

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

PROCEEDINGS

9:00 AM  
Tuesday, June 10, 2014

1216 W Robert Bush Drive  
South Bend, Washington

**CALLED TO ORDER – 9:01am**

Steve Rogers, Chair  
Frank Wolfe, Commissioner

Marie Guernsey, Clerk of the Board  
Kathy Spoor, County Administrative Officer  
Paul Plakinger, Management & Fiscal Analyst  
Mike Collins, Public Works Director/County Engineer  
David Burke, Prosecuting Attorney  
Amanda Bennett, Confidential Secretary  
Faith Taylor-Eldred, Community Development Director  
Scott McDougall, Emergency Management Deputy Director  
Sharon Block, Health & Human Services Deputy Director  
Pat Matlock, Chief Criminal Deputy  
Dotsi Graves, Fair & Parks Manager

**ABSENT**

Lisa Ayers, Commissioner

**GENERAL PUBLIC IN ATTENDANCE**

Mike Williams, Chinook Observer (recorded meeting)  
Kayla Camenzind, Willapa Harbor Herald (recorded meeting)

**PUBLIC COMMENT**

Gerry Amacher was in attendance and asked for clarification to what had been printed in the local paper pertaining to the atv law. Commissioner Rogers provided the information and indicated that public meetings will be held in the near future pertaining to the new law. The Commissioners will be seeking public input.

Chairman Rogers announced that due to the absence of Commissioner Ayers, he will be voting out of necessity at today's meetings.

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

It was moved by Wolfe, seconded by Rogers and carried by a vote of 2-0  
Subject to adequate budget appropriations and in accordance with all applicable  
county policies

**General Business**

**Approve payroll for May 2014; total number of employees: 192; total payroll  
amount: \$744,909.21**

**Confirm Letter of Intent to WA State Association Counties Letter for  
Composition of Regional Service Area pursuant to Second Substitute Senate  
Bill 6312**

**Confirm Business License Application for the purpose of hiring minors for  
temporary employment**

**Approve Vendor Claims**  
**Warrants Numbered 122389 thru 122512 - \$232,828.48**  
**Warrants Numbered 122513 thru 122608 - \$348,103.03**

**Acknowledge receipt of Claim for Damages #2014-05-003; approve payment**

**Sheriff's Office**

**Approve Amendment #2 to Contract K9566 revising the Prison Rape  
Elimination Act provisions; confirm Sheriff's signature**

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

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

**Approve Local Agency Agreement and the Local Agency Federal Aid Project  
Prospectus for the Sandridge Road Resurfacing Project and authorize Chair  
to sign**

**Award the Courthouse Annex roof repair project to John Lupo  
Construction in the amount of \$4,800, not including sales tax, subject to  
adequate budget appropriations (other bids were received from Dr. Roof Inc.,  
of Long Beach, in the amount of \$6,998, from Coastline Roofing & Construction, of  
South Bend, in the amount of \$25,120)**

**Award Call for Bids for the Sandridge Road Improvement Project to  
Lakeside Industries, of Longview, in the amount of \$392,965.56,  
including sales tax, subject to adequate budget appropriations and  
information on page C-3 being filled in (other bid was received from Naselle  
Rock & Asphalt Co., of Naselle, in the amount of \$407,416.83)**

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**Acknowledge the lateral transfer of Joshua Sedy, Administrative Asst. II, effective June 12, 2014 and authorize advertising to fill vacant position**

**Approve Lease Agreement renewal with U.S. Coast Guard for their communications facility use at the Holy Cross site, subject to the information being filled in on page 4 of the agreement**

**ITEMS REGARDING COUNTY FAIR**

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

**Adopt Resolution 2014-023 establishing a Horse Arena Use Policy**

**ITEMS REGARDING COMMUNITY DEVELOPMENT**

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

**Adopt Resolution 2014-024 establishing a bank account with a petty cash fund in the amount of \$250 for acceptance of fee payments via credit cards**

**Approve hire for the 2014 litter crew effective June 16 to August 14, 2014 subject to adequate budget appropriations**

**Adopt Resolution 2014-025 in the matter of amendments to the fy2014 budget by appropriation transfer**

**Approve issuance of a Request for Proposal to prepare a Draft and Final Shoreline Master Program for Pacific County**

**Approve Shoreline Master Program Planning committee including Dick Sheldon, Warren Cowell, Doug Kess, Key McMurry, Paul Philpot, Dale Beasley, Leslie Brophy, Cheri Diehl, Al Lohi, Jim Rose, Rex Hutchins, Victor Niemcziek, Ann LeFors (aka Ann Skelton), Larry Warnberg, Tom Kollash, Jim Sayce, Scott Turnbull, Eric deMontigny, Rebecca Chaffee, and Mike Nordin**

**ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT**

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

**Approve proposal submitted by Ed Mund to provide training materials and a course presentation for the Medical Reserve Corp Orientation scheduled for June 24, 2014, subject to adequate budget appropriations**

**Approve enrollment in Office Ally for billing and insurance services as recommended WA State Department of Health and authorize Chair to sign**

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**Approve issuance of Request for Qualifications to assist in performing a Community Health Needs Assessment in regards to create a county wide Community Health Improvement Plan, noting this is a grant funded project**

**ITEMS REGARDING SHERIFF'S OFFICE**

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

**Approve Memorandum of Understanding between Washington Service Corps pertaining to the 2014-2015 AmeriCorps placement and authorize Chair to sign**

**Approve purchase of software for updating computer aided dispatch maps and map databases in the amount of \$6,489.56 including sales tax, subject to adequate budget appropriations**

**Adopt Resolution 2014-026 recognizing and authorizing purchase of computer-aided-dispatch interface software modules and installation from Spillman Technologies of Salt Lake City, UT a "single source of supply" provider, in an amount not to exceed \$54,109, subject to adequate budget appropriations**

**Adopt Resolution 2014-027 recognizing and authorizing purchase of internet protocol radio interface and installation from Stancil Corporation, of Santa Ana, CA, a "single source of supply" provider, in an amount not to exceed \$6,317.08, subject to adequate budget appropriations**

**Approve Contracts for Boarding Prisoners with the cities of Long Beach, Raymond and South Bend**

**Approve Memorandum of Understanding with Teamsters Local 252 Commissioned Officers for activities associated with the care of K9s effective July 1, 2014, subject to adequate budget appropriations**

**ITEMS REGARDING PROSECUTOR'S OFFICE**

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

**Accept the resignation of Zoe Sowa effective June 3, 2014 and confirm the lateral transfer of Josh Sedy as Legal Assistant I, Grade 9 in accordance with Local Union 367C, effective June 13, 2014, subject to adequate budget appropriations**

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**ITEMS REGARDING VEGETATION MANAGEMENT**

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

**Approve the hire of Dakota Phillips, Spartina Field Crew I effective July 1, 2014, subject to adequate budget appropriations**

**ITEMS REGARDING AUDITOR'S OFFICE**

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

**Accept the resignation of Tracey Deckert effective June 13, 2014 and authorize advertising for the vacant Administrative Assistant I position**

**ITEMS REGARDING BOARDS & COMMISSIONS**

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

**Approve the appointment of Laurie Bowman to fill the vacant position of "Involved in Activity-User" on the Lodging Tax Advisory Committee, effective immediately**

**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve the increase of Amanda Bennett to 1.0 FTE, effective June 1, 2014 with a 0.2 FTE as Civil Service Administrative Assistant, subject to adequate budget appropriations** *(It was noted that this appointment is temporary as recommended by the Civil Service Commission until the vacant Examiner position can be filled)*

**Approve the Consent Lease Agreement with Westcoast Hardwoods, LLC and authorize Chair to sign**

**Adopt Resolution 2014-028 amending Section 4.5 of the County's Personnel Policies and Procedures pertaining to Military Leave**

**Approve Determination of Exemption form for Chinook Water District's CDBG Planning Only Grant and authorize Chair to sign**

**ITEMS REGARDING CIVIL SERVICE**

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

**Approve Test Rental and Use Agreement with CPS HR Consulting and authorize Chair to sign**

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**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve Lessor's/Landlord's consent with U.S. Bank, N. A., and Willapa Bay Hardwoods and authorize Chair to sign**

**RECESS – 9:39AM**

**EXECUTIVE SESSION**

**9:45AM-10:00AM**

**RCW 42.30.11**

(1) (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

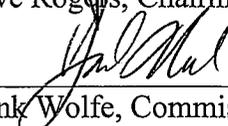
**RECONVENE – 10:06AM**

Chairman Rogers noted that no decision was made as a result of executive session.

**ADJOURNED – 10:06am**

PACIFIC COUNTY  
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Steve Rogers, Chairman

  
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Frank Wolfe, Commissioner

Absent  
\_\_\_\_\_  
Lisa Ayers, Commissioner

ATTEST

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

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

**OTHER BUSINESS FOR FILING**

Notes from Community Forum held Tuesday, June 10, 2014 at 6pm at the Naselle  
Timberland Regional Library