

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING
June 4, 2018

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

BIDS:

None

HEARINGS:

None

PUBLIC COMMENT: None

CONSENT AGENDA:

Minutes:

Morning/Regular meetings: May 14, 2018

Commissioners:

Marine Resources Committee Appointment: Jody Pope - Science Interest Seat

Public Services:

Set Hearing Date - *June 18, 2018* – 2019 - 2024 Six-Year Transportation Improvement Program

Correspondence:

WSLCB: Tuggs and Chuggs, liquor license - beer/wine

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

COMMISSIONERS:

1. **Resolution, Amending Resolution No. 2016-136 to increase the minimum purchase amount for use of the Vendor List Roster and/or advertisement and sealed bidding to \$10,000:** RCW allows Counties to purchase items without going to bid or using a Roster for items under \$10,000; current policy is set for \$5,000. Departments have the occasional need to purchase equipment and software between \$5,000 and \$10,000 and this will expedite the process to acquire the needed goods.

ACTION: A motion was made, seconded and passed to approve Resolution No. 2018-048 rescinding Resolution No. 2007-142 and amending Resolution No. 2016-136 increasing the minimum of purchase amount for use of the Vendor List Roster and/or advertisement and sealed bidding to Ten Thousand Dollars (\$10,000).

DEPARTMENTS:

Auditor:

1. **Request Approval, approve contract and installation of election drop box for the City of Westport, term of contract June 2018 through December 2027:** A motion was made, seconded and passed to approve the contract and installation of the election drop box for the City of Westport, term of contract June 2018 through December 2027.

Management Services:

1. **Request Approval, Resolution, Budget Transfer - Facilities Capital, \$53,000:** A motion was made, seconded and passed to approve **Resolution No. 2018-049 transferring items in the Grays Harbor County Miscellaneous Fund Facilities Capital in the amount of \$53,000.** This resolution increases appropriations for improvements to the administration building and courthouse. The improvements consist of office furnishings and security upgrades.

2. **Request Approval, Resolution, Budget Transfer – Fund Trial Court, \$20,000:** A motion was made, seconded and passed to approve **Resolution No. 2018-050 transferring items in the Grays Harbor County Miscellaneous Fund Trial Court Improvement in the amount of \$20,000.** This resolution increases appropriations for the purchase of a real time reporting system as requested by Superior Court.

3. **Request Approval, Resolution, Adopting budget policies:** A motion was made, seconded and passed to approve **Resolution No. 2018-051 adopting budget policies.** The establishment and maintenance of wise financial policies

4. **Request Approval, approval of 2019 Cost Allocation Policy for Management Services:** A motion was made, seconded and passed to approve the 2019 Cost Allocation Policy for Management Services. This policy establishes the method used to calculate charges for functions performed in this fund.

Public Health & Social Services:

1. **Request Approval, Amendment No. 1 to CCAP for the Point In Time Unsheltered Census Count adjusting the original HEN and CHG allocation and increasing the award \$5,000 for a maximum of \$1,343,260:** A motion was made, seconded and passed to approve Amendment No. 1 to CCAP for the Point In Time Unsheltered Census County adjusting the original HEN and CHG allocation and increasing the award \$5,000 for a maximum of \$1,343,260.

Public Services:

1. **Request Approval, approve Washington Learning Source Membership Agreement (WLS) for contract pricing for the Absco camera systems in the county Administration Building and the Courthouse:** A motion was made, seconded and passed to approve the Washington Learning Source Membership Agreement (WLS) for contract pricing for the Absco camera systems in the county Administration Building the Courthouse.

2. Request Approval, award Architectural Service RFQ to Thomas Architecture Studios (TAS) of Olympia, Washington for architectural services of various county projects: A motion was made, seconded and passed to approve awarding the Architectural Service RFQ to Thomas Architecture Studios (TAS) of Olympia, Washington for architectural services of various county projects.

3. Request Approval, award bid to Quigg Bros. Inc., of Aberdeen, Washington for the Mox Chehalis Bridge Replacement Project, \$1,636,388: A motion was made, seconded and passed to approve awarding the bid to Quigg Bros., Inc., of Aberdeen, Washington for the Mox Chehalis Bridge Replacement Project in the amount of \$1,636,388.

4. Request Approval, First Amendment to the contract for engineering services with Mike Olden extending term of contract to June 1, 2019: A motion was made, seconded and passed to approve the First Amendment to the contract for engineering services with Mike Olden extending term of contract to June 1, 2019. Commissioner Raines stated she appreciates the City of Montesano allowing Mr. Olden to finish this work.

ANNOUNCEMENTS: There will be no Workshop June 5, 2018.

PUBLIC COMMENT:

Daniel Hargrove – Thanked Corey Morris, The Vidette, for his work as Editor and wished him the best in his future endeavors.

Commissioner Ross recessed the meeting to the media session at 2:10 p.m.

Media Session:

Commissioner Ross reopened the meeting at 2:11 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.

Commissioner Ross announced a recess from 2:18 p.m. to 2:30 p.m.

2:30 p.m.

Executive Session

At 2:30 p.m., Commissioner Ross announced the meeting would move into an Executive Session under RCW 42.30.110 (i) Potential Litigation. He stated the session would last fifteen minutes; Prosecutor Katie Svoboda and two attorneys were present for the session.

At 2:45 p.m., a ten-minute extension was announced.

At 2:55 p.m., a ten-minute extension was announced.

At 3:05 p.m., a ten-minute extension was announced.

At 3:15 p.m., a five-minute extension was announced.

At 3:20 p.m., Commissioner Ross moved back into the regular session and announced no decisions were made.

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

RESOLUTIONS:

- | | |
|---------------------|---|
| No. 2018-048 | Increasing the minimum of purchase amount for use of the Vendor List Roster and/or advertisement and sealed bidding to Ten Thousand Dollars (\$10,000) |
| No. 2018-049 | Transferring items in the Grays Harbor County Miscellaneous Fund Facilities Capital in the amount of \$53,000 |
| No. 2018-050 | Transferring items in the Grays Harbor County Miscellaneous Fund Trial Court Improvement in the amount of \$20,000 |
| No. 2018-051 | Adopting budget policies |

ORDINANCES: None

INTERGOVERNMENTAL AGREEMENTS: None

At 3:20 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