

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #49

**PROCEEDINGS**

9:00 AM  
Tuesday, October 22, 2013

1216 W Robert Bush Drive  
South Bend, Washington

**CALLED TO ORDER – 9:02am**

**COUNTY COMMISSION and PERSONNEL PRESENT**

Lisa Ayers, Chair  
Steve Rogers, Commissioner  
Frank Wolfe, Commissioner

Marie Guernsey, Clerk of the Board  
Kathy Spoor, County Administrative Officer  
Mike Collins, Public Works Director/County Engineer  
Faith Taylor-Eldred, Community Development Director  
Mary Goelz, Health & Human Services Director  
Sharon Block, Health & Human Services Deputy Director  
Leah Heinz, Public Health Nurse  
Scott Johnson, Sheriff  
Connie Williams, Senior Appraiser  
Lisa Olsen, Senior Appraiser

**GENERAL PUBLIC IN ATTENDANCE**

Mike Williams, Chinook Observer (recorded the meeting)

**PUBLIC COMMENT - None**

**CONSENT AGENDA (Items 1-6)**

It was moved by Rogers, seconded by Wolfe and carried by a vote of 3-0  
Subject to adequate budget appropriations and in accordance with all applicable  
county policies

**Department of Public Works**

Accept the 2013 Bridge Inspection Report

**Health & Human Services Department**

Approve Amendment #4 to the Big Brothers Big Sisters of SW Washington for  
mentoring program and volunteer recruitment services

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**General Business**

Approve minutes of October 7, 2013 public hearing and October 8, 2013 regular meeting

Adopt Resolution 2013-059 adopting Community Development Block Grant (CDBG) grievance procedures

Approve the 26<sup>th</sup> Annual Derald D. Robertson Safety Awards for ceremony to be held October 23, 2013

Approve Vendor Claims  
Warrants Numbered 118740 through 118845 - \$99,894.45

**YEARS OF SERVICE AWARDS**

**5 Years**

Bobbie-Jo Stepro Bighill (Dispatch)

**20 Years**

Connie Williams (ASSR)  
Leah Heintz (HEALTH)  
Wendy Hamlin (HEALTH)

**25 Years**

Craig Hawkinson (DPW)  
Tom Gradt (DPW)  
Mary Goelz (HEALTH)

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

Consider approval of Platinum Service Agreement with Thyssenkrupp Elevator Corporation; authorize Director to sign-**DEFERRED**

It was moved by Wolfe, seconded by Rogers and carried by a vote of 3-0

**Adopt Single Source Resolution 2013-060 authorizing the purchase of Simplex Fire Alarm System from SimplexGrinnel, subject to adequate budget appropriations**

**Accept Contract, Insurance, and Performance Bond from Coral Construction regarding the 2013 Safety Guardrail Project and authorize the return of the bid bond to Dirt & Aggregate Interchange Inc.**

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**ITEMS REGARDING DEPARTMENT OF COMMUNITY DEVELOPMENT**

It was moved by Rogers, seconded by Wolfe and carried by a vote of 3-0

**Approve Community Litter Cleanup Program Grant Agreement #G1400181 with State of WA Department of Ecology for the Community Litter Cleanup Program and authorize Director to sign**

**ITEMS REGARDING JUVENILE COURT SERVICES**

Consider approval of hiring Nichole Williams, Senior Legal Assistant, Grade 11 Step 1, Casual position not to exceed 40 hours per month effective November 1, 2013-**DEFERRED to later in the meeting**

**ITEMS REGARDING SHERIFF'S OFFICE**

It was moved by Wolfe, seconded by Rogers and carried by a vote of 3-0

**Approve request for FMLA, authorize Leave Credit Transfers and assign an expiration date of December 31, 2013**

**ITEMS REGARDING TREASURER'S OFFICE**

It was moved by Wolfe, seconded by Rogers and carried by a vote of 3-0

**Adopt Single Source Resolution 2013-061 authorizing the purchase of a check imaging machine from Technology Unlimited Inc., subject to adequate budget appropriations**

**ITEMS REGARDING GENERAL BUSINESS**

It was moved by Wolfe, seconded by Rogers and carried by a vote of 3-0

**Adopt Resolution 2013-062 authorizing category transfer within Fund 106**

It was moved by Rogers, seconded by Wolfe and carried by a vote of 3-0

**Authorize the advertising for a full time temporary Administrative Assistant II, Grade 9 Step 1 within General Administration, not to exceed five months and subject to adequate budget appropriations**

**Authorize a stipend for Confidential Secretary, Natasha Nesbitt, effective October 1, 2013 to be reviewed quarterly and subject to adequate budget appropriations**

**Approve Vendor Claims, subject to adequate budget appropriations  
Warrants Numbered 118884 through 118984 - \$215,682.93**

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**ITEMS REGARDING DEPARTMENT OF COMMUNITY DEVELOPMENT**

It was moved by Rogers, seconded by Wolfe and carried by a vote of 3-0

**Approve Coordinated Prevention Grant Agreement #G1400331 with State of WA Department of Ecology for the Moderate Risk Waste Program and authorize Chair to sign**

**ITEMS REGARDING JUVENILE COURT SERVICES**

It was moved by Rogers, seconded by Wolfe and carried by a vote of 3-0

**Acknowledge and accept the notice of retirement from Probation Officer Julie Charaska, effective December 31, 2013**

**ITEMS REGARDING AUDITOR'S OFFICE**

It was moved by Rogers, seconded by Wolfe and carried by a vote of 3-0

**Acknowledge the resignation of Jessica Star and authorize the advertising and filling of the vacant 0.5 FTE position for the Long Beach Office, subject to adequate budget appropriations**

**EXECUTIVE SESSION - Not needed**

**RECESS – 9:23am**

**BACK IN SESSION – 10:00am**

**COUNTY COMMISSION and PERSONNEL PRESENT**

Lisa Ayers, Chair  
Steve Rogers, Commissioner  
Frank Wolfe, Commissioner

Marie Guernsey, Clerk of the Board  
Kathy Spoor, County Administrative Officer  
Faith Taylor-Eldred, Community Development Director  
Paul Plakinger, Management & Fiscal Analyst  
Denise Rowlett, E911 Deputy Director  
Scott McDougall, Fair Manager

**PUBLIC HEARINGS**

Chair Ayers opened the public hearing to consider the Timberland Application submitted by Robert, Claire, Richard, and Amber Everitt of Nahcotta.

The public hearing was continued to November 12, 2013 at 10am.

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Chair Ayers opened the public hearing to consider the Timberland Application submitted by Brian Gunkel & Fred Warren. Neither the applicants nor any member of general public were in attendance. No testimony was given.

Chair Ayers closed the public hearing.

It was moved by Wolfe, seconded by Rogers and carried by a vote of 3-0

**Approve the Timber Land Classification Application as submitted by Brian Gunkel & Fred Warren, described as Tax Lot 34 & 36, Section 17, TWN 14 RGE 8 (AKA Parcel 1A & 1B of Survey Bk-22 PG-31) and Assessor's Parcel Numbers- 14081732034 & 1408173036**

Chair Ayers opened the public hearing to consider adoption of the 2014 Annual Road Construction Program; 6 Year Transportation Improvement Program; 6 Year Parks & Recreation Capital Improvements Plan

No testimony was provided.

Chair Ayers closed the public hearing.

It was moved by Rogers, seconded by Wolfe and carried by a vote of 3-0

It was moved by Rogers, seconded by Wolfe and carried by a vote of 3-0

**Adopt Resolution 2013-063 in the matter of authorizing increases in the Pacific County (General Purposes) and the Pacific County Road District (Road Purposes) regular property tax levies; and providing for the distribution of the general purposes levy**

Chair Ayers opened the public hearing to consider adoption of the fy2014 budget.

Kathy Spoor, Paul Plakinger, Faith Taylor-Eldred, and Scott McDougall were sworn in.

Paul provided an overview of the budget for adoption consideration.

Chair Ayers closed the public hearing.

It was moved by Wolfe, seconded by Rogers and carried by a vote of 3-0

**Adopt Resolution 2013-064 in the matter of county related real and personal property tax levies for collection in 2014**

**Adopt Resolution 2013-065 in the matter of freezing new county employee hiring without prior authorization of the Board of County Commissioners**

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**Adopt Resolution 2013-066 in the matter of adopting the fy2014 county budget, including the 2014-2019 Comprehensive Transportation Improvement and 2014 Road Construction Programs, the 2014-2019 Capital Improvement Plan for Parks and Recreation, and the 2014-2019 Capital Improvement Plan for Flood Control Zone District No. 1; levying county general purposes and road district purposes property taxes; and setting forth the categorical appropriations with applicable limitations and responsibilities, including recognizing the 2014 salaries for Elected Officers and Judges**

**ITEMS REGARDING JUVENILE COURT SERVICES**

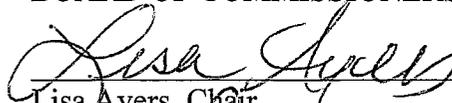
Consider approval of hiring Nichole Williams, Senior Legal Assistant, Grade 11 Step 1, Casual position not to exceed 40 hours per month effective November 1, 2013-DEFERRED to November 12, 2013

**ADJOURNED 10:17am**

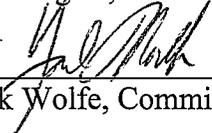
**OTHER BUSINESS FOR FILING**

Out of class pay documentation for DCD employees, Monte Givens and Megan McNelly filed this date.

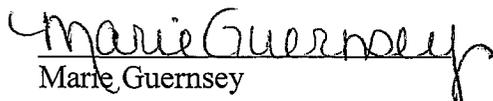
PACIFIC COUNTY  
BOARD OF COMMISSIONERS

  
\_\_\_\_\_  
Lisa Ayers, Chair

  
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Steve Rogers, Commissioner

  
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Frank Wolfe, Commissioner

ATTEST:

  
\_\_\_\_\_  
Marie Guernsey  
Clerk of the Board

*(Please refer to recording of the meeting for a more detailed discussion).*