MINUTES

9:00 AM Tuesday, December 11, 2018
1216 W Robert Bush Drive
South Bend, Washington

CALLED TO ORDER – 9:02 AM

ATTENDANCE

Lisa Olsen, Commissioner
Frank Wolfe, 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 Crosc, Community Development Director
Shawn Humphreys, Community Development Deputy Director
Mary Goelz, Health & Human Services Department Director
Jeff Nesbitt, Vegetation Management Director
Ed Darcher, Spartina Crew Leader
Shelly Flemetis, Chief Treasury Investment Officer

ABSENT
Lisa Ayers, Commissioner

PUBLIC IN ATTENDANCE - None

CONSENT AGENDA (Items 1-5)

It was moved by Wolfe, seconded by Olsen 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

Approve hire of Zachary Friese, Engineer Technician II, Grade 11 Step 1,
effective December 17, 2018

General Business

Approve Amendment #1 to the Special Employment Agreement with
Shawn Humphreys, Community Development Deputy Director

Approve Vendor Claims; Warrants Numbered 144568 thru 144618 in the
amount of $242,699.19
Approve November, 2018 payroll: total employees: 175; total payroll: $785,363.01

Approve regular meeting minutes of November 13 and 27, 2018

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Adopt Resolution No. 2018-053 establishing a policy regarding organization of the Department of Public Works and authorize Chair to sign

Approve return of 5% bid bond to Teevin & Fischer Quarry, LLC pertaining to Chip Rock Bid No. 2018-01

Approve Local Agency Agreement and Local Agency Federal Aid Project Prospectus with WA State Department of Transportation pertaining to County Road Project No. 1658-Parpala Road Resurfacing Project and authorize Chair to sign and adopt Resolution No. 2018-054 initiating County Road Project No. 1658

ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT

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

Approve purchase of two laptop computers not to exceed $1,700 each to be paid from grant funding, subject to adequate budget appropriations

Approve Contract for Tobacco & Vapor Product Prevention with Thurston County related to youth tobacco prevention and authorize Director to sign

ITEMS REGARDING PROSECUTOR’S OFFICE

Consider approval of Agreement with Karpel for the purchase of a case management software program-DEFERRED to December 21, 2018

ITEMS REGARDING ASSESSOR’S OFFICE

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

Approve purchase of a HP color laserjet enterprise printer in an amount not to exceed $1,484.86, including tax, subject to adequate budget appropriations
ITEMS REGARDING TREASURER’S OFFICE

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

Approve Change Request No. WA2013.005-CR001 to Agreement No. WA2013.005 with Thomson Reuters in the amount of $4,200 and authorize Chair to sign

ITEMS REGARDING GENERAL BUSINESS

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

Approve Public Official Bond Continuation Certificate for Judge Pro-Tem Nathan Needham, Public Official Bond for North District Court Judge Elizabeth Penoyer

Adopt Proclamation establishing December 15th as Wreaths Across America Day

Adopt Resolution No. 2018-055 in the matter of establishing a short-term intergovernmental loan in the amount of $279,000 from the County’s Cumulative Reserve Fund #197 to Pacific County Drainage District #1 to provide interim cash flow in anticipation of grant revenue subject to the Drainage District fully satisfying term of repayment of their current short-term loan. The loan will be repaid in full, including 3% annum interest on, or before, June 30, 2019, and approve Intergovernmental Agreement authorizing the short-term loan

EXECUTIVE SESSION – None held

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Approve the Microsoft Select Signature – State and Local form and supporting documents pertaining to the Microsoft Select Agreement and authorize Chair to sign

ITEMS REGARDING SHERIFF’S OFFICE

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

Approve purchase of equipment for jail security repairs and maintenance in an amount not to exceed $3,169.28 from Fund 125 in accordance with procurement policies, subject to adequate budget appropriations
PACIFIC COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
JOURNAL #54

Approve purchase of Dell Latitude computer workstation and accessories to be purchased from state contract in an amount not to exceed $2,114.14 plus sales tax, subject to adequate budget appropriations

ITEMS REGARDING GENERAL BUSINESS

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

Confirm Lewis County Commissioners’ reappointment of Hal Blanton to the Timberland Regional Library Board for a seven-year term, effective December 31, 2018

Approve Vendor Claims, Warrants Numbered 144619 thru 144733 in the amount of $323,308.63, subject to adequate budget appropriations

ITEMS REGARDING DEPARTMENT OF COMMUNITY DEVELOPMENT

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

Approve the hire of Jason Blakely, Planner, Grade 13 Step 1, effective January 2, 2019, accept the resignation of Brandi Keightley, AA II, effective December 31, 2018, and approve request to post, advertise, and hire vacant position, all subject to adequate budget appropriations

RECESS – 9:18AM

PUBLIC HEARING – 10:00AM
ATTEND: Chair Olsen, Commissioner Wolfe, County Administrative Officer Kathy Spoor, Civil Prosecuting Attorney Ben Haslam, Management & Fiscal Analyst Paul Plakinger, Vegetation Management Director Jeff Nesbitt, Spartina Crew Leader Ed Darcher, Chief Treasury Investment Officer Shelly Flemetis

Chair Olsen opened the public hearing to consider implementation of a noxious weed assessment. Jeff Nesbitt, Ed Darcher, Shelly Flemetis, Haslam were sworn in.

Brief discussion was held regarding the assessment.

Chair Olsen closed the hearing.

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

Adopt Resolution No. 2018-056 in the matter of implementing a noxious weed assessment against all qualifying lands in Pacific County per the recommendations of the Pacific County Noxious Weed Control Board in accordance with RCW 17.10.240 and become effective January 1, 2019

December 11, 2018
There being no further business to come before the Board the meeting was closed at approximately 10:05AM.

PACIFIC COUNTY
BOARD OF COUNTY COMMISSIONERS

Lisa Olsen, Chair

Frank Wolfe, Commissioner

ATTEST:

Marie Guernsey
Clerk of the Board

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

OTHER BUSINESS FOR FILING

Certificate of Coverage dated November 28, 2018 for City of Ilwaco.

November 2018 payroll [out-of-class pay] for Brandi Keightley.

Copy of Declaration dated December 3, 2018, from Marie Guernsey provided to Attorney Scott Harmer.

Copy of comment dated December 4, 2018 regarding Marbled Murrelet mitigation strategy submitted by Commissioner Frank Wolfe.

Notice dated December 6, 2018, from the WA State Liquor and Cannabis Board regarding license expirations for Galey’s Grocery, Inc and Moby Dick Corporation.

Letter dated December 7, 2018, from Department of Natural Resources regarding North River Floating House Leases.

Claim and Denial of Claim #2018-12-009 dated December 7, 2018.

Copy of letter dated December 10, 2018, from Commissioner Lisa Olsen regarding implementation of the shoreline stabilization requirements in the Shoreline Master Program.

Notice dated December 26, 2018, from the WA State Liquor and Cannabis Board regarding discontinuance of service for the Charles Nelson Guest House.