PACIFIC COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
JOURNAL #54

MINUTES

9:00 AM
Tuesday, January 23, 2018

1216 W Robert Bush Drive
South Bend, Washington

CALLED TO ORDER – 9:01 AM

ATTENDANCE

Lisa Olsen, Commissioner
Frank Wolfe, Commissioner
Lisa Ayers, Commissioner

Marie Guernsey, Clerk of the Board
Paul Plakinger, Management & Fiscal Analyst
Mike Collins, Public Works Director/County Engineer
James Worlton, Senior Public Records Coordinator
Scott McDougall, Emergency Management Director
Eric Weston, Chief Deputy Prosecutor
Randy Wilson, Building Maintenance Administrator
Andy Seaman, Computer Services Supervisor
Denise Rowlett, Chief Civil Deputy

GENERAL PUBLIC IN ATTENDANCE - None

PUBLIC COMMENT - None

CONSENT AGENDA (Items 1-6)

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

YEARS OF SERVICE

5 Years – Frank Wolfe (COMM), Scott McDougall (EMA)
15 Years – Bruce Walker (ASSR)
30 Years – Randy Wilson (DPW), Andy Seaman (DPW)

CONSENT AGENDA (Items 1-8)

Department of Public Works

Accept bonds from Olympic Resource Management pertaining to Road Haul Permit No. 2018-9 and from Rayonier Operating Company LLC pertaining to Road Haul Permit No. 2018-4
Department of Community Development

Approve Amendment #7 to Project Agreement Number 15-1385P with State of WA Recreation and Conservation Office; authorize Chair to sign

Approve Amendment #4 to the Lead Entity Interagency Agreement with Pacific Conservation District

Sheriff's Office

Approve hire of Caitlyn Howard-Mayfield, Telecommunicator, Step 1, effective February 1, 2018

Approve Amendment #A-Revised to the E911 County Basic Service Operations Contract SFY 2018 Number E18-029 with the WA State Military Department; authorize Chair to sign

Boards and Commissions

Approve the reappointment of Mike Nichols and Kelly Rupp to another four-year term on the Planning Commission

General Business

Approve regular meeting minutes of January 9, 2018
Approve Vendor Claims; Warrants Numbered 140277 thru 140380 in the amount of $168,793.68

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Approve Digital Submittal Certification for Road Levy 2018 to the County Road Administration Board and authorize Chair to sign

Approve request to surplus 9 VHF Orion, 8 VHF M7100, 8 UHF Orion and 6 UHF M7100 radios in accordance with the Personal Property Inventory Procedures

Approve request to issue Call for Bids for the 2018 Chiprock Bid No. 2018-01 and set a bid opening date of Thursday, February 22, 2018 at 9:00AM

Approve release of Naselle Rock & Asphalt Co., Inc. Payment/Performance Bond pertaining to the 270th Street Resurfacing Project to be held by Public Works for the warranty period
Adopt Resolution 2018-002 in the matter of a temporary closure of the Surfside Bridge, located on 315th Street at MP 0.88 from Monday, February 5, 2018 at 6:00AM through Friday, February 9, 2018 at 5:00PM

ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT

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

Approve Contract #2018-19 OBSD with the Ocean Beach School District for School Based Mental Health Counseling Services and Family Engagement/Homeless Liaison Services, subject to receipt of required insurance

Approve Contract #2018-19 ESD 113 with Educational Service District 113-True North Student Assistance Program for a Prevention/Intervention/Treatment Counselor, subject to receipt of required Insurance

Approve Contract #2018-19 Lifeline with Lifeline Connections for a school based mental health counselor and veterans behavioral health services, subject to receipt of required insurance

Approve Contract #2018-19 Millage Contracts with Peace of Mind for the Wellness Recovery Action Program, Raymond School District for the Girls Circle/Boys Council Program, South Bend School District for a counseling program, and with WellSpring Community Network for purchase of liability insurance, all subject to receipt of required insurance

Approve Contract #2018-19 CCAP with Coastal Community Action Program to support Permanent Supported Housing Program for homeless individuals with mental illness, subject to receipt of required insurance

Approve Agreement with WA State Association of Local Public Health Officials pertaining to the Medicaid Administration Match program and authorize Director to sign

Approve the 2017-18 ASPR Preparedness Training Agreement with the Region 3 Healthcare Preparedness Coalition for training related expenses and authorize Director to sign

ITEMS REGARDING JUVENILE COURT SERVICES

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

Approve Professional Services Agreement with Astrid Aveledo, Director of the Dispute Resolution Center of Grays Harbor and Pacific Counties for the “We’re In This Together” program, subject to adequate budget appropriations
ITEMS REGARDING TREASURER’S OFFICE

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

Approve request to upgrade Eden/Clemmer computer system in order to comply with state reporting of Schedule 6, in an amount not to exceed $4,000, to be paid from Fund 197, 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

Approve Professional Services Agreement with Patty Marsden as Spillman System Administrator, subject to adequate budget appropriations and receipt of required insurance

Approve Data Sharing, Non-Disclosure and Use Agreement with WA State Military Department and authorize PACCOM Director to sign

ITEMS REGARDING BOARDS AND COMMISSIONS

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

Accept resignation of Solid Waste Advisory Committee member, Anne Steele

Confirm Mason County Commissioners’ appointment of Brenda Hirschi to the Timberland Regional Library Board of Trustees

ITEMS REGARDING GENERAL BUSINESS

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

Adopt Resolution No. 2018-003 regarding fiscal year 2017 budget category transfers

Approve Contract for Service with the Peninsula Poverty Response Team to implement low and moderate income housing programs and to accomplish the goals of the Pacific County Ten Year Plan to End Homelessness specifically for the Project Homeless Connects and Overnight Winter Lodging in the amount of $4,000, subject to adequate budget appropriations

Accept Collection Agency Services proposal from McDonald Credit Services and approve the Contract for Collection Agency Services to be effective February 1, 2018 thru January 31, 2021, subject to receipt of all required insurance
EXECUTIVE SESSION - None

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Approve Local Agency Federal Aid Project Prospectus and Local Agency Agreement with WA State Department of Transportation pertaining to the Guardrail Upgrade - 2017 Safety Selection & Signing Upgrade and authorize Chair and County Engineer to sign

Approve purchase of Capital Expenditure Item for the ER&R Fund 502-Communications Division as provided by Telecommunications Engineer, in an amount not to exceed $72,200, subject to adequate budget appropriations

Accept resignation of Faith Taylor-Eldred, Engineering Technician III, effective January 31, 2018 and approve request to post, advertise and fill vacant position

Confirm promotion of Tim Bale to Senior Engineering Technician, Grade 13, Step 1, effective February 1, 2018, subject to adequate budget appropriations

ITEMS REGARDING DEPARTMENT OF COMMUNITY DEVELOPMENT

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

Approve hire of Miranda Bisbing, Administrative Asst. II, Grade 9 Step 1, in the Long Beach Office, effective February 5, 2018, subject to adequate budget appropriations and successful completion of background check

ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT

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

Approve promotion of Tessa Clements to Criminal Justice Program Specialist, Grade 13 Step 1, effective February 1, 2018, 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 Vincent McLeod to Position #1 on the Veterans 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 the CR2a Agreement between Pacific County and Mark and Patricia Mayko and adopt Resolution 2018-004 authorizing the Chair to sign

Approve Vendor Claims, Warrants Numbered 140381 thru 140469 in the amount of $133,507.75, subject to adequate budget appropriations

Scott McDougall provided an update on the 7.9 earthquake near Kodiak, Alaska.

RECESS – 9:31AM

RECONVENE – 10:03AM

Chair Olsen noted for the record that Attachment A to Resolution 2018-003 was amended for one transfer for one additional fund.

PUBLIC HEARING

ATTEND: Chair Olsen, Commissioner Wolfe, Commissioner Ayers, County Administrative Officer Kathy Spoor, Senior Public Records Coordinator James Worlton

Chair Olsen opened the public hearing to consider amendments to the Public Records Policy. There were no members of the public in attendance. No one stood to be sworn in. Chair Olsen closed the public hearing.

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

Adopt Resolution No. 2018-005 in the matter of amending the Pacific County Public Records Policy and rescinding Resolution No. 2017-034, the effective date of this amended policy shall be January 24, 2018

CONTINUANCE

Chair Olsen continued the meeting to Monday, February 5, 2018 at 10:00AM or as soon thereafter as possible for the purpose of considering award of the Courthouse Basement Remodel Project Call for Bids

(Please refer to recording of the meeting for a more detailed discussion)
OTHER BUSINESS FOR FILING

Email dated January 1, 2018, from Dale Beasley regarding mouth of Columbia River Beneficial Use Project.

Cancellation Notice dated January 2, 2018, from Travelers cancelling the Public Official Bond for Heidi Heywood.

Email dated January 4, 2018, from Commissioner Lisa Olsen regarding the roundabout at SR 6 and Hwy 101.

Copy of the 2018 Veterans’ Relief application provided to Norman L. Carlson, Voucher #2018-01 in the amount of $353.

Notice of Liquor License Application dated January 5, 2018, from the WA State Liquor and Cannabis Board for the Shelburne Hotel.


Notice of Liquor License Expirations dated January 6, 2018, from the WA State Liquor and Cannabis Board for Mr. Doobees.

Email dated January 11, 2018, from Rex Hutchins, regarding Marbled Murrelet/Second Substitute House Bill 1484.

Email dated January 11, 2018 from Jackie Chandler, Department of Ecolgy regarding Notice of Final Action on the Pacific County Comprehensive Shoreline Master Program Update.

Email dated January 12, 2018, from Dale Beasley regarding Final Evaluation Findings WA Coastal Management Program.

Copy of the 2018 Veterans’ Relief application provided to Frances Joy Jensen, Voucher #2018-02 in the amount of $618.33.

Email dated January 16, 2018, from David Beugli regarding culvert installations/drainage modifications.

Email dated January 17, 2018, from Kathleen Nisbet Moncy, regarding letter to Governor Inslee pertaining to the WGHOGA NPDES Permit Application.

Letter received January 19, 2018, from members of the Sunset Sands Community Association regarding the condition of two major roads, Birch Place and Crane.

Email dated January 22, 2018, from Laura Bohlmann, expressing thanks for the placement of speed limit signs on U Street.
Email dated January 23, 2018, from Eric Watness, expressing gratitude to Sheriff Johnson regarding his comments in the BBC documentary.

Copy of MEMO dated January 24, 2018, from Tim Crose in response to Ann Skelton questions regarding Mayko decision.

Notice of Change in Status for Amanda Bennett reduced to 0.90FTE, Sue Carbaugh reduced to 0.45FTE, Shanna Coty reduced to 0.8FTE, Hollie Billeci reduced to 0.8FTE, Eva Kanick reduced to 0.8FTE and Marcelina Medina reduced to 0.8FTE, all effective January 1, 2018.

Amendment No. 04 to Contract No. K768 with WA State Health Care for ABCD Dental Services filed this date.

Copy of Addendum A – Due for Sustaining Membership Agreement with CHOICE Regional Health Network filed this date.
BOARD WORKSHOPS/MEETINGS HELD
(This listing does not include those workshops/meetings attended by an individual Commissioner)

January 2, 2018
Departmental Briefings
Discussion w/ M. Collins re: courthouse basement
Workshop re: courthouse basement remodel

January 8, 2018
Workshop w/ Auditor re: staffing
Workshop w/ DPW re: road projects
Meeting agenda review
Workshop w/ C. Poellnitz re: transit system

January 9, 2018
BOH/BOCC Meetings
Joint (Elected/Appointed) Management Meeting
Workshop w/ Port of Willapa Harbor re: trails

January 16, 2018
Workshop re: Eden
Workshop re: fair
Workshop re: comp plan update
Departmental Briefings

January 22, 2018
Meeting Agenda Review
Meeting w/ WSDOT re: SR6/Hwy 101 roundabout

January 29, 2018
Workshop re: flood control
Meeting with Joe Camenzind
Workshop re: criminal justice sales tax option
Quarterly HSAB Meeting-Developmental Disabilities
Workshop w/ Kathy Spoor
Workshop re: Hearings Examiner

January 31, 2018
Workshop re: courthouse security/GR 36
Workshop re: Naselle fire station