

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #49

**PROCEEDINGS**

9:00 AM  
Tuesday, February 12, 2013

1216 W. Robert Bush Drive  
South Bend, Washington

**CALL TO ORDER – 9:02am**

**COUNTY COMMISSION and PERSONNEL PRESENT**

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

Marie Guernsey, Deputy Clerk of the Board  
Kathy Spoor, County Administrative Officer  
Paul Plakinger, Management & Fiscal Analyst  
Mary Goelz, Department of Health Director  
Katie Lindstrom, Department of Health Deputy Director  
Tim Crose, DCD Asst. Director  
Mike Collins, Director of Public Works  
Tom Gradt, Operations Manager  
David Burke, Prosecuting Attorney  
Scott Johnson, Sheriff

**GENERAL PUBLIC IN ATTENDANCE**

Mike Williams-Chinook Observer (recorded meeting)  
Tom Giacoma  
Cheryl Heywood, TRL Director  
Five representatives of the Timberland Regional Library

**PUBLIC COMMENT**

Tom Giacoma spoke regarding the City of South Bend and their boat launch.

**APPROVAL OF MINUTES**

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

**January 22, 2012 *regular meeting***

**PUBLIC COMMENT**

Timberland Regional Library Director Cheryl Heywood presented an overview of the library services and programs. Their 2013 theme is Strong Communities: Building Our Future

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**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

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

**Approve Continuation Certificate from Weyerhaeuser Company regarding Road Haul Permit No. 2013-6**

**Acknowledge assignment of Facility Use Agreement/Megler from Better Life Television, Inc. to Three Angels Broadcast Network**

**Approve purchase of Topcon Robotic Station from State Bid from Fund 104 with trade-in and subject to adequate budget appropriations**

**Authorize advertising for two Road Maintenance Technician II's positions**

**Accept Surety Rider Bond No. 6264732 from Rayonier Forest Resources, LP regarding Road Haul Permit No. 2013-7**

**Award Call for Bids Chip Rock 2013-01 for the 2013 Chip Seal Program to Naselle Rock & Asphalt, in the amount of \$46,680 for delivery to the south county sites, not including WA State Sales Tax, and to Northwest Rock, in the amount of \$52,500 for delivery to the north county site, not including WA State Sales Tax, subject to adequate budget appropriations (*Call for Bids was held 2/11/2013 @ 9am; only two responses received*)**

**Acknowledge assignment of Facility Use Agreement/Megler Site from Meredith to KPTV-KPDX Broadcasting Corporation and authorize Chair to sign acknowledgement**

**ITEMS REGARDING FLOOD CONTROL ZONE DISTRICT NO. 1**

Operations Manager, Tom Gradt provided a Flood Control Zone District update

**ITEMS REGARDING DEPARTMENT OF COMMUNITY DEVELOPMENT**

Consider authorization to advertise and fill a 0.3 FTE; rescind request of December 11, 2012 for three temporary positions-**DEFERRED**

Consider approval of Amendment #1 to Department of Ecology Community Litter Cleanup Program Contract #C1200016; authorize Chair to sign **DEFERRED**

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

**Approval of Agreement with Naselle Youth Camp to provide food handling classes to their students**

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

**Approve issuance of Request for Proposals to locate a qualified community organization to partner in facilitating an on-site septic loan program**

**ITEMS REGARDING DEPARTMENT OF HEALTH & HUMAN SERVICES**

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

**Approve Professional Services Agreement Contract #C2013-15 with Clatsop County Juvenile Department to provide parenting classes**

**Approve exception to Travel Policy and allow the purchase of in county meals to be provided during activities/meetings/programs for January through December 2013, subject to adequate budget appropriations**

**Acknowledge the resignation of Patricia Doran, Registered Dietician and authorize advertising to fill vacant position**

**ITEMS REGARDING AUDITOR'S OFFICE**

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

**Approve Service Level Agreement for Document Preparation and Imaging Services with Archives & Records Management Division of the Secretary of State and authorize Auditor to sign**

**Adopt Resolution 2013-014 establishing the Annual Report and Review Policy**

**Approve hiring Peggy Smith, Administrative Asst. I; 1.0 FTE, Grade 7, Step 3, effective February 13, 2013 (*shared position with the Assessor's Office*)**

**ITEMS REGARDING SHERIFF'S OFFICE**

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

**Approve Homeland Security Region 3 Mutual Aid Agreement *Omnibus Agreement***

**Acknowledge retirement of Judy Indermark, Telecommunicator, effective February 25, 2013 and thank her for her 17 years of service**

**Approve filling the vacant Telecommunicator position**

**Approve Rental Agreement with Willapa Harbor Chamber of Commerce and Ocean Beach School District No 101 for Disaster Preparedness Fairs, and authorize Chair to sign**

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

**Approve WA State Military Department Homeland Security Grant Agreement #E13-175 and authorize Chair to sign**

**ITEMS REGARDING BOARDS AND COMMISSIONS**

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

**Approve moving Buck Smith from the "Alternate" Local Citizens position to the "Alternate" Recreational Groups position on the Marine Resource Committee**

**Approve the appointment of Diane Knutson to the vacant position on the Joint Pacific County Housing Authority, effective immediately**

**ITEMS REGARDING GENERAL ADMINISTRATION**

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

**Approve transfer and disposal of inventory items as listed in accordance with Personal Property Inventory Procedures Policy**

It was moved by Wolfe, seconded by Ayers and carried by a vote of 2-0  
Rogers abstained

**Approve Tourism Development Claims Vouchers, subject to adequate budget appropriations  
Pacific County Historical Society - \$1,700**

**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve Intergovernmental Cooperation Agreement with Pacific Conservation District**

**Adopt Resolution 2013-015 in the matter of amendments to budget items listed by appropriation transfer**

**Acknowledge letter to Department of Ecology indicating Pacific County concurs with Department of Ecology's intent to certify the Long Beach Wetland Mitigation Bank and the County's intent to sign the Mitigation Bank Instrument (MBI) and authorize County Administrative Officer to sign the MBI when it is received**

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

**Approve Employment Agreement with Ed Darcher, Vegetation Management  
Spartina Program Coordinator, effective January 1, 2013**

**Approve Employment Agreement with Jeff Nesbitt, Vegetation Management  
Director effective February 19, 2013**

**PUBLIC HEARING**

Chair Ayers opened the public hearing regarding Franchise Ordinance No. 170.  
County Administrative Officer Kathy Spoor was sworn in.

Kathy reviewed the ordinance and recommended the public hearing be continued  
in order for additional review.

Chair Ayers continued the public hearing to 10:30am on March 26, 2013

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

**Approve Memorandum of Agreement with WA State University Extension,  
effective January 1, 2013 and authorize Chair to sign**

**Approve January 2013 payroll, subject to adequate budget appropriations**

**Approve Vendor Claims, subject to adequate budget appropriations**

**Warrants Numbered 113407 through 113441 - \$50,334.15**

**Warrants Numbered 113499 through 113510 - \$10,611.80**

**Warrants Numbered 113511 through 113599 - \$184,870.52**

**Warrants Numbered 113600 through 113624 - \$17,177.59**

**Warrants Numbered 113689 through 113770 - \$72,711.50**

**Warrants Numbered 113407 through 113441 - \$276,702.44**

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

**Approve Pacific County Line of Credit Application from Security State Bank  
for credit card requests and authorize Chair to sign**

Chair Ayers acknowledged workshops and meetings held as listed on the agenda

**EXECUTIVE SESSION-None**

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**OTHER BUSINESS FOR FILING**

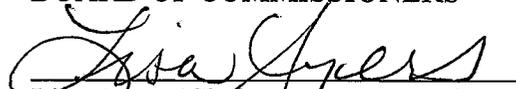
Letter received from State of WA Department of Commerce regarding Final Closeout of CDBG Contract #09-64009-046

Amendment #6 to the State of WA Department of Health Contract #C16896 filed this date

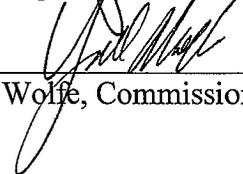
WA State Liquor Control Board notice of liquor license expirations received for Sheila's Hwy #6 Café & Pizza, Willapa Harbor Golf Course, Chinook Family Dining & Sports Bar, Surfside Golf, Peninsula Golf Course, Short Stop Store-n-Deli, and the Sou-wester

Veteran's Relief Applications filed on behalf of Norman Carlson in the amount of \$400 and for David Pickering in the amount of \$400

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

  
\_\_\_\_\_  
Steve Rogers, Commissioner

  
\_\_\_\_\_  
Frank Wolfe, Commissioner

ATTEST:

  
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Marie Guernsey  
Deputy Clerk of the Board