MINUTES

9:00 AM 1216 W Robert Bush Drive
Tuesday, April 24, 2018 South Bend, Washington

CALLED TO ORDER – 9:02 AM

ATTENDANCE

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

Marie Guernsey, Clerk of the Board
Mike Collins, Public Works Director/County Engineer
Paul Plakinger, Management & Fiscal Analyst
James Worlton, Senior Public Records Coordinator
Mary Goelz, Health & Human Services Director
Tim Crose, Community Development Director
Shawn Humphreys, Community Development Deputy Director
Lisa Martindale, Administrative Assistant II

GENERAL PUBLIC IN ATTENDANCE - None

PUBLIC COMMENT - None

YEARS OF SERVICE

5 Years- Lisa Martindale (DCD)

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 Public Works

Approve Local Agency Agreement No. LA 9255 Supplement No. 1 and
Federal Aid Project Prospectus with WA State Department of
Transportation regarding the Upper Naselle Road Resurfacing Project and
authorize Chair and County Engineer to sign

Department of Community Development

Approve Amendment No. 1 to Contract No. 17-09770 with the Washington
Department of Fish and Wildlife and authorize Chair to sign and approve
Amendment No. 1 to the Interlocal Agreement with the Conservation District
Health and Human Services

Approve Amendment No. 2 to Contract No. 1763-96209 with DSHS Division of Developmental Disabilities to provide employment services for adults with developmental disabilities

Boards and Commissions

Accept the resignation of Pacific County Marine Resources Committee Recreational Group Alternate member Buck Smith

Accept the resignation of Pacific County Marine Resources Committee Conservation/Environmental Group member Jeff McEntarffer

General Business

Approve Vendor Claims; Warrants Numbered 141500 thru 141605 in the amount of $223,171.34

Approve regular meeting minutes of April 10, 2018

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Rescind the motion made on April 10, 2018 regarding Richard Mark hired as an Engineer Technician and approve hire of Richard Mark, Engineering Technician III, Grade 11 Step 1, effective April 23, 2018, in accordance with Section 2.22 Hiring Process of the Personnel Policy, subject to adequate budget appropriations

Approve request to hire Connor McAllister, Road Maintenance Technician II South County position, effective April 16, 2018, in accordance with Section 2.22 Hiring Process of the Personnel Policy, subject to adequate budget appropriations

Approve the Access Permit and Liability Waiver and Release with John Hancock Life Insurance for use of the Deep River Bridge in Wahkiakum County, subject to acceptance of an effective date of January 1, 2018 through December 31, 2019, and authorize Chair to sign

Approve the Facility Use Agreement for Spring Youth and Junior Retreat at Morehead Park on April 27-29, 2018, subject to insurance being received prior to event and authorize Chair to sign (Event was cancelled due to the inability to obtain the required insurance)
ITEMS REGARDING BOARD OF SUPERVISORS (FCZD #1)

Consider adoption of Resolution 2018-_______ in the matter of Setting a Policy for Removal of Private Access Structures Located in Drainages Maintained by Flood Control Zone District No. 1 – DEFERRED to meeting of May 8, 2018

ITEMS REGARDING HEALTH AND HUMAN SERVICES

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

Adopt Resolution 2018-014 in the matter of Setting Fees for Services performed by the Health and Human Services Department

Approve the Software and Services Agreement with BTG Holding Group dba Infrastructure for the new Access Program replacing the outdated contract management and finance management system, subject to adequate budget appropriations and acknowledge supplemental will be required, authorize Director to sign

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 Steve Rogers to the Human Services Advisory Board, effective immediately

ITEMS REGARDING GENERAL BUSINESS

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

Adopt Proclamation establishing the month of May as Mental Health Awareness Month

Accept Printing Contract with the Chinook Observer as the Official County and Area Specific Newspaper, effective July 1, 2018, and accept Corporate Guarantee in lieu of a bond

Adopt Resolution 2018-015 in the matter of Sweeping Interest and Investment Returns into the Current Expense Fund in accordance with RCW 36.29.020

Adopt Resolution 2018-016 amending the Pacific County Personnel Policy by adding the job description Engineer Technician II, Grade 10, and updating the education requirements of the following positions: Senior Planner, Senior Building Inspector, Senior Environmental Health Specialist, Senior Engineer, Senior Engineering Technician and Senior GIS Analyst

EXECUTIVE SESSION – None held
ITEMS REGARDING AUDITOR’S OFFICE

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

Approve request to change name on the non-profit elections mailing account from County Auditor Pacific County Washington to Pacific County Auditor to simplify and reduce cost for processing our ballot mailing envelopes

ITEMS REGARDING GENERAL BUSINESS

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

Move to accept Statement of Qualifications received from Coast and Harbor Engineering, a division of Mott MacDonald and authorize the County Administrator to negotiate contract terms. Coast and Harbor Engineering was the only response received to the County’s request for qualifications

Approve Vendor Claims, Warrants Numbered 141606 thru 141703 in the amount of $121,674.81, subject to adequate budget appropriations

MEETING CLOSED – 9:12AM

PACIFIC COUNTY
BOARD OF COUNTY COMMISSIONERS

Lisa Olsen, Chair

Frank Wolfe, Commissioner

Lisa Ayers, Commissioner

ATTEST:

Marie Guernsey
Clerk of the Board

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

Copy of letter dated February 27, 2018, regarding denial of Claim for Damages #2018-02-002.

Email dated March 13, 2018, from Raymond McKean thanking Tom Gradt for road repair at 36th Lane in Seaview.

Notice dated March 26, 2018, from the WA State Liquor and Cannabis Board regarding Liquor License Application for the Sou’Wester Artist Residency/Sou’Wester.

Certificate of Liability Insurance dated April 10, 2018, from Stripe Rite Inc. pertaining to the Pacific County Signing Upgrade Project 2016.

Letter dated April 11, 2018, from Michael J. Gaffney, Acting Director of WSU Extension thanking Commissioners for continued support and interest.

Copy of letter dated April 11, 2018, regarding denial of Claim for Damages #2018-02-001 and for denial of Claim for Damages #2018-03-005.

Copy of letter dated April 17, 2018, from Representative Jim Walsh to WA State Department of Agriculture regarding denial of a permit application for the use imidacloprid by Willapa Bay/Grays Harbor oyster farmers.

Email dated April 17, 2018, from Vicki Vanneman to Tammy Engel and Scott Johnson regarding removal of a motor home at Bay Avenue and Park.

Release and Hold Harmless Agreement received on or about April 19, 2018, pertaining to Claim for Damages #2018-02-003.

Email response dated April 23, 2018, from Commissioner Frank Wolfe to Magen Michaud regarding fireworks legal discharge days reduction.

Email dated April 24, 2018, (forwarded by Tammy Engel) from Bonnie Lou Cozby regarding the great job of litter clean up.
BOARD WORKSHOPS/MEETINGS HELD
(This listing does not include those workshops/meetings attended by an individual Commissioner)

April 2, 2018
Workshop re: DCD Fee Schedule
Departmental Briefings
Workshop w/ Auditor re: new elections system

April 9, 2018
Call for Bids-Exterior Courthouse Painting project
Workshop w/ Public Works re: parks & roads
Meeting Agenda Review

April 10, 2018
BOH/BOCC meetings
Public Hearing
Official / Area Specific Newspaper
Elected Officials
Legislative Wrap Up meeting w/ Representative Walsh

April 16, 2018
Departmental Briefings

April 19, 2018
Executive Session re: potential litigation

April 23, 2018
Follow-up workshop re: Willapa NWR office and water system
Meeting Agenda Review
Workshop re: DCD fee schedule review

April 24, 2018
BOH/BOCC meeting
Workshop w/ PCSO re: boating agreements and staffing
Workshop w/ M. Nordin re: resources board