

**Minutes**  
**BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY**  
**REGULAR MEETING**  
**December 11, 2017**

The Commissioners met in regular session in the Large Commissioner’s Meeting Room, Administration Building, Montesano, Washington, on Monday, December 11, 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. Supplemental Budget, General Fund Various Departments, \$670,286:** 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 30, 2017 and December 7, 2017. Jenna Amsbury, Clerk of the Board, reported this resolution records additional revenue received in the Sheriff, Corrections, Superior Court, WSU Extension, Emergency Management and General Revenue Departments. Appropriations are increased in each of the departments for the corresponding expenditures.

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. 2017-133 authorizing a supplemental extension in the budget of the Grays Harbor County General Fund Various Departments in the amount of \$670,286.**

**PUBLIC COMMENT:**

None

**CONSENT AGENDA:**

Minutes:

Morning/Regular meetings: December 4, 2017

Auditor:

Month-End Expenditures – November 2017: Claims \$3,749,656.28; Salary \$2,794,069.30

Commissioners:

District Court Indigent Defense Contract Extensions: G. Arnold, S. McNeill and R. Ehrhardt

Public Services:

Surplus Vehicles: (1) 1999 Ford Taurus, (1) 2001 Chevrolet Silverado, (1) 1996 Ford F-150

Refund ER&R replacement fees to Solid Waste for litter van #113, \$23,329.87

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

**COMMISSIONERS:**

1. **Contract with Council of Governments from July 1, 2017 through December 31, 2018:** A motion was made, seconded and passed to approve the contract with Grays Harbor Council of Governments for providing service, specialized skills and other supportive capabilities from July 1, 2017 through December 31, 2018.

**DEPARTMENTS:**

**Auditor:**

1. **Request Approval, Approval of Purchase and execution of Clear Ballot Software License and Service Agreement for election software system, \$145,000:** A motion was made, seconded and passed to approve the purchase and execution of Clear Ballot Software License and Service Agreement for an election software system in the amount of \$145,000.

**Fair and Events:**

1. **Request Approval, Execute contract for the 2018 Greater Grays Harbor, Inc., Visitor Information Center Major Tourism Project Grant as recommended by the Lodging Tax Advisory Committee, \$20,000:** A motion was made, seconded and passed to approve execution of the contract for the 2018 Greater Grays Harbor, Inc., Visitor Information Center Major Tourism Project Grant as recommended by the Lodging Tax Advisory Committee in the amount of \$20,000.

**Management Services:**

1. **Request Approval, Resolution – Budget Transfer, Cumulative Reserve for Construction Fund, \$800:** A motion was made, seconded and passed to approve **Resolution No. 2017-134 transferring items in the Grays Harbor County Cumulative Reserve for Construction Fund in the amount of \$800.** This resolution transfers budget from ending cash to interest expense. Adequate funds are available in ending cash to allow this transfer.

2. **Request Approval, Resolution – Budget Transfer, General Fund, \$157,500:** A motion was made, seconded and passed to approve **Resolution No. 2017-135 transferring items in the Grays Harbor County General Fund in the amount of \$157,500.** This resolution transfers budget from general fund grant revenue to property taxes. This adjustment is based upon actual year-to-date activity in these accounts.

3. **Request Approval, Resolution – Budget Transfer, General Fund, \$25,000:** A motion was made, seconded and passed to approve **Resolution No. 2017-136 transferring items in the Grays Harbor County General Fund in the amount of \$25,000.** This resolution transfers expenditure budget from one general fund department to another. The Juvenile Department had

some unused budget due to a vacant position. A portion of this savings is being transferred to jury fees in the Superior Court.

**4. Request Approval, Resolution – Budget Transfer, Management Services, \$20,000:** A motion was made, seconded and passed to approve **Resolution No. 2017-137 transferring items in the Grays Harbor County Miscellaneous Fund Management Services in the amount of \$20,000.** This resolution authorizes additional budget in salaries, benefits, supplies, professional services and miscellaneous based upon actual year-to-date activity.

**5. Request Approval, Resolution – Budget Transfer, Stadium, \$8,000:** A motion was made, seconded and passed to approve **Resolution 2017-138 transferring items in the Grays Harbor County Miscellaneous Fund Management Services in the amount of \$8,000.** This Resolution authorizes additional budget for a transfer to the fairgrounds to compensate for lost revenue and additional utility expenses directly related to the extended length of the hearing system upgrade project.

#### **Public Services:**

**1. Request Approval, Change Order #1 with Rognlin’s Inc., for six additional weeks to complete Seabrook Pump Station Project:** A motion was made, seconded and passed to approve Change Order #1 with Rognlin’s Inc., for six additional weeks to complete the Seabrook Pump Station Project. The project was delayed due to the County’s inability to provide a “notice to proceed” until Seabrook’s funding was received. The new substantially complete date will be April 11, 2017. This is a no-cost change order.

**2. Request Approval, 2018 Voluntary Stewardship Program Facilitation Contract renewal with John Kliem, Creative Community Solutions for planning services, term of contract January 1, 2018 through December 31, 2018, funded by Washington State Conservation Commission:** A motion was made, seconded and passed to approve the 2018 Voluntary Stewardship Program Facilitation Contract Renewal with John Kliem, Creative Community Solutions for planning services, term of contract January 1, 2018 through December 31, 2018, funded by Washington State Conservation Commission.

#### **Sheriff:**

**1. Request Approval, Extension of First Addendum to Employment Agreement with Susan Bradbury for traffic safety coordinator services, from June 30, 2019 to September 30, 2020 and inclusion of medical benefits:** A motion was made, seconded and passed to approve the Extension of First Addendum to Employment Agreement with Susan Bradbury for traffic safety coordinator services from June 30, 2019 to September 30, 2020 and inclusion of medical benefits.

**2. Request Approval, Resolution – Authorizing the emergency purchase through ABSCO and installation of security devices in the Grays Harbor County Jail:** A motion was made, seconded and passed to approve **Resolution No. 2017-139 of the Grays Harbor County Board of Commissioners authorizing the emergency purchase and installation of security devices in the Grays Harbor County Jail.**

**ANNOUNCEMENTS:** None

**PUBLIC COMMENT:**

Vicki Cummings – Executive Director, Council of Governments – Thanked the Commission for rejoining the agency. It is important to have County leadership involved.

Commissioner Ross recessed the meeting to the media session at 2:11 p.m.

**Media Session:**

Commissioner Ross reopened the meeting at 2:15 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:**

- |                     |  |
|---------------------|--|
| <b>No. 2017-133</b> | <b>Authorizing a supplemental extension in the budget of the Grays Harbor County General Fund Various Departments in the amount of \$670,286</b> |
| <b>No. 2017-134</b> | <b>Transferring items in the Grays Harbor County Cumulative Reserve for Construction Fund in the amount of \$800</b>                             |
| <b>No. 2017-135</b> | <b>Transferring item sin the Grays Harbor County General Fund in the amount of \$157,500</b>   |
| <b>No. 2017-136</b> | <b>Transferring items in the Grays Harbor County General Fund in the amount of \$25,000</b>  |
| <b>No. 2017-137</b> | <b>Transferring items in the Grays Harbor County Miscellaneous Fund Management Services in the amount of \$20,000</b>                            |
| <b>No. 2017-138</b> | <b>Transferring items in the Grays Harbor County Miscellaneous Fund Management Services in the amount of \$8,000</b>                             |

**No. 2017-139**

**Authorizing the emergency purchase  
and installation of security devices in  
the Grays Harbor County Jail**

**ORDINANCES:**

None

**INTERGOVERNMENTAL AGREEMENTS:**

None

At 2:28 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