

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

**December 8, 2014**

The Commissioners met in regular session in the Commissioners’ Meeting Room, Administration Building, Montesano, Washington, on Monday, December 8, 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:**

- Indigent Defense Contracts:** Prosecutor Katie Svoboda announced the following attorneys have submitted contracts for 2015:

<b>District Court Defense</b>	<b>Superior Court Defense</b>	<b>Juvenile Guardian Ad Litem</b>	<b>Juvenile Conflict</b>	<b>Juvenile Court Defense</b>
Brett Colacurcio	Katherine Davis-Delaney	Hilary Bearden	Amanda Kleespie	Kyle Imler
Harold Karlsvik	James Foley			Micheau & Young
Edward Penoyar	Ronnie Soriano Jr.			
Steve McNeill	Brian Gerhart			
Amanda Kleespie	Amanda Kleespie			
Robert Ehrhardt	Robert Ehrhardt			
Micheau & Young	Micheau & Young			

Ms. Svoboda stated one more week was needed to review the contracts. Recommendations for the awarding of the contracts will be held for one week to December 15, 2014.

**HEARINGS:**

- Vacation of Right-of-Way – Cedar Avenue lying between tracts 16 and 37 within the Plat of Pacific Beach Homes Addition – applicant Ozni Atwell:** A hearing was held on December 8, 2014 to consider a Vacation of Right-of-Way on Cedar Avenue lying between tracts 16 and 37 within the Plat of Pacific Beach Homes Addition requested by applicant Ozni Atwell. Notice was published in *the Montesano Vidette* on November 27, 2014 and December 4, 2014. Chairman Cormier asked for a staff report. Tom Gray, County Surveyor, reported that on October 15, 2014 the Department of Public Works received an application from Ozni Atwell to vacate an unopened right of way known as Cedar Avenue within the plat of Pacific Beach Homes. The applicant specifically seeks to vacate that portion of Cedar Avenue lying between Tract 16 and Tract 37. This road right of way was dedicated to the public as part of

the plat of Pacific Beach Homes recorded in Volume 3 of Plats, page 59 on May 7, 1906. The road as platted between Tracts 16 and 37, and more specifically, on the east side of SR 109, was never constructed. The topography in the vicinity of this vacation request does not support the required geometry for a county road.

Mr. Gray stated no funds have been received for the vacation request, which is a requirement for the process.

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

**ACTION:** A motion was made, seconded and passed to postpone the decision for one week to December 15, 2014.

### **PUBLIC COMMENT**

John Meyer, Johns River area, made comments regarding the e-verify resolution on the agenda. He stated Clark County approved the use of e-verify four years ago. He wants to make sure locally unemployed workers are given the opportunity to have jobs.

**CONSENT AGENDA:** Approval was requested for the following items:

#### **Minutes:**

Regular and Morning Meeting: December 1, 2014

#### **Auditor:**

Month-End Expenditures for November: Claims: \$ 2,677,772.75 and Salaries:  
\$2,493,670.61

#### **Commissioners:**

Concur with the Reappointment to the Timberland Regional Library Board of Trustees –  
Bob Hall, Pacific County position for term expiring 12-31-21  
Official Bond and Oath for Katie Svoboda, Prosecutor

#### **Coroner:**

Monthly Summary Report for November 2014

#### **Management Services:**

Set Hearing Date – *December 22, 2014* – Supplemental Budget, Fair Event Fund,  
\$35,000  
Set Hearing Date – *December 22, 2014* – Emergency Budget, Public Defense, \$65,000  
Set Hearing Date – *December 22, 2014* – Emergency Budget, Clerk \$2,000  
Set Hearing Date – *December 22, 2014* – Supplemental Budget, Park and Vegetation  
Management, \$2,500

#### **Public Services:**

Surplus vehicles and equipment: Stratus, Charger, Expedition, two Blazers, Loader,  
Tractor and Mower

**Correspondence:**

Certification of Excess levies for 2015 Collection –ESD 113  
Port of Grays Harbor 2015 Budget – per RCW 53.35

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

**COMMISSIONERS:**

1. ~~**Resolution – Establishing and Adopting a policy that requires all new county employees, contractors and subcontractors to utilize the Federal E-Verify Program:**~~ This item was removed from the agenda during the morning meeting.

2. **County Wellness Committee Strategic Plan Adoption:** A motion was made, seconded and passed to approve the County Wellness Committee Strategic Plan. This Plan will be updated as needed by the Committee and refiled with the Commissioners. The Strategic Plan was developed by the Grays Harbor County Wellness Committee. This will serve as the guiding document for the Committee as it works to increase and improve wellness opportunities for the employees of Grays Harbor County.

**DEPARTMENTS:**

**Fair, Events and Tourism:**

1. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign a 2015 Tourism Advertising Agreement for the 2015 Scenic Washington State Travel Planner in the amount of \$5,750:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign a 2015 Tourism Advertising Agreement for the 2015 Scenic Washington State Travel Planner in the amount of \$5,750. The purchase of print advertising in this publication automatically qualifies Grays Harbor Tourism for an integrated email marketing campaign, interactive and print map campaign, and website advertising campaign at no additional cost. Grays Harbor Tourism was able to negotiate a lower advertising package price. A \$793 discount was applied to the 2014 advertising rate of \$6,543.

2. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign the 2015 Facilities Agreement for the FFA Logging Rodeo on January 10, 2015:** A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign the 2015 Facilities Agreement for the FFA Logging Rodeo on January 10, 2015.

3. **Request Approval, Authorization of the Fair, Events and Tourism Manager to sign an amendment to the professional services contract with LaBrue Communications for additional billboard advertisements in the amount of \$1,320 and transfer of video roll owned by the Tourism Department to a new hard drive in the amount of \$612.50:** A motion was made, seconded and passed to approve an amendment to the professional services contract with LaBrue Communications for additional billboard advertisements in the amount of \$1,320

and transfer of video roll owned by the Tourism Department to a new hard drive in the amount of \$612.50. These items are outside of the scope of work defined in the existing service agreement.

**Management Services:**

- 1. Request Approval, Grant Agreement with the Office of Public Defense for 2015 Indigent Defense funding in the amount of \$67,148:** A motion was made, seconded and passed to approve the grant agreement with the Office of Public Defense for 2015 Indigent Defense funding in the amount of \$67,148.
- 2. Request Approval, Adopting the Use of a De Minimis Modified Total Direct Cost Rate of 10% - January 1, 2015:** A motion was made, seconded and passed to approve **Resolution No. 2014-125 adopting the use of a de minimis modified total direct cost rate of 10% effective January 1, 2015.** This rate shall apply to each and every County fund and department when preparing grant applications or claiming federal grant reimbursements, as allowed.
- 3. Request Approval, Resolution – Budget Transfer – Prosecutor, \$4,400:** A motion was made, seconded and passed to approve **Resolution No. 2014-126 transferring items in the Grays Harbor County General Fund, Prosecutor’s Office in the amount of \$4,400.** This resolution will authorize the transfer of budget from criminal salaries to professional services to pay expert witness fees.
- 4. Request Approval, Resolution – Budget Transfer – North Beach Water System, \$8,500:** A motion was made, seconded and passed to approve **Resolution No. 2014-127 transferring items in the Grays Harbor County Miscellaneous Fund, North Beach Water System in the amount of \$8,500.** This resolution adjusts the budget of various goods and services categories based upon actual year to date activity, as requested by Public Services.
- 5. Request Approval, Resolution – Budget Transfer – PB Sewer M&O, \$68,500:** A motion was made, seconded and passed to approve **Resolution No. 2014-128 transferring items in the Grays Harbor County Miscellaneous Fund, PB Sewer M&O in the amount of \$68,500.** This amendment increases various good and services categories based upon actual year to date activity, as requested by Public Services. Funds are available from the ending cash balance to allow the transfer.
- 6. Request Approval, Resolution – Budget Transfer – Hogan’s Corner Water System, \$21,000:** A motion was made, seconded and passed to approve **Resolution No. 2014-129 transferring items in the Grays Harbor County Miscellaneous Fund, Hogan’s Corner Water System in the amount of \$21,000.** This amendment increases repairs and maintenance, small tools and equipment, communications, operating rentals and miscellaneous categories based upon actual year to date activity. Funds are available from the ending cash balance to allow the transfer.

7. **Request Approval, Resolution – Budget Transfer – Prosecutor, \$4,200:** A motion was made, seconded and passed to approve **Resolution No. 2014-130 transferring items in the Grays Harbor County General Fund, Prosecutor’s Office in the amount of \$4,200.** This resolution will authorize the transfer of budget from criminal salaries to small tools and equipment to replace three very old printers.

8. **Request Approval, Resolution – Budget Transfer – PB/Moclips Water System M&O, \$30,000:** A motion was made, seconded and passed to approve **Resolution No. 2014-131 transferring items in the Grays Harbor County Miscellaneous Fund, PB/Moclips Water System Fund in the amount of \$30,000.** This amendment increases professional services, operating rentals and miscellaneous categories based upon actual year to date activity, as requested by Public Services. Funds are available from the ending cash balance to allow this transfer.

**Public Health and Social Services:**

1. **Request Approval, Provider Agreement with Amerigroup Washington Inc. for reimbursement of services provided to clients:** A motion was made, seconded and passed to approve the provider agreement with Amerigroup Washington, Inc. This agreement between the county and Amerigroup allows the county to receive reimbursement for services provided to clients.

**Public Services:**

1. **Request Approval, Authorization to sign when available right-of-way deeds for the following 2012 curve safety projects: Brooklyn Road, Youmans Road, North River Road and Wynoochee-Wishkah Road:** A motion was made, seconded and passed to authorize the Chairman to sign, when available, right-of-way deeds for the following 2012 curve safety projects: Brooklyn Road, Youmans Road, North River Road and Wynoochee-Wishkah Road.

**ANNOUNCEMENTS**

None

**CORRESPONDENCE**

None

**STAFF MEETINGS**

The Board held a regular morning meeting on Monday, December 8, 2014, beginning at 9:00 a.m. These meetings are advertised public meetings held in the Commissioners’ Conference Room 1. Commissioners present were Frank Gordon, Herb Welch and Wes Cormier; Clerk of the Board Donna McCallum to record the meeting; Agendas, calendars and pending daily office

issues were discussed. The Board met Brenda Sherman, Budget Director, for a budget update, Dale Gowan, Central/Risk Management, regarding Fund 503 and 504, Larry Smith, Forestry Director, regarding land purchase and the following Public Services Employees: Public Services Director Kevin Varness; County Engineer Russ Esses; Environmental Health Director Jeff Nelson; County Surveyor Tom Gray; ER&R Director Jerry Benedict.

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

**RESOLUTIONS:**

- |                     |   |
|---------------------|---|
| <b>No. 2014-125</b> | <b>Adopting the use of a de minimis modified total direct cost rate of 10% effective January 1, 2015</b>                        |
| <b>No. 2014-126</b> | <b>Transferring items in the Grays Harbor County General Fund, Prosecutor's Office in the amount of \$4,400</b>                 |
| <b>No. 2014-127</b> | <b>Transferring items in the Grays Harbor County Miscellaneous Fund, North Beach Water System in the amount of \$8,500</b>      |
| <b>No. 2014-128</b> | <b>Transferring items in the Grays Harbor County Miscellaneous Fund, PB Sewer M&amp;O in the amount of \$68,500</b>             |
| <b>No. 2014-129</b> | <b>Transferring items in the Grays Harbor County Miscellaneous Fund, Hogan's Corner Water System in the amount of \$21,000</b>  |
| <b>No. 2014-130</b> | <b>Transferring items in the Grays Harbor County General Fund, Prosecutor's Office in the amount of \$4,200</b>                 |
| <b>No. 2014-131</b> | <b>Transferring items in the Grays Harbor County Miscellaneous Fund, PB/Moclips Water System Fund in the amount of \$30,000</b> |

**ORDINANCES:**

None

**INTERGOVERNMENTAL AGREEMENTS:**

None

The meeting adjourned at 2:20 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