

**Minutes**  
**BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY**  
**REGULAR MEETING**  
**December 4, 2017**

The Commissioners met in regular session in the Large Commissioner’s Meeting Room, Administration Building, Montesano, Washington, on Monday, December 4, 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.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**BIDS:**

None

**HEARINGS:**

**1. Resolutions authorizing and adopting the following:** A hearing was held on December 4, 2017 to consider the Annual Road Construction Program for 2018, the 2018 Property Tax Levy including a 0% increase for the General Fund and a 1% increase in the Road Fund in the amount of \$58,063 and the 2018 County Budget. Notice was published in *The Montesano Vidette* on November 23, 2017 and November 30, 2017.

Commissioner Ross 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. 2017-121 for the Annual Road Construction Program for 2018.

**ACTION:** A motion was made, seconded and passed to approve Resolution No. 2017-122 for Grays Harbor County Property Tax Increase Resolution General Fund 2017 Tax Levy for 2018.

**ACTION:** A motion was made, seconded and passed to approve Resolution No. 2017-123 for Grays Harbor County Property Tax Increase Resolution Road Fund 2017 Tax Levy for 2018 Collection.

**ACTION:** A motion was made, seconded and passed to approve Resolution No. 2016-124 for Grays Harbor County 2018 Budget.

**2. Resolution – Supplemental Budget, Election Reserve Fund, \$26,650:** There was a public hearing December 4, 2017 to consider a Resolution authorizing an extension in the budget of the Grays Harbor County Miscellaneous Fund Election Reserve Fund in the amount of \$26,650. Notice of hearing was published in *The Montesano Vidette* on November 23, 2017 and November 30, 2017. Brenda Sherman, Budget Director, reported this resolution records additional revenue received this year and increases capital outlay budget for the purchase of new elections/ballot counting software and the related costs.

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

**ACTION: A motion was made, seconded and passed to approve Resolution No. 2017-125 authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Election Reserve Fund in the amount of \$26,650.**

**PUBLIC COMMENT:**

None

**CONSENT AGENDA:**

Minutes:

Morning/Regular meetings: November 20, 2017

Special Meetings: November 7, 2017, November 15, 2017 and November 27, 2017

Commissioners:

Request for Proposals (RFP) for Records Management Solution with Agenda Management, Integrated Live Streaming and On-Demand Video, Dec. 29, 2017

Coroner:

Monthly Report: November 2017

Management Services:

Set Hearing Date – *December 18, 2017* – Supplemental Budget, Fair Event Fund - \$6,508

Set Hearing Date – *December 18, 2017* – Emergency Budget, General Fund Facility Services, \$80,000

Public Services:

Surplus Vehicles and Equipment in ER&R and authorize sale

Correspondence:

Lawsuit, L-729-17, Plush

Liquor Control Board License Application – Dino's Pizza and Grill

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

**COMMISSIONERS:**

**1. Request Approval, Fire Protection Services Agreement with Fire District No. 5 for the County-owned Parcel No. 180625430010 (GH County Fair), beginning January 1, 2018:**

A motion was made, seconded and passed by Commissioner Cormier and Commissioner Ross to approve the Fire Protection Services Agreement with Fire District No. 5 for the County-owned Parcel No. 180625430010 (GH County Fair), beginning January 1, 2018. Commissioner Raines opposed the motion. The amount billed for fire protection services shall be determined by applying the annual Grays Harbor County Assessed Property regular and excess rates for all property as established by the District to the County properties located on the parcel.

**2. Request Approval, Resolution approving the Water District No. 2 Water System Plan adopted on November 8, 2017 by the District:**

A motion was made, seconded and passed to approve **Resolution No. 2017-126 for the Water District No. 2 Water System Plan adopted on November 8, 2017 by the District.** The plan will be presented to the Washington State Department of Health for its final approval.

**DEPARTMENTS:**

**Forestry:**

1. **Request Approval, Accept Contract as Complete for the Timber Sale Twin Peaks No. 2 Contract with Harbor Timber and release the Performance Bond:** A motion was made, seconded and passed to approve accepting contract completion for the Twin Peaks No. 2 contract with Harbor Timber and releasing the Performance Bond.

**Management Services:**

1. **Request Approval, Resolution – Budget Transfer, General Fund Assessor, \$500:** A motion was made, seconded and passed to approve **Resolution No. 2017-127 transferring items in the Grays Harbor County General Fund Assessor in the amount of \$500.** This resolution transfers budget from interfund rent to small tools as requested by the County Assessor.

2. **Request Approval, Resolution – Budget Transfer, Miscellaneous Fund Tourism, \$6,508:** A motion was made, seconded and passed to approve **Resolution No. 2017-128 transferring items in the Grays Harbor County Miscellaneous Fund Tourism in the amount of \$6,508.** This resolution authorizes budget for a transfer to the fairgrounds for unanticipated heating expenses related to the pavilion roof project.

3. **Request Approval, Letter of Agreement with Eric Erler, Independent Contractor, to provide services before June 30, 2018 for the Chehalis Basin Lead Entity Program, not to exceed \$2,970:** A motion was made, seconded and passed to approve the Letter of Agreement with Eric Erler, Independent Contractor, to provide services before June 30, 2018 for the Chehalis Basin Lead Entity Program, not to exceed \$2,970.

**Public Health and Social Services:**

1. **Request Approval, Agreement with Catholic Community Services for Overnight Youth Shelter Services, term of contract July 1, 2017 through June 30, 2018, \$140,000:** A motion was made, seconded and passed to approve the Agreement with Catholic Community Services for Overnight Youth Shelter Services, term of contract July 1, 2017 through June 30, 2018 in the amount of \$140,000.

2. **Request Approval, Amendment No. 15 to the Consolidated Contract with the Washington State Department of Health for sustaining funding for family planning, communicable disease, youth suicide prevention and maternal-child health services, contract end date December 31, 2017, \$104,416:** A motion was made, seconded and passed to approve Amendment No. 15 to the Consolidated Contract with the Washington State Department of Health for sustaining funding for family planning, communicable disease, youth suicide prevention and maternal child health services, contract end date December 31, 2017 in the amount of \$104,416.

**Public Services:**

1. **Request Approval, Contract execution with Landau Associated for Geotechnical Engineering Services, term of contract December 4, 2017 through December 31, 2018, \$50,000:** A motion was made, seconded and passed to approve the contract execution with Landau Associated for Geotechnical Engineering Services, term of contract December 4, 2017 through December 31, 2018 in the amount of \$50,000.
  
2. **Request Approval, Project Phase Authorization of Commitment with Grays Harbor Council of Governments for the Surface Transportation Program (STP) Montesano Street Paving Project, term of contract November 1, 2018 through January 31, 2020, grant funded:** A motion was made, seconded and passed to approve the Project Phase Authorization of Commitment with Grays Harbor Council of Governments for the Surface Transportation Program (STP) Montesano Street Paving Project, term of contract November 1, 2018 through January 31, 2020, grant funded.
  
3. **Request Approval, Local Agency Project Prospectus and Local Agency Agreement Supplement for Vesta Bridge Replacement project funding:** A motion was made, seconded and passed to approve the Local Agency Project Prospectus and Local Agency Agreement Supplement for Vesta Bridge Replacement project funding.
  
4. **Request Approval, Authorization to suspend operations at the Hazardous Waste Facility, effective December 2017 until Department of Ecology grant funding is restored:** A motion was made, seconded and passed to approve the authorization to decrease operations at the Hazardous Waste Facility to two days per month, the first Wednesday and first Saturday monthly, effective December 2017 until the Department of Ecology grant funding is restored.
  
5. **Request Approval, Acceptance of contract completion with Rognlin's, Inc., for the County Fair Pavilion Roof and HV System project:** A motion was made, seconded and passed to approve acceptance of contract completion with Rognlin's, Inc., for the County Fair Pavilion Roof and HV System project. All punch list items have been completed.
  
6. **Request Approval, First Amendment to the Telecommunications Facilities Exchange Agreement – Aloha Ridge with Grays Harbor PUD correcting location of fiber optic connection to Copalis Road Shop:** A motion was made, seconded and passed to approve the First Amendment to the Telecommunications Facilities Exchange Agreement – Aloha Ridge with Grays Harbor PUD correcting the location of the fiber optic connection to Copalis Road Shop.
  
7. **Request Approval, Resolutions – Approving Interdepartmental Transfer of Surplus County Property from ER&R to Roads, Solid Waste and Sheriff Departments:** A motion was made, seconded and passed to approve the following:
  - a. **Resolution No. 2017-129**, Sheriff's Office, Vehicles #442 and #443 and portable radios
  - b. **Resolution No. 2017-130**, Solid Waste Department, Vehicle #227
  - c. **Resolution No. 2017-131**, Road Department, Vehicle #178

**8. Request Approval, Resolution – waiving competitive bid requirements for fuel monitoring and control equipment and authorizing a contract with Mascott for replacement of the failed UST monitoring System at the Montesano Facility, \$32,468:** A motion was made, seconded and passed to approve **Resolution No. 2017-132 waiving competitive bid requirements for fuel monitoring and control equipment and authorizing a contract with Mascott for replacement of the failed UST monitoring system at the Montesano Facility in the amount of \$32,468.**

**ANNOUNCEMENTS:** None

**PUBLIC COMMENT:** None

Commissioner Ross recessed the meeting to the media session at 2:19 p.m.

**Media Session:**

Commissioner Ross reopened the meeting at 2:21 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.

At 2:35 p.m. Commissioner Ross moved out of the media session and back into regular session

**2:35 p.m. – Departmental Discussion**

Commissioner Raines proposed placing the Planning/Building Department under Mark Cox for the time being. Commissioner Cormier agreed. **A motion was made, seconded and passed to approve modifying Mark Cox’s position as Utility and Facility Director to include the Planning/Building Department.** The Parks division will report to Mike Bruner, Fair, Events and Tourism Manager until further notice. The Commissioners stated they will revisit the management structure in the future.

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

**RESOLUTIONS:**

<b>No. 2017-121</b>	<b>Annual Road Construction Program for 2018</b>
<b>No. 2017-122</b>	<b>Grays Harbor County Property Tax Increase Resolution General Fund 2017 Tax Levy for 2018</b>
<b>No. 2017-123</b>	<b>Grays Harbor County Property Tax Increase Resolution Road Fund 2017 Tax Levy for 2018 Collection</b>



**INTERGOVERNMENTAL AGREEMENTS:**

- First Amendment to the Telecommunications Facilities Exchange Agreement – Aloha Ridge with Grays Harbor PUD correcting location of fiber optic connection to Copalis Road Shop

At 2:40 p.m. Commissioner Ross adjourned the meeting.

BOARD OF COMMISSIONERS  
For Grays Harbor County

This \_\_\_\_\_ day of \_\_\_\_\_, 2017

\_\_\_\_\_  
Randy Ross, Chairman

\_\_\_\_\_  
Wes Cormier, District 1

\_\_\_\_\_  
Vickie Raines, District 3

ATTEST:

\_\_\_\_\_  
Jenna Amsbury, Clerk of the Board