

Minutes
BOARD OF COMMISSIONERS – GRAYS HARBOR COUNTY
REGULAR MEETING
August 8, 2016

The Commissioners met in regular session in the Commissioners' Meeting Room, Administration Building, Montesano, Washington, on Monday, August 8, 2016, at 2:00 p.m. Commissioners present were Vickie Raines, Wes Cormier, and Frank Gordon. Jenna Amsbury, Clerk of the Board, was present to record the meeting. Prosecutor Katie Svoboda was also present.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

BIDS:

None

HEARINGS:

1. **Supplemental Budget – General Fund Treasurer, \$41,900:** There was a public hearing on August 8, 2016 to consider a Supplemental Budget in the General Fund, Treasurer Department in the amount of \$41,900. Notice of this hearing was published in *The Montesano Vidette* July 28, 2016 and August 4, 2016. Commissioner Raines called for a staff report. Brenda Sherman, Budget Director stated this resolution increases revenue from investment interest \$100,000 based upon the Treasurer's projections. There will be no transfers in from the Tax Title Fund; therefore, that revenue line is being decreased \$58,100. Appropriations for salaries and personnel benefits are increased \$84,185 to fund current staffing and one new position of accounting manager. These adjustments result in a net decrease in ending cash of \$42,285.

Commissioner Raines called for public comment.

Ron Strabbing, Treasurer, thanked the Commissioners for reconsidering his budget request.

There was no further public comment and the hearing was closed.

ACTION: A motion was made, seconded and passed by Commissioner Raines and Commissioner Gordon to approve Resolution No. 2016-090 authorizing a Supplemental Budget in the General Fund, Treasurer Department in the amount of \$41,900. Commissioner Cormier voted against the motion.

PUBLIC COMMENT:

None

CONSENT AGENDA:

Minutes:

Morning/Regular Meetings: August 1, 2016

Commissioners:

Appointments to the .09 Committee for terms ending August 8, 2018: Tim Beachamp, Lisa Scott, Kevin Goodrich, Vicki Cummings and Brian Shay: Port Representative May Nelson

Coroner:

Monthly Summary Report: July 2016

Public Services:

Set Bid Date – *August 29, 2016* – 2016 Traffic Safety Control Device Stockpiling Contract

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

COMMISSIONERS:

1. **Request Approval, Resolution, Establishing a Franchise Application Fee in the amount of \$1,000:** A motion was made, seconded and passed to approve **Resolution No. 2016-091 establishing a Franchise Application Fee in the amount of \$1,000.** The County grants franchises to cable television, internet, satellite and other companies for use of county right of way and requires companies submit a Franchise Application and pay a fee. The County has not increased the application fee cost for many years, despite the increasing cost for processing the application; therefore, it is necessary to increase the fee to reflect the current actual expenses to process the applications.

DEPARTMENTS:

Fair & Events:

1. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign and execute the 2016 Grays Harbor County Fair Ticket Taker and Seller Agreements for Services:** A motion was made, seconded and passed to approve the Fair, Events and Tourism Manager to sign and execute the 2016 Grays Harbor County Fair Ticket Taker and Seller Agreements for Services for Shirley Hinton, Shawnell McFarlane, Valkyrie Bondurant, Bethania Fields, Jennifer Fisk, Kaylee Bodine, Skye Olson, Leona Wyatt, Cheri Wyatt, Patti Schneider, Mary Ann Schweitzer, Wendy Lockhart, Ralph Lockhart, Elizabeth Gentile, Noe Gutierrez and Merrilee Swanson.

2. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign vendor contracts for the 2016 County Fair:** A motion was made, seconded and passed to approve authorizing Fair, Events and Tourism Manager to sign vendor contracts for the 2016 County Fair.

3. **Request Approval, Authorization for the Fair, Events and Tourism Manager to sign and execute the 2016 fair agreement with Johnson's Texan Longhorns, \$750:** A motion was made, seconded and passed to approve authorizing the Fair, Events and tourism Manager to sign and execute the 2016 Fair Agreement with John's Texan Longhorns, August 10, 2016 through August 14, 2016 in the amount of \$750.

Management Services:

1. **Request Approval, Resolution - Budget Transfer – Chemical Dependency/Mental Health/Therapeutic Court, \$67,600:** A motion was made, seconded and passed to approve **Resolution No. 2016-092 transferring items in the Grays Harbor County Miscellaneous Fund Chemical Dependency/Mental Health/Therapeutic Court in the amount of \$67,600.** This budget resolution increases the budget for transfers out to Public Health and Social Services.
2. **Request Approval, Resolution - Budget Transfer – Homeless Housing, \$24,334:** A motion was made, seconded and passed to approve **Resolution No. 2016-093 transferring items in the Grays Harbor County Miscellaneous Fund Homeless Housing in the amount of \$24,334.** This resolution will increase transfers out to the Public Health and Social Services Fund.
3. **Request Approval, Resolution - Budget Transfer – Mental Health/Dev Disability Services Levy, \$3,000:** A motion was made, seconded and passed to approve **Resolution No. 2016-094 transferring items in the Grays Harbor County Miscellaneous Fund Mental Health/Developmental Disability Services Levy in the amount of \$3,000.** This resolution will increase transfers out to the Public Health and Social Services Fund.
4. **Request Approval, 2014 – 2015 Department of Commerce CDBG Public Services Grant – Closeout:** A motion was made, seconded and passed to approve the 2014 – 2015 Department of Commerce CDBG Public Services Grant Closeout. \$109,899 in funding was provided to Coastal Community Action Program and Grays Harbor County to provide core administrative support for necessary community projects benefiting low and moderate-income persons and households.

Public Health and Social Services:

1. **Request Approval, Letter of Commitment for Grant application to the McKinney Vento Permanent Supportive Housing Project, \$175,000 – no matching funds required:** A motion was made, seconded and passed to approve a Letter of Commitment for Grant Application to the McKinney Vento Permanent Supportive Housing Project in the amount of \$175,000. This grant does not require matching funds; however, the County does not need to show evidence of project leverage in the form of goods and services supported by other funding. Funds from the grant will be available during the 12-month period of March 1, 2017 through February 28, 2018, renewable annually.

Sheriff:

1. **Request Approval, Ratify Contract with InTime Service, Inc., for the Purchase of Scheduling and Payroll Software Program, first year cost of \$9,035 ongoing yearly cost of**

\$6,600: A motion was made, seconded and passed to approve ratification of the contract with InTime Service, Inc., for the purchase of a scheduling and payroll software program in the amount of \$9,035 the first year and \$6,600 for the ongoing years.

ANNOUNCEMENTS:

The Clerk of the Board announced there would be a Ground Breaking Ceremony for the Illahee-Oyehut Sewer Project on Tuesday, August 9, 2016 at 3:00 p.m.

PUBLIC COMMENT:

None

Commissioner Raines announced a recess at 2:13 p.m. to move to Conference Room No. 1 for the Media Session.

**Commissioner Raines was excused from the Media Session.

Media Session:

Commissioner Gordon reopened the meeting at 2:15 p.m. in Conference Room No. 1. Commissioners present were Frank Gordon and Wes Cormier. The media and Commissioners exchanged comments and questions on County business.

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

RESOLUTIONS:

- | | |
|---------------------|---|
| No. 2016-090 | Authorizing a Supplemental Budget in the General Fund, Treasurer Department in the amount of \$41,900 |
| No. 2016-091 | Establishing a Franchise Application Fee in the amount of \$1,000 |
| No. 2016-092 | Transferring items in the Grays Harbor County Miscellaneous Fund Chemical Dependency/Mental Health/Therapeutic Court in the amount of \$67,600 |
| No. 2016-093 | Transferring items in the Grays Harbor County Miscellaneous Fund Homeless Housing in the amount of \$24,334 |

No. 2016-094

**Transferring items in the Grays Harbor
County Miscellaneous Fund Mental
Health/Developmental Disability Services
Levy in the amount of \$3,000**

INTERGOVERNMENTAL AGREEMENTS:

None

At 2:35 p.m. Commissioner Gordon adjourned the meeting.

BOARD OF COMMISSIONERS
For Grays Harbor County

This _____ day of _____, 2016

VICKIE L. RAINES, Chairman, District 3

WES CORMIER Commissioner, District 1

FRANK GORDON, Commissioner, District 2

ATTEST:

Jenna Amsbury, Clerk of the Board