

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

**December 15, 2014**

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, December 15, 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, Deputy Prosecuting Attorney, and Katie Svoboda, Prosecutor, were also present.

**CALL TO ORDER AND FLAG SALUTE**

**BIDS:**

None

**HEARINGS:**

**1. Continued Hearing - Ordinance Amending Grays Harbor County Code Chapter 3.04– providing for Administration of the Duties and Authority contained in the chapter to be exercised by the County Auditor in place of the County Treasurer:** A hearing was held on November 24, 2014 and continued to today, December 15, 2014 to consider an Ordinance Amending Grays Harbor County Code Chapter 3.04 to provide for Administration of the Duties and Authority contained in the chapter to be exercised by the County Auditor in place of the County Treasurer. Notice was published in *the Montesano Vidette* on November 13, 2014. This Ordinance relates to taxation, amending chapter 3.04 of the County Code, providing for administration of the duties and authority contained in the Chapter to be exercised by the County Auditor in place of the County Treasurer, except as provided for in RCW 36.38.010(1), and establishing a January 1, 2015 effective date.

Commissioner Cormier called for public comment.

Mike Bruner, Fair, Events and Tourism Manager, made comments regarding implications this will have on the Fairgrounds, costs and employee duties.

Vern Spatz, Auditor, stated this ordinance is already in place this is only changing the responsibilities. He asked for a plan to be in place before this is considered.

Jackie Farra, Ocean Shores, stated this might be a good topic for a community meeting.

Comments against the Ordinance were received from the following:

Collin Hamilton, Horns and Hooks

Marvin Cole, Mounted Posse

Barbara Lester

Denise Schupbach, 4-H  
Kelly Peterson, Fairgrounds  
Steve Beitler, Funtime Promotions/Grays Harbor Raceway  
Bill Wolfenbarger, Fair Board  
Joel Hackes

Hearing no further comments Commissioner Cormier closed the hearing.

Commissioner Welch stated prices go up. With this tax he didn't think everyone would quit going to events. He stated there are a lot of emotions in the comments heard, and he said there is no need to rush a decision. He asked about potential revenue. Commissioner Gordon responded there are rough estimates that it could produce \$100,000 in revenue; he noted the tax is already in place. There are a lot of factors which effect the potential revenue calculation. It was noted that this is not a tax on the business, but paid by the consumer.

**ACTION: A motion was made, seconded and passed by Commissioners Gordon and Welch to move this topic to the first meeting day in May 2015. Commissioner Cormier voted against the motion.**

**2. Decision Only - 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 and continued to today, December 15, 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. 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.

The hearing was closed on December 8, 2014.

**ACTION: A motion was made, seconded and passed by Commissioners Gordon and Welch to approve Resolution No. 2014-132 authorizing the vacation of a portion of Cedar Avenue lying between Tract 16 and Tract 37, as requested by applicant Ozni Atwell. Commissioner Cormier voted against the motion.**

**3. Supplemental Budget – Extension Agent, \$1,245:** A hearing was held on December 15, 2014 to consider a Supplemental Budget in the Extension Agent Fund in the amount of \$1,245. Notice was published in *the Montesano Vidette* on December 4 and 11, 2014. Commissioner

Cormier asked for a staff report. Brenda Sherman, Budget Director, reported this resolution records miscellaneous revenue received this year and authorizes additional appropriations for the same amount.

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 Resolution No. 2014-133 authorizing a supplemental extension in the budget of the Grays Harbor County General Fund, Extension Agent in the amount of \$1,245.**

### **PUBLIC COMMENT**

There was no public comment.

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

#### **Minutes:**

Regular and Morning Meeting: December 15, 2014

Special Meetings: October 29, November 6 and November 18, 2014

#### **Commissioners:**

Official Bond for Vickie Raines, incoming District 3 Commissioner

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

### **COMMISSIONERS:**

1. **Award Indigent Defense Contracts:** Kate Svoboda, Prosecutor, provided detail on the awarding of contracts and suggested contracts be awarded as follows: for District Court Contracts Brett Colacurcio, Edward Penoyar and Steve McNeil; for Superior Court Contracts James Foley, Ronnie Soriano Jr., Brian Gerhart, Amanda Kleespie, Robert Ehrhardt and Karrie Young; for Juvenile Criminal Contract Kyle Imler; for Juvenile Conflict Contract Amanda Kleespie and for Juvenile Guardian Ad Litem Hilary Bearden with the reduced contract amount of \$7,000, still to be approved by Ms. Bearden. The Commissioners approved the contracts as suggest above by the Prosecutor. It was noted that three applicants for the District Court Contract made changes to the contract and the judges were not comfortable approving those changes at this time. In March a new procurement process may be brought forth for more applicants.

2. **Resolution – Establishing and Adopting a policy that requires all new county employees, contractors and subcontractors to utilize the Federal E-Verify Program:** A motion was made, seconded and passed by Commissioners Welch and Cormier to approve **Resolution No. 2014-134 Establishing and Adopting a policy that requires all new county employees, contractors and subcontractors to utilize the Federal E-Verify Program.**

Commissioner Gordon opposed the motion. John Meyer made comments in favor of the Resolution and Shanda Barlow and Vern Spatz made comments regarding the application and process that may affect the Auditor's Office. Commissioner Gordon stated there will be additional costs to the county if this is approved. Commissioner Welch stated the HR Department can take on the duty and states he does not see there being many new costs associated with this action.

## **DEPARTMENTS:**

### **Fair, Events and Tourism:**

1. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign the 2015 Tourism Marketing and Advertising Media Contract with Morris Media in the amount of \$249,000:** A motion was made, seconded and passed by Commissioners Cormier and Welch to authorize the Fair, Events and Tourism Manager to sign the 2015 Tourism Marketing and Advertising Media Contract with Morris Media in the amount of \$249,000. Commissioner Gordon opposed. The Department has added three weeks of additional shoulder season airtime, and additional runs on networks that are providing the most exposure. Morris Media has been successful in acquiring media grants and bonus air time which has consistently added a minimum of 50% in additional free media to the annual Grays Harbor Tourism media budget. In 2014 alone, the value of this time was over \$100,000. The 2015 actual media schedule will be developed once client approval is executed.

### **Management Services:**

1. **Request Approval, 2015 Municipal Services Agreement with Greater Grays Harbor Inc.- \$13,500 for economic development service:** A motion was made, seconded and passed to approve the Municipal Services Agreement with Greater Grays Harbor Inc. \$13,500 will be funded for the comprehensive, cooperative, and planned approach to economic development involving government, business, education and labor. This has been budgeted for 2015.
2. **Request Approval, Resolution – Budget Transfer – Facility Services, \$63,494:** A motion was made, seconded and passed to approve **Resolution No. 2014-135 transferring items in the Grays Harbor County General Fund, Facility Services in the amount of \$63,494.** This resolution will authorize the transfer of budget to and from various expenditure categories to more accurately reflect actual year to date activity, as requested by Public Services.
3. **Request Approval, Resolution – Budget Transfer – General Fund, \$312,000:** A motion was made, seconded and passed to approve **Resolution No. 2014-136 transferring items in the Grays Harbor County General Fund in the amount of \$312,000.** This resolution will authorize the transfer of budgeted revenue from the sale of county and state timber to local sales tax and payment in lieu of tax to more clearly reflect actual revenue received year to date.

**4. Request Approval, Resolution – Budget Transfer – Stadium Fund, \$2,500:** A motion was made, seconded and passed to approve **Resolution No. 2014-137 transferring items in the Grays Harbor County Miscellaneous Fund, Stadium Fund in the amount of \$2,500.** This resolution will increase the budget for transfers to cover expenses at Vance Creek Park. Adequate funds are available in the ending cash balance to allow this transfer.

**5. Request Approval, Resolution – Budget Transfer – Trial Court Improvement, \$3,200:** A motion was made, seconded and passed to approve **Resolution No. 2014-138 transferring items in the Grays Harbor County Miscellaneous Fund, Trial Court Improvement in the amount of \$3,200.** This resolution authorizes budget to purchase updated equipment for use in the Superior Court courtrooms and one additional payment for dispute resolution services. Adequate funds are available in the ending cash balance to allow this transfer.

#### **Public Health and Social Services:**

**1. Request Approval, Amendment 2 to the Contract with CHOICE Regional Health Network – extends contract through February 28, 2015 and increase total contract to a maximum of \$17,697.46 for In-Person Assistor Services:** A motion was made, seconded and passed to approve the contract amendment with CHOICE Regional Health Network. This amendment extends the contract through February 28, 2015, and increases the total contract amount to a maximum of 17, 697.46. All other conditions remain in effect. The purpose of this contract is to provide funding for In-Person Assister Services for the Washington Health Benefit Exchange.

**2. Request Approval, Agreement with WA State Assoc. of Local Public Health Officials to facilitate the operation of a Statewide Random Moment in Time Survey for the operation of Medicaid Administrative Claiming:** A motion was made, seconded and passed to approve an agreement with Washington State Association of Local Public Health Officials (WSALPHO) to facilitate the operation of a Statewide Random Moment in Time Survey (RMTS) for the operation of Medicaid Administrative Claiming (MAC). WSALPHO will invoice participating Local Health Jurisdictions (LHJ) a proportional share of the MAC Contractor's budget to administer the MAC Program and coordinate the work of the LHJ MAC steering team.

**3. Request Approval, Consolidated Contract with the WA State Department of Health for Public Health Services – January 1, 2015 through December 31, 2017 for a total of \$922,798:** A motion was made, seconded and passed to approve a consolidated contract with the Washington State Department of Health. The purpose of this contract is to provide Public Health Services to the residents of Grays Harbor County and the State of Washington in accordance with the Public Health Improvement Plan. The contract term is January 1, 2015 through December 31, 2017. The total amount of the contract is \$922,798.

#### **Public Services:**

**1. Request Approval, Amendment to the Engineering Agreement with Gibbs and Olson for their assistance with plans for construction through RCO Grants at the ORV Park - \$10,500:**

A motion was made, seconded and passed to approve the amendment to the current agreement with Gibbs & Olson, our consulting engineers for water and other utility projects, to provide assistance at the ORV Park. The assistance is needed to develop plans and specifications for grant projects at the park and is a requirement of the grant agreement. The State wants to see plans and specifications before construction takes place.

**2. Request Approval, Architectural Agreements with Street Lundgren and Foster Architects for projects in the courthouse in the amount of \$19,500 and Crisis Clinic in the amount of \$64,500:**

A motion was made, seconded and passed to approve agreements with Street Lundgren and Foster Architects, of Montesano, for two projects including work at the Crisis Clinic and the Law Library. The Public Services Department has been meeting with public health staff and the crisis clinic operators to plan for a remodel of the facility that was developed 20 years ago. The scope of services is designed to allow the County to move forward with finalizing design and into construction as funds allow. Fees for this work are estimated at \$64,500. There are funds available and the department would also like to obtain grants to make the project even better. The work on the law library conversion to a court room is still in the planning stage and that scope would allow the Public Services Department to develop cost estimates for the project. Fees for this work are estimated at \$19,500.

**3. Request Approval, Resolution – Water and Sewer Rates for County Utility Systems effective January 1, 2015 – 2% increase to rates:**

A motion was made, seconded and passed by Commissioners Gordon and Welch to approve **Resolution No. 2014-139 authorizing a 2% increase to Water and Sewer Rates for County Utility Systems effective January 1, 2015.** This rate resolution for 2015 has been prepared to implement an approximate 2% increase in water and sewer rates for our County Utility Systems. The increase is needed to cover increased labor, electricity, insurance, and other operating costs. The typical increase is one dollar per month in the base rates; and ten to twenty cents per 100 cubic feet depending on the system in the overage rates.

**4. Request Approval, Radio Maintenance Agreement with E-911 for the County to service E-911 radio equipment for 2015:**

A motion was made, seconded and passed to approve a Radio Maintenance Agreement with E-911 for the County to service E-911 radio equipment for 2015.

**ANNOUNCEMENTS**

Commissioner Cormier announced the Washington State Association of Counties provided Commissioner Welch with a certificate and mug for his service on the Association Board. Commissioner Cormier also presented Commissioner Welch with a Certificate from the County in appreciation of his four years of service as a County Commissioner. Both Commissioners Gordon and Cormier expressed their appreciation for Commissioner Welch.

## **CORRESPONDENCE**

None

## **STAFF MEETINGS**

The Board held a regular morning meeting on Monday, December 15, 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 with Mike Bruner, Fair, Events and Tourism Director, regarding agenda items and the following Public Services Employees: Public Services Director Kevin Varness; County Engineer Russ Esses; County Surveyor Tom Gray.

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

### **RESOLUTIONS:**

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| <b>No. 2014-132</b> | <b>Authorizing the vacation of a portion of Cedar Avenue lying between Tract 16 and Tract 37, as requested by applicant Ozni Atwell</b>                  |
| <b>No. 2014-133</b> | <b>Authorizing a supplemental extension in the budget of the Grays Harbor County General Fund, Extension Agent in the amount of \$1,245</b>              |
| <b>No. 2014-134</b> | <b>Establishing and Adopting a policy that requires all new county employees, contractors and subcontractors to utilize the Federal E-Verify Program</b> |
| <b>No. 2014-135</b> | <b>Transferring items in the Grays Harbor County General Fund, Facility Services in the amount of \$63,494</b>   |
| <b>No. 2014-136</b> | <b>Transferring items in the Grays Harbor County General Fund in the amount of \$312,000</b>   |

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| <b>No. 2014-137</b> | <b>Transferring items in the Grays Harbor County Miscellaneous Fund, Stadium Fund in the amount of \$2,500</b>            |
| <b>No. 2014-138</b> | <b>Transferring items in the Grays Harbor County Miscellaneous Fund, Trial Court Improvement in the amount of \$3,200</b> |
| <b>No. 2014-139</b> | <b>Authorizing a 2% increase to Water and Sewer Rates for County Utility Systems effective January 1, 2015</b>            |

**ORDINANCES:**

None

**INTERGOVERNMENTAL AGREEMENTS:**

- Radio Maintenance Agreement with E-911

The meeting adjourned at 3:37 p.m.

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

\_\_\_\_\_  
WES CORMIER, Chairman, District 1

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

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HERB WELCH, Commissioner, District 3

ATTEST:

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Donna McCallum, Clerk of the Board