

PACIFIC COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
JOURNAL #52

PROCEEDINGS

9:00 AM
Tuesday, November 22, 2016

1216 W Robert Bush Drive
South Bend, Washington

CALLED TO ORDER – 9:02 AM

ATTENDANCE

Frank Wolfe, Chairman
Lisa Ayers, Commissioner

Marie Guernsey, Clerk of the Board
Kathy Spoor, County Administrative Officer
Mike Collins, Public Works Director/County Engineer
Scott McDougall, Emergency Management Deputy Director
Eric Weston, Chief Civil Attorney
James Worlton, Public Records Coordinator
Mary Goelz, Health & Human Services Department Director

ABSENT

Steve Rogers, Commissioner

GENERAL PUBLIC IN ATTENDANCE

Todd Bennington-WH Herald

PUBLIC COMMENT - None

Chairman Wolfe announced that he will be voting out of necessity due to Commissioner Rogers excused absence.

CONSENT AGENDA (Items 1-5, 7-11)

It was moved by Ayers, seconded by Wolfe and carried by a vote of 2-0
Subject to adequate budget appropriations and in accordance with all applicable county policies

Department of Public Works

Acknowledged 2016 Annual Bridge Report

PACIFIC COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
JOURNAL #52

Health & Human Services Department

Approve Amendment #1 to Contract #2016 CCAP HUD with Coastal Community Action Program

Approve voluntary reduction of Vinessa Karnofski, Wellspring Coalition Coordinator, to 0.60 FTE, effective December 1, 2016

Assessor's Office

Approve disposal of two Sharp Copiers and the transfer of one Sharp Copier from the Prosecutor's Office to the Assessor's Office, in accordance with Personal Property & Inventory Procedures

Treasurer's Office

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

Sheriff's Office

Confirm hire of Mandy Hardy, Telecommunicator, Step 1, effective November 13, 2016

Confirm hire of Ryley Queener and Dustin Eaton to fill two vacant Deputy Positions, 1.0 FTE, Step 1, effective November 18, 2016, noting that for purposes of seniority, Ryley Queener was hired first

General Business

Approve regular meeting minutes of October 25, 2016, November 8, 2016 and Special Meeting minutes of October 31, 2016 and November 8, 2016

Amend motion of October 25, 2016; approve per Copy Maintenance Agreement with Aberdeen Office Equipment for purchased copier

Amend motion of October 25, 2016; approve Amendment #1 to the Interdepartmental Contract for Services between General Administration and Health & Human Services

PACIFIC COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
JOURNAL #52

ITEMS REGARDING SHERIFF'S OFFICE

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

Confirm Sheriff's signature on Memorandum of Agreement #MOA 517-131 with WA State Parks and Recreation pertaining to the co-use of the vessel "Osprey" Hull and trailer *(It was noted for the record that this acquisition was done without Board of County Commissioners' approval; MOA was confirmed to make it a legal document and to be able to insure the vehicle)*

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Adopt Resolution 2016-042 establishing department Organization Chart

Approve award of bid for construction of the previously purchased equipment shed to DPR Builders and Developers, Inc., in the amount of \$58,077.54 including tax, subject to adequate budget appropriations *(Other estimates were received from Premier Construction LLC of Long Beach in the amount of \$70,135 and from JBK Builders of Raymond in the amount of \$86,437.14, both including tax)*

ITEMS REGARDING DEPARTMENT OF COMMUNITY DEVELOPMENT

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

Approve Interlocal Agreement #1059-11-2021 with Tacoma-Pierce County Health Department for the use of the online food worker class and authorize Environmental Health Director, Shawn Humphries to sign

ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT

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

Approve purchase of a Dell laptop with two docking stations in the amount of \$1,741.97, subject to adequate budget appropriations, noting a supplemental may be required *(this purchase was from state bid)*

Approve Contract #2016-17 PX TAC with Willapa Behavioral Health to provide community based substance use prevention services in North Pacific County, subject to adequate budget appropriations

**PACIFIC COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
JOURNAL #52**

ITEMS REGARDING ASSESSOR'S OFFICE

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

Approve the promotion of Brooke Andrews to Appraiser, 1.0 FTE, Grade 10 Step 2, effective January 1, 2017, subject to adequate budget appropriations

ITEMS REGARDING SHERIFF'S OFFICE

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

Approve Interagency Agreement #K12328 with the Washington State Patrol regarding the National Criminal History Improvement Program for the purchase of two livescan fingerprinting systems and authorize the Sheriff to sign, subject to adequate budget appropriations

Approve Emergency Management Performance Grant Contract #E17-109 with Washington State Military Department in the amount of \$18,000 to assist in preparing for all hazards through sustainment and enhancement as described in the Work Plan and authorize Chair to sign

Approve Professional Services Agreement with Willapa Behavioral Health to provide School and Community Based Prevention Consultant Services to the Willapa Valley School District, effective October 1, 2016 until September 30, 2017, and authorize Sheriff to sign

ITEMS REGARDING BOARDS & COMMISSIONS

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

Approve the appointment of Chuck Mikkola to the Flood Control Advisory Board, effective January 1, 2017

ITEMS REGARDING GENERAL BUSINESS

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

Approve waiver of \$50 from the Astoria-Warrenton Chamber of Commerce for the 2016 Great Columbia Crossing event

Adopt Resolution 2016-043 amending the Personnel Policy, Rules and Regulations, specifically Section 4.14 Hours of Work and Exhibit 7.2 Job Classification Schedule

EXECUTIVE SESSION – Not needed

PACIFIC COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
JOURNAL #52

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Accept bid from Bear Power of Ilwaco, for installation of fence at Bush Pioneer Park in the amount of \$6,227.22 to be paid from Public Facilities Improvement Fund 125, subject to adequate budget appropriations *(One other estimate was received from Aberdeen Fence and Gutter in the amount of \$6,474.60 and Your Castle Fence of Ocean Park was contacted but received no response)*

ITEMS REGARDING RISK MANAGEMENT

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

Approve hiring of Sarah Bottoms as a casual employee, at a rate of \$30/hour, effective November 28, 2016, to assist with Risk Management subject to adequate budget appropriations

Confirm County Administrative Officer's signature on engagement letter with DS Forensics, Inc.

ITEMS REGARDING GENERAL BUSINESS

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

Approve Vendor Claims, Warrants Numbered 134699 thru 134869, in the amount of \$290,934.57, subject to adequate budget appropriations

RECESS – 9:16AM

PUBLIC HEARING

ATTEND: Chairman Wolfe, Commissioner Ayers, County Administrative Officer Kathy Spoor, Management & Fiscal Analyst Paul Plakinger

OTHERS: Todd Bennington-WH Herald

Chairman Wolfe opened the public hearing to consider adoption of the fy2017 budget. Paul Plakinger was sworn in. He indicated that budget workshops are still being held.

Chairman Wolfe continued the public hearing to Monday, December 5, 2016, at 10:00AM or as soon thereafter as possible.

MEETING CLOSED – 10:06AM

SIGNATURE BLOCK ON THE FOLLOWING PAGE

PACIFIC COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
JOURNAL #52

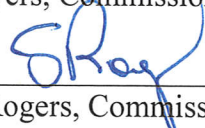
PACIFIC COUNTY
BOARD OF COUNTY COMMISSIONERS



Frank Wolfe, Chairman

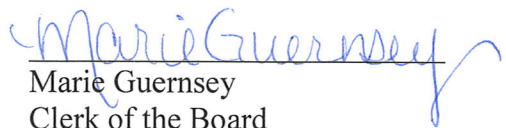


Lisa Ayers, Commissioner



Steve Rogers, Commissioner

ATTEST:



Marie Guernsey
Clerk of the Board

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

OTHER BUSINESS FOR FILING

Approval of Claim for Damages #2016-01-001 in the amount of \$2,819.83 filed this date.

Release and Hold Harmless Agreement pertaining to Claim for Damages #2016-08-002 approved in the amount of \$847.65, filed this date.

Denial of Claim for Damages #2016-08-003 filed this date.

Approval of Claim for Damages #2016-10-006 in the amount of \$3,075.05 filed this date.

Copy of response letter dated November 7, 2016, to Paula Mauro and Nancy Lloyd regarding Mauch's RV Park.

Notice from WA State Liquor and Cannabis Board dated November 6, 2016 regarding license expirations for Swakane Winery and Klipsan Mini Mart.

Copy of Civil Service MEMO dated November 9, 2016, regarding approval of temporary hires during training.

Email dated November 12, 2016, from Steve Gacke regarding Public Works Construction Budget for Upper Naselle Road slide.

Certificate of Liability Insurance dated November 14, 2016 for Charter Communications, Inc., effective 11/1/2015 through 1/1/2017.

Email dated November 17, 2016, from Pickers Roost regarding county truck drivers.

Email dated November 18, 2016, from Chris Lewis regarding Geo Tech Testing on the Upper Naselle Road.

PACIFIC COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
JOURNAL #52

Email dated November 18, 2016, from Doug Bagaason regarding mud on Smith Creek Road.

Email dated November 21, 2016, from Doug Bagaason regarding mud on Smith Creek Road with pictures.

Email dated November 22, 2016, from Jackie Ferrier regarding South Bay Trail Access design plans.

Letter from Commissioner of Public Lands, Peter Goldmark, regarding long-term conservation strategy for the marbled murrelet.

BOARD WORKSHOPS/MEETINGS HELD – No action taken

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

November 2, 2016

Workshop w/ K. Spoor re: negotiations

November 7, 2016

Meeting Agenda Review

Departmental Briefings

Workshop w/ Enterprise

Workshop re: Upper Naselle Slide

November 8, 2016

Board of Health/Commissioners Meetings

Annual Board of Health Report

Public Hearing-Columbia Land Trust Open Space Application

Public Hearing/closed record-amendment to Ord. 162

Joint (Elected/Appointed) Management Meeting

Continued Public Hearing-consideration of Road Vacation V-2016-01

November 10, 2016

Workshop w/ Sheriff re: State Parks boat contract

Sheriff's Office fy2017 budget workshop

PCEMA/PACCOM fy2017 budget workshop

November 14, 2016

Public Works fy2017 budget workshop

November 15, 2016

Fy2017 budget workshop

November 16, 2016

Workshop w/ Prosecutor re: Fund 132

Workshop w/ Sheriff re: Fund 132

PACIFIC COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
JOURNAL #52

November 17, 2016

Workshop w/ D. Goelz & B. Penoyar re: NDC

November 21, 2016

Meeting Agenda Review

Departmental Briefings

Fy2017 budget workshop

November 22, 2016

Board of Equalization Meeting-Orders

Board of Health/Commissioners Meetings

Public Hearing-adoption of fy2017 budget

November 29, 2016

Fy2017 budget workshop

Workshop w/ North & South District Court

Sheriff's Office fy2017 budget workshop