MINUTES

9:00 AM
Tuesday, November 27, 2018

1216 W Robert Bush Drive
South Bend, Washington

CALLED TO ORDER – 9:06 AM

ATTENDANCE

Lisa Olsen, Commissioner
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
James Worlton, Senior Public Records Coordinator
Tim Cross, Community Development Director

PUBLIC IN ATTENDANCE

Cheryl Heywood, Timberland Regional Library Executive Director
Susan Carney, Ilwaco Timberland Regional Library
Iver Mattheson, Ocean Park Timberland Regional Library
Michelle Zilli, Naselle Timberland Regional Library
Emily Popovich, Raymond Timberland Regional Library
Jennifer Penoyar, South Bend Timberland Regional Library

Cheryl Heywood presented a Proclamation of the Timberland Regional Library in celebration of its 50th anniversary. The Board of Pacific County Commissioners signed the proclamation and it will be presented to them once all signatures are obtained.

CONSENT AGENDA (Items 1-3)

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 Amendment No. 1 to Agreement No. 6905671850001 with the Federal Highway Administration for the 67th Place Doeckman Creek Culvert replacement and authorize County Engineer to sign
Assessor’s Office

Approve disposal of Samsung digital camera (Asset ID #3002) in accordance with Personal Property Inventory Procedures

General Business

Approve Vendor Claims; Warrants Numbered 144431 thru 144500 in the amount of $382,479.92

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 Supplement No. 1 pertaining to Local Agency Agreement No. LA-9400 with WA State Department of Transportation pertaining to the Camp One/Heckard Road Intersection Correction Project and authorize Chair to sign

Approve Communications Facility Use Agreement with Meadows Broadcasting, LLC for use of the Megler Radio Site for a five-year period at a rate of $2,862 annually

Approve issuance of Call for Bids for the Guardrail Upgrade Project and authorize Clerk of the Board to set bid opening date after funds are approved

ITEMS REGARDING DEPARTMENT OF COMMUNITY DEVELOPMENT

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

Approve lease for two Canon copiers from Copiers NW under the NASPO Contract Number 05214 in the amount of $163.02 per copier/per month plus tax, subject to adequate budget appropriations

ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT

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

Approve Add-On Sales Agreement for electronic health record system reporting with Patagonia Health in the amount of $100/month, subject to adequate budget appropriations and authorize Director to sign

Consider approval of Contract for Tobacco & Vapor Product Prevention with Thurston County; authorize Director to sign - DEFERRED
ITEMS REGARDING COUNTY FAIR

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

Approve the 2018-19 Winter Storage Agreements with Eric Carlson, Tom & Susan Gradt, Brad Harden and Curtis Stanley and authorize Chair to sign

ITEMS REGARDING SHERIFF'S OFFICE

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

Approve Emergency Management Performance Grant #E19-144 with WA State Military Department and authorize Chair to sign

Approve request for Family Medical Leave for a qualifying event and authorize Leave Credit Transfers and assign an expiration date of February 28, 2019

ITEMS REGARDING GENERAL BUSINESS

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

Approve request to purchase two Dell Latitude laptop computers from Fund 502 in an amount not to exceed $3,100 including tax, subject to adequate budget appropriations

Adopt Resolution No. 2018-048 updating the Veterans Assistance Program Policies and Procedures and rescinding Resolution No. 2018-013 and any amendments thereto

Approve Customer Authorization to Share Messaging Data with US Cellular for the implementation of SMARSH and authorize Clerk of the Board to sign

Adopt Resolution No. 2018-049 establishing an imprest fund for General Administration for the purpose of making change

Approve request to set public hearing for Friday, January 25, 2019 at 10:00AM or as soon thereafter as possible to consider the sale of county-owned properties at public auction

ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT

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

Approve Professional Services Contract Number K3075 for Medicaid Administrative Claiming with Washington State Health Care Authority and authorize Chair to sign
ITEMS REGARDING GENERAL BUSINESS

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

Approve Amendment #1 to the Facility Use Agreement with the South Pacific County Humane Society extending the term to December 31, 2030

Approve Vendor Claims, Warrants Numbered 144501 thru 144567 in the amount of $193,726.47, subject to adequate budget appropriations

Adopt Resolution No. 2018-050 in the matter of creating a Special Revenue Fund No. 144 – Abatement

EXECUTIVE SESSION – None held

RECESS – 9:38am

PUBLIC HEARING
ATTEND: Chair Olsen, Commissioner Wolfe, Commissioner Ayers, Kathy Spoor, Becky Nissell, Paul Plakinger
PUBLIC IN ATTENDANCE - None

Chair Olsen opened the public hearing for the certification of levies. Becky Nissell stood and was sworn in.

Becky reviewed the levy information that was submitted by the districts.

Chair Olsen closed the hearing.

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

Adopt Resolution No. 2018-051 in the matter of certifying taxes levied upon the property in the county for county purposes, and for each taxing district within or coextensive with the county, for district purposes

Chair Olsen opened the public hearing for the consideration of budget supplements. Paul Plakinger stood and was sworn in.

Paul reviewed the requests for budget supplements.

Chair Olsen closed the hearing.

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

Adopt Resolution No. 2018-052 in the matter of supplements and amendments to the fiscal year 2018 budget
There being no further business to come before the Board the meeting was closed at approximately 10:18AM.

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

OTHER BUSINESS FOR FILING

Letter dated November 7, 2018, from the WA State Department of Transportation regarding the Title VI Annual Report.

Email dated November 12, 2018, from Mara Machulsky, Northwest Solutions regarding Public Works projects financed in Pacific County.

Copy of letter dated November 13, 2018, from Chris Freshley regarding property flooding caused by minimal ditch maintenance along Sandridge and Territory Road in Oysterville, Washington.


Letter dated November 16, 2018, from Comcast regarding Xfinity TV Channel Updates.

Letter dated November 16, 2018, from Comcast regarding adding Fox Sports 2 channel.

November 2018 payroll [out-of-class pay] for Brandi Keightley.
BOARD WORKSHOPS/MEETINGS HELD
(This listing does not include those workshops/meetings attended by an individual Commissioner)

November 5, 2018
Workshop w/ Great Rivers BHO
Departmental Briefings

November 12, 2018
Meeting Agenda Review

November 13, 2018
BOH/BOCC meeting
Continued Public Hearing fy2019 budget
Workshop re: solid waste disposal
Joint (Elected/Appointed) Management Meeting

November 19, 2018
Workshop re: parks
Departmental Briefings
Discussion re: office space

November 26, 2018
Meeting Agenda Review
Workshop re: North Willapa Shoreline Erosion
Workshop re: syringe exchange program
Workshop re: office space
Workshop w/ A. Harland re: contract

November 27, 2018
BOH/BOCC Meeting
Public Hearings: Certification of Levies and budget supplements
Workshop w/ J. Camenzind re: contract