

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING
July 23, 2018

The Commissioners met in regular session in the Large Commissioner’s Meeting Room, Administration Building, Montesano, Washington, on Monday, July 23, 2018, at 2:00 p.m., Commissioners present were Vickie Raines and Randy Ross. Jenna Amsbury, Clerk of the Board, was present to record the meeting. Norma Tillotson, Civil Deputy Prosecuting Attorney was also present.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

A motion was made, seconded and passed to excuse Commissioner Cormier from the meeting.

BIDS:

1. **Chemical Injection Sprayer System:** It was advertised in the Montesano *Vidette* that bids would be received on July 23, 2018 before 2:00 p.m. for the purchase and installation of a Chemical Injection Sprayer System for a Cab N Chassis. The following bid was read with bid bond attached.

Bidder	Location	Bid Amount
Norstar Industries	Auburn, WA	\$83,423.49

The bid will be forwarded to the ER&R Department.

HEARINGS:

1. **Resolution, Supplemental Budget – Management Services, \$20,000:** There was a public hearing July 23, 2018 to consider a Resolution authorizing an extension in the budget of the Grays Harbor County Management Services Fund in the amount of \$20,000. Notice of hearing was published in *The Montesano Vidette* on July 12 and 19, 2018. Brenda Sherman, Budget Director, reported this resolution increases the budget for Management Service for Records Management expenditures. The transfer is being made from the General Fund.

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. 2018-065 authorizing a supplemental extension in the budget of the Grays Harbor County Management Services Fund in the amount of \$20,000.

PUBLIC COMMENT: None

CONSENT AGENDA:

Minutes:

Morning/Regular meetings: July 9, 2018 and July 16, 2018 (morning only)

Commissioners:

Reappointment: Solid Waste Advisory Committee – District 2, Brian Smith,
Delroy Cox; District 3, Mike Myers, expires 07/2022

Public Services:

Vehicle Transfer: **Resolution No. 2018-066 authorizing the interdepartmental transfer of Vehicle 49 from ER&R to the Sheriff's Department.**

Surplus: (1) 1996 M318 Excavator

Correspondence:

WSLCB Liquor License – Brady Market

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

COMMISSIONERS:

1. Resolution and Letter to Washington State regarding a claim for payment due to the Ballot Box install mandate: A motion was made, seconded and passed to approve a letter and **Resolution No. 2018-062 authorizing the filing of a claim with the State of Washington seeking reimbursement for unfunded ballot box mandate.** This authorizes the County Prosecutor to file a claim with the State of Washington on behalf of Grays Harbor County, pursuant to chapter 4.92 RCW, requesting an appropriation of funds to cover the initial capital and ongoing costs resulting from implementation of SSB 5472. The total amount expended to date by Grays Harbor County in 2017 and 2018 for the installation of two ballot boxes and operations for one election is \$9,427.91. The County will continue to accrue costs for the employee time to manage the boxes for each election. Therefore, Grays Harbor County is demanding reimbursement for all costs associated with the purchase and operation of the ballot boxes required by SSB 5472, in the amount of \$9,427.91.

Convene as Board of Health:

Commissioner Ross recessed the Commissioners Meeting and moved into a meeting of the Grays Harbor County Board of Health.

1. Resolution, adopting Board of Health Family Planning Fee Schedule: A motion was made, seconded and passed to approve **Board of Health Resolution No. 2018-001 adopting the Family Planning Fee Schedule.**

Commissioner Ross adjourned the Board of Health Meeting and moved back into the Board of Commissioner Meeting.

DEPARTMENTS:

Fair:

1. Request Approval, Authorization or the Fair, Events and Tourism Manager to sign and execute the 2018 Grays Harbor County Fair Agreement for services and judging contracts, term of contracts August 8, 2018 through August 12, 2018: A motion was made,

seconded and passed to authorize the Fair, Events and Tourism Manager to sign and execute the 2018 Grays Harbor County Fair Agreement for services and judging contracts. The term of the contracts are August 8, 2018 through August 12, 2018.

2. Request Approval, Authorization for the Fair, Events and tourism Manager to sign and execute the advertising agreements for the 2018 County Fair with Jodesha Broadcasting, \$806 and Alpha Media, \$2,003: A motion was made, seconded and passed to authorize the Fair, Events and Tourism Manager to sign and execute the advertising agreements for the 2018 County Fair with Jodesha Broadcasting for \$806 and Alpha Media for \$2,003.

Forestry:

1. Request Approval, Authorization to accept bid and execute contract with Mt. St. Helen's Evergreens for the Salal Contract – SAL 1801, term of contract August 1, 2018 through July 31, 2021 in the amount of \$77,070 each year: A motion was made, seconded and passed to accept the bid and execute a contract with Mt. St. Helen's Evergreens for the Salal Contract (SAL 1801). The term of contract is August 1, 2018 through July 31, 2021 in the amount of \$77,070 per year.

2. Request Approval, Accept Contract as Complete for the Esterbrook Timber Sale with Sierra Pacific Industries and release the Performance Bond: A motion was made, seconded and passed to accept contract as complete for the Esterbrook Timber Sale with Sierra Pacific Industries and release the performance bond.

3. Request Approval, Consultant Services Contract with Nancy Thornock to train new Tax Title Coordinator employee, term of contract August 1, 2018 through October 31, 2018, \$24/hour: A motion was made, seconded and passed to approve the Consultant Services Contract with Nancy Thornock to train the new Tax Title Coordinator employee. The term of contract is August 1, 2018 through October 31, 2018 in the amount of \$24 per hour and travel expenses.

Management Services:

1. Request Approval, Letter of Agreement with Jennifer Arnold for Chehalis Basin Partnership - \$1,750 through October 30, 2018: A motion was made, seconded and passed to approve a Letter of Agreement between the County and Jennifer Arnold to provide services as an independent contractor to complete a Plan update for local water quality over the next 2 to 3 years as required by the "Hirst Fix"/Streamflow Restoration Law. The amount of the agreement is \$1,750.

2. Request Approval, Resolution, membership revision for Internal Controls Committee: A motion was made, seconded and passed to approve **Resolution No. 2018-063 amending Resolution No. 97-103 adding members to the Internal Controls/Financial Policy Committee.** This Resolution adds the Deputy Treasurer and Deputy Auditor to the Committee and renames the Management Services Director as the Budget Director.

3. Request Approval, Authorization for the Chairman to sign the 2018-2019 Chehalis Basin Lead Entity Grant for providing guidance to salmon habitat restoration projects,

\$60,000: A motion was made, seconded and passed to approve **Resolution No. 2018-064 authorizing the Chairman to apply for the RCO grant on behalf of the Chehalis Basin Lead Entity.** This funding is for the Chehalis Basin Lead Entity Grant for 2018-2019 in the amount of \$60,000 which will continue with the Grays Harbor County being the Lead Entity for providing guidance to projects planners and funding agencies in developing, evaluating, and implementing salmon habitat restoration and protection within Water Resource Inventory Areas WRIA 22 and 23.

4. Request Approval, Authorization for the Chairman to sign the 2019 E-911 County Coordinator Professional Development Contract, term of contract July 1, 2018 through August 15, 2019, \$51,680: A motion was made, seconded and passed to authorize the Chairman to sign the 2019 E-911 County Coordinator Professional Development Contract. The term of contract is July 1, 2018 through August 15, 2019 in the amount of \$51,680.

Public Health & Social Services:

1. Request Approval, Amendment to the contract with DSHS – Developmental Disabilities Department adjusting the period of performance and increasing the allocation by \$697,809 for a maximum amount of \$1,431,998: A motion was made, seconded and passed to approve the amendment to the contract with the Developmental Disabilities Department of DSHS. The purpose of this amendment is to adjust the period of performance to 7/1/2018-6/30/2019 and increase the allocation by \$697,809 for a maximum consideration of \$1,431,998.

2. Request Approval, Amendment to the Interlocal Agreement with the Department of Early Learning for the Parents as Teachers Home Visiting Program extending the period of performance, adding funding and revising statement of work, budget and deliverables schedule, term of contract July 1, 2018 through June 30, 2019: A motion was made, seconded and passed to approve the amendment to the interlocal agreement with the Department of Early Learning for the Parents as Teachers Home Visiting Program. The purpose of the amendment is to extend the period of performance through June 30, 2019, add funding, and revise the statement of work, budget, and deliverables schedule.

3. Request Approval, Amendment to the State of Washington Health Care Authority (HCA) for the Substance Abuse and Treatment Block Grant, term of contract July 1, 2018 through June 30, 2019, increased funding \$31,419 for a maximum of \$330,000: A motion was made, second and passed to approve the amendment with the State of WA Health Care Authority (HCA) for the Substance Abuse and Treatment Block Grant. This amendment increases funding by \$31,419 for a maximum consideration of \$330,000. The term dates are July 1, 2018 through June 30, 2019.

4. Request Approval, Amendment No. 3 to the Consolidated Contract with the Washington State Department of Health for family planning, term of contract January 1, 2018 through June 30, 2018, increased allocation \$112,225 for a maximum of \$1,221,018: A motion was made, seconded and passed to approve amendment 3 to the Consolidated Contract. This amendment increases allocation by \$112,225 for a maximum consideration of \$1,221,018 and amends statements of work.

5. Request Approval, Agreement with PeaceHealth for breast, cervical and colon cancer morbidity and mortality by providing screening, tracking and follow-up, term of contract signature date to termination, funded by PeaceHealth: A motion was made, seconded and passed to approve the Agreement with PeaceHealth for breast, cervical and colon cancer morbidity and mortality by providing screening, tracking and follow-up, term of contract signature date to termination, funded by PeaceHealth.

6. Request Approval, CCAP Homeless Housing Contract with Coastal Community Action Program for the provision of coordinated entry services for qualified individuals experiencing homelessness, term of contract July 1, 2018 through June 30, 2019, \$1,338,260: A motion was made, seconded and passed to approve the contract with Coastal Community Action Program. The contract passes funds from the Housing and Essential Needs, Consolidated Homeless, and TANF Grants from the Washington State Department of Commerce through to CCAP for the provision of coordinated entry services for qualified individuals experiencing homelessness. The term of the contract is July 1, 2018 through June 30, 2019 in the amount of \$1,338,260.

Public Services:

1. Request Approval, Interlocal Agreement with Public Utility District No. 1 of Grays Harbor for fiber cable currently owned by the County and installation of new fiber cable at the Montesano Campus: A motion was made, seconded and passed to approve the interlocal agreement with Grays Harbor Public Utility District No. 1 (PUD) for fiber cable currently owned by the County and installation of new fiber cable at the Montesano County Campus. The PUD has need of a section of fiber owned by the County and the County has no need for ownership. In return for the fiber the PUD will install a fiber cable from the Radio Shop to the County Administration Building which will provide for updated connectivity throughout the County Campus. This is a beneficial trade to all parties and no cost to Grays Harbor County.

2. Request Approval, Contract execution with Maul Foster and Alongi, Inc. for the Lower Satsop Planning Project, not to exceed \$40,000: A motion was made, seconded and passed to approve the Contract execution with Maul Foster and Alongi, Inc. for the Lower Satsop Planning Project, not to exceed \$40,000. The review process was completed through the small works roster and Maul Foster and Alongi was selected as the most qualified out of two responses. The project is fully funded by the Chehalis Basin Flood Authority.

3. Request Approval, Interlocal Agreement with the City of Montesano for providing street light services at the public crossing in front of the Grays Harbor County Courthouse, \$3,236.54: A motion was made, seconded and passed to approve the Interlocal Agreement with the City of Montesano for providing street light services at the public crossing in front of the Grays Harbor County Courthouse. The cost to the County for installation of the pole is \$3,236.54.

4. Request Approval, Loan Agreement with the Washington State Department of Health for construction of a booster station and water reservoir for the Pacific Beach Water System, \$1,333,200: A motion was made, seconded and passed to approve the Loan Agreement with the Washington State Department of Health for construction of a booster station and water reservoir for the Pacific Beach Water System in the amount of \$1,333,200.

5. Request Approval, Award contract through Small Works Roster to Pacific Environmental for two storage tank underground cathodic protection tanks, \$6,947: A motion was made, seconded and passed to approve Award bid through Small Works Roster to Pacific Environmental for two storage tank underground cathodic protection tanks in the amount of \$6,947.

ANNOUNCEMENTS: None

PUBLIC COMMENT: None

Commissioner Ross recessed the meeting to the media session at 2:22 p.m.

Media Session:

Commissioner Ross reopened the meeting at 2:24 p.m. in Conference Room No. 1. Commissioners present were 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:

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| No. 2018-062 | Authorizing the filing of a claim with the State of Washington seeking reimbursement for unfunded ballot box mandate |
| No. 2018-063 | Amending Resolution No. 97-103 adding members to the Internal Controls/ Financial Policy Committee |
| No. 2018-064 | Authorizing the Chairman to apply for the RCO grant on behalf of the Chehalis Basin Lead Entity |
| No. 2018-065 | Authorizing a supplemental extension in the budget of the Grays Harbor County Management Services Fund in the amount of \$20,000 |
| No. 2018-066 | Authorizing the interdepartmental transfer of Vehicle 49 from ER&R to the Sheriff's Department |

BOARD OF HEALTH RESOLUTION:

No. 2018-001

**Adopting the Family Planning Fee
Schedule**

ORDINANCES:

None

INTERGOVERNMENTAL AGREEMENTS:

- Interlocal Agreement with Public Utility District No. 1 of Grays Harbor for fiber cable currently owned by the County and installation of new fiber cable at the Montesano Campus
- Interlocal Agreement with the City of Montesano for providing street light services at the public crossing in front of the Grays Harbor County Courthouse

At 2:45 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