

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #52

**PROCEEDINGS**

9:00 AM  
Tuesday, August 23, 2016

1216 W Robert Bush Drive  
South Bend, Washington

**CALLED TO ORDER – 9:03 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  
Mary Goelz, Health & Human Services Director  
Tim Crose, Community Development Director  
Shawn Humphreys, Community Development Deputy Director  
Scott Jacot, Juvenile Court Administrator

**GENERAL PUBLIC IN ATTENDANCE**

Allie Friese, Chinook Observer  
Paul Philpot, PC EDC Executive Director

**PUBLIC COMMENT - None**

**PROCLAMATION**

**Adopt Proclamation establishing September 17 through 23, 2016 to be  
Constitution Week**

**CONSENT AGENDA (Items 2-5)**

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 Community Development**

**Approve Amendment #7 of the Memorandum of Understanding with Cities  
of South Bend and Raymond and the Royal Heights Transfer Station and  
authorize Chair to sign**

**Assessor's Office**

**Approve disposal of HP LaserJet printer in accordance with Personal  
Property Inventory Procedures**

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Sheriff's Office

**Approve Amendment A to the Emergency Management Performance Grant Contract #E16-113 regarding Continuity of Operations Planning (COOP) and authorize Chair to sign**

General Business

**Approve Vendor Claims, Warrants Numbered 133280 thru 133408 in the amount of \$873,328.43**

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

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

**Approve License Agreement #NA-17701.00 with Pacific West Timber Company regarding use of Alanen Road, the Deep River Mainline and the Busse Canyon Road and authorize Chair to sign**

**Approve the additional expenditure in the amount of \$996 for an equipment shed from Michael Hogg, due to unforeseen increase in lumber prices for a total of \$34,496, including tax and delivery and subject to adequate budget appropriations**

**Accept resignation of Mitchell Wirkkala, RMT II, effective August 25, 2016, and approve request to fill vacant position in accordance with Section 2.22 Hiring Process of the Personnel Policy and subject to adequate budget appropriations**

**Approve Final Project Prospectus for North Nemah Road Improvement and Stringtown Road Culvert Replacement**

**ITEMS REGARDING FLOOD CONTROL ZONE DISTRICT #1**

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

**Approve Seashore Conservation Area Drainage/Bio-swale Easement and Agreement #E444444PAC2 with State of WA Parks and Recreation Commission and authorize Chair to sign**

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**ITEMS REGARDING COUNTY FAIR**

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

**Approve Vendor and Concession Agreements with Dennis Co./HAVA, Mission Creek, Pacific County Democratic Club, Raymond Booster Club, Thary Yi and Hungarian Kitchen, subject to receipt of all required documents prior to the start of the Fair**

**ITEMS REGARDING DEPARTMENT OF COMMUNITY DEVELOPMENT**

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

**Approve Waste Collection and Management Agreement with Royal Heights Transfer Station for the Household Appliance Collection Day to be held on September 17, 2016**

**Approve Waste Collection and Management Agreement with Peninsula Sanitation for the Household Appliance Collection Day to be held on September 17, 2016**

**ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT**

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

**Approve Service Contract for School Nurse Services with Willapa Valley School District**

**Approve Youth Suicide Prevention Grant with Willapa Behavioral Health, subject to meeting requirements of state contract**

**ITEMS REGARDING JUVENILE COURT ADMINISTRATION**

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

**Approve Interagency Agreement IAA17433 with WA State Administrative Office of the Courts for BECCA Programs and Services and authorize Juvenile Court Administrator to sign**

**ITEMS REGARDING SHERIFF'S OFFICE**

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

**Approve request to extend emergency appointment of Corrections Officers, William B. Knudson and James P. Bergstrom to December 31, 2016, subject to adequate budget appropriations**

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**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve Landlord Estoppel Certificate and Consent to Assignment of Communications Facility Use Agreement from Pacific Lutheran University to Friends of 88.5FM and authorize Chair to sign**

Consider adoption of Resolution 2016-\_\_\_\_\_ establishing the Facility Use Application Process and rescind Resolutions 2010-035, 2013-070, and 2015-015-DEFERRED to 9/13/2016

**Approve adjusting longevity date for Marie Guernsey to date of hire of May 1, 2003**

**Approve Employment Agreement with Shawn Humphreys, Department of Community Development Deputy Director**

**Adopt Resolution 2016-030 establishing a short-term intergovernmental loan with Pacific County Drainage District #1 and approve of Intergovernmental Agreement in the amount of \$50,000**

**Approve Certificates of Appreciation to Fair Board member, John Gruginski and local business, Pioneer Grocery to be presented at the County Fair on August 26, 2016**

**Approve issuance of Request for Qualifications (RFQ) for Land Use Hearings Examiner to conduct administrative or quasi-judicial hearings on regulatory enactments**

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

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

**Approve purchase of bucket truck from Pacific County PUD #2 in the amount of \$25,000, subject to adequate budget appropriations**

**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve Special Event Use Agreement with Pacific County EDC for use of Camp Morehead on September 20, 2016, and authorize waiver of insurance requirements and use fee, subject to food service permit being obtained by September 12, 2016, and authorize Chairman to sign**

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**Approve Vendor Claims, Warrants Numbered 133409 thru 133505 in the amount of \$350,941.22, subject to adequate budget appropriations**

**EXECUTIVE SESSION**

9:35 AM for 20 minutes

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

**RECESS – 9:29AM**

**RECONVENE – 10:01**

**PUBLIC HEARING/Closed Record Hearing**

**ATTEND:** Chairman Wolfe, Commissioner Rogers, Commissioner Ayers, County Administrative Officer Kathy Spoor, Community Development Director Tim Crose, Community Development Deputy Director Shawn Humphreys

**OTHERS:** Kelly Rupp, Tess Brandon-Watershed Representative, Kristine Nevitt

Chairman Wolfe opened the public hearing to consider the Critical Areas and Resource Land Ordinance No. 180. No members of the public stood to be sworn in.

Tim Crose provided an overview of the process of updating the Critical Areas and Resource Land Ordinance. He stated this ordinance coincides with the Shoreline Master Program update.

Chairman Wolfe spoke regarding mowing of the dune grass for fire protection with a fifty (50) foot of an existing structure.

Commissioner Rogers stated he appreciated the way geologically hazard areas were addressed.

Chairman Wolfe closed the hearing.

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

**Commissioner Ayers moved to adopt Critical Areas and Resource Land Ordinance No. 180 and to include that mowing dune grass is permitted within a wetland buffer for the purpose of fire protection within fifty (50) feet of an existing structure**

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**ITEMS REGARDING GENERAL BUSINESS**

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

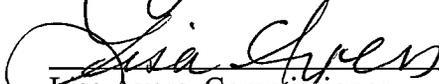
**Approve Prosecutor's recommendation on the matter of litigation discussed during executive session**

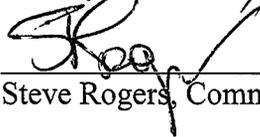
**Approve the purchase of a Sharp MX7040N Digital Copier/Printer from Aberdeen Office from State Bid not to exceed \$8,200 including tax and delivery, subject to adequate budget appropriations**

**MEETING CLOSED – 10:12AM**

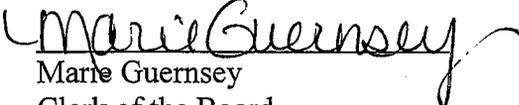
PACIFIC COUNTY  
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Frank Wolfe, Chairman

  
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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)*

**OTHER BUSINESS FOR FILING**

Letter dated August 7, 2016, from the South Pacific County Humane Society regarding shelter of record. (Workshop held with Commissioners on 8/22/2016)

Claim for Damages #2016-08-002 closed with pay.

Copy of letter received August 12, 2016, from Deputy Steve J. Ross, resigning effective August 31, 2016.

Copy of letter dated August 24, 2016, denying Claim for Damages #2016-08-003

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

*(This listing does not include those workshops/meetings attended by the Commissioners individually)*

August 1, 2016

2<sup>nd</sup> required Board of Equalization meeting  
Meeting Agenda review  
Workshop w/ DPW re: equipment shed  
Departmental Briefings  
Workshop w/ Health re: loss of funding

August 2, 2016

Critical Areas Ordinance workshop  
Workshop w/ Judge Sullivan re: jury pay

August 4, 2016

Executive Session

August 8, 2016

3<sup>rd</sup> required Board of Equalization meeting  
Meeting Agenda review  
Workshop w/ Fair Board

August 9, 2016

BOH/BOCC Meeting  
Workshop w/ DCD & DPW re: erosion  
Public Hearing: Great Columbia Crossing Walk/Run Assembly Permit  
Elected Officials Meeting

August 15, 2016

Workshop w/ K. Spoor re: union negotiations  
Departmental Briefings  
Fair Queen Interviews  
Workshop w/ DPW

August 22, 2016

Workshop w/ S. Fritts re: Project Safe Haven  
Meeting Agenda Review  
Workshop w/ South PC Humane Society (SCAF)

August 23, 2016

BOH/BOCC Meeting  
Public Hearing: Critical Areas and Resource Land Ordinance/closed record hearing  
Shoreline Master Program workshop

August 23, 2016

Workshop re: brown field planning grant