

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING
February 5, 2018

The Commissioners met in regular session in the Large Commissioner’s Meeting Room, Administration Building, Montesano, Washington, on Monday, February 5, 2018, at 2:00 p.m. Commissioners present were Randy Ross, Wes Cormier and Vickie Raines. Jenna Amsbury, Clerk of the Board, was present to record the meeting. Norma Tillotson, Deputy Prosecuting Attorney, was also present.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

BIDS: None

HEARINGS:

1. **Resolution - Supplemental Budget Fair Building Construction, \$58,534:** There was a public hearing February 5, 2018 to consider a Resolution authorizing an extension in the budget of the Grays Harbor County Miscellaneous Fund Fair Building Construction in the amount of \$58,534. Notice of hearing was published in *The Montesano Vidette* on January 25, 2018 and February 1, 2018. Brenda Sherman, Budget Director, reported this resolution adjusts beginning cash to actual at January 1, and records additional transfers in from the Stadium Fund. Appropriations are also increased for expenses relating to improvements at the fairgrounds in this amendment.

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. 2018-010 authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Fair Building Construction in the amount of \$58,534.

2. **Resolution – Emergency Budget, General Fund Clerk, \$8,000:** There was a public hearing February 5, 2018 to consider a Resolution authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Clerk in the amount of \$8,000. Notice of hearing was published in *The Montesano Vidette* on January 25, 2018. Brenda Sherman, Budget Director, reported this resolution authorizes additional budget for the County Clerk to purchase a copier..

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. 2018-011 authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Clerk in the amount of \$8,000.

3. **Resolution - Supplemental Budget, General Fund Emergency Management, \$97,125:** There was a public hearing February 5, 2018 to consider a Resolution authorizing an extension in the budget of the Grays Harbor County General Fund Emergency Management in

the amount of \$97,125. Notice of hearing was published in *The Montesano Vidette* on January 25, 2018 and February 1, 2018. Brenda Sherman, Budget Director, reported this resolution increases revenue and appropriations for a grant from the Washington State Military Department. The grant pays for the creation of a Grays Harbor County All Hazard Mitigation Plan.

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. 2018-012 authorizing a supplemental extension in the budget of the Grays Harbor County General Fund Emergency Management in the amount of \$97,125.

PUBLIC COMMENT: None

CONSENT AGENDA:

Minutes:

-Morning/Regular meetings: January 29, 2018

Auditor:

-Month-End Expenditures – January 2018: Claims \$4,015,486.43; Salary \$2,752,167.09

Clerk:

-RFP for Jury Management Software/System – due by February 20, 2018

Commissioners:

-Health & Human Services Board Appointments: Melanie Knudsen-Leahy, Mike Harris and Julie Bennett, 3-year terms

Coroner:

-Monthly Report: January 2018

Management Services:

-Set Hearing Date: February 26, 2018 – General Fund Superior Court Supplemental Budget, \$263,965

Prosecutor:

-Surplus: (3) Executive chairs

-Surplus: (1) sofa, (4) side chairs, (1) coffee table, (1) end table, (1) lamp

Public Services:

-Vehicles Purchase: (1) SUV, \$41,087.23

-Set Bid Date: March 5, 2018 - (1) ½ ton pickup, (2) ½ ton extended cab pickups, (1) ¾ ton extended cab pickup, (2) ¾ ton crew cab pickups

Correspondence:

-WSLCB: Ocosta Booster Club, 03/10/18, beer/wine sales

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

COMMISSIONERS:

None

DEPARTMENTS:

District Court:

1. **Request Approval, Agreement with Dispute Resolution Center of Grays Harbor and Pacific Counties to Provide Dispute Resolution Services for Grays Harbor County District Court:** A motion was made, seconded and passed to approve the Agreement with Dispute Resolution Center of Grays Harbor and Pacific Counties to provide Dispute Resolution Services for Grays Harbor County District Court. The County has had a contract with the Dispute Resolution Center for several years to provide mediation in small claims cases filed in District Court. The prior contract, which expired July 31, 2017, was for \$2,000 per month. The number of small claims filings has decreased over the years; this contract pays \$1,000 per month for the first ten cases and \$150 for each additional case.

Fair & Events:

1. **Request Approval, 2018 Grays Harbor Tourism Grant Fund Allocations as submitted by LTAC for the 2018 tourism grant process, term January 2018 through December 2018, \$88,400:** A motion was made, seconded and passed to approve the 2018 Grays Harbor Tourism Grant Fund Allocations as submitted by LTAC for the 2018 tourism grant process for the term of January 2018 through December 2018 in the amount of \$88,400.

2. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign and execute the 2018 Facility Use Agreements with Funtime Promotions, 02/03/18 and Velocity Meetings and Convention LLC 06/22-23/18:** A motion was made, seconded and passed to approve authorization for the Fair, Events and Tourism Manager to sign and execute the 2018 Facility Use Agreements with Funtime Promotions, February 3, 2018 and Velocity Meetings and Convention LLC June 22 and 23, 2018.

Forestry:

1. **Request Approval, Accept Contract as Complete for the Cedar Salvage – Copalis River No. 8 Contract with JBC Cedar LLC and release the Performance Bond:** A motion was made, seconded and passed to approve and accept the contract as complete for the Cedar Salvage – Copalis River No. 8 with JBC Cedar LLC and release of the Performance Bond.

Management Services:

1. **Request Approval, Resolution - Budget Transfer, Facilities Capital Fund, \$286,000:** A motion was made, seconded and passed to approve **Resolution No. 2018-013 transferring items in the Grays Harbor County Miscellaneous Fund Facilities Capital in the amount of \$286,000.** This resolution will authorize budget for a secured area for law enforcement impounds, elevator improvements and facilities planning for Corrections. Sufficient ending cash is available for these appropriations.

2. **Request Approval, Resolution - Budget Transfer, Chemical Dependency/Mental Health/Therapeutic Court, \$343,845:** A motion was made, seconded and passed to approve **Resolution No. 2018-014 transferring items in the Grays Harbor County Miscellaneous Fund Chemical Dependency/Mental Health/Therapeutic Court in the amount of \$343,845.**

This resolution will authorize additional budget for youth system of care and transfers out for Therapeutic Court as requested by PHSS. Ending cash is available to allow this transfer.

Public Health and Social Services:

1. **Request Approval, Agreement with Educational Service District 113/True North for (3) System of Care Navigators who will assist youth and families by assessing their need for behavioral health services and facilitate ongoing services and support, \$146,544:** A motion was made, seconded and passed to approve the Agreement with Educational Service District 113/True North for (3) System of Care Navigators who will assist youth and families by assessing their need for behavioral health services and facilitate ongoing services and support in the amount of \$146,544 and is funded by treatment sales tax funds. The Navigators are part of a County-led System of Care pilot project aimed at improving the outcomes for youth and families served by the Juvenile Court and its child and family serving allies.

Public Services:

1. **Request Approval, 2018 Road Levy Digital Submittal Certification for County Road Administration Board:** A motion was made, seconded and passed to approve the 2018 Road Levy Digital Submittal Certification for County Road Administration to complete State requirements.

Sheriff:

1. **Request Approval, Enterprise Fleet Management Lease Agreement, \$150,000:** A motion was made, seconded and passed to approve the Enterprise Fleet Management Lease Agreement in the amount of \$150,000. In the past, ER&R has purchased each fleet vehicle and charged a monthly maintenance charge to the Sheriff.

Treasurer:

1. **Request Approval, Authorize the Treasurer to sign the Agreement with The Master's Touch LLC for printing, mailing and eNotices for Tax Statements and payment processing through Forte:** A motion was made, seconded and passed to authorize the Treasurer to sign the Agreement with The Master's Touch LLC for printing, mailing and eNotices for Tax Statements and payment process through Forte.

ANNOUNCEMENTS: None

PUBLIC COMMENT: None

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

Media Session:

Commissioner Raines reopened the meeting at 2:17 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:

- No. 2018-0010** Authorizing a supplemental extension in the budget of the Grays Harbor County Miscellaneous Fund Fair Building Construction in the amount of \$58,534
- No. 2018-011** Authorizing an emergency appropriation in the budget of the Grays Harbor County General Fund Clerk in the amount of \$8,000
- No. 2018-012** Authorizing an extension in the budget of the Grays Harbor County General Fund Emergency Management in the amount of \$97,125
- No. 2018-013** Transferring items in the Grays Harbor County Miscellaneous Fund Facilities Capital in the amount of \$286,000
- No. 2018-014** Transferring items in the Grays Harbor County Miscellaneous Fund Chemical Dependency/Mental Health/Therapeutic Court in the amount of \$343,845

ORDINANCES: None

INTERGOVERNMENTAL AGREEMENTS: None

At 2:20 p.m. Commissioner Ross adjourned the meeting.

BOARD OF COMMISSIONERS
For Grays Harbor County

This _____ day of _____, 2018

Randy Ross, Chairman

ATTEST:

Wes Cormier, District 1

Jenna Amsbury, Clerk of the Board

Vickie Raines, District 3