

PACIFIC COUNTY, WASHINGTON  
BOARD OF COMMISSIONERS  
JOURNAL #52

**PROCEEDINGS**

**9:00 AM**  
**Tuesday, April 26, 2016**

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

**CALLED TO ORDER – 9:01 AM**

**ATTENDANCE:**

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

Marie Guernsey, Clerk of the Board  
Kathy Spoor, County Administrative Officer  
Mike Collins, Public Works Director/County Engineer  
Mary Goelz, Health & Human Services Department Director  
Bruce Walker, Assessor  
Eric Weston, Deputy Prosecuting Attorney  
Paul Plakinger, Management & Fiscal Analyst  
Tim Crose, Community Development Asst. Director  
Lori Ashley, Public Health Nurse  
Kathy Langbraaten, Health & Human Services Department Accountant  
Leah Heintz, Public Health Nurse  
Grace Manlow, Human Services Program Specialist  
Wendy Hamlin, Health & Human Services Department Administrative Asst.  
Sean Eastham, Deputy  
Dotsi Graves, Fair & Park Manager

**GENERAL PUBLIC IN ATTENDANCE**

Allie Friese, representing the Chinook Observer  
Randy & Christin Lewis  
Robert & Barbara Tallman

**PUBLIC COMMENT**

Randy & Christin Lewis and Robert & Barbara Tallman residents of the Upper Naselle Road all spoke regarding the effects of the road closure due to the land slide. Christin Lewis read a statement into the record (*not provided to the Clerk of the Board*).

Assessor Bruce Walker indicated he would look into the issue and see if it has affected the value of their properties.

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**YEARS OF SERVICE AWARDS**

10 Years:      Sean Eastham (Sheriff's Office)  
25 Years:      Lori Ashley (Health Dept.)

**CONSENT AGENDA (Items 1-9)**

Commissioner Ayers request item #6, approval of Amendment #1 to the Tourism Service Contracts be removed from the Consent Agenda and be acted on as a separate item.

**CONSENT AGENDA (Items 1-5, 7-9)**

It was moved by Rogers, 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 transfer of computer workstation from South District Court to Community Development, in accordance with Personal Property Inventory Procedures**

**Approve transfer of two (2) computer workstations to Disabled American Veterans, in accordance with Personal Property Inventory Procedures**

**Approve Supplement No. 1 to Local Agency Agreement #LA-8631 with WA State Department of Transportation pertaining to the guardrail upgrades and authorize Chair to sign**

**Department of Community Development**

**Approve hire of Miles Lawson, Environmental Health Specialist, Grade 13 Step 1, effective May 2, 2016, subject to adequate budget appropriations**

**Approve Amendment #1 to Contract No. K1613 with WA State Conservation Commissioner regarding the Voluntary Stewardship Program Workplan Development and authorize Chair to sign**

**General Business**

**Approve Amendment #1 to the Intergovernmental Agreement with Wahkiakum County for funding of the Court Administrator/Recorder and Assistant Court Administrator, effective January 1, 2016**

**Approve Vendor Claims  
Warrants Numbered 131703 thru 131812 - \$240,886.87**

**Approve regular meeting minutes of April 12, 2016**

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**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve Amendment #1 to the Tourism Service Contracts for fy2016 with the Columbia Pacific Heritage Museum, Finnish-American Folk Festival, Long Beach Peninsula Visitors Bureau, Northwest Carriage Museum, Ocean Park Area Chamber of Commerce, Economic Development Council, Fair, General Administration, Historical Society & museum, Peninsula Saddle Club, Sheriff, Sunday Afternoon live, Tokeland-North Cove Chamber of Commerce, Water Music Festival, Willapa Harbor Chamber of Commerce and the World Kite Museum**

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

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

**Approve replacement of the HVAC Control System at the South County Administration Facility by Actionaire, Inc., of Hoquiam, in the amount of \$28,350, plus sales tax, subject to adequate budget appropriations and note there may be a need for supplement**

*(One other bid was received from Sunset Air, of Lacey, in the amount of \$32,170, plus sales tax and Advanced Heating & Air of Cosmopolis did not submit a bid)*

**Approve request to “piggyback” on Clark County contract with Albina Asphalt for CRS-2P oil, subject to adequate budget appropriations**

**Approve acceptance of bid from Woody’s Septic Specialties Inc. for the demolition of four buildings at Morehead Park in the amount of \$3,237, including sales tax, subject to adequate budget appropriations** *(Other bids received from DPR Builders of Ocean Park in the amount of \$3,731 including sales tax and from Wirkkala Construction of Long Beach in the amount of \$5,967 including sales tax)*

**ITEMS REGARDING HEALTH & HUMAN SERVICES**

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

**Approve Contract No. N21896-09 with CHOICE Regional Health Network for Youth Marijuana Prevention and Education Program and authorize Chair to sign, noting a supplement will be required**

**Approve Authorization Sheet with Office Ally to provide a billing system for immunizations and authorize Director to sign**

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**Approve 2015-16 ASPR Preparedness Training Agreement with Region 3 Healthcare Preparedness Coalition for training related expenses for emergency preparedness and authorize Director to sign**

**Approve Agreement for Challenge Course Training with Synergo, LLC, subject to adequate budget appropriations and authorize Chair to sign/initial**

**ITEMS REGARDING VEGETATION MANAGEMENT**

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

**Approve request to advertise and hire two (2) temporary Spartina Field Crew II's and five (5) temporary Spartina Field Crew I's**

**ITEMS REGARDING SUPERIOR COURT**

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

**Authorize Family Medical Leave (FMLA) and approve Leave Credit Transfers and assign an expiration date of October 31, 2016**

**Approve hire of Roxanne Hutchins as a casual employee, effective April 25, 2016, at a rate of \$12 per hour, not to exceed forty hours per month, subject to adequate budget appropriations**

**ITEMS REGARDING SHERIFF'S OFFICE**

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

**Approve request for twelve weeks of Leave of Absence Without Pay, anticipating an effective date of June 1, 2016 and a return to work date of September 1, 2016, in accordance with Section 4.8 of the Personnel Policy and Procedures and Section 15 of the Civil Service Rules**

Consider approval of request to purchase sit/stand workstation from Aberdeen Office-**DEFERRED** to meeting of May 10, 2016

**ITEMS REGARDING RISK MANAGEMENT**

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

**Approve purchase of Automated External Defibrillator (AED) from American AED in the amount of \$1,345 but not to exceed \$1,500, subject to adequate budget appropriations** *(Other bids received from AED Superstore in the amount of \$1,395 and from Heartsmart.com in the amount of \$1,395)*

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**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve Printing Contract with the Chinook Observer as the Official County and Area Specific Newspaper, effective July 1, 2016 through June 30, 2017 and accept Corporate Guarantee in the amount of \$5,000 in lieu of a bond**

**ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS**

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

**Approve the 2016 Chinook ark Maintenance and Operations Contract with the Port of Chinook in the amount of \$6,000, subject to inclusion of contract language by Prosecutor's Office and adequate budget appropriations**

**Approve hire of Chad Read, Road Maintenance Technician II, at 1.0 FTE, at a rate of \$18.14/hour, effective April 25, 2016, subject to adequate budget appropriations**

**Approve Interagency Agreement with Pacific Conservation District pertaining to the Smith Creek Tidal Restoration Design on Parpala Road, subject to review and acceptance by the Prosecutor's Office**

**ITEMS REGARDING GENERAL BUSINESS**

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

**Approve Vendor Claims, Warrants numbered 131813 thru 131882 in the amount of \$173,178.66, subject to adequate budget appropriations**

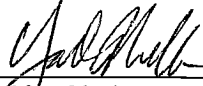
**EXECUTIVE SESSION-not needed**

**MEETING CLOSED AT 9:24AM**

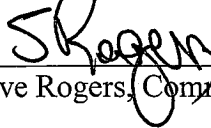
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PACIFIC COUNTY  
BOARD OF COUNTY COMMISSIONERS

  
\_\_\_\_\_  
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**

Notice of Marijuana License Application from WA State Liquor and Cannabis Board for Tacoma House of Cannabis.

Copy of email from Kristine Nevitt dated April 4, 2016 and provided to the Commissioners' Office on April 5, 2016, which was sent to Rebecca Chaffee subject line: economic development plan.

Letter from State of WA Department of Commerce regarding the final closeout for Community Development Block Grant Contract Number 10-64100-025.

MEMO from Wayne Leonard, Juvenile Court Administrator regarding 1<sup>st</sup> Quarter Juvenile Detention Report for 2016.

Notice of Special Occasion License Application from WA State Liquor and Cannabis Board for SW Pacific County Humane Society.

Professional Services Agreement with Case Forensics regarding the Pacific County Courthouse Stage 2 Consulting Services.

Copy of 'no objection letter' sent to the WA State Liquor Control Board regarding Special Occasion Liquor License hosted by the SW Pacific County Humane Society.

Notice of license expiration from WA State Liquor and Cannabis Board for Hunters Inn, Johnson Arco & One Stop Market, Okie's Select Market, Paradise Pizza, Nanci & Jimella's Café & Cocktail, Okie's Thriftway and Rods Lamplighter Restaurant.

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

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

April 4, 2016

Workshop w/ Sheriff re: pay class  
Departmental Briefings

April 11, 2016

Board of Equalization  
Meeting Agenda Review

April 12, 2016

Board of Health/Board of Commissioners' meetings  
Public Hearing-Call for Bids Official/Area Specific Newspaper  
Regular Community Development monthly workshop  
Elected Officials meeting

April 25, 2016

Meeting Agenda Review  
Workshop w/ Health re: staffing & funding

April 26, 2016

Board of Health/Board of Commissioners' meetings  
Regular Community Development monthly workshop