

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING
October 30, 2017

The Commissioners met in regular session in the Large Commissioner’s Meeting Room, Administration Building, Montesano, Washington, on Monday, October 30, 2017, at 2:00 p.m. Commissioners present were Wes Cormier, Vickie Raines and Randy Ross. Jenna Amsbury, Clerk of the Board, was present to record the meeting. Deputy Prosecuting Attorney, Norma Tillotson, was also present.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

BIDS:

None

HEARINGS:

None

PUBLIC COMMENT:

None

CONSENT AGENDA:

Minutes:

Morning/Regular meetings: October 23, 2017

Auditor:

Surplus: (1) Plat Cabinet

Commissioners:

Set Hearing Date – *November 13, 2017* – Amending Ordinances 422 and 431 updating County roads for WATVs

Appoint Mike Folkers to the .09 Committee for District 2 representation

Management Services:

Set Hearing Date – *November 13, 2017* – Supplemental Budget, GH Raceway Fund, \$4,000

Public Health:

Authorization to advertise Request for Qualifications (RFQ) for a fund accounting solution

Public Services:

Set Hearing Date – *November 13, 2017* – Rezone Case 2017-0924, Applicant D. Pierce

Resolution No. 2017-110, Setting a Hearing Date for *November 20, 2017* for Mox-Chehalis Road Vacation Right-of-Way, Applicant D. Morris

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

PRESENTATION:

1. **Port of Grays Harbor – Annual Update:** Kayla Dunlap, Public Affairs Manager for the Port, presented their annual public outreach update. She discussed the Port organization and noted it is the second oldest port in the state.

She discussed the Port's activity in the following areas:

- development/industry
- Public access/recreation
- Marina
- Marine terminals
- Navigation services
- Vessel calls

There was discussion on expansion options and new development.

COMMISSIONERS:

*Added Agenda item:

1. **Acceptance of Drug Court Implementation Grant, \$399,785:** A motion was made, seconded and passed to approve the acceptance of the Drug Court Implementation Grant in the amount of \$399,785 through the U.S. Department of Justice. Notification to the U.S. Department of Justice is required within forty-five days of the award letter that is dated September 23, 2017.

DEPARTMENTS:

Fair, Events and Tourism:

1. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign and execute the 2017 and 2018 Facility Use Agreements with Grays Harbor Mounted Posse Gaming and Sorting – Jan. 13 & 14, 2018, Feb. 3 & 4, 2018. Carrie Vessey County Christmas Bazaar – Nov. 16-19, 2017. Twin Harbors Master Gardeners Home and Garden Show – May 17-20, 2018:** A motion was made, seconded and passed to approve authorization for the Fair, Events and Tourism Manager to sign and execute the 2017 and 2018 Facility Use Agreements with Grays Harbor Mounted Posse Gaming and Sorting - January 13 and 14, 2018 and February 3 and 4, 2018, Carrie Vessey County Christmas Bazaar - November 16 – 19, 2017 and Twin Harbor Master Gardeners Home and Garden Show - May 17, 2018.

2. **Request Approval, Authorization for the Fair, Events and Tourism Manager to submit a grant application for the Grays Harbor Community Foundation Small Grants Program, \$5,000:** A motion was made, seconded and passed to approve authorization for the Fair, Events and Tourism Manager to submit a grant application for the Grays Harbor Community Foundation Small Grants Program in the amount of \$5,000.

Forestry:

1. **Request Approval, Accept Contract as Complete for the West Fork Wishkah No. 7 Contract with WT Timber, LLC and release the Performance Bond:** A motion was made, seconded and passed to approve accepting contract completion for the West Fork Wishkah No. 7 contract with WT Timber, LLC and releasing the Performance Bond.
2. **Request Approval, Accept Contract as Complete for the Elk River No. 3 Contract with WT Timber, LLC and release the Performance Bond:** A motion was made, seconded and passed to approve accepting contract completion for the Elk River No. 3 contract with WT Timber, LLC and release the Performance Bond.

Management Services:

1. **Request Approval, Resolution – Budget Transfer - Facilities Capital, \$5,500:** A motion was made, seconded and passed to approve Resolution No. 2017-111 transferring items in the Grays Harbor County Miscellaneous Fund Facilities Capital in the amount of \$5,500. This resolution establishes a budget for lighting improvements needed in various facilities.
2. **Request Approval, Resolution – Amending Resolution No. 2012-106 and establishing the Miscellaneous Fund #113-000-000 GH Raceway:** A motion was made, seconded and passed to approve amending Resolution 2012-112 and establishing the Miscellaneous Fund #113-000-000 GHG Raceway. This resolution amends resolution 2012-106, removing auto racing revenue from the revenue designated for Fund 303. The new fund, Fund 113-000-000 will be used to account for revenue and expenditures related to operating the Grays Harbor Raceway. Auto racing rent and ticket sale revenue will be deposited to Fund 113 instead of Fund 303.
3. **Request Approval, Resolution – Adopting a statutory default fee schedule for copies of public records:** A motion was made, seconded and passed to approve Resolution No. 2017-113 adopting a Statutory Default Fee Schedule for copies of public records. This resolution, or a similar action, is required in order for the County to continue to charge for copies of public records according to the State’s default fee schedule as set out in RCW 42.56.120.
4. **Request Approval, Resolution – Adopting New Policy and Procedures for Public Records Requests:** A motion was made, seconded and passed to approve Resolution No. 2017-114 adopting a Policy and Procedures for Public Records requests. The new procedure will not cover the Court Clerk, Superior Court, Juvenile Court, District Court, Prosecutor or Sheriff Departments. Those departments will follow their own procedures and for the Court GR 31.1. The policy also includes the new legislative changes that were put into place in July 2017.

Prosecutor:

1. **Request Approval, Memorandum of Understanding (MOU) between Grays Harbor County Superior Court and Grays Harbor County Prosecuting Attorney’s Office to jointly manage the Therapeutic Court Coordinator position:** A motion was made, seconded and

passed to approve the Memorandum of Understanding (MOU) between Grays Harbor County Superior Court and Grays Harbor County Prosecuting Attorney's Office to jointly manage the Therapeutic Court Coordinator position.

Public Health and Social Services:

1. **Request Approval, Amendment No. 1 to A First Place Therapeutic Court Behavioral Health Services Agreement for funds to train agency staff in evidence-based treatment approaches for therapeutic court populations, term of contract September 1, 2017 through December 31, 2017, \$17,400:** A motion was made, seconded and passed to approve the Amendment No. 1 to A First Place Therapeutic Court Behavioral Health Services Agreement for funds to train agency staff in evidence-based treatment approaches for therapeutic court populations, term of contract September 1, 2017 through December 31, 2017 in the amount of \$17,400.
2. **Request Approval, Agency Agreement with Revival of Grays Harbor in partnership with Aberdeen First United Methodist Church to provide temporary emergency, cold weather low barrier shelter services, term of contract October 1, 2017 through March 30, 2018, \$25,675:** A motion was made, seconded and passed to approve the Agency Agreement with Revival of Grays Harbor in partnership with Aberdeen First United Methodist Church to provide temporary emergency, cold weather low barrier shelter services, term of contract October 1, 2017 through March 30, 2018 in the amount of \$25,675.
3. **Request Approval, Addendum A to Agreement with CHOICE Regional Health Network for dues, term of contract October 1, 2017 through September 30, 2018, \$5,100:** A motion was made, seconded and passed to approve the Addendum A to Agreement with CHOICE Regional Health Network for dues, term of contract October 1, 2017 through September 30, 2018 in the amount of \$5,100.
4. **Request Approval, Approval of Credentials Request for Marnie Schumacher, ARNP to complete credentialing process:** A motion was made, seconded and passed to approve the approval of credential request for Marnie Schumacher, ARNP to complete credentialing process.
5. **Request Approval, Agreement with Department of Social and Health Services /Developmental Disabilities for employment support and community access/inclusion services to adults with developmental disabilities, term of contract July 7, 2017 through June 30, 2018, \$756,078:** A motion was made, seconded and passed to approve the Agreement with the Department of Social and Health Services/Development Disabilities for employment support and community access/inclusion services to adults with developmental disabilities, term of contract July 7, 2017 through June 30, 2018 in the amount of \$756,078.

Sheriff:

1. **Request Approval, Emergency Management Performance Grant Agreement with Washington State Military Department for aid with Emergency Management functions in Grays Harbor County, term of contract June 1, 2017 through August 31, 2018, \$41,350:** A

motion was made, seconded and passed to approve the Emergency Management Performance Grant Agreement with Washington State Military Department for aid with Emergency Management functions in Grays Harbor County, term of contract June 1, 2017 through August 31, 2018 in the amount of \$41,350.

ANNOUNCEMENTS: None

PUBLIC COMMENT: None

Commissioner Cormier recessed the meeting to the media session at 2:33 p.m.

Media Session:

Commissioner Cormier reopened the meeting at 2:35 p.m. in Conference Room No. 1. Commissioners present were Wes Cormier, Randy Ross and Vickie Raines. The media and Commissioners exchanged comments and questions on County business.

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

RESOLUTIONS:

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|---------------------|--|
| No. 2017-110 | Setting a Hearing Date for November 20, 2017 for Mox-Chehalis Road Vacation Right-of-Way, Applicant D. Morris |
| No. 2017-111 | Transferring items in the Grays Harbor County Miscellaneous Fund Facilities Capital in the amount of \$5,500 |
| No. 2017-112 | Establishing the Miscellaneous Fund #113-000-000 GHG Raceway |
| No. 2017-113 | Adopting a Statutory Default Fee Schedule for copies of public records |
| No. 2017-114 | Adopting a Policy and Procedures for Public Records requests |

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

None

At 2:45 p.m. Commissioner Cormier adjourned the meeting.

BOARD OF COMMISSIONERS
For Grays Harbor County

This _____ day of _____, 2017

Wes Cormier, Chairman

Randy Ross, District 2

Vickie Raines, District 3

ATTEST:

Jenna Amsbury, Clerk of the Board