

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #52

PROCEEDINGS

9:00 AM  
Tuesday, January 26, 2016

1216 W Robert Bush Drive  
South Bend, Washington

**CALLED TO ORDER – 9:01 AM**

**ATTENDANCE:**

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

Marie Guernsey, Clerk of the Board  
Kathy Spoor, County Administrative Officer  
Paul Plakinger, Management & Fiscal Analyst  
Mike Collins, Public Works Director/County Engineer  
Faith Taylor-Eldred, Community Development Director  
Tim Crose, Community Development Asst. Director  
Eric Weston, Chief Deputy Prosecutor

**GENERAL PUBLIC IN ATTENDANCE**

Gerry Amacher  
Bradley Huson  
Greg Rogers  
Sydney Stevens  
Tucker Wachsmuth  
Cyndy Hayward

**PUBLIC COMMENT**

Bradley Huson and Cyndy Hayward spoke regarding the Oysterville Design Review/Board.

Chairman Wolfe noted that Section 20 of Ordinance No. 162 pertaining to the Oysterville Historic District and design review remains in effect until changed.

Chairman Wolfe read into the record a thank you letter received from the Ocean Park Food Bank regarding the donations provided to them during Pacific County's food bowl.

**YEARS OF SERVICE**

5 Years: Scott Johnson (Sheriff's Office)  
20 Years: Angie Gilbert (Superior Court)  
35 Years: Doug Goelz (South District Court)

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JOURNAL #52

**CONSENT AGENDA**

Commissioner Ayers requested that Consent Agenda item #4 (Amendment #1 to Contract #1563-43868) be removed for action later in the meeting.

**CONSENT AGENDA (Items 2-3, 5-12)**

It was moved by Ayers, seconded by Rogers 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**

**Approve Amendment No. D to the WA State Military Department Agreement for Disaster No. FEMA 1734-DR-WA pertaining to the 2007 Storm Event**

**Department of Community Development**

**Acknowledge completion of six month probation for Stacy Friscia, Environmental Health Specialist**

**Health & Human Services Department**

**Acknowledge completion of six month probation for Carly Castaneda and Vinessa Karnofski; approve Vinessa's reduction in FTE to 0.85 FTE, effective February 1, 2016**

**Approve hire of Gracie Manlow, Human Services Program Specialist, effective January 21, 2016, Grade 13 Step1, 1.0 FTE**

**Boards and Commissions**

**Approve the reappointment of Peninsula Sanitation, representing the Solid Waste Industry, to the Solid Waste Advisory Council**

**General Business**

**Approve transfer of three computer workstations from North District Court to Computer Services**

**Approve disposal of Prosecutor inventory items as listed on memo dated January 8, 2016 and disposal forms as provided; approve transfer of computer workstation to Computer Services**

**Approve transfers and disposals of inventory items for the Assessor, Auditor, Clerk, Community Development and South District Court**

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #52

**Vendor Claims:**

**Warrants Numbered 130489 thru 130640 - \$241,915.54**

**Approve amended meeting minutes of December 22, 2015**

**ITEMS REGARDING DEPARTMENT OF COMMUNITY DEVELOPMENT**

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

**Approve the following parameters pertaining to the future amendment of Ordinance 162 Section 20-Oysterville Design Review with the formal process to begin in 2017; 1) Change the review authority for Major and Minor construction from the Oysterville Design Review Board to a Hearings Examiner; 2) eliminate Administrative Review; and 3) change County's responsibility to Major and Minor construction activities**

**ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT**

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

**Approve the purchase two Dell Latitude laptops and carrying cases from state bid in an amount not to exceed \$3,016.08, including taxes, subject to adequate budget appropriations**

**ITEMS REGARDING COUNTY FAIR**

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

**Approve Agreement #K1869 in the amount of \$4,250 with State of WA Department of Agriculture Fairs Program for handwashing stations and authorize Chair to sign**

**ITEMS REGARDING VEGETATION MANAGEMENT**

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

**Approve purchase of a 2016 Ford F-550 Cab & Chassis from state bid in the amount of \$44,381.34 including sales tax, subject to adequate budget appropriations** *(due to the F-550 not being available, a F-450 was purchased in the amount of \$44,892.52)*

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BOARD OF COMMISSIONERS  
JOURNAL #52

**ITEMS REGARDING GENERAL BUSINESS**

Consider approval of request for exception to Travel and Expense Policy-  
**DEFERRED** to later in the meeting

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

**Authorize the issuance of a Department Account credit card for General Administration with a credit limit of \$2,500, in accordance with the Credit Card Policy**

**Approve Intergovernmental Agreement with Health & Human Services Department to provide housing services in the amount of \$44,542, subject to adequate budget appropriations**

**Approve Contract for Services with Peninsula Poverty Response Team to provide housing related services in the amount of \$7,000, subject to adequate budget appropriations**

**Approve Intergovernmental Agreement with the Port of Chinook pertaining to two short term loans totaling \$150,000**

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

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

**Approve Special Event Use Agreement for use of Morehead Park by Lewis & Clark College on February 13-14, 2016 and authorize Chair to sign**

**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve the 2016 Contract for Services with Coastal Community Action Program in the amount of \$99,000 to provide low income housing services, subject to adequate budget appropriations**

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

**Vendor Claims, Warrants numbered 130641 thru 130725 in the amount of \$139,720.75, subject to adequate budget appropriations**

**RECESS – 9:22AM**

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #52

**EXECUTIVE SESSION**

9:30AM for 15 minutes; extended for 10 minutes to 9:55AM

ATTEND: Commissioner Wolfe, Commissioner Ayers, Commissioner Rogers, Civil Deputy Prosecutor Eric Weston and County Administrative Officer Kathy Spoor  
RCW 42.30.110 (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

**PUBLIC HEARING**

At approximately 10:00am, Chairman Wolfe opened the Public hearing to review the closeout of the Chinook Water District's planning only grant which was funded by the Community Development Block Grant (CDBG).

Paul Plakinger was sworn in and provided an overview of the grant.

Chairman Wolfe closed the public hearing. No action was required by the Board

**ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT**

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

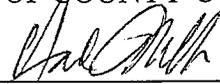
**Approve Amendment #1 to Contract #1563-43868 with Department of Social & Health Services, subject to mutual agreement of amendment dates and authorize Chair to sign**

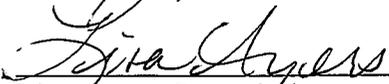
**ITEMS REGARDING GENERAL BUSINESS**

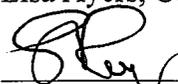
Consider approval of request for exception to Travel and Expense Policy-  
**DEFERRED** to February 23, 2016

**MEETING CLOSED – 10:05AM**

PACIFIC COUNTY  
BOARD OF COUNTY COMMISSIONERS

  
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Frank Wolfe, Chairman

  
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Lisa Ayers, Commissioner

  
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Steve Rogers, Commissioner

ATTEST:

  
Marie Guernsey  
Clerk of the Board

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

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JOURNAL #52

**OTHER BUSINESS FOR FILING**

Copy of letter mailed to Island County Board of Commissioners regarding interpretation of RCW 36.32.200.

MEMO from Prosecutor Mark McClain regarding annual examination of bonds. (All bonds are up-to-date with the exception of Nancy McAllister. However, the district courts indicated they do not use her services as Judge Pro-Tem)

MEMO from Wayne Leonard, Juvenile Court Administrator, regarding 4<sup>th</sup> Quarter Juvenile Detention Report for 2015.

Letter from Jaime Herrera Beutler regarding letter received from Department of Public Works employee, Tom Browning.

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JOURNAL #52

**BOARD WORKSHOPS/MEETINGS HELD – No action taken**

January 11, 2016

Meeting Agenda Review

January 12, 2016

Workshop w/ Public Works re: office relocation  
Regular monthly Community Development workshop  
Joint (Elected Appointed) Management Meeting

January 19, 2016

Departmental Briefings

January 25, 2016

Meeting Agenda Review  
Workshop w/ V. Leach re: storage & other issues

January 26, 2016

Workshop w/ Public Works re: Upper Naselle Slide  
Met w/ WSU Director J. Kropf