

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING
April 2, 2018

The Commissioners met in regular session in the Large Commissioner’s Meeting Room, Administration Building, Montesano, Washington, on Monday, April 2, 2018, 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:

1. **2018 Aggregate Supply Contract:** It was advertised on March 8, 2018 and March 15, 2018 that bids would be accepted for the 2018 Aggregate Supply Contract. The following bids were received with bid bond attached:

<u>Bidder Name</u>	<u>Bidder Location</u>	<u>Bid Amount</u>
Northwest Rock, Inc.	Aberdeen	Item 1: \$39.17 per ton Item 2: \$39.17 per ton

The bids will be forwarded to the Roads Department for review.

HEARINGS:

1. **Community Development Block Grant - Public Services Grant Application, \$105,945:** There was a public hearing April 2, 2018 to consider an execution of the Community Development Block Grant – Public Services Grant application in the amount of \$105,945. Notice of hearing was published in *The Montesano Vidette* on March 15, 2018. Lucy Machowek, Coastal Community Action Program CFO, reported this grant is pass through funding for low income food assistance and hygiene packs. The CCAP portion is \$102,945; \$3,000 is retained by the County for administration of the grant. Ms. Amsbury announced there were handouts available in English and Spanish. This grant will provide funding to Grays Harbor County in coordination with Coastal Community Action Program for core administrative support for necessary community projects benefiting low and moderate income persons and households in Grays Harbor and Pacific Counties.

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. 2018-029 with Certifications of Compliance for the Community Development Block Grant – Public Services Grant Application in the amount of \$105,945.

PUBLIC COMMENT: None

CONSENT AGENDA:

Minutes: -Morning/Regular meetings: March 26, 2018
Commissioners: -Set Hearing Date – *April 23, 2018* – Reactivate Drainage District No. 2
and appoint District Commissioners

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

COMMISSIONERS: None

DEPARTMENTS:

Management Services

- 1. Letter of Agreement with Sarah Burkhart for the recording and transcription of minutes for the Habitat Work Group meetings for the Chehalis Basin Lead Entity, not to exceed \$700:** A motion was made, seconded and passed to approve the Letter of Agreement with Sarah Burkhart for the recording and transcription of minutes for the Habitat Work Group meetings for the Chehalis Basin Lead Entity, not to exceed \$700.

- 2. Contract with Naviant for OnBase Record Management, Agenda Management and Public Records Software, \$200,000:** A motion was made, seconded and passed to approve the contract with Naviant for OnBase record management, agenda management and public records software in the amount of \$200,000. The committee reviewed all the RFP's received and selected Naviant with the OnBase software system. The RFP was awarded to them and now the contract is ready for approval. The State has offered grant funds for software purchases and the committee has applied for the first round and will continue applying for funds as allowed. Management Services and Central Services will work together for ongoing funding along with the Historical Preservation Funds. The Software will be purchased and ongoing costs will be approximately \$35,000.

- 3. UST Pollution Liability Policy renewal for underground storage tanks, term of policy May 6, 2018 through May 6, 2019, \$4,932:** A motion was made, seconded and passed to approve UST Pollution Liability Policy renewal for underground storage tanks, term of policy May 6, 2018 through May 5, 2019 in the amount of \$4,932. This premium is based upon 11 Underground Storage Tanks at 4 locations. The cost for renewal of this policy is \$4,782.00 plus a \$150.00 policy fee. This is an increase of \$228.00 for the policy and \$25.00 for the policy fee.

Public Services:

- 1. Acceptance of bid for 2018 Pavement Striping Contract to Stripe Rite, Inc., of Sumner, Washington, \$324,750:** A motion was made, seconded and passed to approve acceptance of bid for the 2018 Pavement Striping Contract to Stripe Rite, Inc., of Sumner, Washington in the amount of \$324,750. This bid is 5.76% below the Engineer's estimate.

- 2. Acceptance of bid for Vesta Bridge Replacement Contract to Cascade Bridge LLC of Vancouver, Washington, \$4,726,843.80:** A motion was made, seconded and passed to approve acceptance of bid for the Vesta Bridge Replacement Contract to Cascade Bridge LLC of Vancouver, Washington in the amount of \$4,726,843.80.

3. Engineering Services Contract Supplement No. 1 with Sargent Engineers for various bridge inspections/load rating, term of contract through December 31, 2018, \$50,000 to \$70,000: A motion was made, seconded and passed to approve the Engineering Services Contract Supplement No. 1 with Sargent Engineers for various bridge inspections/load rating, term of contract through December 31, 2018 increasing the amount from \$50,000 to \$100,000.

4. Contract execution with Albina Asphalt for the 2018 Asphalt Supply Contract, \$672,710.01: A motion was made, seconded and passed to approve contract execution with Albina Asphalt for the 2018 Asphalt Supply Contract in the amount of \$672,710.01.

Treasurer:

1. Resolution – setting December 7, 2018 for the Tax Foreclosure Sale: A motion was made, seconded and passed to approve **Resolution No. 2018-030 setting December 7, 2018, 9:00 a.m. to 4:00 p.m., for the sale of real property pursuant to the Real Estate Tax Foreclosure.**

ANNOUNCEMENTS:

The Commissioner Workshop for April 3, 2018 is cancelled.

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 2:13 p.m. in Conference Room No. 1. Commissioners present were Wes Cormier, Vickie Raines and Randy Ross. The media and Commissioners exchanged comments and questions on County business.

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

RESOLUTIONS:

No. 2018-029	Certifications of Compliance for the Community Development Block Grant – Public Services Grant Application in the amount of \$105,945
No. 2018-030	Setting December 7, 2018, 9:00 a.m. to 4:00 p.m., for the sale of real property pursuant to the Real Estate Tax Foreclosure.

ORDINANCES: None

INTERGOVERNMENTAL AGREEMENTS: None

At 2:27 p.m. Commissioner Ross adjourned the meeting.

BOARD OF COMMISSIONERS
For Grays Harbor County

This _____ day of _____, 2018

Randy Ross, Chairman

Wes Cormier, District 1

Vickie Raines, District 3

ATTEST:

Jenna Amsbury, Clerk of the Board