MINUTES

9:00 AM Tuesday, February 13, 2018

1216 W Robert Bush Drive
South Bend, Washington

CALLED TO ORDER – 9:03 AM

ATTENDANCE

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

Marie Guernsey, Clerk of the Board
Amanda Bennett, Deputy Clerk of the Board
Kathy Spoor, County Administrative Officer
Paul Plakinger, Management & Fiscal Analyst
Mike Collins, Public Works Director/County Engineer
Eric Weston, Chief Deputy Prosecutor
Tim Crose, Community Development Director
Shawn Humphreys, Community Development Deputy Director
Mary Goelz, Health & Human Services Director

GENERAL PUBLIC IN ATTENDANCE

Kenny Osborne, Port of Chinook

PUBLIC COMMENT

Kenny Osborne presented a map and spoke regarding the possibility of utilizing Chinook Park for parking and other uses. (*Workshop to be scheduled*)

CONSENT AGENDA (Items 1-3 and 5-7)

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

Accept Surety Rider No. 929379236 from Hampton Tree Farms pertaining to Road Haul Permit No. 2018-3 for hauling on Salmon Creek Road and Upper Naselle Road
Department of Community Development

Confirm the date of hire for Miranda Bisbing as February 1, 2018

Health and Human Services

Approve Amendment #1 to Ocean Beach School Nurse Contract

Boards and Commissions

Approve the reappointment of Larry Cohen and Jerry Porter to the Human Services Advisory Board and acknowledge the membership term expiration of Nancy Schutt and Joey Sturgill

General Business

Approve Vendor Claims; Warrants Numbered 140470 thru 140532 in the amount of $126,058.16 and Warrants Numbered 140533 thru 140581 in the amount of $37,051.15

Approve January, 2018 payroll; total employees: 177; total payroll: $781,770.16

ITEMS REGARDING HEALTH AND HUMAN SERVICES

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

Adopt Resolution 2018-007 in the matter of donating non-inventory items from the Health and Human Services Department to Lifeline (a private non-profit substance abuse treatment agency), the Ocean Park Food Bank and the Raymond School District’s special education office are all eleemosenary organizations in Pacific County that provide support for the poor and infirm

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Approve Facility Use Application from Satsop School District for use of Morehead Park May 22-24, 2018, and authorize Chair to sign

Approve Facility Use Application from Dawn Lorton for use of the Courthouse lawn for a wedding ceremony on July 28, 2018, and authorize Chair to sign

Approve Interlocal Cooperative Purchasing Agreement to “piggyback” on Mason County’s bid from Albina Asphalt to provide CRS-2P oil, subject to receipt of affidavit of publication and copy of contract prior to purchase, subject to adequate budget appropriations and authorize Chair to sign
PACIFIC COUNTY, WASHINGTON
BOARD OF COMMISSIONERS
JOURNAL #54

Approve purchase of BOMBAG BW Rubber Tire Roller Machine through NJAP program in an amount not to exceed $95,000.00, 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 Interagency Agreement #17-09770 with the Washington Department of Fish and Wildlife for administrative work of the Marine Resource Committee effective July 1, 2017 until June 30, 2019, and authorize Chair to sign

Approve Interlocal Agreement with the Conservation District to perform the scope of work in Interagency Agreement #17-09770, 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 the hire of Judd Comer as Criminal Justice Program Specialist, Grade 13 Step 1, effective February 14, 2018, subject to adequate budget appropriations

Approve the purchase of a Dell Latitude 5590 laptop computer to be used by the Criminal Justice Program Specialist position in an amount not to exceed $1,600, subject to adequate budget appropriations and all County policies

ITEMS REGARDING VEGETATION MANAGEMENT

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

Approve advertising for 2018 Spartina Field Crew positions included in the adopted FY2018 budget, in accordance with Section 2.22 Hiring Process of the Hiring Policy, subject to adequate budget appropriations

Approve the Interdepartmental Agreement between Department of Vegetation Management and Department of Public Works for vegetation management services
ITEMS REGARDING COUNTY FAIR

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

Approve the 2017-18 Winter Storage Agreements with Keith and Kari Ping, Craig Fauver, Michael Sullivan, Keith Samplawski and Cal and Mary Bogar, and authorize Chair to sign

ITEMS REGARDING SHERIFF'S OFFICE

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

Approve the purchase of two Vicon cameras for the jail security system in the amount of $1,050.00 including tax and shipping, subject to adequate budget appropriations

Approve the addition of one phone extension to the jail to accommodate a recorded line for conversations regarding inmate releases or readings of probable cause with judges and to allow the extension to be paid from Current Expense Telecommunications Fund, subject to adequate budget appropriations

ITEMS REGARDING AUDITOR'S OFFICE

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

Approve the Intermittent Family Medical Leave of Absence for a qualifying event and authorize Leave Credit Transfers with an assigned expiration date of January 17, 2019

ITEMS REGARDING BOARDS AND COMMISSIONS

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

Approve the appointment of Jon Ciminello to the vacant Commissioner District #1 position on the Planning Commission

Adopt Resolution No. 2018-008 in the matter of dissolving the One-Tenth of 1% Advisory Sub-Committee of the Human Services Advisory Board

ITEMS REGARDING RISK MANAGEMENT

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

Approve the purchase of 2 AXIS s2008 NVR and 16 AXIS M1125 IP cameras at a total cost of no more than $13,000 from Risk Fund #531 and Capital Fund #125, subject to adequate budget appropriations and all county policies
ITEMS REGARDING GENERAL BUSINESS

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

Adopt Resolution No. 2018-009 in the matter of amending the Pacific County Policy Manual and establishing Paid Sick Leave Policy, which shall be effective the 1st day of January, 2018

Approve the Memorandum of Understanding with Local 367C and Local 367 changing the collective bargaining agreements to reference the County’s Paid Sick Leave Policy, and authorize Chair to sign

Confirm change in insurance requirements pertaining to the Collection Agency Services Agreement with McDonald Credit Services

Approve Contract for Repayment of Excess Longevity for employees, effective January 1, 2018

Adopt Resolution 2018-010 in the matter of opposing Offshore Oil and Gas Drilling and Exploration activities including Seismic Airgun Blasting

Approve a contract in the amount of $65,600 with the Pacific County Economic Development Council for the development of a Countywide overall economic development plan, $49,200 of the contract reimbursement will be grant funds provided by the Community Economic Revitalization Board and the required match of $16,400 will be provided by the EDC

EXECUTIVE SESSION – Not needed

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Approve lease of vehicles for Health and Human Services Department with Enterprise for two Versa’s and one Escape, subject to adequate budget appropriations

ITEMS REGARDING HEALTH AND HUMAN SERVICES DEPARTMENT

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

Approve Amendment #9 to Contract #2011-13 Big Brothers Big Sisters to provide additional funding to provide mentoring programs in Pacific County schools
Approve request to advertise for a part-time 0.20 FTE Behavioral Health Program Assistant position, in accordance with Section 2.22 Hiring Process of the Personnel Policy and Procedures, subject to adequate budget appropriations

ITEMS REGARDING SUPERIOR COURT

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

Approve an additional phone extension for the Superior Courtroom and to be paid from Current Expense Telecommunications Fund, subject to adequate budget appropriations

ITEMS REGARDING AUDITOR’S OFFICE

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

Confirm transfer of a Dell OptiPlex 960 computer workstation to Superior Court from the Auditor’s Office in accordance with Personal Property Inventory Procedures

ITEMS REGARDING GENERAL BUSINESS

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

Approve Vendor Claims; Warrants Numbered 140582 thru 140744 in the amount of $368,307.00

RECESS – 9:31AM

RECONVENE – 11:47AM
ITEMS REGARDING GENERAL BUSINESS

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

Accept Construction Contract from JBK Builders for the Courthouse Basement Renovation Project in the amount of $223,091.38, including sales tax, subject to receipt of Performance and Payment Bond for 100% of the bid, if not able to obtain the Performance and Payment for 100% of the bid amount and in accordance with Part 1.D. of the Instructions for Bidders accept Construction Contract for the Rough Construction Base Bid in the amount of $93,698.38 including sales tax, subject to receipt of Performance and Payment Bond for 100% of the bid and Accept Construction Contract for the Finish Construction-Base Bid in the amount of $129,393.00 including sales tax subject to receipt of Performance and Payment Bond for 100% of the bid. All subject to adequate budget appropriations, authorize release of bid bonds to JBK Builders, Rognlin’s Inc., Western WA Construction and Helligso Construction, Co. after receipt of the Performance and Payment Bond(s) from JBK Builders

MEETING CLOSED – 11:49 AM

PACIFIC COUNTY
BOARD OF COUNTY COMMISSIONERS

Lisa Olsen, Chair

Frank Wolfe, Commissioner

Lisa Ayers, Commissioner

ATTEST:

Amanda Bennett
Deputy Clerk of the Board

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

Letter received January 11, 2018, from Department of the Navy regarding Notice of Availability of the Draft Environmental Assessment for Naval Special Operations Training in Western Washington State and Open House Public Meetings.

Letters received January 23, 2018, from owners/members of the Sunset Sands Community Association regarding Birch Place and Crane.

Letter received January 24, 2018, from State of Washington Department of Ecology regarding authorizing development permits under ESSB 6091.

Copy of letter dated February 1, 2018, from Department of Public Works to Fish and Wildlife Services in response to Lynn Point Road.

Copy of letter dated February 1, 2018, from Department of Public Works to Colburn Timber, Inc. requirement of hauling permit on Pacific County roads.

Letters received February 5, 2018, from owners/members of the Sunset Sands Community Association regarding Birch Place and Crane.

Email dated February 5, 2018, from Bruce Urquhart regarding Tokeland speed limit.


Email dated February 7, 2018, from Dale Beasley regarding EDC presentation on economic development for Pacific County.

Letter received February 7, 2018, from Washington Department of Natural Resources regarding State Forest Transfer and Purchase Lands.

Copy of the 2018 Veterans’ Relief application provided to Norman Carlson, Voucher #2018-04 in the amount of $247.

Copy of response letter dated February 13, 2018, from the Board of Pacific County Commissioners to Doug Bagaason regarding the condition of Smith Creek Road.