MINUTES

9:00 AM
Tuesday, April 10, 2018

1216 W Robert Bush Drive
South Bend, Washington

CALLED TO ORDER – 9:04 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
Mike Collins, Public Works Director/County Engineer
Scott McDougall, Emergency Management Director
Paul Plakinger, Management & Fiscal Analyst
James Worlton, Senior Public Records Coordinator
Mary Goelz, Health & Human Services Director

GENERAL PUBLIC IN ATTENDANCE

None

PUBLIC COMMENT - None

CONSENT AGENDA (Items 1-9)

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 Community Development

Acknowledge revised allocation of time for Dotsi Graves, Parks and Fair
Manager

Sheriff’s Office

Approve transfer of inventory item to Flood Control

Approve Amendment No. A to Contract #E18-072 pertaining to the
Emergency Management Performance Grant with Washington State
Military Department and authorize Chair to sign
Health and Human Services

Approve Amendment No. 2 to Contract #2016 CCAP HUD with Coastal Community Action Program to continue to provide the permanent supported housing program

Boards and Commissions

Approve the reappointment of Rebecca Chaffee and Julie Overby to another three year term on the Joint Pacific County Housing Authority

Approve the reappointment of Bob Hitt and Jim Sayce to Pacific Mountain WorkForce Development

General Business

Approve Vendor Claims; Warrants Numbered 141337 thru 141410 in the amount of $227,441.48

Approve regular meeting minutes of March 27, 2018

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Approve the Local Agency Federal Aid Project Prospectus with the WA State Department of Transportation for the Signing Upgrade 2017 County Safety Selections and authorize County engineer and Chair to sign, subject to adequate budget appropriations

Accept resignation of Chad Read, North County Leadperson; approve request to post, advertise and hire vacant position in accordance with Personnel Policy Section 2.22 Hiring Process, subject to adequate budget appropriations

Accept retirement of Frank Hodel, Road Maintenance Technician II; approve request to post, advertise and hire vacant position in accordance with Personnel Policy Section 2.22 Hiring Process, subject to adequate budget appropriations

Approve intermittent Family Medical Leave for a qualifying event and authorize Leave Credit Transfers with an assigned expiration date of April 10, 2019

Approve Family Medical Leave for a qualifying event and authorize Leave Credit Transfers with an assigned expiration date of July 1, 2018
ITEMS REGARDING HEALTH AND HUMAN SERVICES

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

Approve Memorandum of Understanding with Providence Health and Services-WA dba Providence Peter Hospital and Sexual Clinic & Child Maltreatment Center for the use of space and minimal medical equipment at the Health Department for sexual assault exams, subject to adequate budget appropriations

Approve the new customer application to establish an account with Cooper Surgical and authorize Director to sign

Accept resignation of Carly Castaneda, Human Services Program Specialist effective August 24, 2018 and approve request to post, advertise and hire vacant position in accordance with Personnel Policy Section 2.22 Hiring Process, subject to adequate budget appropriations

ITEMS REGARDING JUVENILE COURT

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

Approve Functional Family Therapy Contract with Nelita Wallingford, effective May 31, 2018 to May 31, 2020, subject to adequate budget appropriations

ITEMS REGARDING SHERIFF’S OFFICE

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

Approve Homeland Security Grant Program Agreement #E18-157 to support efforts to prevent terrorism and other catastrophic events, effective September 1, 2017 to August 31, 2019, subject to adequate budget appropriations and authorize Chair to sign

ITEMS REGARDING BOARDS AND COMMISSIONS

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

Acknowledge resignation of Natalie Hanson and Amy Kredlo from the Olympic Area Agency on Aging and approve the appointment of Eldred Gilpin and Darlene Smith to the vacant positions for three year terms
Approve the appointment of WRIA #24 Lead Entity Technical Advisory Group members Marcus Reaves, WDFW, Terri Butler-Bates, Willapa National Wildlife Refuge, Key McMurry, Sam Giese, Lyle Jennings, WDFW; Approve the appointment of WRIA #24 Lead Entity Citizens Committee members Allan Longhead, Tim Morris, Jeff Nesbitt, Michael Spencer, Mike Nordin, Bob Lake and Mike Cassinelli; Approve the appointment of Marine Resource Committee members Key McMurry, Mike Cassinelli, Jeff Nesbitt, Michael Spencer, Mike Nordin, Ann LeFors, Brian Sheldon, Kevin Decker and Tom Kollasch

ITEMS REGARDING GENERAL BUSINESS

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

Acknowledge receipt and review of the 2018 Annual Washington Counties Risk Pool Loss Control On-Site Report

Adopt Order in the matter of distributing of the 2017 P.U.D. excise tax

Approve Technical Support Agreement with Efficiency, Inc. for a recording program used by Superior Court, both district courts and the Commissioners’ Office, in the amount of $4,786.67 including sales tax, subject to adequate budget appropriations and authorize Chair to sign

Approve Grant Number FY18-90006-003 with the Washington State Department of Archaeology and Historic Preservation in the amount of $663,800 with $331,900 being state grant funds and $331,900 being local match and authorize Chair to sign, effective March 1, 2018 to June 30, 2019, subject to adequate budget appropriations

Approve Intergovernmental Cooperation Agreement with the Pacific Conservation District in the amount of $7,500 to develop and implement programs for conservation management practices, in the amount of $2,500 to convene and manage the County’s Natural Resources Advisory Board, subject to adequate budget appropriations

ITEMS REGARDING AUDITOR’S OFFICE

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

Approve hire of Jolene Manuel, Elections Supervisor, Grade 11 Step 1, 1.0 FTE, effective April 9, 2018, subject to adequate budget appropriations

EXECUTIVE SESSION – None held
ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Approve hire of Richard Mark, Engineering Technician, Grade 10 Step 1, effective April 24, 2018, subject to obtaining the training and skills to promote to an Engineering Technician III within twelve months and 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 purchase of four (4) 24/7 chairs from US General Services Administration (GSA) Contract in the amount not to exceed $5,000, including tax and shipping, subject to adequate budget appropriations (Price at the time of approval did not include Use Tax, total with tax, shipping and use tax is $5,267.71)

Approve purchase of four (4) Watson consoles for the new 911 Center from National Association of State Procurements Officials (NASPO) Contract in the amount not to exceed $80,294, including tax and shipping, subject to adequate budget appropriations

ITEMS REGARDING BOARDS AND COMMISSIONS

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

Accept resignation of Fair Advisory Board member, William Monohon, effective immediately

ITEMS REGARDING GENERAL BUSINESS

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

Authorize release of JBK Builders Performance and Payment Bond for the Rough Construction Base Bid and accept the Performance and Payment Bond for the Finish Construction Base Bid pertaining to the Courthouse Basement Renovation Project

Approve Vendor Claims; Warrants Numbered 141411 thru 141499 in the amount of $232,566.54, subject to adequate budget appropriations

RECESS – 9:28AM

RECONVENED – 10:02AM
PUBLIC HEARING
ATTEND: Chair Olsen, Commissioner Wolfe, Commissioner Ayers
OTHERS: Marie Guernsey, Amanda Bennett, Kathy Spoor, Mike Collins, Paul
Plakinger, James Worlton

Chair Olsen opened the public hearing to consider the award of Call for Bids for
Official County and Area Specific Newspaper.

Chair Olsen closed the public hearing.

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

Award Call for Bids for Official County and Area Specific Newspaper to
Chinook Observer as the best and lowest bidder and authorize Clerk of the
Board to prepare the 2018-2019 Printing Contract for consideration at the
meeting of April 24, 2018.

MEETING CLOSED – 10:05AM

PACIFIC COUNTY
BOARD OF COUNTY COMMISSIONERS

Lisa Olsen, Chair

ATTEST:

Amanda Bennett
Deputy Clerk of the Board

Lisa Ayers, Commissioner

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