

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

**Regular Meeting  
Tuesday, July 8, 2014  
9:00AM or shortly thereafter as possible**

**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.

**PUBLIC HEARINGS** *(held in the Commissioners Meeting Room unless otherwise noted)*

**Call to Order**

**PLEDGE OF ALLEGIANCE FOR PACIFIC COUNTY BOARD OF HEALTH &  
BOARD OF COUNTY COMMISSIONERS MEETINGS**

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

**CONSENT AGENDA (A)**

A) Regular meeting minutes of May 13 & 27, 2014 and June 10 & 24, 2014

**CLOSE MEETING**

*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.*

---

*Pacific County is an Equal Opportunity Employer and Provider*

PACIFIC COUNTY, WASHINGTON  
LOCAL BOARD OF HEALTH  
JOURNAL #32

**PROCEEDINGS**

**9:00 AM**  
**Tuesday, May 13, 2014**

**1216 W. Robert Bush Drive**  
**South Bend, Washington**

**CALL TO ORDER – 9:00am**

**COUNTY COMMISSION and PERSONNEL PRESENT**

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

Marie Guernsey, Clerk of the Board  
Kathy Spoor, County Administrative Officer  
Paul Plakinger, Management & Fiscal Analyst  
Faith Taylor-Eldred Community Development Director  
Mike Collins, Public Works Director/County Engineer  
David Burke, Prosecuting Attorney  
Todd Fosse, Undersheriff  
Pat Matlock, Chief Criminal Deputy  
Denise Rowlett, Chief Civil Deputy  
Mike Hess, Corrections Officer  
Shanna Coty, Clerk Secretary/PREA Coordinator  
Jeff Nesbitt, Vegetation Management Director  
Mary Goelz, Health & Human Services Director

**GENERAL PUBLIC IN ATTENDANCE**

Mike Williams, Chinook Observer (recorded meeting)  
Six members of the general public  
Julie Struck-South Bend Mayor

**PLEDGE OF ALLEGIANCE FOR PACIFIC COUNTY BOARD OF HEALTH &  
BOARD OF COUNTY COMMISSIONERS MEETINGS**

**PUBLIC COMMENT - None**

**CONSENT AGENDA (A-B)**

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

**Rainbow Valley Landfill Voucher:**  
**City of Raymond: \$4,330.00**  
**PUD No. 2: \$81.13**  
**Royal Heights Transfer Station, Inc: \$5,533.92**

PACIFIC COUNTY, WASHINGTON  
LOCAL BOARD OF HEALTH  
JOURNAL #32

**Confirm Pacific County Health Administrative Officer's update of  
Delegation of Enforcement Authority in accordance with Chapter 70.05.045  
RCW**

**ADJOURMENT – 9:01am**

PACIFIC COUNTY  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
Steve Rogers, Chairman

ATTEST:

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

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

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

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

PACIFIC COUNTY, WASHINGTON  
LOCAL BOARD OF HEALTH  
JOURNAL #32

**PROCEEDINGS**

**9:00 AM**  
**Tuesday, May 27, 2014**

**1216 W. Robert Bush Drive**  
**South Bend, Washington**

**CALL TO ORDER – 9:00am**

**COUNTY COMMISSION and PERSONNEL PRESENT**

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

Marie Guernsey, Clerk of the Board  
Kathy Spoor, County Administrative Officer  
Paul Plakinger, Management & Fiscal Analyst  
Faith Taylor-Eldred Community Development Director  
Mike Collins, Public Works Director/County Engineer  
David Burke, Prosecuting Attorney  
Todd Fosse, Undersheriff  
Pat Matlock, Chief Criminal Deputy  
Denise Rowlett, Chief Civil Deputy  
Mike Hess, Corrections Officer  
Shanna Coty, Clerk Secretary/PREA Coordinator  
Jeff Nesbitt, Vegetation Management Director  
Mary Goelz, Health & Human Services Director

**GENERAL PUBLIC IN ATTENDANCE**

Mike Williams, Chinook Observer (recorded meeting)  
Six members of the general public  
Julie Struck-South Bend Mayor

**PLEDGE OF ALLEGIANCE FOR PACIFIC COUNTY BOARD OF HEALTH &  
BOARD OF COUNTY COMMISSIONERS MEETINGS**

**PUBLIC COMMENT - None**

**CONSENT AGENDA (A)**

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

**Approve minutes of the April 8 and 22, 2014 meetings**

PACIFIC COUNTY, WASHINGTON  
LOCAL BOARD OF HEALTH  
JOURNAL #32

**PUBLIC HEARING-9:59AM**

**ATTENDANCE:** Commissioner Rogers, Commissioner Wolfe, Commissioner Ayers, County Administrative Officer Kathy Spoor, Prosecutor David Burke, DCD Director Faith Taylor-Eldred, and Executive Assistant/Office Manager Megan McNelly. There were no members of the general public in attendance.

Chairman Rogers opened the public hearing to consider adoption of Local Board of Health Ordinance No. 2D.

David Burke, Faith Taylor-Eldred and Megan McNelly were sworn in.

Faith provided a brief review of the process of updating the ordinance. She stated the Solid Waste Advisory Committee were consulted and requested public comment, but none was received.

Following brief review, Chairman Rogers closed the public hearing.

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

**Adopt Local Board of Health Ordinance No. 2D amending Local Board of Health Ordinance Nos. 2, 2A, 2B, and 2C which pertain to Solid Waste Handling, Litter, and Unauthorized Dumping**

**ADJOURMENT – 10:05am**

PACIFIC COUNTY  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
Steve Rogers, Chairman

ATTEST:

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

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

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

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

PACIFIC COUNTY, WASHINGTON  
LOCAL BOARD OF HEALTH  
JOURNAL #32

**PROCEEDINGS**

**9:00 AM**  
**Tuesday, June 10, 2014**

**1216 W. Robert Bush Drive**  
**South Bend, Washington**

**CALL TO ORDER – 9:00am**

**COUNTY COMMISSION and PERSONNEL PRESENT**

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)

**PLEDGE OF ALLEGIANCE FOR PACIFIC COUNTY BOARD OF HEALTH &  
BOARD OF COUNTY COMMISSIONERS MEETINGS**

**PUBLIC COMMENT – None**

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

PACIFIC COUNTY, WASHINGTON  
LOCAL BOARD OF HEALTH  
JOURNAL #32

**CONSENT AGENDA (A)**

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

**Rainbow Valley Landfill Claim Vouchers:**

**Dragon Analytical Laboratory- \$3,249**

**PUD No. 2- \$78.79**

**Royal Heights Transfer Station, Inc. - \$5,072.76**

**City of Raymond- \$3,250**

**Broadband Environmental Services- \$750**

**ADJOURMENT – 9:01AM**

PACIFIC COUNTY  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
Steve Rogers, Chairman

ATTEST:

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

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

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

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

PACIFIC COUNTY, WASHINGTON  
LOCAL BOARD OF HEALTH  
JOURNAL #32

**PROCEEDINGS**

**9:00 AM**  
**Tuesday, June 24, 2014**

**1216 W. Robert Bush Drive**  
**South Bend, Washington**

**CALL TO ORDER – 9:00am**

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  
Tim Crose, Community Development Asst. Director  
Denise Rowlett, Chief Civil Deputy  
Mary Goelz, Health & Human Services Director

**GENERAL PUBLIC IN ATTENDANCE**

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

**PLEDGE OF ALLEGIANCE FOR PACIFIC COUNTY BOARD OF HEALTH &  
BOARD OF COUNTY COMMISSIONERS MEETINGS**

**PUBLIC COMMENT – None**

**ADJOURNMENT – 9:02AM**

PACIFIC COUNTY  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
Steve Rogers, Chairman

ATTEST:

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

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

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

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



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

**Tuesday, July 8, 2014  
9:00AM or shortly thereafter**

The Board of County Commissioners meeting will be called  
to order following the business of the Local Board of Health

## **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)*

12:00 PM Joint (Elected/Appointed) Management Meeting  
(Elections Room, Auditor's Office)

**PUBLIC HEARING/MEETING** *(held in the Commissioners Meeting Room unless otherwise noted)*

10:00 AM Public Hearing-adopt Ordinance No. 173 timber land to Designated  
Forest Land

6:00 PM Community Forum (County Fair Office, Menlo)

---

**Call to Order**

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

**CONSENT AGENDA (Items 1-13)**

**Flood Control Zone District #1 (Board of Supervisors)**

- 1) Accept Perpetual Non-Exclusive Stormwater Easement from Jessica, Mark and Mitzi Cady pertaining to the Sid Snyder Tarlett Stormwater Improvement Project

**Department of Public Works**

- 2) Authorize Leave Without Pay for 1-2 days per week for the month of July
- 3) Approve return of 5% bid bond to Naselle Rock & Asphalt Co.
- 4) Accept Cash Bond from Chehalis Valley Timber, Inc. pertaining to Road Haul Permit No. 2014-14
- 5) Authorize return of Cash Bond to Quinault Logging Corporation pertaining to Road Haul Permit No. 2013-12
- 6) Approve interoffice transfers of nine Dell OptiPlex computer workstations

*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.*

**Health & Human Services Department**

- 7) Approve Amendment #11 to Contract #1163-027318 with DSHS-Division of Behavioral Health & Recovery providing funding for substance abuse treatment; authorize Chair to sign

**Civil Service**

- 8) Approve disposal of Brother typewriter and transfer of printer and computer workstation to Department of Community Development

**General Business**

- 9) Acknowledge probation completion of Sarah Bottoms, Confidential Secretary, effective July 1, 2014
- 10) Confirm Sheriff's signature on Interagency Agreement with King County Sheriff's Office and the WA Traffic Safety Commission
- 11) Approve payroll for June 2014; total number of employees: 199; total payroll amount: \$755,763.15
- 12) Approve Vendor Claims:  
Warrants Numbered 122720 thru 122819 - \$443,117.83  
Warrants Numbered 122820 thru 122890 - \$670,491.00
- 13) Approve regular meeting minutes of May 13 and 27, 2014 and June 10 and 24, 2014

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

- 14) Consider approval of request to transfer Jail Transport Van (Vehicle #S174) to County Fair
- 15) Consider award of the South Valley Road Improvement Project to successful bidder and approve Contract (*bids will be opened Monday, July 7<sup>th</sup> @ 1pm*)

**ITEMS REGARDING COUNTY FAIR**

- 16) Consider approval of Special Event Use Agreements from Mitzi Hunter, Emilee Layman, Jeni Maakad, Amanda Pollard, Valerie Rowe, and Tammie Smith for use of the horse arena during open rides; authorize Chair to sign
- 17) Consider approval of the Vendor Space Use Agreements and Concession Space Use Agreements for the 2014 County Fair
- 18) Consider approval of the 2014 Entertainment Contracts:
- Country Mile, Doug Hamilton, LuLu LaFever and the Hot Tamales, Toni Wintrip, and VanBlaricom Family; confirm Fair Manager's signature
  - Stoddard and Cole; authorize Fair Manager to sign
  - Jeff Rose Hypnosis Show and the Comedy Magic & Crazy Contest Show; authorize Chair to sign

*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.*

**ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT**

- 19) Consider approval of request for Department credit card
- 20) Consider approval of Early Intervention Program #1463-15147 with Department of Social & Health Services; authorize Chair to sign
- 21) Consider approval of request to advertise and hire (or contract with) Registered Dietitian
- 22) Consider approval of request to advertise for an Advanced Registered Nurse Practitioner (ARNP) contract position
- 23) Consider approval of request to issue Request for Proposal/Qualifications for programs/services as required
- 24) Consider approval of DDD County Services Agreement #1463-16487 with Department of Social & Health Services; authorize Chair to sign

**ITEMS REGARDING AUDITOR'S OFFICE**

- 25) Consider approval of hiring Jessica Starr, Administrative Asst. II, effective July 16, 2014

**ITEMS REGARDING VEGETATION MANAGEMENT**

- 26) Consider approval of hiring Leo Mendoza as Spartina Field Technician I, effective August 4, 2014

**ITEMS REGARDING GENERAL BUSINESS**

- 27) Consider approval of Special Event Use Agreement with the Bay Center Association to host 2<sup>nd</sup> Annual Bay Center Days at Bush Pioneer County Park

**PUBLIC HEARING**

- 28) **10:00AM** adopt Ordinance No. 173 timber land to Designated Forest Land

**EXECUTIVE SESSION**

- 29) To discuss anticipated litigation, pending litigation or any matter suitable for Executive Session under RCW 42.30.11

Today's meeting will be continued to Monday, July 14<sup>th</sup> at 10am, or as soon thereafter as possible, for the purpose of considering approval submitting grant to the WA State Federal Lands Access Program, and any other business that may come before the Board

*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.*



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

BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.

REQUESTED MEETING DATE:

July 8, 2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION: ☐ APPROVED

☐ DENIED

Agenda Item #: \_\_\_\_\_

Initial: \_\_\_\_\_

Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO: \_\_\_\_\_

Review: ☐ Clerk of the Board

☐ Risk Management

☐ CONTINUED TO DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

☐ Legal

☐ OTHER: \_\_\_\_\_

### DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PC Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

☐ NDC

☐ Sheriff

☐ 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: DPW

DIVISION (if applicable): Roads

OFFICIAL NAME & TITLE: Mike Collins, Director/County Engineer

PHONE / EXT: 3368

SIGNATURE: *Michael Collins*

DATE: \_\_\_\_\_

### NARRATIVE OF REQUEST

Attached for acceptance by the Board of Supervisors for Flood Control Zone District No. 1 is a Perpetual Non-Exclusive Stormwater Easement from Jessica, Mark and Mitzi Cady for the Sid Snyder Tarlett Stormwater Improvement Project. Upon acceptance the Easement will be recorded with the Pacific County Auditor.

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

Return to:

Pacific County Department of Public Works  
PO Box 66  
South Bend, WA 98586

### **PERPETUAL NON-EXCLUSIVE STORMWATER SYSTEM EASEMENT**

The undersigned, **JESSICA, MARK, & MITZI CADY**, does hereby convey to the County of Pacific, State of Washington, hereinafter referred to as the "GRANTEE", a perpetual non-exclusive stormwater system easement twenty feet (20') wide along the existing ditch for the purpose of maintenance to include; vegetation management, grading the ditch, replace culverts and place additional culverts as needed.

A perpetual non-exclusive stormwater system easement located on Tax Lot 9212-1 in Section 16, Township 10 North, Range 11 West, W.M., Pacific County, Washington, known as Parcel No. 10111692121 as recorded under Auditor Fee No. 3141560 on file in the office of the Pacific County Auditor.

The terms of this easement are as follows:

1. GRANTEE, its agents, independent contractors, and invitees shall use the easement for installation, maintenance and repair of a stormwater conveyance system therein.
2. GRANTEE, its agents, independent contractors, and invitees reserve the right of reasonable access to reconstruct, maintain, and/or repair the stormwater conveyance system.
3. GRANTEE, its agents, independent contractors, and invitees, upon reconstruction, maintenance and/or repair shall return the surface of the property to as near the condition it was prior to the work as is feasible.
4. GRANTOR reserves the right to use the easement to construct driveways, paving, landscaping, and fill, provided that GRANTOR shall not construct or maintain any building, structure or improvement which would interfere with the rights herein described.

5. GRANTEE agrees to indemnify and defend GRANTOR from any loss, claim, or liability to GRANTOR arising in any manner out of GRANTOR'S use of the easement.
6. GRANTEE will NOT access the ditch through the GRANTOR's property with equipment via V Place but rather will only access the portion of the project as it crosses this parcel from either the north via 66<sup>th</sup> Place or via south from Sid Snyder Drive.

IN WITNESS WHEREOF the undersigned has executed this instrument this June 16 day of June, 20 14.

Jessica Cady  
JESSICA CADY

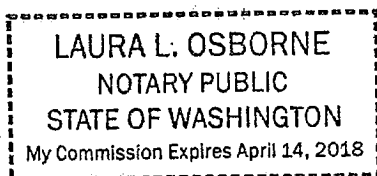
Mark Cady  
MARK CADY

Mitzi Cady  
MITZI CADY

STATE OF WASHINGTON )(  
COUNTY OF PACIFIC )

On this day personally appeared before me Jessica Cady and Mark Cady and Mitzi Cady known to be the individuals described in and who executed the within and foregoing instrument, and acknowledged that they signed the same as their own free and voluntary act and deed for the uses and purposes therein mentioned.

Given under my hand and official seal this 16<sup>th</sup> day of June, 20 14.



Laura L. Osborne  
Notary Public in and for the State of Washington  
Residing at Chinook  
Commission Expires 4/14/2018



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

BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.

REQUESTED MEETING DATE:

July 8, 2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION:		<input type="checkbox"/> APPROVED		<input type="checkbox"/> DENIED		Agenda Item #:			
						Initial:		Date:	
<input type="checkbox"/> SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS								Review: <input type="checkbox"/> Clerk of the Board	
<input type="checkbox"/> NO ACTION TAKEN/WITHDRAWN				<input type="checkbox"/> DEFERRED TO:				<input type="checkbox"/> Risk Management	
<input type="checkbox"/> CONTINUED TO DATE:				TIME:				<input type="checkbox"/> Legal	
<input type="checkbox"/> OTHER:									
DISTRIBUTION LIST:									
<input type="checkbox"/> RF	<input type="checkbox"/> Assessor	<input type="checkbox"/> DPW	<input type="checkbox"/> PACCOM	<input type="checkbox"/> Superior Court					
<input type="checkbox"/> CF	<input type="checkbox"/> Auditor	<input type="checkbox"/> EMA	<input type="checkbox"/> PC Fair	<input type="checkbox"/> Treasurer					
<input type="checkbox"/> SEA	<input type="checkbox"/> Clerk	<input type="checkbox"/> Health	<input type="checkbox"/> Prosecutor	<input type="checkbox"/> Vegetation Mgmt					
	<input type="checkbox"/> Civil Service	<input type="checkbox"/> Juvenile	<input type="checkbox"/> SDC	<input type="checkbox"/> WSU Coop. Ext.					
	<input type="checkbox"/> DCD	<input type="checkbox"/> NDC	<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: DPW	DIVISION (if applicable): Roads
OFFICIAL NAME & TITLE: Mike Collins, Director/County Engineer	PHONE / EXT: 3368
SIGNATURE: <i>Michael Collins</i>	DATE: 6-27-14
NARRATIVE OF REQUEST	
<p>Please approve the request received June 24, 2014 from Robert Pointer to allow Leave Without Pay for 1-2 days per week for the month of July for care of his domestic partner.</p>	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy 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

BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.

REQUESTED MEETING DATE:

July 8, 2014

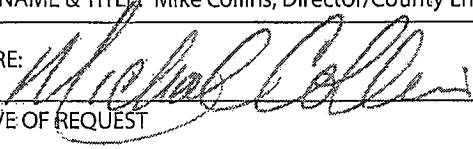
## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED		Agenda Item #: _____
		Initial: _____ Date: _____
<input type="checkbox"/> SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS		
<input type="checkbox"/> NO ACTION TAKEN/WITHDRAWN	<input type="checkbox"/> DEFERRED TO: _____	Review: <input type="checkbox"/> Clerk of the Board
<input type="checkbox"/> CONTINUED TO DATE: _____ TIME: _____		<input type="checkbox"/> Risk Management
<input type="checkbox"/> OTHER: _____		<input type="checkbox"/> Legal
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"/> Health
	<input type="checkbox"/> Civil Service	<input type="checkbox"/> Juvenile
	<input type="checkbox"/> DCD	<input type="checkbox"/> NDC
	<input type="checkbox"/> PACCOC	<input type="checkbox"/> Superior Court
	<input type="checkbox"/> PC Fair	<input type="checkbox"/> Treasurer
	<input type="checkbox"/> Prosecutor	<input type="checkbox"/> Vegetation Mgmt
	<input type="checkbox"/> SDC	<input type="checkbox"/> WSU Coop. Ext.
	<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: DPW	DIVISION (if applicable): Roads
OFFICIAL NAME & TITLE: Mike Collins, Director/County Engineer	PHONE / EXT: 3368
SIGNATURE: 	DATE: 6-22-14
NARRATIVE OF REQUEST	
<p>At the February 11, 2014 Meeting Naselle Rock &amp; Asphalt Co. was awarded supply and delivery of chiprock to South County Administration Facility Site. A 5% bid bond was submitted which was to be held until delivery and acceptance of the product.</p> <p>At this time the 5% bid bond presented by Naselle Rock &amp; Asphalt Co. can be returned.</p>	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy 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

BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.

REQUESTED MEETING DATE:

July 8, 2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION:

☐ APPROVED

☐ DENIED

Agenda Item #:

Initial:

Date:

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS:

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO:

Review: ☐ Clerk of the Board

☐ Risk Management

☐ CONTINUED TO DATE:

TIME:

☐ Legal

☐ OTHER:

### DISTRIBUTION LIST:

☐ RP

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PG Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

☐ NDC

☐ Sheriff

☐ 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: DPW	DIVISION (if applicable): Roads
OFFICIAL NAME & TITLE: Mike Collins, Director/County Engineer	PHONE / EXT: 3368
SIGNATURE: <i>Michael Collins</i>	DATE: 6-25-14
NARRATIVE OF REQUEST:  Chehalis Valley Timber, Inc. has submitted Road Haul Permit No. 2014-14 for hauling on Ward Creek Road, Willapa Road, and Monohon Landing Road. A cash bond in the amount of \$3,050 has been provided. Please accept this bond for 2014 hauling. The bond will be filed with the DPW Accounting Manager.	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy 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

BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.

REQUESTED MEETING DATE:

July 8, 2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION:

☐ APPROVED

☐ DENIED

Agenda Item #:

Initial:

Date:

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO:

Review: ☐ Clerk of the Board

☐ Risk Management

☐ CONTINUED TO DATE:

TIME:

☐ Legal

☐ OTHER:

### DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PG Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

☐ NDC

☐ Sheriff

☐ 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: DPW

DIVISION (if applicable): Roads

OFFICIAL NAME & TITLE: Mike Collins, Director/County Engineer

PHONE / EXT: 3368

SIGNATURE:

DATE:

### NARRATIVE OF REQUEST

Quinault Logging Corporation submitted Road Haul Permit No. 2013-12 and a cash bond in the amount of \$1,120 was accepted in the September 24, 2013 meeting. Quinault Logging has completed their hauling on the South Bend Palix Road and have requested their cash bond (Receipt No. 54386) be returned.

RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy 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

**BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.**

---

**REQUESTED MEETING DATE:**  
7-8-2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION: ☐ APPROVED ☐ DENIED

Agenda Item #: \_\_\_\_\_

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO: \_\_\_\_\_

Review: ☐ Clerk of the Board

☐ CONTINUED TO DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

☐ Risk Management

☐ OTHER: \_\_\_\_\_

☐ Legal

### DISTRIBUTION LIST:

- |                              |  |                                   |                                     |  |
|------------------------------|--|-----------------------------------|-------------------------------------|--|
| <input type="checkbox"/> RF  | <input type="checkbox"/> Assessor      | <input type="checkbox"/> DPW      | <input type="checkbox"/> PACCOM     | <input type="checkbox"/> Superior Court  |
| <input type="checkbox"/> CF  | <input type="checkbox"/> Auditor       | <input type="checkbox"/> EMA      | <input type="checkbox"/> PC Fair    | <input type="checkbox"/> Treasurer       |
| <input type="checkbox"/> SEA | <input type="checkbox"/> Clerk         | <input type="checkbox"/> Health   | <input type="checkbox"/> Prosecutor | <input type="checkbox"/> Vegetation Mgmt |
|                              | <input type="checkbox"/> Civil Service | <input type="checkbox"/> Juvenile | <input type="checkbox"/> SDC        | <input type="checkbox"/> WSU Coop. Ext.  |
|                              | <input type="checkbox"/> DCD           | <input type="checkbox"/> NDC      | <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: Public Works	DIVISION (if applicable): Computer Services
OFFICIAL NAME & TITLE: Andrew B. Seaman, Computer Services Supervisor	PHONE / EXT: 2271
SIGNATURE: <i>Andrew B. Seaman</i>	DATE: 6-23-14
NARRATIVE OF REQUEST  Computer Services is requesting several interoffice transfers to re purpose old equipment. These moves will be made in order to extend the services life of unused equipment and increase performance of those stations being replaced. This service is covered as overhead in the annual network fee.	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)	

# PACIFIC COUNTY - INVENTORY DISPOSAL/TRANSFER FORM

ATTACHMENT #4

FIXED ASSET ID NUMBER: 3168	DEPT/OFFICE: Risk
EQUIPMENT DESCRIPTION: Dell Computer	LOCATION: Computer Services
MODEL NUMBER: Optiplex 755	SERIAL NUMBER: 1Y0VMF1

IS THIS EQUIPMENT STILL FUNCTIONING?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
HAS THE EQUIPMENT BEEN OFFERED TO OTHER COUNTY DEPARTMENTS/OFFICES?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

## DISPOSAL

DISPOSAL DATE:	HOW DISPOSED:
REASON FOR DISPOSAL:	
IF SOLD, AMOUNT RECEIVED:	NAME OF PURCHASER:

## TRANSFER

TRANSFER DATE: 6-20--2014	
TRANSFERRED FROM (DEPT/OFFICE): Risk	TO (DEPT/OFFICE): DCD

To assist you in completing this form, the following is a breakdown of the information required in each section:

Fixed Asset #:	Record the number from the Pacific County property sticker. (Please return property sticker with this form if equipment will no longer be considered property of the County.)
Equipment:	Describe the equipment as it is listed on your current inventory.
Department:	Name of your office/department.
Location:	List the building, office, etc, where this equipment is located.
Model #:	Complete this section for equipment having model numbers.
Serial #:	Complete this section for equipment having serial numbers.
Functional:	Is this equipment functioning well enough to be used?
Other Dept:	Is this equipment usable enough to be placed on the quarterly printout of surplus property for possible use by another department?
Date Disposed:	The date the BOCC approved disposal of this equipment
How Disposed:	Surplus, discarded, traded-in, transferred to another department, etc
Amount Rec'd:	Leave this section blank. If disposal of equipment generates revenue, report to Administration the amount received once the process is completed.
Purchaser:	If equipment is sold, list the name of the person and/or organization that purchased the equipment.
Why Disposed:	Outdated, nonfunctional, replaced, etc.

Your request to ☐ dispose ☒ transfer the above referenced inventory item was ☐ approved ☐ denied by the Board of Pacific County Commissioners at its meeting held on \_\_\_\_\_, 20\_\_\_\_ in accordance with Pacific County Personal Property Inventory Procedures.

\_\_\_\_\_  
Clerk of the Board

THIS FORM MUST ACCOMPANY ALL REQUESTS TO THE BOARD FOR DISPOSAL/TRANSFER OF EQUIPMENT.

revised 1/2012

**PACIFIC COUNTY - INVENTORY DISPOSAL/TRANSFER FORM**  
**ATTACHMENT #4**

FIXED ASSET ID NUMBER: <u>2497</u>	DEPT/OFFICE: <u>Auditor</u>
EQUIPMENT DESCRIPTION: <u>Dell Computer</u>	LOCATION: <u>Computer Services</u>
MODEL NUMBER: <u>Optiplex 755</u>	SERIAL NUMBER: <u>G1C9WG1</u>

IS THIS EQUIPMENT STILL FUNCTIONING? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
HAS THE EQUIPMENT BEEN OFFERED TO OTHER COUNTY DEPARTMENTS/OFFICES? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

**DISPOSAL**

DISPOSAL DATE: _____	HOW DISPOSED: _____
REASON FOR DISPOSAL: _____	
IF SOLD, AMOUNT RECEIVED: _____	NAME OF PURCHASER: _____

**TRANSFER**

TRANSFER DATE: <u>6-20-2014</u>	
TRANSFERRED FROM (DEPT/OFFICE): <u>Auditor</u>	TO (DEPT/OFFICE): <u>DCD</u>

**To assist you in completing this form, the following is a breakdown of the information required in each section:**

Fixed Asset #:	Record the number from the Pacific County property sticker. (Please return property sticker with this form if equipment will no longer be considered property of the County.)
Equipment:	Describe the equipment as it is listed on your current inventory.
Department:	Name of your office/department.
Location:	List the building, office, etc, where this equipment is located.
Model #:	Complete this section for equipment having model numbers.
Serial #:	Complete this section for equipment having serial numbers.
Functional:	Is this equipment functioning well enough to be used?
Other Dept:	Is this equipment usable enough to be placed on the quarterly printout of surplus property for possible use by another department?
Date Disposed:	The date the BOCC approved disposal of this equipment
How Disposed:	Surplused, discarded, traded-in, transferred to another department, etc
Amount Rec'd:	Leave this section blank. If disposal of equipment generates revenue, report to Administration the amount received once the process is completed.
Purchaser:	If equipment is sold, list the name of the person and/or organization that purchased the equipment.
Why Disposed:	Outdated, nonfunctional, replaced, etc.

Your request to    ☐ dispose    ☒ transfer the above referenced inventory item was    ☐ approved    ☐ denied by the Board of Pacific County Commissioners at its meeting held on \_\_\_\_\_, 20\_\_\_\_ in accordance with Pacific County Personal Property Inventory Procedures.

\_\_\_\_\_  
Clerk of the Board

THIS FORM MUST ACCOMPANY ALL REQUESTS TO THE BOARD FOR DISPOSAL/TRANSFER OF EQUIPMENT.

# PACIFIC COUNTY - INVENTORY DISPOSAL/TRANSFER FORM

## ATTACHMENT #4

FIXED ASSET ID NUMBER: 2846	DEPT/OFFICE: Administration
EQUIPMENT DESCRIPTION: Dell Computer	LOCATION: Computer Services
MODEL NUMBER: Optiplex 755	SERIAL NUMBER: CP211G1

IS THIS EQUIPMENT STILL FUNCTIONING? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
HAS THE EQUIPMENT BEEN OFFERED TO OTHER COUNTY DEPARTMENTS/OFFICES? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

### DISPOSAL

DISPOSAL DATE: _____	HOW DISPOSED: _____
REASON FOR DISPOSAL: _____	
IF SOLD, AMOUNT RECEIVED: _____	NAME OF PURCHASER: _____

### TRANSFER

TRANSFER DATE: 3-18-2014	
TRANSFERRED FROM (DEPT/OFFICE): Administration	TO (DEPT/OFFICE): Sheriff

**To assist you in completing this form, the following is a breakdown of the information required in each section:**

Fixed Asset #:	Record the number from the Pacific County property sticker. (Please return property sticker with this form if equipment will no longer be considered property of the County.)
Equipment:	Describe the equipment as it is listed on your current inventory.
Department:	Name of your office/department.
Location:	List the building, office, etc, where this equipment is located.
Model #:	Complete this section for equipment having model numbers.
Serial #:	Complete this section for equipment having serial numbers.
Functional:	Is this equipment functioning well enough to be used?
Other Dept:	Is this equipment usable enough to be placed on the quarterly printout of surplus property for possible use by another department?
Date Disposed:	The date the BOCC approved disposal of this equipment.
How Disposed:	Surplus, discarded, traded-in, transferred to another department, etc
Amount Rec'd:	Leave this section blank. If disposal of equipment generates revenue, report to Administration the amount received once the process is completed.
Purchaser:	If equipment is sold, list the name of the person and/or organization that purchased the equipment.
Why Disposed:	Outdated, nonfunctional, replaced, etc.

Your request to ☐ dispose ☒ transfer the above referenced inventory item was ☐ approved ☐ denied by the Board of Pacific County Commissioners at its meeting held on \_\_\_\_\_, 20\_\_\_\_ in accordance with Pacific County Personal Property Inventory Procedures.

\_\_\_\_\_  
Clerk of the Board

THIS FORM MUST ACCOMPANY ALL REQUESTS TO THE BOARD FOR DISPOSAL/TRANSFER OF EQUIPMENT.

# PACIFIC COUNTY - INVENTORY DISPOSAL/TRANSFER FORM

ATTACHMENT #4

FIXED ASSET ID NUMBER: 2865	DEPT/OFFICE: Assessor
EQUIPMENT DESCRIPTION: Dell Computer	LOCATION: Computer Services
MODEL NUMBER: Optiplex 755	SERIAL NUMBER: GB94GH1

IS THIS EQUIPMENT STILL FUNCTIONING?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
HAS THE EQUIPMENT BEEN OFFERED TO OTHER COUNTY DEPARTMENTS/OFFICES?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

## DISPOSAL

DISPOSAL DATE:	HOW DISPOSED:
REASON FOR DISPOSAL:	
IF SOLD, AMOUNT RECEIVED:	NAME OF PURCHASER:

## TRANSFER

TRANSFER DATE: 3-18-2014
TRANSFERRED FROM (DEPT/OFFICE): Assessor TO (DEPT/OFFICE): Sheriff

To assist you in completing this form, the following is a breakdown of the information required in each section:

Fixed Asset #:	Record the number from the Pacific County property sticker. (Please return property sticker with this form if equipment will no longer be considered property of the County.)
Equipment:	Describe the equipment as it is listed on your current inventory.
Department:	Name of your office/department.
Location:	List the building, office, etc, where this equipment is located.
Model #:	Complete this section for equipment having model numbers.
Serial #:	Complete this section for equipment having serial numbers.
Functional:	Is this equipment functioning well enough to be used?
Other Dept:	Is this equipment usable enough to be placed on the quarterly printout of surplus property for possible use by another department?
Date Disposed:	The date the BOCC approved disposal of this equipment
How Disposed:	Surplus, discarded, traded-in, transferred to another department, etc
Amount Rec'd:	Leave this section black. If disposal of equipment generates revenue, report to Administration the amount received once the process is completed.
Purchaser:	If equipment is sold, list the name of the person and/or organization that purchased the equipment.
Why Disposed:	Outdated, nonfunctional, replaced, etc.

Your request to ☐ dispose ☒ transfer the above referenced inventory item was ☐ approved ☐ denied by the Board of Pacific County Commissioners at its meeting held on \_\_\_\_\_, 20\_\_\_\_ in accordance with Pacific County Personal Property Inventory Procedures.

\_\_\_\_\_  
Clerk of the Board

THIS FORM MUST ACCOMPANY ALL REQUESTS TO THE BOARD FOR DISPOSAL/TRANSFER OF EQUIPMENT.

revised 1/2012

**PACIFIC COUNTY - INVENTORY DISPOSAL/TRANSFER FORM**  
**ATTACHMENT #4**

FIXED ASSET ID NUMBER: 2868	DEPT/OFFICE: Prosecutor
EQUIPMENT DESCRIPTION: Dell Computer	LOCATION: Computer Services
MODEL NUMBER: Optiplex 755	SERIAL NUMBER: F2QS9F1

IS THIS EQUIPMENT STILL FUNCTIONING? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
HAS THE EQUIPMENT BEEN OFFERED TO OTHER COUNTY DEPARTMENTS/OFFICES? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

**DISPOSAL**

DISPOSAL DATE: _____	HOW DISPOSED: _____
REASON FOR DISPOSAL: _____	
IF SOLD, AMOUNT RECEIVED: _____	NAME OF PURCHASER: _____

**TRANSFER**

TRANSFER DATE: 3-18-2014	
TRANSFERRED FROM (DEPT/OFFICE): Prosecutor	TO (DEPT/OFFICE): Sheriff

**To assist you in completing this form, the following is a breakdown of the information required in each section:**

Fixed Asset #:	Record the number from the Pacific County property sticker. (Please return property sticker with this form if equipment will no longer be considered property of the County.)
Equipment:	Describe the equipment as it is listed on your current inventory.
Department:	Name of your office/department.
Location:	List the building, office, etc, where this equipment is located.
Model #:	Complete this section for equipment having model numbers.
Serial #:	Complete this section for equipment having serial numbers.
Functional:	Is this equipment functioning well enough to be used?
Other Dept:	Is this equipment usable enough to be placed on the quarterly printout of surplus property for possible use by another department?
Date Disposed:	The date the BOCC approved disposal of this equipment
How Disposed:	Surplus, discarded, traded-in, transferred to another department, etc
Amount Rec'd:	Leave this section blank. If disposal of equipment generates revenue, report to Administration the amount received once the process is completed.
Purchaser:	If equipment is sold, list the name of the person and/or organization that purchased the equipment.
Why Disposed:	Outdated, nonfunctional, replaced, etc.

Your request to ☐ dispose ☒ transfer the above referenced inventory item was ☐ approved ☐ denied by the Board of Pacific County Commissioners at its meeting held on \_\_\_\_\_, 20\_\_\_\_ in accordance with Pacific County Personal Property Inventory Procedures.

\_\_\_\_\_  
Clerk of the Board

THIS FORM MUST ACCOMPANY ALL REQUESTS TO THE BOARD FOR DISPOSAL/TRANSFER OF EQUIPMENT.



# PACIFIC COUNTY - INVENTORY DISPOSAL/TRANSFER FORM

ATTACHMENT #4

FIXED ASSET ID NUMBER: 2869	DEPT/OFFICE: Prosecutor
EQUIPMENT DESCRIPTION: Dell Computer	LOCATION: Computer Services
MODEL NUMBER: Optiplex 755	SERIAL NUMBER: 92QS9F1

IS THIS EQUIPMENT STILL FUNCTIONING?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
HAS THE EQUIPMENT BEEN OFFERED TO OTHER COUNTY DEPARTMENTS/OFFICES?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

## DISPOSAL


DISPOSAL DATE:	HOW DISPOSED:
REASON FOR DISPOSAL:	
IF SOLD, AMOUNT RECEIVED:	NAME OF PURCHASER:

## TRANSFER

TRANSFER DATE: 3-18-2014
TRANSFERRED FROM (DEPT/OFFICE): Prosecutor TO (DEPT/OFFICE): Sheriff

To assist you in completing this form, the following is a breakdown of the information required in each section:

Fixed Asset #:	Record the number from the Pacific County property sticker. (Please return property sticker with this form if equipment will no longer be considered property of the County.)
Equipment:	Describe the equipment as it is listed on your current inventory.
Department:	Name of your office/department.
Location:	List the building, office, etc, where this equipment is located.
Model #:	Complete this section for equipment having model numbers.
Serial #:	Complete this section for equipment having serial numbers.
Functional:	Is this equipment functioning well enough to be used?
Other Dept:	Is this equipment usable enough to be placed on the quarterly printout of surplus property for possible use by another department?
Date Disposed:	The date the BOCC approved disposal of this equipment
How Disposed:	Surplus, discarded, traded-in, transferred to another department, etc
Amount Rec'd:	Leave this section black. If disposal of equipment generates revenue, report to Administration the amount received once the process is completed.
Purchaser:	If equipment is sold, list the name of the person and/or organization that purchased the equipment.
Why Disposed:	Outdated, nonfunctional, replaced, etc.



Your request to <input type="checkbox"/> dispose <input checked="" type="checkbox"/> transfer the above referenced inventory item was <input type="checkbox"/> approved <input type="checkbox"/> denied by the Board of Pacific County Commissioners at its meeting held on _____, 20__ in accordance with Pacific County Personal Property Inventory Procedures.	
Clerk of the Board	

THIS FORM MUST ACCOMPANY ALL REQUESTS TO THE BOARD FOR DISPOSAL/TRANSFER OF EQUIPMENT.

revised 1/2012

**PACIFIC COUNTY - INVENTORY DISPOSAL/TRANSFER FORM**  
**ATTACHMENT #4**

FIXED ASSET ID NUMBER: 2870	DEPT/OFFICE: Prosecutor
EQUIPMENT DESCRIPTION: Dell Computer	LOCATION: Computer Services
MODEL NUMBER: Optiplex 755	SERIAL NUMBER: D2QS9F1

IS THIS EQUIPMENT STILL FUNCTIONING? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
HAS THE EQUIPMENT BEEN OFFERED TO OTHER COUNTY DEPARTMENTS/OFFICES? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

**DISPOSAL**

DISPOSAL DATE: _____	HOW DISPOSED: _____
REASON FOR DISPOSAL: _____	
IF SOLD, AMOUNT RECEIVED: _____	NAME OF PURCHASER: _____

**TRANSFER**

TRANSFER DATE: 3-18-2014	
TRANSFERRED FROM (DEPT/OFFICE): Prosecutor	TO (DEPT/OFFICE): Sheriff

**To assist you in completing this form, the following is a breakdown of the information required in each section:**

Fixed Asset #:	Record the number from the Pacific County property sticker. (Please return property sticker with this form if equipment will no longer be considered property of the County.)
Equipment:	Describe the equipment as it is listed on your current inventory.
Department:	Name of your office/department.
Location:	List the building, office, etc, where this equipment is located.
Model #:	Complete this section for equipment having model numbers.
Serial #:	Complete this section for equipment having serial numbers.
Functional:	Is this equipment functioning well enough to be used?
Other Dept:	Is this equipment usable enough to be placed on the quarterly printout of surplus property for possible use by another department?
Date Disposed:	The date the BOCC approved disposal of this equipment
How Disposed:	Surplus, discarded, traded-in, transferred to another department, etc
Amount Rec'd:	Leave this section blank. If disposal of equipment generates revenue, report to Administration the amount received once the process is completed.
Purchaser:	If equipment is sold, list the name of the person and/or organization that purchased the equipment.
Why Disposed:	Outdated, nonfunctional, replaced, etc.

Your request to    ☐ dispose    ☒ transfer the above referenced inventory item was    ☐ approved    ☐ denied by the Board of Pacific County Commissioners at its meeting held on \_\_\_\_\_, 20\_\_\_\_ in accordance with Pacific County Personal Property Inventory Procedures.

\_\_\_\_\_  
Clerk of the Board

THIS FORM MUST ACCOMPANY ALL REQUESTS TO THE BOARD FOR DISPOSAL/TRANSFER OF EQUIPMENT.

# PACIFIC COUNTY - INVENTORY DISPOSAL/TRANSFER FORM

ATTACHMENT #4

FIXED ASSET ID NUMBER: 2871	DEPT/OFFICE: Prosecutor
EQUIPMENT DESCRIPTION: Dell Computer	LOCATION: Computer Services
MODEL NUMBER: Optiplex 755	SERIAL NUMBER: G2QS9F1

IS THIS EQUIPMENT STILL FUNCTIONING?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
HAS THE EQUIPMENT BEEN OFFERED TO OTHER COUNTY DEPARTMENTS/OFFICES?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

## DISPOSAL

DISPOSAL DATE:	HOW DISPOSED:
REASON FOR DISPOSAL:	
IF SOLD, AMOUNT RECEIVED:	NAME OF PURCHASER:

## TRANSFER

TRANSFER DATE: 3-18-2014
TRANSFERRED FROM (DEPT/OFFICE): Prosecutor TO (DEPT/OFFICE): Sheriff

To assist you in completing this form, the following is a breakdown of the information required in each section:

Fixed Asset #:	Record the number from the Pacific County property sticker. (Please return property sticker with this form if equipment will no longer be considered property of the County.)
Equipment:	Describe the equipment as it is listed on your current inventory.
Department:	Name of your office/department.
Location:	List the building, office, etc, where this equipment is located.
Model #:	Complete this section for equipment having model numbers.
Serial #:	Complete this section for equipment having serial numbers.
Functional:	Is this equipment functioning well enough to be used?
Other Dept:	Is this equipment usable enough to be placed on the quarterly printout of surplus property for possible use by another department?
Date Disposed:	The date the BOCC approved disposal of this equipment
How Disposed:	Surplus, discarded, traded-in, transferred to another department, etc
Amount Rec'd:	Leave this section blank. If disposal of equipment generates revenue, report to Administration the amount received once the process is completed.
Purchaser:	If equipment is sold, list the name of the person and/or organization that purchased the equipment.
Why Disposed:	Outdated, nonfunctional, replaced, etc.

Your request to ☐ dispose ☒ transfer the above referenced inventory item was ☐ approved ☐ denied by the Board of Pacific County Commissioners at its meeting held on \_\_\_\_\_, 20\_\_\_\_ in accordance with Pacific County Personal Property Inventory Procedures.

\_\_\_\_\_  
Clerk of the Board

THIS FORM MUST ACCOMPANY ALL REQUESTS TO THE BOARD FOR DISPOSAL/TRANSFER OF EQUIPMENT.

revised 1/2012

**PACIFIC COUNTY - INVENTORY DISPOSAL/TRANSFER FORM**  
**ATTACHMENT #4**

FIXED ASSET ID NUMBER: 2904	DEPT/OFFICE: Health
EQUIPMENT DESCRIPTION: Dell Computer	LOCATION: Computer Services
MODEL NUMBER: Optiplex 755	SERIAL NUMBER: 27PF2G1

IS THIS EQUIPMENT STILL FUNCTIONING? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
HAS THE EQUIPMENT BEEN OFFERED TO OTHER COUNTY DEPARTMENTS/OFFICES? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

**DISPOSAL**

DISPOSAL DATE: _____	HOW DISPOSED: _____
REASON FOR DISPOSAL: _____	
IF SOLD, AMOUNT RECEIVED: _____	NAME OF PURCHASER: _____

**TRANSFER**

TRANSFER DATE: 3-18-2014	
TRANSFERRED FROM (DEPT/OFFICE): Health	TO (DEPT/OFFICE): Sheriff

**To assist you in completing this form, the following is a breakdown of the information required in each section:**

Fixed Asset #:	Record the number from the Pacific County property sticker. (Please return property sticker with this form if equipment will no longer be considered property of the County.)
Equipment:	Describe the equipment as it is listed on your current inventory.
Department:	Name of your office/department.
Location:	List the building, office, etc, where this equipment is located.
Model #:	Complete this section for equipment having model numbers.
Serial #:	Complete this section for equipment having serial numbers.
Functional:	Is this equipment functioning well enough to be used?
Other Dept:	Is this equipment usable enough to be placed on the quarterly printout of surplused property for possible use by another department?
Date Disposed:	The date the BOCC approved disposal of this equipment
How Disposed:	Surplused, discarded, traded-in, transferred to another department, etc
Amount Rec'd:	Leave this section black. If disposal of equipment generates revenue, report to Administration the amount received once the process is completed.
Purchaser:	If equipment is sold, list the name of the person and/or organization that purchased the equipment.
Why Disposed:	Outdated, nonfunctional, replaced, etc.

Your request to ☐ dispose ☒ transfer the above referenced inventory item was ☐ approved ☐ denied by the Board of Pacific County Commissioners at its meeting held on \_\_\_\_\_, 20\_\_\_\_ in accordance with Pacific County Personal Property Inventory Procedures.

\_\_\_\_\_  
Clerk of the Board

THIS FORM MUST ACCOMPANY ALL REQUESTS TO THE BOARD FOR DISPOSAL/TRANSFER OF EQUIPMENT.



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

BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.

REQUESTED MEETING DATE:

7/8/2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION: ☐ APPROVED ☐ DENIED

Agenda Item #: \_\_\_\_\_

Initial: \_\_\_\_\_

Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO: \_\_\_\_\_

Review: ☐ Clerk of the Board

☐ Risk Management

☐ CONTINUED TO DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

☐ Legal

☐ OTHER: \_\_\_\_\_

### DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PC Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD


☐ NDC

☐ Sheriff


☐ 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: Health & Human Services	DIVISION (if applicable):
OFFICIAL NAME & TITLE: Katie Lindstrom, Deputy Director	PHONE / EXT: 2648
SIGNATURE: 	DATE: 6-27-2014
NARRATIVE OF REQUEST	
Requesting approval and signature of amendment #11 of contract #1163027318 with DSHS- Division of Behavioral Health & Recovery. This contract provides funding for substance abuse treatment for non-Medicaid covered treatment services, treatment outreach services, and youth substance abuse prevention programming. The treatment funding from this contract will be subcontracted to WBH and ESD 113 for treatment services, and the prevention funding will be split to partially fund prevention programs provided by health dept staff and the Big Brothers Big Sisters mentoring program. This amendment authorizes funds for SFY 15. Please contact me at ex 2648 with any questions. Thank you!	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)	

Name of Contractor: <u>DSHS-DBHR</u>	
Name of contract/agreement/grant/amendment (if amendment, provide copy of original document(s)): <u>1163027318</u>	
Contract/Agreement/Grant/Amendment #: <u>11</u>	
Indicate type: <input checked="" type="checkbox"/> Intergovernmental/Interagency <input type="checkbox"/> Employment/Special Services Agreement <input checked="" type="checkbox"/> Federal Contract <input type="checkbox"/> Memorandum of Understanding/Agreement <input type="checkbox"/> Interoffice/Interdepartmental <input checked="" type="checkbox"/> State Contract	
Contractor Type (check all that apply): <input type="checkbox"/> For-Profit <input type="checkbox"/> Private Organization/Individual <input type="checkbox"/> Non-Profit <input type="checkbox"/> Public Organization/Jurisdiction <input checked="" type="checkbox"/> State <input type="checkbox"/> Sub Recipient <input type="checkbox"/> Federal <input type="checkbox"/> Other	
Please indicate appropriate Tax Identification Number, Uniform Business Identification Number, or Social Security Number on Page 3 of this form.	
TYPE OF REQUEST (Mark all that apply and provide breakdown of bid proposals along with all pertinent documents.):	
Public Works Project (RCW 39.04): <input type="checkbox"/> Limited PW Process (<\$35,000) <input type="checkbox"/> Limited PW Process (<\$40,000) <input type="checkbox"/> Small PW Process (<\$300,000) <input type="checkbox"/> PW Project (>\$300,000)	
Equipment, Materials, & Supplies (RCW 36.32): <input type="checkbox"/> < \$5,000 (attach 3 bids) <input type="checkbox"/> \$5,000-\$25,000 (use small works roster) <input type="checkbox"/> > \$25,000 (competitive bids)	
Services / Leases: <input type="checkbox"/> Architectural & Engineering <input type="checkbox"/> Personal Services <input type="checkbox"/> Lease (Personal Property i.e. copier, printer) <input type="checkbox"/> Lease (Real Property) <input type="checkbox"/> Telecomm & Data Processing <input type="checkbox"/> Other Services (Please Describe):	
To be located at: _____	
Exceptions to Bidding (Please provide appropriate documentation): <input type="checkbox"/> Insurance/Bonds <input type="checkbox"/> Emergency Event (Purchases/Public Works) <input type="checkbox"/> Single (Sole) Source Purchase* <input type="checkbox"/> Special Facilities/Market Conditions *Resolution Required	
<input type="checkbox"/> PURCHASE UNDER ANOTHER AGENCY'S CONTRACT ("Piggybacking") Please attach the following: - Copy of Intergovernmental Agreement with other agency - Confirmation that vendor agrees to participation - Documentation that contract was awarded in compliance with bidding law - Documentation that Agency posted bid/solicitation notice on its website or provided access link to the notice	
<input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Franchise <input type="checkbox"/> Annexation <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Appeal <input type="checkbox"/> Inventory Acquisition/Disposal <input type="checkbox"/> Tort Claim <input type="checkbox"/> Call for Bids <input type="checkbox"/> Open Space/Timber Classification <input type="checkbox"/> Post, Advertise and/or Fill Position (attach New Employee Form) <input type="checkbox"/> Other (please describe): _____	
BACKGROUND/SUMMARY (include date of prior workshop and/or action, if applicable):	
TOTAL COST/AMOUNT (include sales & use tax):	
TOTAL TAX:	
TOTAL SHIPPING/HANDLING:	
EXPENDITURE FUND #: _____ .XXX.XXX.XX.XX	
EXPENDITURE BUDGETED? <input type="checkbox"/> Yes <input type="checkbox"/> No Will supplemental be required? <input type="checkbox"/> Yes <input type="checkbox"/> No	
IN-KIND MATCH REQUIRED? <input type="checkbox"/> Yes <input type="checkbox"/> No DESCRIBE MATCH:	
MATCHING FUNDS REQUIRED? <input type="checkbox"/> Yes <input type="checkbox"/> No AMOUNT OF MATCHING FUNDS:	

		<b>COUNTY PROGRAM AGREEMENT AMENDMENT</b>		DSHS Agreement Number  1163-27318  Amendment No.  11	
This Program Agreement Amendment is by and between the State of Washington Department of Social and Health Services (DSHS) and the County identified below.				Administration or Division Agreement Number  County Agreement Number	
DSHS ADMINISTRATION Behavioral Health and Service Integration		DSHS DIVISION Division of Behavioral Health and Recovery		DSHS INDEX NUMBER 1231	
				CCS CONTRACT CODE 1231	
DSHS CONTACT NAME AND TITLE Ruth Leonard			DSHS CONTACT ADDRESS 4500 10th Avenue SE  Lacey, WA 98503		
DSHS CONTACT TELEPHONE (360) 725-3742		DSHS CONTACT FAX (360) 586-9551		DSHS CONTACT E-MAIL leonamr@dshs.wa.gov	
COUNTY NAME Pacific County			COUNTY ADDRESS 1216 West Robert Bush Drive Post Office Box 26 South Bend, WA 98586-		
COUNTY FEDERAL EMPLOYER IDENTIFICATION NUMBER			COUNTY CONTACT NAME  Katie Oien-Lindstrom		
COUNTY CONTACT TELEPHONE (360) 875-9343		COUNTY CONTACT FAX (360) 875-9323		COUNTY CONTACT E-MAIL koien@co.pacific.wa.us	
IS THE COUNTY A SUBRECIPIENT FOR PURPOSES OF THIS PROGRAM AGREEMENT? No				CFDA NUMBERS 93.959	
AMENDMENT START DATE 07/01/2014		PROGRAM AGREEMENT END DATE 06/30/2015			
PRIOR MAXIMUM PROGRAM AGREEMENT AMOUNT \$1,440,431.00		AMOUNT OF INCREASE OR DECREASE \$15,439.00		TOTAL MAXIMUM PROGRAM AGREEMENT AMOUNT \$1,455,870.00	
REASON FOR AMENDMENT; CHANGE OR CORRECT CONTRACT TERMS OR SOW, SEE PAGE TWO					
<b>EXHIBITS.</b> When the box below is marked with a check (4) or an X, the following Exhibits are attached and are incorporated into this Program Agreement Amendment by reference: <input checked="" type="checkbox"/> Exhibits (specify): Exhibit B, Exhibit D, Exhibit F					
This Program Agreement Amendment, including all Exhibits and other documents incorporated by reference, contains all of the terms and conditions agreed upon by the parties as changes to the original Program Agreement. No other understandings or representations, oral or otherwise, regarding the subject matter of this Program Agreement Amendment shall be deemed to exist or bind the parties. All other terms and conditions of the original Program Agreement remain in full force and effect. The parties signing below warrant that they have read and understand this Program Agreement Amendment, and have authority to enter into this Program Agreement Amendment.					
COUNTY SIGNATURE(S)			PRINTED NAME(S) AND TITLE(S)		DATE(S) SIGNED
DSHS SIGNATURE			PRINTED NAME AND TITLE  DBHR Contracts		DATE SIGNED



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

BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.

REQUESTED MEETING DATE:

7/8/14

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

Agenda Item #: \_\_\_\_\_

BOCC ACTION: ☐ APPROVED ☐ DENIED

Initial: \_\_\_\_\_

Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO: \_\_\_\_\_

Review: ☐ Clerk of the Board

☐ Risk Management

☐ CONTINUED TO DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

☐ Legal

☐ OTHER: \_\_\_\_\_

### DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PC Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

☐ NDC

☐ Sheriff

☐ 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: General Administration for Civil Service

DIVISION (if applicable):

OFFICIAL NAME & TITLE: Kelli D. Buchanan

PHONE / EXT:

SIGNATURE: *Kelli D. Buchanan*

DATE:

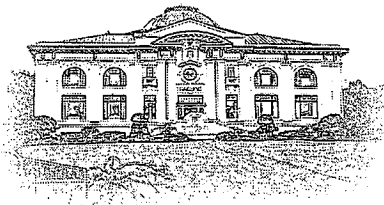
6/23/14

NARRATIVE OF REQUEST

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

Confirm Civil Service inventory disposal and transfers per attached Memorandum dated June 23, 2014.





# *Pacific County* **GENERAL ADMINISTRATION**

Kathy Spoor, County Administrative Officer

## **MEMORANDUM**

TO: Board of County Commissioners

FROM: Kelli D. Buchanan, Administrative Assistant

DATE: June 23, 2014

RE: Civil Service Inventory – Disposal and Transfers

---

General Administration is currently providing administrative support to Civil Service. Therefore, we would like to dispose and transfer the following inventory items. Thank you for your consideration.

<u>Asset #</u>	<u>Equipment</u>	<u>Reason for Transfer/Disposal</u>
1610	Typewriter, Brother	Disposed; Outdated
2478	Printer, HP LaserJet 1300	Transferred to DCD
3144	Computer Workstation, Dell OptiPlex GX620	Transferred to DCD



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

**BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.**

**REQUESTED MEETING DATE:**

7/8/2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION: ☐ APPROVED ☐ DENIED

Agenda Item #:

Initial:

Date:

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO:

Review: ☐ Clerk of the Board

☐ Risk Management

☐ CONTINUED TO DATE:

TIME:

☐ Legal

☐ OTHER:

### DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PC Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

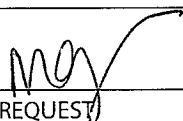
☐ NDC

☐ Sheriff

☐ 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: 6/23/2014
NARRATIVE OF REQUEST	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)	
Acknowledge probation completion of Sarah Bottoms, Confidential Secretary, effective July 1, 2014	



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

**BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.**

**REQUESTED MEETING DATE:**

7/8/2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED		Agenda Item #: _____
		Initial: _____ Date: _____
<input type="checkbox"/> SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS		
<input type="checkbox"/> NO ACTION TAKEN/WITHDRAWN	<input type="checkbox"/> DEFERRED TO: _____	Review: <input type="checkbox"/> Clerk of the Board
<input type="checkbox"/> CONTINUED TO DATE: _____	TIME: _____	<input type="checkbox"/> Risk Management
<input type="checkbox"/> OTHER: _____		<input type="checkbox"/> Legal
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"/> Health
	<input type="checkbox"/> Civil Service	<input type="checkbox"/> Juvenile
	<input type="checkbox"/> DCD	<input type="checkbox"/> NDC
	<input type="checkbox"/> PACCOM	<input type="checkbox"/> Superior Court
	<input type="checkbox"/> PC Fair	<input type="checkbox"/> Treasurer
	<input type="checkbox"/> Prosecutor	<input type="checkbox"/> Vegetation Mgmt
	<input type="checkbox"/> SDC	<input type="checkbox"/> WSU Coop. Ext.
	<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): Sheriff's Office
OFFICIAL NAME & TITLE: Marie Guernsey, Clerk of the Board	PHONE / EXT:
SIGNATURE:	DATE: 7/8/2014
NARRATIVE OF REQUEST	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)	
Confirm Sheriff's signature on Interagency Agreement with King County Sheriff's Office and the WA Traffic Safety Commission pertaining to the acquisition of a used law enforcement motorcycle to facilitate school zone enforcement	

**INTERAGENCY AGREEMENT  
BETWEEN  
THE PACIFIC COUNTY SHERIFF'S OFFICE, THE KING COUNTY SHERIFF'S OFFICE AND  
THE WASHINGTON TRAFFIC SAFETY COMMISSION**

THIS AGREEMENT is made and entered into by and among the Pacific County Sheriff's Office, hereinafter referred to as "PCSO," the King County Sheriff's Office, hereinafter referred to as "KCSO," and the Washington Traffic Safety Commission, hereinafter referred to as "WTSC."

THE PURPOSE OF THIS AGREEMENT is to provide funding for the acquisition of a used law enforcement motorcycle for the PCSO to facilitate school zone enforcement in Pacific county.

THEREFORE, IT IS MUTUALLY AGREED THAT:

**STATEMENT OF WORK**

The WTSC shall provide funds on behalf of the PCSO to acquire a used law enforcement motorcycle from the KCSO. The KCSO will invoice the WTSC for the cost of the used motorcycle which will be provided directly to the PCSO for use in enforcement efforts, including school zone enforcement. The PCSO will make arrangements with the KCSO to physically acquire the motorcycle at an agreed upon date and time.

**PERIOD OF PERFORMANCE**

The period of performance of this Agreement shall commence on March 24, 2014, and remain in effect until April 11, 2014, unless terminated sooner, as provided herein.

**COMPENSATION**

Compensation for the work provided in accordance with this Agreement has been established under the terms of RCW 39.34. The cost of accomplishing the work described in the Statement of Work will not exceed \$10,431.00 (Ten Thousand Four Hundred Thirty-one Dollars). Payment shall not exceed this amount unless the parties mutually agree to a higher amount.

**BILLING PROCEDURE**

KCSO shall submit a single invoice to WTSC no later than April 24, 2014. Payment to KCSO will be made by warrant or account transfer by WTSC within 30 days of receipt of the invoice.

**ACTIVITY REPORTS**

The PCSO shall submit to the WTSC a report documenting the use of the acquired motorcycle in school zone enforcement no later than December 21, 2014.

**RECORDS MAINTENANCE**

The parties to this Agreement shall each maintain books, records, documents and other evidence that sufficiently and properly reflect all direct and indirect costs expended by the parties in the performance of the statement of work. These records shall be subject to inspection, review or audit by personnel of all three parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.

Records and other documents, in any medium, furnished by one party to this Agreement to the other parties, will remain the property of the furnishing party, unless otherwise agreed. The receiving party(s) will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other parties are not erroneously disclosed to third parties.

#### **INDEPENDENT CAPACITY**

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

#### **AGREEMENT ALTERATIONS AND AMENDMENTS**

This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

#### **DISPUTES**

In the event that a dispute arises under this Agreement, it shall be determined by a Dispute Board in the following manner: Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, agreement terms and applicable statutes and rules and make a determination of the dispute.

#### **GOVERNANCE**

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- a. Applicable state and federal statutes and rules;
- b. Terms and Conditions of this agreement;
- c. Any Amendment executed under this Agreement;
- d. Any Statement of Work executed under this Agreement; and
- e. Any other provisions of the agreement, including materials incorporated by reference.

#### **WAIVER**

A failure by any party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

#### **SEVERABILITY**

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this agreement, and to this end the provisions of this Agreement are declared to be severable.



**ALL WRITINGS CONTAINED HEREIN**

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.


**DESIGNATED CONTACT**

The following named individuals will serve as designated contacts for each of the parties, for all communications and billings regarding the performance of this Agreement:


The Contact for KCSO is:	The Contact for PCSO is:	The Contact for WTSC is:
Russ Johnson, Personal Property Supervisor 201 South Jackson Street, Room 822 Seattle, WA 98104 (206) 477-3889	Scott Johnson, Sheriff 300 Memorial Dr. South Bend, WA 98586 (360) 875-9395 sjohnson@co.pacific.wa.us	Darrin Grondel, Director 621 8 <sup>th</sup> Avenue SE, Suite 409 Olympia, WA 98504 (360) 725-9899 dgrondel@wtsc.wa.gov

IN WITNESS WHEREOF, the parties have executed this Agreement.

**PACIFIC COUNTY SHERIFF'S OFFICE**

  
Signature  
SCOTT L. JOHNSON  
Printed Name  
SHERIFF 3-24-14  
Title Date

**WASHINGTON TRAFFIC SAFETY  
COMMISSION**

  
Signature  
DARRIN GRONDEL  
Printed Name  
Director 3/24/14  
Title Date

**KING COUNTY SHERIFF'S OFFICE**

\_\_\_\_\_  
Signature  
\_\_\_\_\_  
Printed Name  
\_\_\_\_\_  
Title Date

COUNTY OF PACIFIC - STATE OF WASHINGTON

BOARD OF COUNTY COMMISSIONERS

SUMMARY OF APPROVAL OF MONTHLY PAYROLL

WHEREAS, the Elected Officials and Department Heads have submitted certified requests for payroll payments for officers and employees to the County Auditor for disbursement as shown by the attached department listings; and,

WHEREAS, the Board of County Commissioners have reviewed the listing as attached; now, therefore,

IT IS HEREBY ORDERED by the Board of County Commissioners that salaries, wages, overtime and other pay are allowed as follows:

MONTH OF: JUNE, YEAR OF 2014

TOTAL EMPLOYEES: 199

TOTAL PAYROLL: \$ 755,763.15

Approve payroll subject to adequate budget appropriations.

BOARD OF PACIFIC COUNTY COMMISSIONERS

Dated this \_\_\_8th\_\_\_day of July 2014

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Clerk of the Board

RECEIVED  
PACIFIC COUNTY

JUN 27 2014

GENERAL ADMINISTRATION  
BOARD OF COMMISSIONERS

Attest:

**COUNTY OF PACIFIC  
VOUCHER APPROVAL TRANSMITTAL  
VENDOR CLAIMS**

The vouchers, hereinafter listed, have been audited and certified by the auditing officer as required by RCW 42.24.080 and those expenses/reimbursement claims have been certified as required by RCW 42.24.090 and have been recorded on the attached listing, which has been made available to the Board.

As of this date, July 8, 2014, the Board, by a unanimous/majority vote, does approve for payment, subject to adequate budget appropriations, those vouchers included in the attached list and further described as follows:

Vendors Claim Fund No. 692

122720                      thru                      122819                      \$ 443,117.83

Warrants Dated: June 19, 2014

BOARD OF COUNTY COMMISSIONERS  
PACIFIC COUNTY, WASHINGTON

AUDITED:

  
\_\_\_\_\_  
Auditor/Deputy Auditor

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Commissioner

RECEIVED  
PACIFIC COUNTY

**JUN 24 2014**

GENERAL ADMINISTRATION  
BOARD OF COMMISSIONERS



**COUNTY OF PACIFIC  
VOUCHER APPROVAL TRANSMITTAL  
VENDOR CLAIMS**

The vouchers, hereinafter listed, have been audited and certified by the auditing officer as required by RCW 42.24.080 and those expenses/reimbursement claims have been certified as required by RCW 42.24.090 and have been recorded on the attached listing, which has been made available to the Board.

As of this date, July 8, 2014, the Board, by a unanimous/majority vote, does approve for payment, subject to adequate budget appropriations, those vouchers included in the attached list and further described as follows:

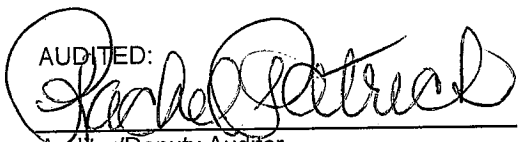
Vendors Claim Fund No. 692

122820                      thru                      122890                      \$ 670,491.00

Warrants Dated: June 27, 2014

BOARD OF COUNTY COMMISSIONERS  
PACIFIC COUNTY, WASHINGTON

AUDITED:

  
\_\_\_\_\_  
Auditor/Deputy Auditor

ATTEST:

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

RECEIVED  
PACIFIC COUNTY

**JUN 30 2014**

GENERAL ADMINISTRATION  
BOARD OF COMMISSIONERS

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**PROCEEDINGS**

**9:00 AM**  
**Tuesday, May 13, 2014**

**1216 W Robert Bush Drive**  
**South Bend, Washington**

**CALLED TO ORDER – 9:01am**

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

Marie Guernsey, Clerk of the Board  
Kathy Spoor, County Administrative Officer  
Paul Plakinger, Management & Fiscal Analyst  
Faith Taylor-Eldred Community Development Director  
Mike Collins, Public Works Director/County Engineer  
David Burke, Prosecuting Attorney  
Todd Fosse, Undersheriff  
Pat Matlock, Chief Criminal Deputy  
Denise Rowlett, Chief Civil Deputy  
Mike Hess, Corrections Officer  
Shanna Coty, Clerk Secretary/PREA Coordinator  
Jeff Nesbitt, Vegetation Management Director  
Mary Goelz, Health & Human Services Director

**GENERAL PUBLIC IN ATTENDANCE**

Mike Williams, Chinook Observer (recorded meeting)  
Six members of the general public  
Julie Struck-South Bend Mayor

**PUBLIC COMMENT**

Gerry Amacher and Rich Aust spoke regarding the new ATV law. Kathy Spoor stated the SEPA checklist was submitted last week which is required by the WA State Department of Ecology. Mr. Amacher presented a petition with numerous signatures on it in favor of the implementing the new atv law in North Pacific County.

Tom Giacoma spoke regarding the alleged failure of prosecution by Dave Burke pertaining to the City of South Bend's SMP. He also spoke regarding the use of the courthouse for prom pictures, in which he and his son, along with their friends, were prevented from entering the courthouse for pictures. He indicated he "maneuvered" the basement door lock to gain entrance. Commissioner Rogers agreed to meet with Mr. Giacoma to further discuss his concerns.

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**ITEMS REGARDING GENERAL BUSINESS**

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

**Adopt Proclamation declaring the week of May 18-24, 2014, as Emergency Medical Services Week; theme- EMS Dedicated. For Life**

**CONSENT AGENDA (Items 2-13)**

It was moved by Ayers, seconded by Wolfe 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 to release Performance Bond No. 58708771 from Coral Construction Company**

**Approve continuation of the Sierra Pacific Industries Road Haul Permit No. 2014-10 for hauling on Mill Creek, Camp One and Rue Creek Roads**

**Approve continuation of the Longview (Columbia) Timber Road Haul Permit No. 2014-7 for hauling on various roads in Chinook and Naselle**

**Approve the continuation of the Port Blakely Tree Farms Road Haul Permit No. 2014-4 for hauling on North River Road**

**Approval of the continuation of the Hampton Affiliates Road Haul permit No. 2014-5 of Surety Rider No. 929379236 for hauling on various county roads**

**Flood Control Zone District #1 (Board of Supervisors)**

**Approve Perpetual Non-Exclusive Stormwater Easement for Carol Hall, Diane Prater, and Michael & Brenda Weber regarding the Sid Snyder Tarlett Stormwater Improvement Project**

**Department of Community Development**

**Approve Amendment #2 to Lead Entity Grant #13-1377 with Recreation and Conservation Office**

**Department of Health & Human Services**

**Approve Amendment #14 to Consolidated Contract #C16896 with State of WA Department of Health; authorize Chair to sign**

**PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50**

**Risk Management**

**Acknowledge receipt of Claim for Damages #2014-04-002; approve denial of the claim**

**Boards and Commissions**

**Approve the reappointment of David Bale and Paul Waldref to the Noxious Weed Control Board**

**General Business**

**Approve payroll for April 2014; total number of employees: 187; total payroll amount: \$760,117.63**

**Approve Vendor Claims:**

**Warrants Numbered 121860 thru 121957 - \$231,122.54**

**Warrants Numbered 121958 thru 122017 - \$146,639.60**

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

**Certificate of Good Practice for 2013 presented to Mike Collins, Public Works Director/County Engineer**

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

**Approval of request to “piggyback” on Grays Harbor County contract with Stripe Rite for roadway striping, subject to adequate budget appropriations**

**Acknowledge the resignation of Lloyd Houk, effective April 23, 2014 and approve request to advertisement for vacant Senior Engineer Tech position**

**Adopt Resolution 2014-016 pertaining to County Road Project 1636 and approve the Rural Arterial Program Agreement for the Rue Creek Road Improvement Project with the County Road Administration Board**

**Adopt Resolution 2014-017 pertaining to County Road Project 1628A and authorize Call for Bids regarding the Sandridge Road Resurface Project**

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**ITEMS REGARDING DEPARTMENT OF COMMUNITY DEVELOPMENT**

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

**Approve repairs to the Household Hazardous Waste Facility roof and award to Dr. Roof in the amount of \$36,136.72, including sales tax, subject to adequate budget appropriations** *(other bids received from Coastline Roofing & Construction, of South Bend, in the amount of \$38,422.80 and from Ken Slater Roofing, of Aberdeen, in the amount of \$64,500)*

**Approve the hire of Kristina Seif, Environmental Health Specialist, Grade 13 Step 1, effective July 1, 2014, subject to adequate budget appropriations**

**Approve purchase of Ford F250 extended cab pickup for Code Enforcement from state bid in the amount of \$25,935 including sales tax, subject to adequate budget appropriations**

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

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

**Approve temporary increase of Brandi Keightley, Administrative Asst. II from 0.8 FTE to 1.0 FTE, effective May 15, 2014 through September 30, 2014, subject to adequate budget appropriations**

**ITEMS REGARDING SHERIFF'S OFFICE**

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

**Accept the resignation of Melaine Mero, Telecommunicator, effective March 31, 2014 and authorize advertising to fill vacant position**

**Approve Master Services Agreement with Relias Learning, LLC for eLearning Services pertaining to compliance with the Prison Rape Elimination Act (PREA) and confirm Sheriff's signature, subject to language being amended and accepted by the Prosecutor**

**Approve Contract for Payment of Retirement Contribution with Sheriff's Office Employee**

**Approve payment in an amount not to exceed \$8,300 for the transport of a military vehicle to Combined Transport, Inc.**

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**ITEMS REGARDING JUVENILE COURT SERVICES**

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

**Approve Functional Family Therapy Agreement with Nelita Wallingford, subject to adequate budget appropriations**

**ITEMS REGARDING BOARDS & COMMISSIONS**

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

**Confirm resignation of Amy Dennis from Lodging Tax Advisory Committee representing “Involved in Activity”-user position**

**Approve the reappointment of Maiko Minami to the Timberland Regional Support Network Advisory Board, effective immediately**

**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve Tokeland-North Cove Chamber of Commerce request to host their annual Independence Day Parade to be held on July 5, 2014**

**Approve Pacific County’s 10-Year Plan to Reduce Homelessness**

**Approve the Technical Support Agreement from Efficiency, Inc. effective June 22, 2014 thru June 21, 2015**

**Adopt Resolution 2014-018 pertaining to amendments to the fy2014 budget by appropriations transfer**

**Approve Special Event Application from Chris Eichler to hold a “Tool Sale Event” in Seaview on May 22, 2014**

**Approve Contract for Services with the Port of Willapa Harbor for the Tokeland Marina Redevelopment Project in the amount of \$25,000 for three years**

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

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

**Authorize issuance of credit for road restoration costs to Weyerhaeuser Company, Coastal WA Operating Area pertaining to Road Haul Permit No. 2013-6**

Request to hire Jay Wilson was withdrawn.

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**ITEMS REGARDING VEGETATION MANAGEMENT**

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

**Approve hire of Cody Davis, lead airboat operator (SFC2) at a rate of \$18/hour, Jake Condon, Spartina Technician (SFC-1) at a rate of \$15/hour and Cody Buchanan, Spartina Technician (SFC-1) at a rate of \$14/hour, all subject to successful completion of background checks and adequate budget appropriations**

**Approve Vegetation Management Services Agreement with the City of Raymond for vegetation control, effective May 1, 2014**

**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve Vendor Claims:  
Warrants Numbered 122018 thru 122123 - \$315,729.05**

**RECESS – 9:57AM**

**PUBLIC HEARING – 10:00AM**

**ATTENDANCE:** Commissioner Rogers, Commissioner Lisa Ayers, Commissioner Frank Wolfe, County Administrative Officer Kathy Spoor, Management & Fiscal Analyst Paul Plakinger and Prosecutor David Burke. It was noted the applicants were not in attendance.

Chairman Rogers opened the public hearing regarding Open Space Taxation agreement as submitted by Skip & Kathy Frieze and Matt & Karen Bannish.

No comment received.

Chairman Rogers closed the public hearing.

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

**Approve Open Space Taxation Agreement as submitted by Skip & Kathy Frieze and Matt & Karen Bannish described as Tax Lot 12 Section 36, Township 13N Range 8W (1.62 acres), Assessor's Parcel Number 13083622012 & PTN of 13082533013**

**PUBLIC HEARING-10:03AM**

**ATTENDANCE:** Commissioner Rogers, Commissioner Lisa Ayers, Commissioner Frank Wolfe, County Administrative Officer Kathy Spoor, Management & Fiscal Analyst Paul Plakinger and Prosecutor David Burke.

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

Chairman Rogers opened the public hearing to consider fy2014 budget supplement requests.

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

Chairman Rogers closed the public hearing.

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

**Adopt Resolution 2014-019 in the matter of supplemental budget(s) for the allowance of certain expenditures for fy2014 in the amount of \$526,334**

**RECESS-10:07AM**

**EXECUTIVE SESSION**

**10:15Am-10:35AM**

**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.

**ATTENDANCE:** Commissioner Rogers, Commissioner Wolfe, Commissioner Ayers, County Administrative Officer Kathy Spoor and Prosecutor David Burke

**BACK IN SESSION-10:34AM**

Chairman Rogers reconvened the meeting and announced that no decision was made during the executive session.

**ADJOURNED – 10:34AM**

PACIFIC COUNTY  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
Steve Rogers, Chairman

ATTEST

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

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

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

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



PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**PROCEEDINGS**

**9:00 AM**  
**Tuesday, May 27, 2014**

**1216 W Robert Bush Drive**  
**South Bend, Washington**

**CALLED TO ORDER – 9:01am**

Steve Rogers, Chair  
Frank Wolfe, Commissioner  
Lisa Ayers, 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  
Kelli Buchanan, Administrative Assistant II

**GENERAL PUBLIC IN ATTENDANCE**

Mike Williams, Chinook Observer (recorded meeting)  
Julie Struck-South Bend Mayor

**PUBLIC COMMENT-None**

**CONSENT AGENDA (Items 1-5)**

It was moved by Wolfe, seconded by Ayers and carried by a vote of 3-0  
Subject to adequate budget appropriations and in accordance with all applicable  
county policies

**Flood Control Zone District #1 (Board of Supervisors)**

**Approve Perpetual Non-Exclusive Stormwater Easement for Rival &  
Margaret Moore Trust for the Sid Snyder Tarlett Stormwater Improvement  
Project**

**Department of Community Development**

**Approve Amendment #1 to Contract #13-2109 with WA State Department of  
Fish & Wildlife**

**Sheriff's Office**

**Approve Amendment A to Grant Contract #E12-284 with WA State Military  
Department**

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**General Business**

**Approve minutes from the April 8 and 22, 2014 meetings**

**Approve Vendor Claims:**

**Warrants Numbered 122124 thru 122292 for \$426,142.99**

**YEARS OF SERVICE AWARDS**

20 Years: Kelli Buchanan (GA)

25 Years: Cheryl Betrozoff (DPW)

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

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

**Adopt Resolution 2014-020 pertaining to County Road Project 1638  
Sandridge Road Resurface Project**

**Adopt Resolution 2014-021 pertaining to County Road Project 1637  
Smith Creek Road Realignment Project**

**Adopt Resolution 2014-017A modifying County Road Project 1628A  
Sandridge Road Resurfacing Project**

**Approve the 2014 Chinook Park Maintenance and Operation Contract  
with the Port of Chinook, subject to acceptance of insurance  
requirements by the Port of Chinook**

**Approve hire of temporary Engineering Aides for summer construction  
Season, subject to adequate budget appropriations and successful  
completion of background checks**

**ITEMS REGARDING SHERIFF'S OFFICE**

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

**Approve upgrade/replacement of Mobile Data Computers (MDC's) due to  
XP issues specifically 13 SSD hard drive in the amount of \$1,300, 13 Memory  
in the amount of \$325, 13 Windows 7 in the amount of \$1,573, four  
replacement laptops, in the amount of \$10,800, five vehicle docks in the  
amount of \$2,750, for a total not to exceed \$16,748, not including shipping  
& handling and sales tax; it was noted that this may require a supplement**

**Authorize reclassification of current Clerk Secretary position to Civil Clerk  
in the Long Beach Office, effective July 1, 2014, subject to adequate budget  
appropriations and Civil Service rules**

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**ITEMS REGARDING SUPERIOR COURT CLERK**

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

**Approve Software Maintenance Agreement with JURY+ Jury Management System with Jury Systems Incorporated and authorize Clerk to sign**

**ITEMS REGARDING CIVIL SERVICE**

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

**Acknowledge and accept the resignation of Amy Dennis, Civil Service Examiner, effective May 30, 2014 and authorize advertising to fill vacant position**

**ITEMS REGARDING VEGETATION MANAGEMENT**

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

**Approve the of hire Troy Harkness, Spartina Field Crew I, effective June 2, 2014 and Eddie Knick, part-time Spartina Field Crew II, effective June 16, 2014, subject to adequate budget appropriations and successful completion of background checks**

**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve request from the Chinook Indian Nation for overnight camping at the Chinook County Park on Thursday, June 19<sup>th</sup> for their annual Canoe Journey**

**Adopt Resolution 2014-022 establishing a Public Participation Program for the Shoreline Master Program update**

**Approve Subrecipient Agreement with Chinook Water District for the CDBG Planning Only Grant and authorize the Chair to sign**

**ITEMS REGARDING COUNTY FAIR**

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

**Approve request to purchase 72" finish mower from Brim Tractor Company in the amount of \$2,452.45, including WA State Sales Tax, subject to adequate budget appropriations**

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve Vendor Claims**

**Warrants Numbered 122293 thru 122388 - \$276,917.73**

**RECESS – 9:19AM**

**EXECUTIVE SESSION**

**9:25AM for 15 minutes**

**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.

**ATTENDANCE:** Commissioner Rogers, Commissioner Wolfe, Commissioner Ayers, County Administrative Officer Kathy Spoor and Prosecutor David Burke

**BOARD OF HEALTH PUBLIC HEARING – 10:00AM**

**BACK IN SESSION – 10:06AM**

Chairman Rogers noted that no decision was made during executive session.

**ADJOURNED – 10:06am**

PACIFIC COUNTY  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
Steve Rogers, Chairman

ATTEST

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

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

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

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

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**7 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.

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**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)*

**PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50**

**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**

**PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50**

**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**



PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**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**

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**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  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
Steve Rogers, Chairman

ATTEST

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

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

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

*(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

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**PROCEEDINGS**

**9:00 AM**  
**Tuesday, June 24, 2014**

**1216 W Robert Bush Drive**  
**South Bend, Washington**

**CALLED TO ORDER – 9:02am**

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  
Tim Crose, Community Development Asst. Director  
Denise Rowlett, Chief Civil Deputy  
Mary Goelz, Health & Human Services Director

**GENERAL PUBLIC IN ATTENDANCE**

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

**PUBLIC COMMENT-None**

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

**CONSENT AGENDA (Items 1-2, 4-7)**

It was moved by Wolfe, seconded by Ayers 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 continuance of Performance Bond pertaining to Road Haul Permit  
No. 2014-13 with Scarsella Brothers, Inc.**

**Approve Local Agency Agreement Supplement No. 1 for the Sandridge Road  
Resurfacing Project; authorize Chair to sign**

**Approve request of Ocean Park Area Chamber of Commerce for use of  
equipment for Annual 4<sup>th</sup> of July Celebration**

**Authorize return of 5% bid bond to Northwest Rock, Inc. pertaining to Chip  
Rock Bid No. 2014-01**

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**General Business**

**Acknowledge 25-year Certificate of Membership with the WA Counties Risk Pool**

**Approve Vendor Claims  
Warrants Numbered 122609 thru 122719 - \$396,368.40**

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

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

**Approve revised Exhibit A to Communication Facility Use Agreements with King Broadcasting, Pacific Lutheran University, and the National Park Service and authorize Chair to initial, subject to acceptance of inclusion of required language in agreement by each Lessee**

**YEARS OF SERVICE**

5 Years – Sean M. Patterson (PCSO)  
25 Years – Shelly Mittge (DPW)

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

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

**Accept Contract and Performance Bond from Lakeside Industries pertaining to the Sandridge Road Resurface Project and authorize the return of bid bonds to Lakeside Industries and Naselle Rock & Asphalt, Co., Inc.**

**Approve Communications Facility Use Agreements with LIN Television Corp. LLC (KO & Megler Sites), WA State Dept. of Transportation (Holy Cross Site), and Calvary Chapel of Twin Falls, Inc. (Megler Site), subject to acceptance of inclusion of required language in agreements by each Lessee**

**Approve Microsoft “Select Plus Agreement” and authorize Chair to sign**

**ITEMS REGARDING COUNTY FAIR**

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

**Approve Agreement for Operation of Carnival and related facilities at the 2014 fair with Haworth Family Shows, Inc.**

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**ITEMS REGARDING COMMUNITY DEVELOPMENT**

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

**Adopt Resolution 2014-029 amending petty cash fund to the amount of \$500**

**Accept quote from Ford Electric, of Long Beach, to install a grounding rod at the Household Hazardous Waste Facility as recommended by Department of Labor & Industries, in the amount of \$1,094.17, subject to adequate budget appropriations** *(bids were requested from Maneman's Electric of Raymond and from Bud's Electric of South Bend no response was received)*

**ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT**

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

**Approve request for an exception to the Travel and Expense Policy for the purchase of in-county meals for Family Planning, Medical Reserve Corps (Emergency Prep) and Emergency Prep programs in an amount not to exceed \$1,350, subject to adequate budget appropriations**

**ITEMS REGARDING SHERIFF'S OFFICE**

Consider approval of request to fill two road deputies and one corrections officer positions if/when they become vacant-**DEFERRED** until after Executive Session

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

**Adopt Proclamation establishing June 22-28, 2014 as Amateur Radio Week**

**Approve Agreement for State Administration of County Enhanced 911 Excise Taxes with State of WA Department of Revenue and authorize Chair to sign**

**ITEMS REGARDING AUDITOR'S OFFICE**

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

**Acknowledged notice of Alex Millican's probation completion, noting increase to Grade 9 Step 1, effective July 1, 2014, subject to adequate budget appropriations**

**ITEMS REGARDING CIVIL SERVICE**

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

**Approve Test Security Agreement with IPMA-HR and confirm Chair's signature**

**PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50**

**ITEMS REGARDING RISK MANAGEMENT**

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

**Acknowledge receipt of Claim for Damages #2014-03-004 and authorize payment of claim**

**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve recommendations received from the Pacific Council of Governments regarding the 0.09% Local Sales Tax Funds Allocation and approve Contracts for Services with Port of Willapa Harbor for one year in the amount of \$25,000, Port of Peninsula for one year in the amount of \$25,000 and with Pacific County EDC for one year in the amount of \$8,000**

**Adopt Resolution 2014-030 establishing the fy2015 Budget Calendar**

**Approve letter of support to the WA Trust for Historic Preservation for a grant application for funding to repair the exterior of the Courthouse and authorize Chair to sign**

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

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

**Approve purchase of new Avaya telephone system in the amount of \$64,179.40 (including WA State Sales Tax) from the KCDA Purchasing Cooperative Contract, subject to adequate budget appropriations**

**ITEMS REGARDING SHERIFF'S OFFICE**

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

**Adopt Resolution 2014-031 establishing a bank account with a petty cash fund in the amount of \$500 for the purpose of jail commissary system implementation**

**ITEMS REGARDING RISK MANAGEMENT**

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

**Approve Release and Hold Harmless Agreement**

**RECESS – 9:22AM**

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**EXECUTIVE SESSION**

**9:30AM-9:45AM**

**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.

(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

**BACK IN SESSION – 9:46AM**

**ATTENDANCE:** Commissioner Rogers, Commissioner Wolfe, Commissioner Ayers, County Administrative Officer Kathy Spoor, Management & Fiscal Analyst Paul Plakinger, Chief Civil Deputy Denise Rowlett, and Prosecutor David Burke

**ITEMS REGARDING SHERIFF'S OFFICE**

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

**Approve request to fill two road deputies and one corrections officer positions if/when they become vacant, subject to adequate budget appropriations and notification of hires being provided to the Commissioners**

**ADJOURNED – 9:48AM**

PACIFIC COUNTY  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
Steve Rogers, Chairman

ATTEST

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

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

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

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

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #50

**OTHER BUSINESS FOR FILING**

Copy of Revised Fee Schedule for Animal Impound Services, signed and dated by Sheriff John Didion January 4, 2008 and Contract for Animal Holding Facility, signed and dated November 1, 2005 by Sheriff John Didion; filed this date

Memo from Director of Community Development dated March 24, 2014 re: request for personnel

Copy of Month to Month Rental Agreement with the Port of Willapa Harbor by the Sheriff's Office, signed and dated by Sheriff Scott Johnson on April 15, 2014; filed this date

Letter from Columbia Land Trust regarding a grant application to acquire Willapa Bay-Seal Slough Property dated April 30, 2014

Copy of letter of thanks from Steve Gray of Long Beach, regarding great condition of beach approaches

Copy of letter from Dotsi Graves, Fair Manager, to the Kiwanis Club of Raymond for their support of the fair, dated June 17, 2014

WA Counties Risk Pool 2013 Annual Report, Silver Anniversary Edition

Affidavit of Publication pertaining to the Public Meetings held regarding to the use of off-road vehicles on county roads





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

BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.

REQUESTED MEETING DATE:

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION:

☐ APPROVED

☐ DENIED

Agenda Item #:

Initials:

Date:

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO:

Review: ☐ Clerk of the Board

☐ Risk Management

☐ Legal

☐ CONTINUED TO DATE:

TIME:

☐ OTHER:

### DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PC Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

☐ NDC

☐ Sheriff

☐ 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: Department of Public Works

DIVISION (if applicable): ER&R

OFFICIAL NAME & TITLE: Mike Collins

PHONE / EXT:

SIGNATURE:

DATE:

7/2/2014

NARRATIVE OF REQUEST

Request approval to transfer S174 (Jail transport van) from PCSO to the Fair. S174 has been replaced with S275 and PCSO has confirmed that they do not want to retain S174 in the Sheriff's fleet as per attached email.

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

## Andree Harland

---

**From:** Denise Rowlett  
**Sent:** Wednesday, June 25, 2014 11:16 AM  
**To:** Andree Harland  
**Cc:** Mike Collins; Scott Johnson; Pat Matlock  
**Subject:** RE: S174

Andi:

PCSO does not want to keep S174.

Thanks,  
*Denise*

**From:** Andree Harland  
**Sent:** Wednesday, June 25, 2014 8:53 AM  
**To:** Denise Rowlett  
**Cc:** Mike Collins  
**Subject:** S174

Hi Denise

Just reviewing our next billing and wanted to confirm that you are keeping S174 (Jail Transport Van). If so, we will need to get Commissioner approval. Let me know either way.

Thanks!  
Andi



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

BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.

REQUESTED MEETING DATE:

July 8, 2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

Agenda Item #: \_\_\_\_\_

BOCC ACTION: ☐ APPROVED ☐ DENIED

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO: \_\_\_\_\_

Review: ☐ Clerk of the Board

☐ CONTINUED TO DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

☐ Risk Management

☐ OTHER: \_\_\_\_\_

☐ Legal

### DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PC Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

☐ NDC

☐ Sheriff

☐ 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: DPW

DIVISION (if applicable): Roads

OFFICIAL NAME & TITLE: Mike Collins, Director/County Engineer

PHONE / EXT: 3368

SIGNATURE: *Michael Collins*

DATE: 6-03-14

NARRATIVE OF REQUEST

Bids for the South Valley Road Improvement Project MP 0.00 - MP 1.93 - Federal Aid No. STPR-F250(002) will be opened Monday, July 7th at 1:00 P.M. by the Clerk of the Board. Award of the project to the successful bidder will follow on July 8th. Attached are two contracts for execution. The Business License/Debarment will be checked, the bid tabulation sheet prepared and the Award Letter will be completed following bid opening.

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

# Contract

---

**THIS AGREEMENT**, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, between Pacific County, hereinafter called the COUNTY, and \_\_\_\_\_, hereinafter called the CONTRACTOR.

COUNTY and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

## **Article 1 - Work**

- 1.1 CONTRACTOR shall complete all work and furnish all materials and equipment as specified or indicated in the Contract Documents for:

### **SOUTH VALLEY ROAD IMPROVEMENT PROJECT MP 0.00 TO MP 1.93**

- 1.2 The CONTRACTOR shall provide and bear the expense of all equipment, work and labor, of any sort whatsoever that may be required for the transfer of materials and for constructing and completing the work provided for in the Contract Documents except those items mentioned therein to be furnished by the COUNTY.

## **Article 2 - Contract Time**

- 2.1 The Work of the Contract shall be physically completed and ready for final payment within sixty (60) working days from the date of the Notice to Proceed, and the Contract Time continues to run as specified in the Standard Specifications. CONTRACTOR acknowledges that no specific start date and no specific season of the year for performing the Work is guaranteed.
- 2.2 Liquidated Damages. COUNTY and CONTRACTOR recognize that time is of the essence of this agreement and that COUNTY will suffer financial loss if the Work is not completed within the times specified in Paragraph 2.1 of this agreement, plus any extensions thereof allowed in accordance with Section 1-08.5 of the Special Provisions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by COUNTY if the Work is not substantially and physically completed on time. Accordingly, instead of requiring any such proof, COUNTY and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty) CONTRACTOR shall pay COUNTY the amounts specified in Section 1-08.9 of the Standard Specifications, as may be supplemented by the Special Provisions, for each working day that expires after the times specified in Paragraph 2.1 of this Agreement.

### **Article 3-Contract Price**

- 3.1 COUNTY shall pay CONTRACTOR for completion of the Work in accordance with the Contract Documents an estimated Contract Price as provided in CONTRACTOR's Bid Form attached as Exhibit A.

### **Article 4-Payment Procedures**

- 4.1 CONTRACTOR shall submit Applications for Payment in accordance with the Standard Specifications. Applications for Payment will be processed by COUNTY as provided in the Standard Specifications.
- 4.2 COUNTY will make monthly progress payments on the basis of CONTRACTOR's Applications for Payment each month during construction as provided below. All progress payments will be on the basis of the measured or estimated number of units of Unit Price work completed.

In accordance with RCW 60.28.011 no final payment will be made until such time as all claims have been satisfied.

- 4.3 Upon final completion and acceptance of the Work in accordance with the Contract Documents, COUNTY shall pay the remainder of the Contract Price, provided that there are no related liens registered against the project at that time, and provided that the industrial insurance premiums with the Department of Labor and Industries are current.

### **Article 5-Contractor's Representations**

CONTRACTOR makes the following representations:

- 5.1 CONTRACTOR is familiar with the nature and extent of the Contract Documents, Work site, locality, availability of labor, union or non-union practices, and all local conditions and Laws and Regulations that in any manner may affect cost, progress, performance or furnishing of the Work.
- 5.2 CONTRACTOR has studied carefully all reports of explorations and tests of subsurface conditions and drawings of physical conditions which are identified in the Special Provisions of the Contract Documents, and accepts the determination set forth in the Special Provisions of the extent of the technical data contained in such reports and drawings upon which CONTRACTOR is entitled to rely.
- 5.3 CONTRACTOR has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) all such examinations, investigations, explorations, tests, reports and studies (in addition to or to supplement those referred to in Paragraph 5.2 above) which pertain to the subsurface or physical conditions at or contiguous to the site or otherwise may affect the cost, progress, performance or furnishing of the Work as CONTRACTOR

considers necessary for the performance of the Work at the Contract price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, explorations, tests, reports, studies or similar information or data are or will be required by CONTRACTOR for such purposes.

- 5.4 CONTRACTOR has reviewed and checked all information and data shown or contiguous to the site and assumes responsibility for the accurate location of said underground facilities. CONTRACTOR shall perform, at CONTRACTOR'S sole expense, all such additional examinations, investigations, explorations, tests, reports, studies or similar information or data with respect to said underground facilities which are or will be required to perform and furnish the Work at the Contract Unit Prices, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents.
- 5.5 CONTRACTOR has correlated the results of all such observations, examinations, investigations, explorations, tests, reports, and studies with the terms and conditions of the Contract Documents.
- 5.6 CONTRACTOR has given COUNTY written notice of all conflicts, errors, or discrepancies that it has discovered in the Contract Documents and the written resolution thereof by COUNTY is acceptable to CONTRACTOR.
- 5.7 CONTRACTOR is experienced and qualified to perform the services described herein, and is properly staffed and organized and financed to perform such services. CONTRACTOR shall act as an independent contractor and not as an employee or agent of COUNTY in performing its services, maintaining control over its employees and managing all subcontractors and suppliers.

#### **Article 6-Contract Documents**

The Contract Documents which comprise the entire Agreement between COUNTY and CONTRACTOR concerning the Work consist of the following:

- 6.1 Notice to Contractors.
- 6.2 CONTRACTOR'S Bid Form, including Appendix A, attached as Exhibit A.
- 6.3 Addenda Numbers Ø to Ø inclusive, attached as Exhibit B.
- 6.4 Notice of Award, attached as Exhibit C.
- 6.5 This Contract.
- 6.6 Project Manual, including Instructions to Bidders, Amendments to the Standard Specifications, Special Provisions, and Drawings, attached as Exhibit D.

- 6.7 Performance and Construction Payment Bonds, attached as Exhibit E.
- 6.8 2014 Standard Specifications for Road, Bridge, and Municipal Construction, as published by W.S.D.O.T.
- 6.9 Certificates of Insurance, attached as Exhibit F.
- 6.10 The following which may be delivered or issued after the Effective Date of the Agreement and are not attached hereto:
- All written Amendments and other documents amending, modifying, or supplementing the Contract Documents.
- 6.11 There are no Contract Documents other than those listed in this Article 6. The Contract Documents may only be amended, modified, or supplemented as provided in the Special Provisions.

#### **Article 7-Indemnification**

- 7.1 The CONTRACTOR, including its successors and assigns, shall indemnify, defend, and save harmless the COUNTY and all officers, employees and agents of the COUNTY from all claims, suits, or actions brought for injuries to, or death of, any persons or damages resulting from construction of the work or in consequence of any negligence regarding the work, the use of any improper materials in the work, caused in whole or in part by any act or omission by the CONTRACTOR or his agents or employees during performance or at any time before final acceptance. In addition to any remedy authorized by law, the COUNTY may retain as much of the money due the CONTRACTOR as deemed necessary to assure indemnification until disposition has been made of such suits or claims. In the event of litigation between the parties to enforce the rights under this paragraph, reasonable attorney's fees shall be allowed to the prevailing party.

The CONTRACTOR, including its successors and assigns, shall indemnify, defend, and save harmless any city or district, its officers, and employees connected with the work, within the limits of which city or district the work is being performed, all in the same manner and to the same extent as provided above for the protection of the COUNTY, its officers and employees, provided that no retention of money due the CONTRACTOR be made by the COUNTY except as provided in Chapter 60.28 RCW, pending disposition of suits or claims for damages brought against the city or district.

The CONTRACTOR will not be required to indemnify, defend, or save harmless the COUNTY as provided in the preceding paragraphs of this Article if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the COUNTY. Where such claims, suits, or actions result from the concurrent negligence of (a) the COUNTY or the COUNTY'S agents or employees and (b) the CONTRACTOR or the

CONTRACTOR'S agent or employees, the indemnity provisions provided in the preceding paragraphs of this Article shall be valid and enforceable only to the extent of the CONTRACTOR'S negligence or the negligence of its agents and employees.

It is further specifically and expressly understood that the indemnification provided in this Article constitutes the Contractor's waiver of immunity under industrial insurance and Title 51 RCW solely for the purposes of this indemnification and not with respect to claims by any third party. This waiver has been mutually negotiated by the parties.

#### **Article 8-Assignment**

8.1 The Contractor shall not assign any rights or obligations under or arising from this Agreement without the prior written consent of the COUNTY.

#### **Article 9 - Binding Effect**

9.1 COUNTY and CONTRACTOR each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

#### **Article 10 – Severability**

10.1 The provisions of this Agreement shall be deemed severable and the invalidity or unenforceability of any provision shall not affect the validity and enforceability of the other provisions hereof. If any provision of this Agreement is unenforceable for any reason whatsoever, that provision shall be appropriately limited and given effect to the extent that it may be enforceable.

#### **Article 11 - Venue**

11.1 In the event that either party shall bring a suit or action on or arising out of this contract, it is mutually agreed that such suit or action shall be brought only in Pacific County, Washington.

#### **Article 12 - Entire And Complete Agreement**

12.1 This Agreement represents the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. In the event of any conflict between the language set forth in this Agreement, any of the exhibits hereto, Standard Specifications, or Special Provisions, the language in this Agreement shall prevail, and this Agreement shall be interpreted as if that conflicting language was not a part of the agreement between the parties.



**IN WITNESS WHEREOF**, the CONTRACTOR has executed this instrument, on the day and first below written, and the County Legislative Authority has caused this instrument to be executed by and in the name of said PACIFIC COUNTY the day and year first above written.

Executed by the Contractor on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**Contractor**

**Board of County Commissioners  
Pacific County, Washington**

\_\_\_\_\_  
Company

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Title

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Address

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
City, State, Zip Code

**Approved As To Form:**

**Attest:**

\_\_\_\_\_  
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

BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.

REQUESTED MEETING DATE:

7-8-14

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION: ☐ APPROVED ☐ DENIED

Agenda Item #: \_\_\_\_\_

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN ☐ DEFERRED TO: \_\_\_\_\_

☐ CONTINUED TO DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

☐ OTHER: \_\_\_\_\_

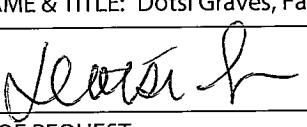
Review: ☐ Clerk of the Board  
☐ Risk Management  
☐ Legal

### DISTRIBUTION LIST:

- |                              |  |                                   |                                     |  |
|------------------------------|--|-----------------------------------|-------------------------------------|--|
| <input type="checkbox"/> RF  | <input type="checkbox"/> Assessor      | <input type="checkbox"/> DPW      | <input type="checkbox"/> PACCOM     | <input type="checkbox"/> Superior Court  |
| <input type="checkbox"/> CF  | <input type="checkbox"/> Auditor       | <input type="checkbox"/> EMA      | <input type="checkbox"/> PC Fair    | <input type="checkbox"/> Treasurer       |
| <input type="checkbox"/> SEA | <input type="checkbox"/> Clerk         | <input type="checkbox"/> Health   | <input type="checkbox"/> Prosecutor | <input type="checkbox"/> Vegetation Mgmt |
|                              | <input type="checkbox"/> Civil Service | <input type="checkbox"/> Juvenile | <input type="checkbox"/> SDC        | <input type="checkbox"/> WSU Coop. Ext.  |
|                              | <input type="checkbox"/> DCD           | <input type="checkbox"/> NDC      | <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: Department of Public Works	DIVISION (if applicable): Fair
OFFICIAL NAME & TITLE: Dotsi Graves, Fair Manager	PHONE / EXT: 2288
SIGNATURE: 	DATE: July 1, 2014
NARRATIVE OF REQUEST	
<p>The Pacific County Fair respectfully asks the Board of County Commissioners to approve and sign the attached Special Event Use Agreements for participants wishing to use the Pacific County's Horse Arena during open rides, with the understanding that proper insurance must be submitted prior to use of the Arena. Insurance information will be passed on to the Board as they are presented.</p>	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)	

**2014 OPEN HORSE ARENA USERS  
TO BOCC FOR APPROVAL 7-8-2014**

<b>Last Name</b>	<b>First Name</b>	<b>Address</b>	<b>Phone No.</b>	<b>E-mail</b>	<b>Emergency Contact Info</b>	<b>Horse Arena Policy Returned</b>	<b>Special Event Agree Returned</b>	<b>Insurance Received</b>
Hunter	Mitzi	3 Youth Camp Ln Naselle, WA 96838	360-783-2016	<a href="mailto:mitzihunter@yahoo.com">mitzihunter@yahoo.com</a>	Peter Hunter 253-988-9496	X	X	
Layman	Emilee	422 Franklin St Raymond, WA 98577	360-942-5879	<a href="mailto:willapaprinting@gmail.com">willapaprinting@gmail.com</a>	Michelle Layman 360-581-3280	X	X	
Maakad	Jeni	125 W Robert Bush Dr South Bend, WA 98586	360-296-0038	<a href="mailto:maakadi@gmail.com">maakadi@gmail.com</a>	Taylor Graves 509-288-1378 Dotsi Graves 360-942-8930	X	X	
Pollard	Amanda	715 Garden St Raymond, WA 98577	360-942-8260	<a href="mailto:salmanda04@hotmail.com">salmanda04@hotmail.com</a>	Travis Pollard 360-942-9515 Debra Crosswell 360-942-7680	X	X	
Rowe	Valerie	55 Giles Ln South Bend, WA 98586	360-875-6518 home 360-942-7422 cell	<a href="mailto:twinharbortack@yahoo.com">twinharbortack@yahoo.com</a> <a href="mailto:val.rowe@gmail.com">val.rowe@gmail.com</a>	William (Dave) Rowe 360-942-9249 cell 360-875-6518 home Bill Rowe 360-942-8918 cell 360-875-8257 home	X	X	X
Smith	Tammie	PO Box 25 Menlo, WA 98641	360-942-8512	<a href="mailto:tammierenne@hotmail.com">tammierenne@hotmail.com</a>	Mike Smith 360-942-7409	X	X	X



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

**BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.**

**REQUESTED MEETING DATE:**

7-8-14

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION: ☐ APPROVED ☐ DENIED

Agenda Item #: \_\_\_\_\_

Initial: \_\_\_\_\_

Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO: \_\_\_\_\_

☐ CONTINUED TO DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

Review: ☐ Clerk of the Board

☐ Risk Management

☐ Legal

☐ OTHER: \_\_\_\_\_

### DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PC Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

☐ NDC

☐ Sheriff

☐ 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: Department of Public Works

DIVISION (if applicable): Fair

OFFICIAL NAME & TITLE: Dotsi Graves, Fair Manager

PHONE / EXT: 2288

SIGNATURE: 

DATE: July 1, 2014

### NARRATIVE OF REQUEST

The Pacific County Fair respectfully asks the Board of County Commissioners to approve the attached 2014 Vendor Space Use Agreements, with the understanding that proper insurance must be submitted prior to the opening of the Fair, unless otherwise waived. Insurance information will be pass on to the Board at they are presented.

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

**2014 VENDOR APPLICATIONS FOR BOCC APPROVAL 7-8-2014**

<b>VENDOR'S NAME</b>	<b>AMT PD</b>		<b>Ins Recvd</b>	<b>Buttons</b>	<b>Parking Passes</b>	<b>Booth No.</b>
<b>Ayers, Lisa</b>	\$64	Booth Fee	Waived			Commercial #12
<b>Bud's Lumber</b>	\$120	Booth Fee	X			Commercial #38
<b>Celebrating Home</b>	\$144	Booth Fee	X	2		Commercial #22
<b>Child Evangelical Fellowship Pacific Harbors</b>	\$120	Booth Fee				Outside 10x10 Tent
	\$80	Buttons		10		
<b>Debra Wilson Insurance (Farmers)</b>	\$96	Booth Fee				<b>NOT ASSIGNED</b>
<b>Dennis Company</b>	\$192	Booth Fee	X			Commercial #2
<b>The Gideons International Harbor Camp</b>	\$64	Booth Fee	X			8' Table in Commercial Bldg
	\$64	Buttons		8		
<b>Grays Harbor College</b>	\$96	Booth Fee	X			Commercial #26
	\$24	Buttons		3		
<b>Long Beach Peninsula Visitor Bureau</b>	\$144	Booth Fee				Commercial #6
<b>MAPTAT</b>	\$120	Booth Fee	X			Commercial #28
	\$8	Buttons		1		
<b>Master Gardener Foundation of Grays Harbor and Pacific Counties</b>	\$100	Booth Fee	X			Agriculture Building
	\$8	Buttons		1		
<b>ORCAA</b>	\$96	Booth Fee	X			Commercial #39
	\$8	Buttons		1		
<b>Pacific County Auditor</b>	\$108	Booth Fee				Commercial #18
<b>Pacific County Democratic Club</b>	\$192	Booth Fee				Commercial #'s 13-14
<b>Pacific Conservation Dist</b>	\$144	Booth Fee	X			Commercial #8
<b>Pacific County Historical Society and Museum</b>	\$132	Booth Fee	X			Commercial #9
<b>Pacific County PUD No. 2</b>	\$144	Booth Fee	X			Commercial #42
<b>Senior Companion Program for Grays Harbor and Pacific Counties</b>	\$64	Booth Fee	X			Table in Commercial
<b>City of South Bend/ Labor Day Committee</b>	\$144	Booth Fee				<b>NOT ASSIGNED</b>
<b>Washington Farm Forestry/ Grays Harbor/Pacific County/ Farm Bureau/WA Cattlemen's</b>	\$132	Booth Fee	X			Commercial #1
<b>Water Doctor of Washington</b>	\$120	Booth Fee				Commercial #36

<b>VENDOR'S NAME</b>	<b>AMT PD</b>		<b>Ins Recvd</b>	<b>Buttons</b>	<b>Parking Passes</b>	<b>Booth No.</b>
<b>Willapa Harbor Hospital</b>	\$144	Booth Fee				Commercial #5
	\$64	Buttons		8		
<b>Willapa Harbor Ministerial</b>	\$192	Booth Fee	X			Commercial #37
<b>Willapa Portables dba House Brothers</b>	\$120	Booth Fee	X			Commercial #19
	\$16	Buttons		2		

**\$2,992 Booth Fee Collected**

**\$272 Button Fee Collected**



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

**BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.**

**REQUESTED MEETING DATE:**

7-8-14

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

Agenda Item #: \_\_\_\_\_

BOCC ACTION: ☐ APPROVED ☐ DENIED

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

Review: ☐ Clerk of the Board

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO: \_\_\_\_\_

☐ Risk Management

☐ CONTINUED TO DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

☐ Legal

☐ OTHER: \_\_\_\_\_

### DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PC Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

☐ NDC

☐ Sheriff

☐ 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: Department of Public Works

DIVISION (if applicable): Fair

OFFICIAL NAME & TITLE: Dotsi Graves, Fair Manager

PHONE / EXT: 2288

SIGNATURE: 

DATE: July 1, 2014

### NARRATIVE OF REQUEST

The Pacific County Fair respectfully asks the Board of County Commissioners to approve the attached 2014 Concession Space Use Agreements, with the understanding that proper insurance must be submitted prior to the opening of the Fair. Insurance information will be pass on to the Board at they are presented.

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

# 2014 CONCESSIONAIRES APPLICATIONS FOR BOCC APPROVAL 7-8-2014

<b>VENDOR'S NAME</b>	<b>AMT PD</b>		<b>Ins Recvd</b>	<b>Buttons</b>	<b>Parking Passes</b>	<b>Booth No.</b>
<b>Confederated Lower Chinook Tribes &amp; Bands DBA Chinook Indian Nation</b>	\$150	Booth Fee				Gauaerke Building (inside and outside)
	\$80	Buttons		10		
<b>The Dawgg House</b>		Booth Fee				
<b>Delicious Deb's Hawaiian Shave Ice</b>	\$150	Booth Fee	x			
<b>Firdale Food Company</b>	\$150		X			First Space Inside Office Gate
<b>Hungarian Foods</b>						
<b>Jim Hunter &amp; Associates</b>	\$150	Booth Fee				Food Pavillion
<b>Marsalee's Thai Food</b>	\$150	Booth Fee	X			Gauerke Building F-4
	\$16	Buttons		2		
	\$100	RV Camp			RV Camp	
<b>Randy's Family Fitness</b>	\$150	Booth Fee				V-3
	\$40	Buttons		5		
<b>Thary Yi</b>	\$150	Booth Fee				G-4
<b>Willapa Harbor Lions Club</b>	\$150	Booth Fee	X			Lions Club Building
<b>Willapa Valley High School Class of 2014</b>	\$150	Booth Fee				
<b>Willapa Valley Booster Club</b>	\$150	Booth Fee				Booster Club Building
<b>Willapa Valley FCCLA</b>	\$120	Booth Fee				Balloon Booth
<b>Willapa Valley FCCLA</b>	\$150	Booth Fee				Kiwanis Booth

**\$1,620 Booth Fee Collected**

**\$136 Button Fee Collected**

**\$100 RV Camping Fee Collected**





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

**BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.**

**REQUESTED MEETING DATE:**

7-8-14

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

Agenda Item #: \_\_\_\_\_

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 Management

☐ Legal

### DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PC Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

☐ NDC

☐ Sheriff

☐ 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: Department of Public Works

DIVISION (if applicable): Fair

OFFICIAL NAME & TITLE: Dotsi Graves, Fair Manager

PHONE / EXT: 2288

SIGNATURE: *Dotsi Graves*

DATE: July 1, 2014

### NARRATIVE OF REQUEST

The Pacific County Fair respectfully asks the Board of County Commissioners to approve the attached 2014 Entertainment Contracts, with the understanding that proper insurance must be submitted prior to the opening of the Fair, unless otherwise waived. Insurance information will be pass on to the Board at they are presented.

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

## 2014 ENTERTAINMENT FOR BOCC APPROVAL 7-8-2014

NAME OF ENTERTAINMENT	DATE(S) OF PERFORMANCE	PERFORMANCE TIME(S)	SHOW	COST
Country Mile	8/22/2014 8/23/2014	3:00 PM 4:00 PM	(2) 60 min shows	\$300 for both shows
Doug Hamilton Karoake	8/20/2014 8/21/2014 8/22/2014	2 PM - 6 PM 10 AM-1 PM 10 AM - 1 PM		<b><u>\$800 TOTAL</u></b> (3 shows @ \$250 each +\$50 ins)
Jeff Rose Hypnotist Show	8/23/2014	5:30 PM 8:00 PM		<b><u>\$955 TOTAL</u></b> (4 shows @ \$850 + \$105 for hotel)
Family Comedy & Magic Show	8/23/2014	1 PM 3PM		
LuLu LaFever and the Hot Tamales	8/22/2014	7:00 PM	(1) 60 min show	\$1,000.00
			(1)	<b><u>\$1,452 TOTAL</u></b> (\$1,350 for 1 show + \$102 for hotel)
Stoddard & Cole	8/21/2014	8:00 PM	(1) 60 min show	
VanBlaricom Family	8/21/2014	2:00 PM	(1) 60 min show	\$50.00
Tony Wintrip	8/23/2014	2 - 4 PM	(1) 2 hr show	\$400.00



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

**BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.**

**REQUESTED MEETING DATE:**

7/8/14

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION: ☐ APPROVED ☐ DENIED

Agenda Item #: \_\_\_\_\_

Initial: \_\_\_\_\_

Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO: \_\_\_\_\_

Review: ☐ Clerk of the Board

☐ CONTINUED TO DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

☐ Risk Management

☐ Legal

☐ OTHER: \_\_\_\_\_

### DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PC Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

☐ NDC

☐ Sheriff

☐ 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: Health	DIVISION (if applicable):
OFFICIAL NAME & TITLE: Mary P. Goelz, Director	PHONE / EXT: 2644
SIGNATURE: 	DATE: 7/1/14
NARRATIVE OF REQUEST	
Request the Board authorize the health department to apply for a county credit card per Resolution 2013-013. I request a Department Account rather than the Individual Account. The Health Department agrees to follow the policy created by the Board. I will supply the board with the named individuals who will have access to the use of the Department Account.	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy 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

**BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.**

**REQUESTED MEETING DATE:**

July 8, 2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

Agenda Item #: \_\_\_\_\_

BOCC ACTION: ☐ APPROVED ☐ DENIED

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO: \_\_\_\_\_

Review: ☐ Clerk of the Board

☐ Risk Management

☐ CONTINUED TO DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

☐ Legal


☐ OTHER: \_\_\_\_\_


### DISTRIBUTION LIST:

<input type="checkbox"/> RF	<input type="checkbox"/> Assessor	<input type="checkbox"/> DPW	<input type="checkbox"/> PACCOM	<input type="checkbox"/> Superior Court
<input type="checkbox"/> CF	<input type="checkbox"/> Auditor	<input type="checkbox"/> EMA	<input type="checkbox"/> PC Fair	<input type="checkbox"/> Treasurer
<input type="checkbox"/> SEA	<input type="checkbox"/> Clerk	<input type="checkbox"/> Health	<input type="checkbox"/> Prosecutor	<input type="checkbox"/> Vegetation Mgmt
	<input type="checkbox"/> Civil Service	<input type="checkbox"/> Juvenile	<input type="checkbox"/> SDC	<input type="checkbox"/> WSU Coop. Ext.
	<input type="checkbox"/> DCD	<input type="checkbox"/> NDC	<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: Health	DIVISION (if applicable):
OFFICIAL NAME & TITLE: Mary P. Goelz/Director	PHONE / EXT: 2644
SIGNATURE: 	DATE: June 20, 2014
NARRATIVE OF REQUEST	
Request the Board approve and sign the Early Intervention Program (EIP) contract with Department of Social and Health Services. This is a program that provides nursing home visiting to referred families from Child Protective Services. This funding is included in our 2014 Adopted Budget and would not require a supplemental budget.	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)	

	<b>COUNTY PROGRAM AGREEMENT</b> <b>Early Intervention Program (EIP)</b>		DSHS Agreement Number 1463-15147
This Program Agreement is by and between the State of Washington Department of Social and Health Services (DSHS) and the County identified below, and is issued in conjunction with a County and DSHS Agreement on General Terms and Conditions, which is incorporated by reference.			Program Agreement Number 0603- County Agreement Number
DSHS ADMINISTRATION Childrens Administration	DSHS DIVISION Division of Children and Family Services	DSHS INDEX NUMBER 1231	DSHS CONTRACT CODE 2048CS-63
DSHS CONTACT NAME AND TITLE Rachel Denney Contract Manager		DSHS CONTACT ADDRESS 1115 Washington St SE Olympia, WA 98504	
DSHS CONTACT TELEPHONE (360)902-8031	DSHS CONTACT FAX	DSHS CONTACT E-MAIL rachel.denney@dshs.wa.gov	
COUNTY NAME Pacific County		COUNTY ADDRESS 1216 West Robert Bush Drive Post Office Box 26 South Bend, WA 98586	
COUNTY FEDERAL EMPLOYER IDENTIFICATION NUMBER 916001356		COUNTY CONTACT NAME Mary Goelz	
COUNTY CONTACT TELEPHONE (360) 875-9349	COUNTY CONTACT FAX (360) 875-9352	COUNTY CONTACT E-MAIL mgoelz@co.pacific.wa.us	
IS THE COUNTY A SUBRECIPIENT FOR PURPOSES OF THIS PROGRAM AGREEMENT? No			CFDA NUMBERS
PROGRAM AGREEMENT START DATE 07/01/2014	PROGRAM AGREEMENT END DATE 06/30/2015	MAXIMUM PROGRAM AGREEMENT AMOUNT \$11,096.00	
EXHIBITS. When the box below is marked with an X, the following Exhibits are attached and are incorporated into this County Program Agreement by reference: <input checked="" type="checkbox"/> Exhibits (specify): <b>Exhibit A – Data Security Requirements; Exhibit B– Statement of Work; Exhibit C – Program Requirements; Exhibit D– Exit Code Definition; and <input checked="" type="checkbox"/>-Exhibit E – Budget</b>			
<b>Contract Purpose:</b> The purpose of these services is to control threats to child safety so children can remain safely in their own homes, while continuing to support families. These services at a minimum will: <ul style="list-style-type: none"> <li>• Place the child and their safety as the center of focus for service delivery</li> <li>• Assess the child's safety to remain in the home on an ongoing basis</li> <li>• Engage families in the focus to reduce safety threats</li> <li>• Work to increase safe parenting skills; and</li> <li>• Require immediate communication with the Children's Administration about safety threats to the child.</li> </ul>			
By their signatures below, the parties agree to the terms and conditions of this County Program Agreement and all documents incorporated by reference. No other understandings or representations, oral or otherwise, regarding the subject matter of this Program Agreement shall be deemed to exist or bind the parties. The parties signing below certify that they are authorized to sign this Program Agreement.			
COUNTY SIGNATURE(S)		PRINTED NAME(S) AND TITLE(S)	DATE(S) SIGNED
DSHS SIGNATURE		PRINTED NAME AND TITLE Rachel Denney, Regional Contract Manager	DATE SIGNED



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

**BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.**

**REQUESTED MEETING DATE:**

July 8, 2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

Agenda Item #: \_\_\_\_\_

BOCC ACTION: ☐ APPROVED ☐ DENIED

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO: \_\_\_\_\_

Review: ☐ Clerk of the Board

☐ CONTINUED TO DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

☐ Risk Management

☐ OTHER: \_\_\_\_\_

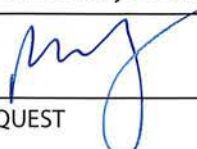
☐ Legal

### DISTRIBUTION LIST:

<input type="checkbox"/> RF	<input type="checkbox"/> Assessor	<input type="checkbox"/> DPW	<input type="checkbox"/> PACCOM	<input type="checkbox"/> Superior Court
<input type="checkbox"/> CF	<input type="checkbox"/> Auditor	<input type="checkbox"/> EMA	<input type="checkbox"/> PC Fair	<input type="checkbox"/> Treasurer
<input type="checkbox"/> SEA	<input type="checkbox"/> Clerk	<input type="checkbox"/> Health	<input type="checkbox"/> Prosecutor	<input type="checkbox"/> Vegetation Mgmt
	<input type="checkbox"/> Civil Service	<input type="checkbox"/> Juvenile	<input type="checkbox"/> SDC	<input type="checkbox"/> WSU Coop. Ext.
	<input type="checkbox"/> DCD	<input type="checkbox"/> NDC	<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: Health	DIVISION (if applicable):
OFFICIAL NAME & TITLE: Mary P. Goelz/Director	PHONE / EXT: 2644
SIGNATURE: 	DATE: 6/20/2014
NARRATIVE OF REQUEST	
<p>Request the Board approve the advertisement for the hire or contract of a Registered Dietitian to work in our Maternity Support Services and our WIC (Women, Infant and Child) Program. Our current Registered Dietitian has turned in her intent to resign, thus canceling her contract, effective June 30, 2014. The two programs require a Registered Dietitian in the program to be compliant with the deliverables. This position is included in our adopted 2014 budget and will not require a supplemental budget.</p>	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)	





**REQUESTED MEETING DATE:**

July 8, 2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION: ☐ APPROVED ☐ DENIED

Agenda Item #: \_\_\_\_\_

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN ☐ DEFERRED TO: \_\_\_\_\_

☐ CONTINUED TO DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

☐ OTHER: \_\_\_\_\_


Review: ☐ Clerk of the Board  
☐ Risk Management  
☐ Legal

**DISTRIBUTION LIST:**

<input type="checkbox"/> RF	<input type="checkbox"/> Assessor	<input type="checkbox"/> DPW	<input type="checkbox"/> PACCOM	<input type="checkbox"/> Superior Court
<input type="checkbox"/> CF	<input type="checkbox"/> Auditor	<input type="checkbox"/> EMA	<input type="checkbox"/> PC Fair	<input type="checkbox"/> Treasurer
<input type="checkbox"/> SEA	<input type="checkbox"/> Clerk	<input type="checkbox"/> Health	<input type="checkbox"/> Prosecutor	<input type="checkbox"/> Vegetation Mgmt
	<input type="checkbox"/> Civil Service	<input type="checkbox"/> Juvenile	<input type="checkbox"/> SDC	<input type="checkbox"/> WSU Coop. Ext.
	<input type="checkbox"/> DCD	<input type="checkbox"/> NDC	<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: Health	DIVISION (if applicable):
OFFICIAL NAME & TITLE: Mary P. Goelz/Director	PHONE / EXT: 2644
SIGNATURE: 	DATE: 6/20/2014
NARRATIVE OF REQUEST	
<p>Request the Board approve the advertisement to contract with a Advanced Registered Nurse Practitioner (ARNP) to provide services in our Family Planning Program. Our current ARNP, Shirley Pryor, has indicated she plans to retire within the next month. The program requires someone with advanced training to provide exams and services in the program to be compliant with the deliverables. This position is included in our adopted 2014 budget but may require a supplemental budget depending on the cost of contracting with a new person.</p>	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)	



**REQUESTED MEETING DATE:**  
\_\_\_\_\_

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

Agenda Item #: \_\_\_\_\_

BOCC ACTION: ☐ APPROVED ☐ DENIED

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

Review: ☐ Clerk of the Board

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO: \_\_\_\_\_

☐ Risk Management

☐ CONTINUED TO DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

☐ Legal


☐ OTHER: \_\_\_\_\_

### DISTRIBUTION LIST:

- |                              |  |                                   |                                     |  |
|------------------------------|--|-----------------------------------|-------------------------------------|--|
| <input type="checkbox"/> RF  | <input type="checkbox"/> Assessor      | <input type="checkbox"/> DPW      | <input type="checkbox"/> PACCOM     | <input type="checkbox"/> Superior Court  |
| <input type="checkbox"/> CF  | <input type="checkbox"/> Auditor       | <input type="checkbox"/> EMA      | <input type="checkbox"/> PC Fair    | <input type="checkbox"/> Treasurer       |
| <input type="checkbox"/> SEA | <input type="checkbox"/> Clerk         | <input type="checkbox"/> Health   | <input type="checkbox"/> Prosecutor | <input type="checkbox"/> Vegetation Mgmt |
|                              | <input type="checkbox"/> Civil Service | <input type="checkbox"/> Juvenile | <input type="checkbox"/> SDC        | <input type="checkbox"/> WSU Coop. Ext.  |
|                              | <input type="checkbox"/> DCD           | <input type="checkbox"/> NDC      | <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: Health & Human Services	DIVISION (if applicable):
OFFICIAL NAME & TITLE: Katie Lindstrom, Deputy Director	PHONE / EXT: 2648
SIGNATURE: 	DATE: 6/25/2014
<b>NARRATIVE OF REQUEST</b> Requesting approval to advertise "Request for Proposal/Qualifications" to recruit qualified providers for the following programs/services:  Adult Substance Abuse Treatment Youth Substance Treatment Substance Abuse Prevention Programming Developmental Disabilities Employment Program Developmental Disabilities Social Recreation Program  Previous RFP/Qs were released in Sept 2011 (we are required to release every 3 years). All are included in 2014 approved county budget. I will advertise in the Chinook Observer and the county website. Please contact me at ex 2648 with any questions. Thank you!	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy 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

BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.

REQUESTED MEETING DATE:

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION: ☐ APPROVED

☐ DENIED

Agenda Item #: \_\_\_\_\_

Initial: \_\_\_\_\_

Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO: \_\_\_\_\_

Review: ☐ Clerk of the Board

☐ Risk Management

☐ CONTINUED TO DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

☐ Legal

☐ OTHER: \_\_\_\_\_

### DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PC Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

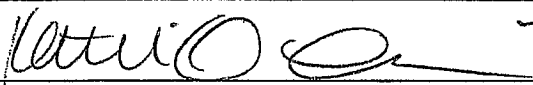
☐ NDC


☐ Sheriff

☐ 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: Health & Human Services	DIVISION (if applicable):
OFFICIAL NAME & TITLE: Katie Lindstrom, Deputy Director	PHONE / EXT: 2648
SIGNATURE: 	DATE: July 1, 2014
NARRATIVE OF REQUEST	
Requesting approval and signature of contract #1463-16487 with DSHS Division of Developmental Disabilities (DDD) for FY 2015 to provide employment and day services and programming for adults with developmental disabilities. This contract is for \$261,308 of which a small amount will be allocated to health dept staff fte for information and education related activities and grant administration, with the remainder being sub contracted to employment service providers (currently Coast Rehab in south county, and Coastal CAP in north). The agreement begins July 1, 2014 and ends June 30, 2015. Please contact me at ex 2648 with any questions. Thank you!	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)	

		<p align="center"><b>COUNTY</b></p> <p align="center"><b>PROGRAM AGREEMENT</b></p> <p align="center"><b>DDD County Services</b></p>		DSHS Agreement Number 1463-16487
This Program Agreement is by and between the State of Washington Department of Social and Health Services (DSHS) and the County identified below, and is issued in conjunction with a County and DSHS Agreement On General Terms and Conditions, which is incorporated by reference.				Administration or Division Agreement Number  County Agreement Number
DSHS ADMINISTRATION	DSHS DIVISION	DSHS INDEX NUMBER	DSHS CONTRACT CODE	
Developmental Disabilities Admin	Division of Developmental Disabilities	1231	1769CS-63	
DSHS CONTACT NAME AND TITLE		DSHS CONTACT ADDRESS		
Wendi Winchel Regional Business Manager		PO BOX 45315 Olympia, WA 98504-5315		
DSHS CONTACT TELEPHONE (360) 725-4264		DSHS CONTACT FAX (360) 586-6502	DSHS CONTACT E-MAIL winchwa@dshs.wa.gov	
COUNTY NAME		COUNTY ADDRESS		
Pacific County		PO Box 26 South Bend, WA 98586-		
COUNTY FEDERAL EMPLOYER IDENTIFICATION NUMBER		COUNTY CONTACT NAME		
		Katie Oien-Lindstrom		
COUNTY CONTACT TELEPHONE (360) 875-9343		COUNTY CONTACT FAX (360) 875-9323	COUNTY CONTACT E-MAIL koien@co.pacific.wa.us	
IS THE COUNTY A SUBRECIPIENT FOR PURPOSES OF THIS PROGRAM AGREEMENT?			CFDA NUMBERS	
No				
PROGRAM AGREEMENT START DATE 07/01/2014	PROGRAM AGREEMENT END DATE 06/30/2015	MAXIMUM PROGRAM AGREEMENT AMOUNT \$261,308.00		
<b>EXHIBITS.</b> The following Exhibits are attached: <b>Exhibit A – Data Security Requirements and Exhibit B - Program Agreement Budget</b>				
By their signatures below, the parties agree to the terms and conditions of this County Program Agreement and all documents incorporated by reference. No other understandings or representations, oral or otherwise, regarding the subject matter of this Program Agreement shall be deemed to exist or bind the parties. The parties signing below certify that they are authorized to sign this Program Agreement.				
COUNTY SIGNATURE(S)		PRINTED NAME(S) AND TITLE(S)		DATE(S) SIGNED
		Steve Rogers, Chairman Board of Pacific County Commissioners		
DSHS SIGNATURE		PRINTED NAME AND TITLE		DATE SIGNED



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

BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.

REQUESTED MEETING DATE:

July 8th

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION: ☐ APPROVED ☐ DENIED

Agenda Item #: \_\_\_\_\_

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN ☐ DEFERRED TO: \_\_\_\_\_

☐ CONTINUED TO DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

☐ OTHER: \_\_\_\_\_

Review: ☐ Clerk of the Board  
☐ Risk Management  
☐ Legal

DISTRIBUTION LIST:

- |                              |  |                                   |                                     |  |
|------------------------------|--|-----------------------------------|-------------------------------------|--|
| <input type="checkbox"/> RF  | <input type="checkbox"/> Assessor      | <input type="checkbox"/> DPW      | <input type="checkbox"/> PACCOM     | <input type="checkbox"/> Superior Court  |
| <input type="checkbox"/> CF  | <input type="checkbox"/> Auditor       | <input type="checkbox"/> EMA      | <input type="checkbox"/> PC Fair    | <input type="checkbox"/> Treasurer       |
| <input type="checkbox"/> SEA | <input type="checkbox"/> Clerk         | <input type="checkbox"/> Health   | <input type="checkbox"/> Prosecutor | <input type="checkbox"/> Vegetation Mgmt |
|                              | <input type="checkbox"/> Civil Service | <input type="checkbox"/> Juvenile | <input type="checkbox"/> SDC        | <input type="checkbox"/> WSU Coop. Ext.  |
|                              | <input type="checkbox"/> DCD           | <input type="checkbox"/> NDC      | <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: Auditor	DIVISION (if applicable):
OFFICIAL NAME & TITLE: Pat Gardner, Auditor	PHONE / EXT:
SIGNATURE: <i>Pat M Gardner</i>	DATE: <i>6-24-14</i> <del>06/23/2014</del>
NARRATIVE OF REQUEST	
Request hiring of Jessica Starr for the Full time employee at the Long Beach Office, she will start July 16 if approved at a 9,1. This will require a supplement before the end of the year.	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)	



**REQUESTED MEETING DATE:**

July 8th

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

Agenda Item #: \_\_\_\_\_

BOCC ACTION: ☐ APPROVED ☐ DENIED

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

Review: ☐ Clerk of the Board

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO: \_\_\_\_\_

☐ Risk Management

☐ CONTINUED TO DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

☐ Legal

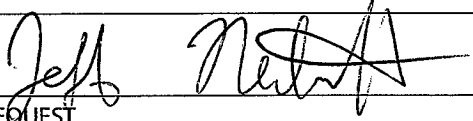
☐ OTHER: \_\_\_\_\_

**DISTRIBUTION LIST:**

- |                              |  |                                   |                                     |  |
|------------------------------|--|-----------------------------------|-------------------------------------|--|
| <input type="checkbox"/> RF  | <input type="checkbox"/> Assessor      | <input type="checkbox"/> DPW      | <input type="checkbox"/> PACCOM     | <input type="checkbox"/> Superior Court  |
| <input type="checkbox"/> CF  | <input type="checkbox"/> Auditor       | <input type="checkbox"/> EMA      | <input type="checkbox"/> PC Fair    | <input type="checkbox"/> Treasurer       |
| <input type="checkbox"/> SEA | <input type="checkbox"/> Clerk         | <input type="checkbox"/> Health   | <input type="checkbox"/> Prosecutor | <input type="checkbox"/> Vegetation Mgmt |
|                              | <input type="checkbox"/> Civil Service | <input type="checkbox"/> Juvenile | <input type="checkbox"/> SDC        | <input type="checkbox"/> WSU Coop. Ext.  |
|                              | <input type="checkbox"/> DCD           | <input type="checkbox"/> NDC      | <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: Vegetation Management	DIVISION (if applicable):
OFFICIAL NAME & TITLE: Jeff Nesbitt- Director	PHONE / EXT: 360 942-7758
SIGNATURE: 	DATE: 7/3/2014
NARRATIVE OF REQUEST	
Requesting BOCC approval to hire Leo Mendoza as a Spartina field technician (1) at 15.00 per hour, starting August 4th and working until October 31st. The position has been accounted for in the existing budget and will be paid for using funds received from WSDA under contracts K1144 and K1469.	
RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy 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

**BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.**

**REQUESTED MEETING DATE:**

7/8/2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

Agenda Item #:

BOCC ACTION:

☐ APPROVED

☐ DENIED

Initial:

Date:

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO:

Review: ☐ Clerk of the Board

☐ Risk Management

☐ CONTINUED TO DATE:

TIME:

☐ Legal

☐ OTHER:

DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PC Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

☐ NDC

☐ Sheriff

☐ 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:

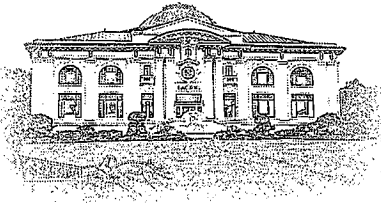
6/16/2014

NARRATIVE OF REQUEST

Ed Whitford, of the Bay Center Association has submitted the attached Special Event Use Agreement for your consideration. They would like to host their 2nd Annual "Bay Center Days" on August 2, 2014 at the Bush Pioneer County Park in Bay Center. They have indicated that no alcohol will be served. According to the flyer they have submitted, food will be sold at the event.

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

Approve the Special Event Use Agreement with the Bay Center Association to host their 2nd Annual "Bay Center Days" on August 2, 2014 at Bush Pioneer County Park; subject to approval by Department of Community Development and Department of Public Works; and authorize Chair to sign



# Pacific County COMMISSIONERS

Steve Rogers, District #1

Frank Wolfe, District #2

Lisa Ayers, District #3

## MEMORANDUM

**DATE:** June 16, 2014

**TO:** Faith Taylor-Eldred, DCD Director  
Mike Collins, DPW Director/County Engineer

**CC:** Board of County Commissioners  
Kathy Spoor, County Administrative Officer

**FROM:** Marie Guernsey, Clerk of the Board

**RE:** 2<sup>nd</sup> Annual "Bay Center Days"

We have received the attached Special Event Use Agreement with the Bay Center Association to host their 2nd Annual "Bay Center Days" on August 2, 2014 at Bush Pioneer County Park for your review.

Please indicate if you approve/disapprove and return to our office by **Friday, June 27, 2014**.

\_\_\_\_\_ Approve of request as submitted  
\_\_\_\_\_ Request a workshop for further discussion  
\_\_\_\_\_ Approve with attached conditions

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**SPECIAL EVENT USE AGREEMENT  
PACIFIC COUNTY, WASHINGTON**

**THIS AGREEMENT** is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the Pacific County, hereinafter referred to as the "COUNTY", and \_\_\_\_\_ hereinafter referred to as "PERMITTEE".

The COUNTY, in consideration of the sum of \$\_\_\_\_\_ and the other considerations hereinafter set forth, leases to the PERMITTEE the following space, to-wit:

County Facility: \_\_\_\_\_

Event Date(s): \_\_\_\_\_

**THE COUNTY AGREES TO:**

1. Permit the PERMITTEE to occupy the above-referenced facility for the period of time listed above as long as the rules and conditions of this Agreement and attached Special Event Application are abided by.
2. Provide access to the premises during the days of use.
3. Use reasonable safeguards against fire, theft and accidents. The COUNTY does not assume any liability for damages to goods or property of the PERMITTEE arising from fire, theft, water or storm, or any liability for accidents to persons or property caused under or by virtue of the operations of PERMITTEE under this agreement.

**THE PERMITTEE AGREES TO:**

1. Pay the total use fee upon approval of the Agreement.
2. Not sublet any privilege or space without the written consent of the COUNTY.
3. Remove all temporary structures and materials from this facility by the midnight on the last day of agreement, unless an extension is granted.
4. Conduct and operate the event as indicated on the attached Special Event Application (**Attachment A**).
5. Maintain the premise in a clean, orderly fashion, and return the premises to the condition prior to occupancy. If premise is not returned in a satisfactory condition, the cost of cleanup and repair will be billed to the PERMITTEE.
6. **INSURANCE:** PERMITTEE shall provide evidence of insurance for general, auto/fleet, and workers compensation. PERMITTEE shall provide in advance of facility use a certificate of insurance from a reputable company authorized to do business in the State of Washington that lists the COUNTY as additionally insured and must note the PERMITTEE's insurance as primary to the COUNTY's insurance. Insurance limits shall be a minimum of \$500,000 per incident with a \$1,000,000 annual aggregate with a deductible no greater than ten percent (10%) of the coverage limits.
7. **ALCOHOL:** PERMITTEE has indicated on the attached Special Event Application (**Attachment A**) that alcohol will/will not be served. If applicable, agrees to and has signed the Alcohol Use Policy attached to this Agreement (**Attachment B**). The PERMITTEE also must have liquor liability insurance in the amount of \$1,000,000 per incident with a \$2,000,000 annual aggregate with a deductible no greater than ten percent (10%) of the coverage limits. The PERMITTEE must take all reasonable measures to insure minors are not consuming alcoholic beverages and that no other problems occur as a result of alcoholic beverages being served.
8. PERMITTEE agrees to not serve the public alcohol and must take reasonable care to not serve alcohol to individuals exhibiting signs of inebriation.

9. **INDEMNIFICATION/HOLD HARMLESS:** The PERMITTEE, including its successors and assigns, does hereby covenant and agree to indemnify and protect and hold harmless the COUNTY and its officers and employees from all claims, actions, or damages of every kind and description which may accrue to or be suffered by any person, partnership, corporation, or other entity of any kind that arise in whole or in part from intentional tort(s), or negligent act(s) or omission(s), or strict liability of the PERMITTEE, or its employees, agents, successors, or assigns. If the above sentence applies and any suit or action is brought against the COUNTY, its officers, its employees, or any combination thereof, the PERMITTEE, including its successors or assigns, shall defend the suit or action at its or their sole cost and expense and shall fully satisfy any judgment that is rendered against the COUNTY, its officers, it employees, or any combination thereof.

IN WITNESS WHEREOF, the above parties have hereunto, on duplicate copies of a like tenor and effect, set their hands the day and year first above stated.

PERMITTEE

PACIFIC COUNTY  
Board of County Commissioners

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
David Burke, Prosecuting Attorney



## Special Event Application

Thank you for your interest in holding a special event in Pacific County.

Please complete and return the Special Event Application to the Board of Pacific County Commissioners Office at least **120 days** prior to the first day of the scheduled event.

Please include **four (4)** copies of your plan containing a narrative and a diagram of the event grounds showing all health, sanitary, safety and police/security requirements.

Any misrepresentation in this application or deviation from the final agreed upon route and/or method of operation described herein, may result in the immediate revocation of the permit.

### PLEASE TYPE OR PRINT CLEARLY IN INK.

1. Name of event: BAY CENTER DAYS

2. Description of event: LOCAL CRAFT FAIR

3. Location of event: BUSH PIONEER PARK, BAY CENTER WA

4. Date of event: AUG 2<sup>ND</sup> Hours of operation: 11:00AM - 3:30PM

5. Has the event been held previously? YES Dates: SEPT 2013

6. Estimated attendance: 75-100

7. Name and address of Event Representative: ED WHITFORD

243 BAYCENTER RD, SOUTH BEND 98586; PRES. BAY CENTER ASSOC.

Cell Phone Number: 503-287-4293 <sup>Home</sup> Office Number: 360-875-5065

8. Emergency contact name and phone number: RHETA EDWARDS

360-875-0150

RECEIVED  
PACIFIC COUNTY

JUN 11 2014

Please check Yes, No or n/a for the following questions	Yes	No	n/a	<b>NOTE:</b> All required documentation must be attached
Will there be alcohol served at the event?		X		If yes, attach required permit from the WA State Liquor Control Board & sign Alcohol Use Policy
Will County staffing be requested at the event? <i>May be required by the County.</i>		X		If yes, attach a list of those services and outline specific duties.
Will you have security on site?		X		If yes, who will be providing the security?
Will you have Emergency Medical Services (EMS) on site during the event?		X		If yes, attach written verification.
Will there be music, sound amplification or any other noise impacts?	X			If yes, the County has a noise ordinance in effect (see County Code for details)
Will the event obstruct, interfere or require the closure and free use of any public road, street or Right-of-Way?		X		If yes, attach adequate traffic and detour plans.
Will you have traffic control?		X		If yes, indicate how the traffic control will be addressed.
Will off-site parking be needed?		X		If yes, attach parking plan.
Will there be shuttle buses provided for attendees?		X		If yes, attach a map of their route.
Will there be tickets sold to attend the event?		X		If yes, please note the cost of the event.
Do you have an informational flyer advertising the event?	X			If yes, please attach a copy.
Will there be food served?	X			If yes, attach copy of food service permit.
Will additional bathroom facilities be used?		X		If yes, please provide specific information related to the # of sani-cans provided. Please include the location on the event diagram.
Do you have a plan for garbage and recycling?		X		If yes, attach your plan, and indicate if you will need assistance from County Solid Waste.
Will a temporary structure be erected for this event?		X		If yes, attach a drawing including the dimensions. The structure may require inspection prior to the event.
Have you obtained a Certificate of Insurance specifically naming Pacific County?	X			<b>A copy of the Certificate of Insurance must be attached or the application will not be considered.</b>

## WRITTEN PERMISSION TO ENTER EVENT SITE PRIOR TO EVENT FOR INSPECTION

I hereby permit law enforcement and/or Pacific County officials to enter the site before, during and after the Special Event for which the Special Event Use Agreement has been granted, for the purpose of inspection and enforcement of County Code and other applicable law, and pursuant to my agreement and representations made in connection with this Application.

## SWORN STATEMENT OF COMPLIANCE

I hereby acknowledge that I have familiarized myself with Pacific County Special Event requirements, and have provided a Certificate of Insurance for this event, specifically naming Pacific County as insured. I agree that either my designated agent or I shall be on site at all times and shall be responsible for the operation of the event and for compliance with all legal requirements in connection with this event. I understand that failure to comply with the rules, regulations and conditions set forth by Pacific County may be deemed a gross misdemeanor and that drug or narcotics violations are crimes under RCW.

Edward Whitford      6-9-2014  
Signature of Applicant/Representative      Date

Authorized/designated agent(s) who will be in charge at the event (please print):

Name: Ed Whitford      Contact #: 503-287-4293

Name: RHETA EDWARDS      Contact #: 360-875-0150

Name: \_\_\_\_\_      Contact #: \_\_\_\_\_

Name: \_\_\_\_\_      Contact #: \_\_\_\_\_

**FOR PACIFIC COUNTY USE ONLY**

Pacific County Fair Board Review: \_\_\_\_\_  
Initials Date

Comments:

N/A

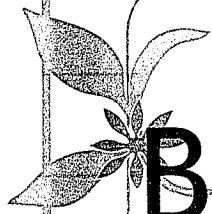
Administrative Review: \_\_\_\_\_  
Initials Date

Comments:

Board of Pacific County Commissioners Approval: \_\_\_\_\_  
Date

Additional Requirements: \_\_\_\_\_

(2ND ANNUAL!!!)



# BAY CENTER DAYS

**DATE: AUGUST 2, 2014**

WHERE: PIONEER PARK - BAY CENTER, WASHINGTON

TIME: 11:00AM - 4:00PM

FOOD SERVED FROM 11:00-3:30PM

HOTDOG - CHIPS - SODA OR BOTTLED WATER - 2 COOKIES: ALL FOR \$2.00 !!!

HOTDOG ONLY: \$1.00

NACHO'S: \$1.00 PER TRAY

\*\*\*\*\*ENTERTAINMENT\*\*\*\*\*

**BLUE GRASS JAM SESSION**

BALLOON ARTIST

TIE-DYE YOUR "BAY CENTER DAYS" T-SHIRT FOR FREE!!! @ BOOTH

BAY CENTER FIRE TRUCK ON DISPLAY

VENDER BOOTHS - LIMITED SPACE AVAILABLE CONTACT ED WHITFORD ASAP

TO GET YOUR SPACE EARLY!!! ONLY \$5.00 FOR 10 X 10 SPACE

VENDORS TO SUPPLY OWN TABLES/TENTS

RAFFLES - RAFFLES - RAFFLES!!

CUSTOM KNIFE - GIFT BASKETS

GIFT CERTIFICATES FOR

VARIOUS ITEMS OR SERVICES

PAINTINGS BY LOCAL ARTISTS

FABULOUS BIRD HOUSE

CONTACT KATHY MARTINDALE

WITH ADDITIONAL RAFFLE ITEMS

253-370-9867

VOLUNTEERS -

YOUR PARTICIPATION IS

APPRECIATED :)



SPONSERED BY BAY CENTER ASSOCIATION - NON PROFIT



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

BOH/BOCC meet 2nd and  
4th Tuesday of each month,  
beginning at 9 a.m.

REQUESTED MEETING DATE:

7/8/2014

## AGENDA REQUEST FORM

[TO BE COMPLETED BY THE CLERK/DEP. CLERK OF THE BOARD]

BOCC ACTION: ☐ APPROVED ☐ DENIED

Agenda Item #:

Initial:

Date:

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN

☐ DEFERRED TO:

Review: ☐ Clerk of the Board

☐ Risk Management

☐ CONTINUED TO DATE:

TIME:

☐ Legal

☐ OTHER:

### DISTRIBUTION LIST:

☐ RF

☐ Assessor

☐ DPW

☐ PACCOM

☐ Superior Court

☐ CF

☐ Auditor

☐ EMA

☐ PC Fair

☐ Treasurer

☐ SEA

☐ Clerk

☐ Health

☐ Prosecutor

☐ Vegetation Mgmt

☐ Civil Service

☐ Juvenile

☐ SDC

☐ WSU Coop. Ext.

☐ DCD

☐ NDC

☐ Sheriff

☐ 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:

6/12/2014

### NARRATIVE OF REQUEST

10am

Open Public Hearing

Testimony - swear in those wishing to provide testimony or comments

Close Public Hearing

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

Adopt Ordinance No. 173 which terminates Timber Land Classifications and consolidates Timber Land Classification with the Designated Forest Land Program

**ORDINANCE NO. 173**

AN ORDINANCE TERMINATING TIMBER LAND CLASSIFICATION AND  
CONSOLIDATING TIMBER LAND CLASSIFICATION WITH THE  
DESIGNATED FOREST LAND PROGRAM

WHEREAS, during the 2014 legislative session Senate Bill 6180 was passed by the Washington State Legislature which provided the county legislative authority the option to merge its timber land classification with its designated forest land program; and

WHEREAS, it has been deemed most beneficial to all of the citizens of Pacific County to merge its timber land classifications with its designated forest program; and

WHEREAS, all timber land classifications granted in Pacific County prior to the effective date of Senate Bill 6180 (June 12, 2014) are hereby terminated; and

WHEREAS, Pacific County declares that any land that had been classified as timber land is now designated forest land under Chapter 84.33 RCW.

BE IT HEREBY RESOLVED that the date the property was classified as timber land is considered to be the date the property was designated as forest land; and

BE IT HEREBY FURTHER RESOLVED, that the County Assessor is directed to notify each owner of timber land of the merger by certified mail; and

BE IT HEREBY EVEN FURTHER RESOLVED that any forest land that is removed from designation, only compensating tax will be collected as a result of the removal in accordance with RCW 84.33.140(12), unless otherwise provided by law.

PASSED by the Pacific County Board of Commissioners 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 8<sup>th</sup> day of July, 2014.

\_\_\_\_\_ AYE; \_\_\_\_\_ NAY; \_\_\_\_\_ ABSTAIN; \_\_\_\_\_ ABSENT

APPROVED AS TO FORM

BOARD OF COMMISSIONERS  
PACIFIC COUNTY, WASHINGTON

\_\_\_\_\_  
David Burke, Prosecuting Attorney

\_\_\_\_\_  
Steve Rogers, Chair

ATTEST

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

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

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

**RCW 42.30.110**  
**Executive sessions.**

(1) Nothing contained in this chapter may be construed to prevent a governing body from holding an executive session during a regular or special meeting:

- (a) To consider matters affecting national security;
- (b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;
- (c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public;
- (d) To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs;
- (e) To consider, in the case of an export trading company, financial and commercial information supplied by private persons to the export trading company;
- (f) To receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge;
- (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW [42.30.140\(4\)](#), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;
- (h) To evaluate the qualifications of a candidate for appointment to elective office. However, any interview of such candidate and final action appointing a candidate to elective office shall be in a meeting open to the public;
- (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.

This subsection (1)(i) does not permit a governing body to hold an executive session solely because an attorney representing the agency is present. For purposes of this subsection (1)(i), "potential litigation" means matters protected by RPC 1.6 or RCW [5.60.060\(2\)\(a\)](#) concerning:

- (i) Litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party;



(ii) Litigation that the agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity; or

(iii) Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency;

(j) To consider, in the case of the state library commission or its advisory bodies, western library network prices, products, equipment, and services, when such discussion would be likely to adversely affect the network's ability to conduct business in a competitive economic climate. However, final action on these matters shall be taken in a meeting open to the public;

(k) To consider, in the case of the state investment board, financial and commercial information when the information relates to the investment of public trust or retirement funds and when public knowledge regarding the discussion would result in loss to such funds or in private loss to the providers of this information;

(l) To consider proprietary or confidential nonpublished information related to the development, acquisition, or implementation of state purchased health care services as provided in RCW [41.05.026](#);

(m) To consider in the case of the life sciences discovery fund authority, the substance of grant applications and grant awards when public knowledge regarding the discussion would reasonably be expected to result in private loss to the providers of this information;

(n) To consider in the case of a health sciences and services authority, the substance of grant applications and grant awards when public knowledge regarding the discussion would reasonably be expected to result in private loss to the providers of this information;

(o) To consider in the case of innovate Washington, the substance of grant or loan applications and grant or loan awards if public knowledge regarding the discussion would reasonably be expected to result in private loss to the providers of this information.

(2) Before convening in executive session, the presiding officer of a governing body shall publicly announce the purpose for excluding the public from the meeting place, and the time when the executive session will be concluded. The executive session may be extended to a stated later time by announcement of the presiding officer.