89:** A motion was made, seconded and passed to approve the 2015 Refund Levy for the Road Fund in the amount of \$11,851.89. Commissioner Gordon asked Paula Bednarik, Deputy Assessor, to explain the refund process. She stated the refund levy is based on last year's final values and the county is not allowed to make changes throughout the year. These are uncollected taxes that were already levied. Ron Strabbing, Treasurer, stated he tracks the changes to the tax roll and then provides the net result to be collected.
3. **2015 Refund Levy for the General Fund - \$40,883.87:** A motion was made, seconded and passed to approve the 2015 Refund Levy for the General Fund in the amount of \$40,883.87.
4. **2015 Refund Levy for the Veteran's Relief Fund - \$62.85:** A motion was made, seconded and passed to approve the 2015 Refund Levy for the Veteran's Relief Fund in the amount of \$62.85.
5. **Resolution – Junior Taxing District Property Tax Levy:** A motion was made, seconded and passed to approve **Resolution No. 2014-124 Junior Taxing Districts 2014 Tax Levy for year 2015 Collections.** Paula Bednarik, Deputy Assessor, noted that some districts wait to send in the levies until there are final values to use. Ron Strabbing stated Fire District No. 5 will have the numbers for the Ambulance Bond shortly.

CONVENE AS DRAINAGE DISTRICT NO. 2:

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

1. **Hearing to consider the 2015 Assessment Role:** A public hearing was held on December 1, 2014 to consider the 2015 Assessment Role for Drainage District 2. Notice of this hearing was published in the *Montesano Vidette* on October 30, November 6 and November 13, 2014 and notices were sent to each property owner. Ron Strabbing, Treasurer, stated the total assessment is split up between the 39 properties in the district, and is estimated to bring in approximately \$4,000. The assessment is distributed by a percent of total land value.

Commissioner Cormier called for public comment.

Terry Willis, Willis Road, stated she agrees with the tax roll and asked the Commissioners to

look into the hydraulic permit. She stated it has expired and needs renewed. She explained the importance of maintaining the ditches to reduce flooding.

Commissioner Cormier read a comment from Eric Fellhauer regarding the way the assessment is calculated. Commissioner Cormier stated he would like to look into how the area is assessed and whether there are better options for projects.

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. 2014-01, adopting the 2015 Assessment Roll for the Grays Harbor County Drainage District 2.

2. Hearing to consider the 2015 Budget: A public hearing was held on December 1, 2014 to consider the 2015 budget for Drainage District 2. Notice of this hearing was published in the *Montesano Vidette* November 20 and 27, 2014. The budget for 2015 includes the expenditure of \$12,000 for repairs and maintenance to the ditches. The projected ending cash for 2015 is \$2,200.

Commissioner Gordon called for public comment.

Donna Hagen, resident, stated her ditch has only been partially cleaned twice. Her property is at the end of the line and she stated the flooding is causing a portion of her property to not be useable. She stated more work needs to be done.

Terry Willis, resident, stated the work load has been discussed in previous years and spraying has been discussed to keep the weeds and grasses down.

Commissioner Cormier asked if the Noxious Weed Board has done work in the area. Terry Willis stated that may be an idea worth exploring.

Margaret Fillo, resident, stated their property was only partially cleared last time and should be first on the list for new work.

Commissioner Gordon stated there should be research done before money is spent.

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. 2014-02, adopting Grays Harbor County Drainage District 2 budget for 2015.

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

DEPARTMENTS:

None

ANNOUNCEMENTS

None

CORRESPONDENCE

None

STAFF MEETINGS

The Board held a regular morning meeting on Monday, December 1, 2014, beginning at 11:00 a.m. These meetings are advertised public meetings held in the Commissioners' Conference Room 1. Commissioners present were Herb Welch and Wes Cormier; Clerk of the Board Donna McCallum to record the meeting; Agendas, calendars and pending daily office issues were discussed along with the qualifications for the District Court Judge appointment.

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

RESOLUTIONS:

No. 2014-120	Property Tax Increase Resolution for the General Fund 2014 Tax Levy for 2015 Collection
No. 2014-121	Property Tax Increase Resolution for the Road Fund 2014 Tax Levy for 2015 Collection
No. 2014-122	Adopting the Grays Harbor County Annual Road Construction Program for 2015
No. 2014-123	Adopting the Budget for Grays Harbor County for 2015
No. 2014-124	Junior Taxing Districts 2014 Tax Levy for year 2015 Collections

Drainage District No. 2:

No. 2014-01

**Adopting the 2015 Assessment Roll for
the Grays Harbor County Drainage
District 2**

No. 2014-02

**Adopting Grays Harbor County Drainage
District 2 budget for 2015**

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

None

The meeting adjourned at 2:41 p.m.

BOARD OF COMMISSIONERS
For Grays Harbor County
This _____ day of _____, 2014

WES CORMIER, Chairman, District 1

FRANK GORDON, Commissioner, District 2

HERB WELCH, Commissioner, District 3

ATTEST:

Donna McCallum, Clerk of the Board