

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #51

**PROCEEDINGS**

**9:00 AM**  
**Tuesday, December 22, 2015**

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

**CALLED TO ORDER – 9:01 AM**

**ATTENDANCE:**

Steve Rogers, Chairman  
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  
Faith Taylor-Eldred, Community Development Director  
Megan McNelly, Community Development Executive Assistant/Office Manager  
Mary Goelz, Health & Human Services Department Director  
Wayne Leonard, Juvenile Court Administrator  
Scott McDougall, Emergency Management Assistant Director

**GENERAL PUBLIC IN ATTENDANCE - None**

**YEARS OF SERVICE AWARDS:**

10 Years:     Tim Martindale (PACCOM)  
                  Cindy Vaughn (DPW)  
20 Years:     Mary Lou Rogers (Auditor)

**CONSENT ITEMS (Items 1-11)**

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 continuation of Port Blakely Tree Farms bond pertaining to Road  
Haul Permit 2016-5**

**Approve continuation of North Fork Timber bond pertaining to Road haul  
Permit 2016-3**

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**Department of Community Development**

**Notice of Eric Weiberg's probation completion, effective December 22, 2015**

**Approve Amendment #1 to the Agreement for Professional Services with the Watershed Company pertaining to the Critical Areas Ordinance amendments**

**Sheriff's Office**

**Approve disposal of radio antenna in accordance with Personal Property Inventory Procedure**

**Notice of hire of Samantha Anderson, Telecommunicator, effective January 3, 2015**

**Approve Amendment A to WA State Military Department Grant #E15-065 and authorize Chair to sign**

**Superior Court**

**Approve amendment of Contract for Interpreter Services with Pete Hinton**

**General Business**

**Approve Change in Status for Brooke Andrews-1.0 FTE; Amanda Bennett-Grade 10 Step 4, 1.0 FTE; Ed Darcher-Grade 11 Step 8, 0.8 FTE; Elaine Fosse-Grade 10 Step 10, 0.70 FTE; Kim Hamilton-Grade 11 Step 10, 1.0 FTE; Nancy Jones-Grade 9 Step 7, 0.9 FTE; Dawn Lorton-Grade 13 Step 6, 1.0 FTE; Jeff Nesbitt-Grade 14 Step 4, 1.0 FTE; Becky Nissell-Grade 13 Step 4, 1.0 FTE; Josh Sedy-Grade 10 Step 4, 1.0 FTE; Scott Turnbull-Grade 13 Step 1, 1.0 FTE; Janice Wilson-Grade 11 Step 10, 1.0 FTE; and Randy Wilson-Grade 10 Step 10, 1.0 FTE; all effective January 1, 2016 and subject to adequate budget appropriations**

**Approve Amendment #1 to Contract for Services with the Port of Ilwaco for the Halton Property Development Project to be paid from Fund 126**

**Approve Vendor Claims:  
Warrants Numbered 130040 thru 130157 - \$635,662.94**

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**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

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

**Accept resignation of Charles (Ray) Lucas, Road Maintenance Technician II, effective December 31, 2015, and authorize advertising and filling of vacant position, subject to adequate budget appropriations**

**Approve purchase two Sheriff's Office vehicles from state bid in the amount of \$126,144.36 including taxes and estimated upfitting for both vehicles; any capital contribution greater than \$50,000 will be paid from the Sheriff's Office fiscal year 2016 operating budget and will not be supplemented; all subject to adequate budget appropriations**

**Approve return of Payment and Performance Bond to Public Works until completion of warranty period regarding the U Street Resurfacing Project by Naselle Rock & Asphalt Co.**

**Accept resignation of Fair Maintenance Manager, Steve Stigar, effective December 31, 2015, and authorize advertising and filling of vacant position**

**ITEMS REGARDING DEPARTMENT OF COMMUNITY DEVELOPMENT**

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

**Approve Contract No. 1613 with the WA State Conservation Commission for the Voluntary Stewardship Program Workplan Development, authorize Chair to sign; and acknowledge members of the technical review committee: Warren Cowell, Key McMurry, Kelly Rupp, Heather Gibbs, Brian Sheldon, Jim Rose, Stan Smith, Jim Sayce, Bob Burkle, Victor Niemczek, and Terry Smaciarz**

**Approve issuance of Request for Proposal and interview consultants for the administration of the Voluntary Stewardship Program**

**Adopt Resolution 2015-058 amending the fee for services schedule**

**Approve Interagency Agreement 15-04999 with the WA Department of Fish and Wildlife and authorize Chair to sign and approve Interagency Agreement with the Pacific Conservation District for administering and operating the Marine Resource Committee**

**Approve Funding Board Project Agreement #15-1385P with the WA State Recreation and Conservation Office and authorize Chair to sign and approve Interagency Agreement with Pacific Conservation District for coordinating salmon recovery by project sponsors**

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**ITEMS REGARDING HEALTH & HUMAN SERVICES**

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

**Approve Contract #2016-17 CCAP Housing with Coastal Community Action Program to employ two housing advocates and provide very low income and homeless housing and authorize Chair to sign**

**ITEMS REGARDING JUVENILE COURT ADMINISTRATION**

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

**Approve Professional Services Agreement with Dispute Resolution Center of Grays Harbor and Pacific Counties for "We're in This Together" programs**

**Approve increase to 0.90 FTE for Senior Legal Assistant, Shannon Pettit, effective January 1, 2016, subject to adequate budget appropriations**

**ITEMS REGARDING ASSESSOR'S OFFICE**

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

**Approve promotion of Cindy Howard to Senior Appraiser, Grade 12 Step 7, effective January 1, 2016, 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

**Confirm Sheriff's signature on the Statement of Terms, Conditions, and Warranties of Sale, approve purchase of mounting assembly for the Automated License Plate Reader from 3M Company in an amount not to exceed \$1,456.65, subject to adequate budget appropriations, and adopt Resolution 2015-059 recognizing and authorizing purchase from a single source of supply/provider**

**Approve Professional Services Agreement with Patty Marsden as Spillman Systems Administrator, subject to successful negotiation of insurance language and adequate budget appropriations**

**Approve issuance of Request for Proposal (RFP) for PCEMA Continuity of Operations/Continuity of Government Planning**

**Approve purchase of two (2) Liberty Fatboy Jr. gun safes from Northwest Safe Company in an amount not to exceed \$3,760.23, including delivery/installation and tax, subject to adequate budget appropriations**

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**Approve purchase of radar speed trailer from Kustom Signals off of state bid in an amount not to exceed \$6,372.57, including sales tax, subject to adequate budget appropriations**

**ITEMS REGARDING BOARDS AND COMMISSIONS**

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

**Approve the appointment of Bill Grennan (alternate) to fill an unexpired regular member term on the Board of Adjustment, effective immediately**

**ITEMS REGARDING GENERAL BUSINESS**

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

**Adopt Resolution 2015-060 modifying the Personnel Policy and amending the Chief Deputy, Senior Appraiser, District Court Clerk/Administrator, Legal Assistant, Facilities Maintenance Supervisor and the Facilities Maintenance Assistant job descriptions**

**Confirm Chair's signature on letter of support to DSHS Division of Behavioral Health & Recovery for marijuana tax funds to provide substance abuse prevention services**

**Adopt Resolution 2015-061 creating Fund 161 PACCOM Special Account**

**Adopt Resolution 2015-062 pertaining to Governmental Accounting Standards Board Statement No. 54 (GASB 54) and repealing Resolution 2014-056**

**Approve Memorandum of Understanding with Local 367 amending Section 30.3 in the Collective Bargaining Agreement to reflect an increase in the annual clothing allowance from \$275 to \$350 and authorize Chair to sign**

**Approve Memorandum of Understanding with PACCOM Member Agencies pertaining to the receipt and expenditure of funds from the 1/10<sup>th</sup> of 1% sales tax increase, which was approved by voters in the November, 2015 election**

**Approve Interlocal Agreement pertaining to the Pacific Mountain Workforce Region Workforce Investment Act Implementation with Grays Harbor, Lewis, Mason, and Thurston Counties**

**Adopt Resolution 2015-063 pertaining to fy2015 budget category transfers**

**Approve Interlocal Agreement with City of Ilwaco for repayment for Purchase of Dispatch Radio Equipment per County Resolution 2014-065; repayment to be deposited into Fund 197**

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**Approve Indigent Defense Contracts (per month) for North District Court with Scott Harmer-\$2,575 and Nancy McAllister not to exceed \$600 (Conflicts); for At Risk Youth/CHINS/Truancy with Mike Turner-\$754.15, Adult Felony with David Hatch and Harold Karlsvik-\$4,480 and Nancy McAllister and David Arcuri-\$2,240.58; South District Court for Civil Contempt (Conflicts) and Juvenile Offender with Edward Penoyar-\$1,295, Mike Turner and Nancy McAllister-\$1492.83, subject to successful negotiation of contract language and adequate budget appropriations**

**Confirm Chairman Rogers' signature on WA State Office of Public Defense Agreement No. ICA16270**

**Approve two (2) Memorandum of Understandings with Local 367C pertaining to regrading of four (4) positions**

**Approve transferring local agency responsibility of the WA State Historical Society Heritage Capital projects Grant No. HCP 17-24 from Port of Chinook to Pacific County**

**Approve Amendment #1 to the Contract for Services with the Pacific County Economic Development Council**

**ITEMS REGARDING HEALTH & HUMAN SERVICES**

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

**Approve purchase of two Dell Latitude laptop computer, not to exceed \$3,256.09, subject to adequate budget appropriations**

**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve Vendor Claims, Warrants Numbered 130158 through 130249 in the amount of \$166,398.42, 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

**Approve designation of Sheriff Scott Johnson as signatory on behalf of Pacific County for business related to JMHCP Grant Award #2015-MO-BX0018**

**RECESS 9:32AM**

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**EXECUTIVE SESSION**

**9:40AM for 15 minutes**

**RCW 42.30.110** (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...

**PUBLIC HEARING – 10:01AM**

**ATTEND:** Chairman Rogers, Commissioner Wolfe, Commissioner Ayers, Paul Plakinger-Management & Fiscal Analyst

Chairman Rogers opened the public hearing to consider supplemental budget appropriations. Paul Plakinger was sworn in by the Chairman.

Paul Plakinger provided a review of the supplemental budget appropriation requests submitted by departments and offices.

Chairman Rogers closed the hearing.

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

**Adopt Resolution 2015-064 in the matter of supplemental budget(s) for the allowance of certain expenditures for fiscal year 2015**

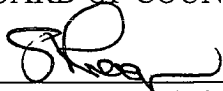
**ITEMS REGARDING GENERAL BUSINESS**

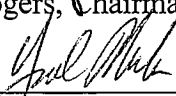
It was moved by Ayers, seconded by Wolfe and carried by a vote of 3-0

**Rescind earlier motion regarding Memorandum of Understandings with Local 367C; and approve two (2) Memorandum of Understanding with Local 367 pertaining to regrading of four (4) positions and amending the Senior Appraiser job description and authorize Chair to sign**

**MEETING CLOSED – 10:06AM**

PACIFIC COUNTY  
BOARD OF COUNTY COMMISSIONERS

  
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Steve Rogers, Chairman

  
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Frank Wolfe, Commissioner

  
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Lisa Ayers, Commissioner

ATTEST:

  
Marie Guernsey  
Clerk of the Board

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

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**OTHER BUSINESS FOR FILING**

Email dated 12/21/2015 providing notification of Sue Carbugh's probation completion.

Email dated 12/16/2015 from Kathy Freitas, President of Friends of Willapa National Wildlife Refuge thanking the Board for meeting with them regarding the South Willapa Bay Access Grant.

Courthouse Facility Use Application filed by Pam Nogueira for wedding on 12/26/2015.

MEMO from Amanda Bennett regarding Veterans Advisory Board member Ron Willis Absence.

Email dated 12/8/2015 from Shari Hildreth, District Director for Jaime Herrera Beutler response to Commissioner Rogers thanks for their support of our ports.

Notices received from the WA State Liquor and Cannabis Board regarding license expirations for Galey's Grocery, Georgetown Station, Sand Verbena Seafood & Grill, Moby Dick Hotel, and Shelburne Restaurant & Pub; special occasion licenses for Lewis-Pacific Swiss Society, Water Music Festival Society, and Friends of Chinook School; and notice of liquor license application for Columbia River Roadhouse.



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

December 1, 2015

Workshop re: supplemental requests  
Veterans Advisory Board  
Workshop w/ State Parks

December 7, 2015

Meeting Agenda Review  
Departmental Briefings  
Workshop w/ K. Lindstrom re: 0.01 recommendations

December 8, 2015

Board of Health/Board of Commissioners' meetings  
Elected Officials Meeting  
Regular Prosecutor monthly workshop

December 14, 2015

On-site meeting re: South Willapa Bay Access Grant

December 21, 2015

Board of Equalization-Orders  
Meeting Agenda Review  
Departmental Briefings

December 22, 2015

Board of Health/Board of Commissioners' meetings  
Public Hearing-budget supplemental requests  
Workshop re: Recreation & Conservation Office Grant  
Workshop re: draft Ordinance No. 177