

**BEFORE THE BOARD OF COMMISSIONERS
PACIFIC COUNTY, WASHINGTON
1216 W. Robert Bush Drive
South Bend, Washington**

**July 18, 2016
11:00AM or as soon thereafter as possible**

**Continued Meeting
AGENDA**

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. Consent Agenda items will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner, for action later.

WORKSHOPS/MEETINGS *(held in the Commissioners Conference Room unless otherwise noted)*

- 8:30 AM Workshop w/ Ocean Park Area COC re: lodging tax
- 10:00 AM Workshop re: courthouse w/ D. Jensen & M. Collins
- 11:30 AM Convene 2016 Session of Board of Equalization
- 12:00 PM Departmental Briefings

CONTINUED PUBLIC HEARING

(held in the Commissioners Conference Room unless otherwise noted)

- 9:00 AM Consider adoption of Ordinance No. 162B

Call to Order

Public Comment *(limited to three minutes per person)*

CONTINUED PUBLIC HEARING – 9:00AM

- 1) Consider adoption of Ordinance No. 162B amending Section 20 of Ordinance No. 162

ITEMS REGARDING BOARDS AND COMMISSIONS

- 2) Consider adoption of Resolution 2016-_____ dissolving the Oysterville Design Review Board
- 3) Consider approval of the appointments to the Great Rivers Behavioral Health Organization Advisory Board

ITEMS REGARDING SHERIFF'S OFFICE

- 4) Consider approval of request for exception to Leave Credit Transfer Policy

ITEMS REGARDING GENERAL BUSINESS

- 5) Consider approval of Scope of Work and Estimate with Coast & Harbor Engineering

The Board may add and take action on other items not listed on this agenda and order of action is subject to change.

The hearing facility is "barrier free" and accessible by those with physical disabilities. Aids will be provided upon request for those with language/speaking or hearing impediments, but requests need to be received at least five (5) business days prior to this hearing. Such requests may be filed in person at the Commissioners' Office at the address noted above or at 360/875-9337.



REQUESTED MEETING DATE:
7/12/2016

AGENDA REQUEST FORM

TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD	
BOCC ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/> SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS <input type="checkbox"/> NO ACTION TAKEN/WITHDRAWN <input type="checkbox"/> DEFERRED TO: _____ <input checked="" type="checkbox"/> CONTINUED TO DATE: <u>7/18/2016</u> TIME: <u>9:00AM</u> <input type="checkbox"/> OTHER: _____	Agenda Item #: <u>1</u> Initial: _____ Date: _____ Review <input type="checkbox"/> Clerk of the Board <input type="checkbox"/> Risk Mgmt <input type="checkbox"/> Legal Required
DISTRIBUTION LIST:	
<input type="checkbox"/> RF <input type="checkbox"/> Assessor <input type="checkbox"/> DPW <input type="checkbox"/> CF <input type="checkbox"/> Auditor <input type="checkbox"/> EMA <input type="checkbox"/> SEA <input type="checkbox"/> Clerk <input type="checkbox"/> Fair <input type="checkbox"/> Civil Service <input type="checkbox"/> Health <input type="checkbox"/> DCD <input type="checkbox"/> Juvenile	<input type="checkbox"/> NDC <input type="checkbox"/> PACCOM <input type="checkbox"/> Prosecutor <input type="checkbox"/> SDC <input type="checkbox"/> Sheriff <input type="checkbox"/> Superior Court <input type="checkbox"/> Treasurer <input type="checkbox"/> Veg Mgmt <input type="checkbox"/> WSU Ext. <input type="checkbox"/> Other

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

DEPARTMENT/OFFICE: Commissioners Office	DIVISION (if applicable): Ordinances
OFFICIAL NAME & TITLE: Marie Guernsey, Clerk of the Board	PHONE / EXT:
SIGNATURE:	DATE: 7/12/2016
NARRATIVE OF REQUEST Open Public Hearing Swear in those wishing to testify Close the Public Hearing	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board) Adopt Ordinance No. 162B amending Section 20 of Ordinance No. 162, effective immediately	

ORDINANCE NO. 162B

**AN ORDINANCE AMENDING
ORDINANCE 162 SECTION 20 – OYSTERVILLE HISTORIC
DISTRICT & DESIGN REVIEW BOARD**

WHEREAS, the Board of Pacific County Commissioners adopted the Pacific County Comprehensive Plan in August 2010, and subsequently adopted Ordinance 162 Section 20 – Oysterville Historic District and Design Review in December 2012; and

WHEREAS, the Pacific County Ordinance 162 Section 20(D) establishes and designates an Oysterville Design Review Board “to review all architectural and historical preservation matters related to physical construction within the boundaries of the Oysterville historic district”; and

WHEREAS, RCW 36.70A.020(7) sets the goal that “Applications for . . . local government permits should be processed in a timely and fair manner to ensure predictability.”; and

WHEREAS, RCW 64.40.020 gives property owners a cause of action against the County if the County’s land use action is untimely; and

WHEREAS, due to the small community and the requirement that every member but one have property interests within the Oysterville Historical District, the application of the Appearance of Fairness Doctrine RCW 42.36.010 calls into question the propriety of the design review process where quasi-judicial decisions are being made by people whose real property values are affected by their decisions; and

WHEREAS, through this Amendment to Ordinance 162, Section 20, the Pacific County Board of County Commissioners has elected to contract with a Hearings Examiner; and

WHEREAS, the Board of Pacific County Commissioners deems it to be in the public interest to amend Ordinance 162, Section 20 to provide the property owners with an avenue to timely develop and refurbish their properties, while maintaining the historic character of the district.

IN ACCORDANCE WITH CHAPTER 36.32 RCW, CHAPTER 36.70 RCW, AND CHAPTER 36.70A RCW, IT IS HEREBY ORDAINED BY THE BOARD OF COMMISSIONERS, PACIFIC COUNTY, WASHINGTON, THAT ORDINANCE NO. 162 IS AMENDED BY ORDINANCE NO. 162B AS FOLLOWS:

Ordinance 162 Section 20(D), (E), (F), (G), (H) (1), and (L) (2): is repealed.

Ordinance 162 Section 20 (I): “ODRB-ACTIONS” is replaced by “OYSTERVILLE DESIGN REVIEW (ODR)-ACTIONS”.

Ordinance 162 Section 20 (K): “It” is replaced with “The Hearings Examiner”.

Ordinance 162 Section 20 (N): “within the jurisdiction of the ODRB” is replaced with “within the Oysterville Historic District”.

Ordinance 162 Section 20 (N) (1): "ODRB" is replaced with "ODR"

All other sections that address the "ODRB" are amended to read the "Hearings Examiner". The Hearing Examiner will hear all Type III Development Permit Applications per Ordinance 150 – Hearings Examiner and Ordinance 177 - Procedures for Processing Land Use Development Applications.

The sections of Ordinance No. 162 that are not modified by Ordinance No. 162B remain in full force and effect.

If any provision or portions thereof, contained in Ordinance No. 162B is held to be unconstitutional, invalid, or unenforceable, said provisions, or portion(s) thereof, shall be deemed severed and the remainder of the Ordinance shall not be affected and shall remain in full force and effect.

Ordinance No. 162B shall take effect immediately.

ADOPTED by the Board of Pacific County Commissioners meeting in regular session at South Bend, Washington, by the following vote, then signed by its membership and attested to by its Clerk in authorization of such passage the _____ day of _____, 2016.

_____ AYE; _____ NAY; _____ ABSTAIN; _____ ABSENT

BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

Frank Wolfe, Chair

Lisa Ayers, Commissioner

APPROVED AS TO FORM:

Prosecutor's Office

WSBA#

Steve Rogers, Commissioner

ATTEST:

Marie Guernsey, Clerk of the Board



Board of Pacific County Commissioners
 P O Box 187 * 1216 W Robert Bush Dr * South Bend, WA
 98586 Phone 360/875.9337 * Fax 360/875.9335

Meetings are held the 2nd
 and 4th Tuesday of each
 month, beginning at 9 a.m.

REQUESTED MEETING DATE:
 7/12/2016

AGENDA REQUEST FORM

TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD

Agenda Item #: 2

BOCC ACTION: APPROVED DENIED

Initial: _____ Date: _____

SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

NO ACTION TAKEN/WITHDRAWN

DEFERRED TO: 7/18/2016

Review Clerk of the Board

Risk Mgmt

CONTINUED TO DATE: _____ TIME: _____

Legal Required

OTHER: _____

DISTRIBUTION LIST:

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| <input type="checkbox"/> SEA | <input type="checkbox"/> Clerk | <input type="checkbox"/> Fair | <input type="checkbox"/> Prosecutor | <input type="checkbox"/> Veg Mgmt |
| | <input type="checkbox"/> Civil Service | <input type="checkbox"/> Health | <input type="checkbox"/> SDC | <input type="checkbox"/> WSU Ext. |
| | <input type="checkbox"/> DCD | <input type="checkbox"/> Juvenile | <input type="checkbox"/> Sheriff | <input type="checkbox"/> Other |

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

DEPARTMENT/OFFICE: Commissioners Office	DIVISION (if applicable): Boards/Commissions
OFFICIAL NAME & TITLE: Marie Guernsey, Clerk of the Board	PHONE / EXT: _____
SIGNATURE: 	DATE: 7/6/2016
NARRATIVE OF REQUEST	
<p>With the potential adoption of Ordinance No. 162B, the responsibility of review will be transferred to the Hearings Examiner, and it will be necessary to adopt a resolution dissolving the Oysterville Design Review Board.</p>	
<p>RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)</p> <p>Adopt Resolution 2016-_____ in the matter of the dissolution of the Oysterville Design Review Board</p>	

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON**

RESOLUTION NO. 2016-_____

**IN THE MATTER OF THE DISSOLUTION OF THE
OYSTERVILLE DESIGN REVIEW BOARD**

WHEREAS, the Oysterville Design Review Board (ODRB) was created through the adoption of Pacific County Ordinance No. 131 on the 7th day of September, 1993; and

WHEREAS, and Pacific County Ordinance No. 162 Section 20 – Oysterville Historic District and Design Review was adopted on the 20th day of December 2012; and

WHEREAS, the Pacific County Ordinance No. 162 Section 20-D establishes and designates the ODRB “to review all architectural and historical preservation matters related to physical construction within the boundaries of the Oysterville historic district”; and

WHEREAS, due to the small community and the requirement that every member but one have property interests within the Oysterville Historical District, the application of the Appearance of Fairness Doctrine RCW 42.36.010 calls into question the propriety of the design review process where quasi-judicial decisions are being made by people whose real property values are affected by their decisions; and

WHEREAS, Pacific County No. Ordinance 162B has been adopted and transfers the responsibility of Review Considerations (Section 20-K) to the Hearings Examiner;

NOW THEREFORE, IT IS HEREBY RESOLVED by the Board of Pacific County Commissioners that the Oysterville Design Review Board is hereby dissolved, effective the 12th day of July, 2016.

PASSED by the following vote this _____ day of _____, 2016 by the Board of Pacific County Commissioners meeting in regular session at South Bend, Washington, then signed by its membership and attested to by its Clerk in authorization of such passage:

____ YEA; ____ NAY; ____ ABSTAIN; and ____ ABSENT.

BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

Frank Wolfe, Chair

Lisa Ayers, Commissioner

ATTEST

Marie Guernsey
Clerk of the Board

Steve Rogers, Commissioner



REQUESTED MEETING DATE:

7/12/2016

AGENDA REQUEST FORM

TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD

Agenda Item #: 3

BOCC ACTION: APPROVED DENIED

Initial: _____ Date: _____

SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

Review Clerk of the Board

NO ACTION TAKEN/WITHDRAWN

DEFERRED TO: 7/18/2016

Risk Mgmt

CONTINUED TO DATE: _____ TIME: _____

Legal Required

OTHER: _____

DISTRIBUTION LIST:

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| <input type="checkbox"/> SEA | <input type="checkbox"/> Clerk | <input type="checkbox"/> Fair | <input type="checkbox"/> Prosecutor | <input type="checkbox"/> Veg Mgmt |
| | <input type="checkbox"/> Civil Service | <input type="checkbox"/> Health | <input type="checkbox"/> SDC | <input type="checkbox"/> WSU Ext. |
| | <input type="checkbox"/> DCD | <input type="checkbox"/> Juvenile | <input type="checkbox"/> Sheriff | <input type="checkbox"/> Other |

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

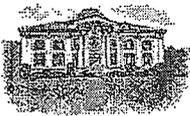
DEPARTMENT/OFFICE: Commissioners Office	DIVISION (if applicable): Boards/Commissions
OFFICIAL NAME & TITLE: Marie Guemsey, Clerk of the Board	PHONE / EXT:
SIGNATURE:	DATE: 7/8/2016

NARRATIVE OF REQUEST

We have received three applications for membership to the Advisory Board of the Great Rivers Behavioral Health Organization (GRBHO). Each county is required to appoint one member. You may also nominate applicants to the Governing Board, who will be appointed by GRBHO.

RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)

Appoint _____ as a member, _____ as an alternate member, and nominate _____ as an additional member on the Great Rivers Behavioral Health Organization
Advisory Board



Meetings are held the 2nd and 4th Tuesday of each month, beginning at 9 a.m.

REQUESTED MEETING DATE:
July 18, 2016

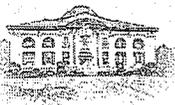
AGENDA REQUEST FORM

TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD			
BOCCA ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED <input type="checkbox"/> SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS <input type="checkbox"/> NO ACTION TAKEN/WITHDRAWN <input type="checkbox"/> DEFERRED TO: _____ <input type="checkbox"/> CONTINUED TO DATE: _____ TIME: _____ <input type="checkbox"/> OTHER: _____	Agenda Item #: <u>4</u>	Initial: _____ Date: _____	Review <input type="checkbox"/> Clerk of the Board <input type="checkbox"/> Risk Mgmt <input type="checkbox"/> Legal Required
DISTRIBUTION LIST:			
<input type="checkbox"/> RF <input type="checkbox"/> CF <input type="checkbox"/> SEA	<input type="checkbox"/> Assessor <input type="checkbox"/> Auditor <input type="checkbox"/> Clerk <input type="checkbox"/> Civil Service <input type="checkbox"/> DCD	<input type="checkbox"/> DPW <input type="checkbox"/> EMA <input type="checkbox"/> Fair <input type="checkbox"/> Health <input type="checkbox"/> Juvenile	<input type="checkbox"/> NDC <input type="checkbox"/> PACCOM <input type="checkbox"/> Prosecutor <input type="checkbox"/> SDC <input type="checkbox"/> Sheriff <input type="checkbox"/> Superior Court <input type="checkbox"/> Treasurer <input type="checkbox"/> Veg Mgmt <input type="checkbox"/> WSU Ext. <input type="checkbox"/> Other

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

DEPARTMENT/OFFICE: Pacific County Sheriff's Office	DIVISION (if applicable): Communications
OFFICIAL NAME & TITLE: Stephanie Fritts, Chief Deputy	PHONE / EXT: 3340
SIGNATURE:	DATE: July 13, 2016
NARRATIVE OF REQUEST	
Request Board approval for exception to Policy 4.16.2 for Telecommunicator	
RECOMMENDED MOTION To Be Completed by the Clerk/Deputy Clerk of the Board	
Approve exception to Personnel Policy and authorize Leave Credit Transfers and assign expiration date of December 31, 2016	



REQUESTED MEETING DATE:

18
 7/12/2016

AGENDA REQUEST FORM

TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD

Agenda Item #: 5

BOCC ACTION: APPROVED DENIED

Initial: _____ Date: _____

SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

NO ACTION TAKEN/WITHDRAWN DEFERRED TO: _____

CONTINUED TO DATE: _____ TIME: _____

OTHER: _____

Review Clerk of the Board
 Risk Mgmt
 Legal Required

DISTRIBUTION LIST:

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<input type="checkbox"/> CF	<input type="checkbox"/> Auditor	<input type="checkbox"/> EMA	<input type="checkbox"/> PACCOM	<input type="checkbox"/> Treasurer
<input type="checkbox"/> SEA	<input type="checkbox"/> Clerk	<input type="checkbox"/> Fair	<input type="checkbox"/> Prosecutor	<input type="checkbox"/> Veg Mgmt
	<input type="checkbox"/> Civil Service	<input type="checkbox"/> Health	<input type="checkbox"/> SDC	<input type="checkbox"/> WSU Ext.
	<input type="checkbox"/> DCD	<input type="checkbox"/> Juvenile	<input type="checkbox"/> Sheriff	<input type="checkbox"/> Other

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

DEPARTMENT/OFFICE: Commissioners Office	DIVISION (if applicable):
OFFICIAL NAME & TITLE: Marie Guernsey, Clerk of the Board	PHONE / EXT:
SIGNATURE:	DATE: 7/8/2016
NARRATIVE OF REQUEST	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)	
Approve Scope of Work and Fee Estimate in an amount not to exceed \$32,500 from Coast & Harbor Engineering pertaining to the North Willapa Bay Shoreline Erosion Assessment, subject to review and acceptance from the Prosecutor's Office and adequate budget appropriations	



**NORTH WILLAPA BAY SHORELINE EROSION ASSESSMENT
PACIFIC COUNTY, WA
WILLAPA EROSION COMMUNITY ACTION NOW (WECAN)**

Scope of Work and Fee Estimate

Background:

Erosion of the north shoreline of Willapa Bay has been identified to be a threat to critical public infrastructure, properties, coastal wetlands and facilities within the Tokeland and Washaway Beach areas of Pacific County, Washington. Critical areas identified in the April 25, 2016 meeting in Tokeland included the following (referred to as the Project Area):

- Shoalwater Bay Tribe Lands located between Willapa Bay and SR105 west of the gas station.
- Pacific County Drainage District and associated cranberry bogs located north of SR105 and south of Grayland.
- SR105 between Shoalwater Reservation and Washaway Beach.

Previous work within the project area has included the 1998 WSDOT groin/dike located at SR105 and the U.S. Army Corps of Engineers Beach Nourishment on the Shoalwater Bay Reservation. Planning for response to the erosion is being conducted by a consortium of local stakeholders (public agency and private property owners) who are affected by the ongoing erosion and who have organized themselves under Willapa Erosion Community Action Now (WECAN).

Objective:

Conduct a pre-feasibility level engineering assessment of the project area utilizing existing data and studies to assist in formulating an understanding of current conditions, develop a range of potential erosion mitigation concepts to protect the identified critical areas, and identify next steps for project planning.

Scope of Work:

- Existing Data Review and Compilation. Compile and review existing data and studies from various sources including the Shoalwater Bay Tribe, Pacific County, U.S. Army Corps of Engineers, USGS, WA Department of Ecology, Consultants, WA State Department of Transportation, Pacific County Drainage District, local residents, and other applicable parties for the project area. Summarize existing data and identify new data needs for future phase work.



- Criteria and Basis of Analysis. In coordination with the County and stakeholders, develop a summary of key criteria for use in conducting the assessment. Criteria may include refined geographic limits of critical areas to be protected, acceptance level for protection of those critical areas, and other criteria determined to be important to the assessment work.
- Engineering Assessment. Conduct an engineering assessment of current conditions and a potential range of alternatives to mitigate and reduce erosion to meet the project objectives. The engineering assessment will include the following:
 - *Tidal Channel Migration*. Evaluate changes in conditions from the 1998 WSDOT SR 105 Stabilization project to present time with respect to morphologic changes to the north tidal channel to evaluate channel migration rates and channel stability.
 - *SR105 Groin/Dike Condition*. Utilizing the best available data and review of conditions at low tide, assess current conditions to determine current performance relative to original design and determine extent of maintenance needed and associated benefits to the project goals.
 - *SR105 Bank Stabilization Condition*. Evaluate current condition of stone bank stabilization within the drainage district outlet channel and areas located east of the 1998 SR105 Erosion Stabilization project limits. Determine the need for maintenance, applicability of stone size for the wave environment, and potential risks to the highway.
 - *Shoreline Erosion Assessment*. Evaluate shoreline erosion rates, based on existing studies and available recent data relative to critical zones within the project area and corresponding risks to the project areas.
 - *Erosion Mitigation Concept Development*. Evaluate potential options for mitigating erosion utilizing previously evaluated and completed projects as prototypes for determining applicability to the project area for meeting the objectives. Develop a range of construction cost for the alternatives.
 - *Drainage Ditch*. Conduct assessment and development of concepts to aid in controlling wave action entering the drainage district outlet channel and ditch.
 - *Assessment Summary*. Develop a summary of assessment results with a breakdown relative to each critical zone within the project area.
 - *Next Steps*. Outline the next steps for data collection and engineering analysis to further refine erosion mitigation options.
- Reporting. Develop a presentation summarizing the results of the assessment for use in stakeholder meetings, community involvement, and for meetings with potential funding partners.
- Meetings. Assist the County and partners with organizing and executing stakeholder meetings (a total of two) to be held at the Tribal Center in Tokeland, WA. Prepare presentation for information on project progress and results.



**COAST & HARBOR
ENGINEERING**
A Division of Hatch Mott MacDonald

Budget:

The estimated not-to-exceed fee for the above described work is \$32,500.

Schedule:

Work is anticipated to occur during an approximately 4-month period from notice to proceed.