MINUTES

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

CALLED TO ORDER – 9:05 AM

ATTENDANCE

Lisa Olsen, Commissioner
Frank Wolfe, Commissioner
Lisa Ayers, Commissioner
Marie Guernsey, Clerk of the Board
Kathy Spoor, County Administrative Officer
Mike Collins, Public Works Director/County Engineer
Paul Plakinger, Management & Fiscal Analyst
James Worton, Senior Public Records Coordinator
Scott Jacob, Juvenile Court Administrator
Tim Crose, Community Development Director

GENERAL PUBLIC IN ATTENDANCE

Nan Malin

PUBLIC COMMENT - None

YEARS OF SERVICE

10 Years: Laurie Hobi (CLERK)

Juvenile Court Services

Approve Amendment No. 1 to Agreement with Cowlitz County regarding use of Juvenile Detention Facility – DEFERRED to meeting of August 14, 2018

CONSENT AGENDA (Items 2-5)

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

Prosecutor’s Office

Confirm hire of Joseph Faugholt, Deputy Prosecutor, Grade 15 Step 4, effective July 16, 2018
General Business

Confirm Letter of Support for the WA State Department of Fish and Wildlife's Water Access Grant pertaining to the acquisition of approximately 103 acres along Willapa Bay in Pacific County for the Nemah Tidelands Access Project

Approve regular meeting minutes of July 10, 2018

Approve Vendor Claims; Warrants Numbered 142711 thru 142826 in the amount of $298,681.41

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Approve rejection of bids submitted by Naselle Rock & Asphalt and Bayview Transit Mix pertaining to the Upper Naselle Road Resurfacing Project due to not meeting the Conditions of Award goal, authorize return of bid bonds and approve re-advertising for the project as directed by WA State Department of Transportation Local Programs, subject to adequate budget appropriations

Accept Contract and Performance & Payment Bonds with Transportation Systems, Inc. pertaining to the Signing Upgrade Project and release of their bid bond

Approve the Facility Use Application from Matt Taron for use of Morehead Park on August 24-26, 2018, for a family reunion, subject to insurance being received before the event and authorize Chair to sign

Authorize extension of Family Medical Leave through July 31, 2018 and approve request for Leave Credit Transfers and assign an expiration date of July 31, 2018-DEFERRED; action to be taken later in the meeting

ITEMS REGARDING FLOOD CONTROL ZONE DISTRICT No. 1
(Board of Supervisors)

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

Approve the Perpetual Non-Exclusive Stormwater System Easement from Robert & Cynthia Eck for property in the vicinity of 258th Lane
ITEMS REGARDING JUVENILE COURT SERVICES

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

Approve the Interagency Agreement IAA19068 with WA State Administrative Office of the Courts for BECCA Programs and Services and authorize Juvenile Court Administrator to sign

ITEMS REGARDING NORTH DISTRICT COURT

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

Approve purchase of laptop computer and printer, subject to adequate budget appropriations and approve the Purchase Reimbursement Agreement #PRA19001 with WA State Administrative Office of the Courts and authorize District Court Administrator to sign

ITEMS REGARDING SOUTH DISTRICT COURT

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

Approve purchase of laptop computer and printer, subject to adequate budget appropriations and approve the Purchase Reimbursement Agreement #PRA19002 with WA State Administrative Office of the Courts and authorize District Court Administrator to sign

ITEMS REGARDING SUPERIOR COURT

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

Approve purchase of laptop computer and printer, subject to adequate budget appropriations and confirm Superior Court Administrator's signature on Purchase Reimbursement Agreement #PRA19003 with WA State Administrative Office of the Courts

Accept resignation of Tamra McConahy-Superior Court Administrator, effective July 31, 2018 and approve the appointment of Josh Sedy to the vacant position, Grade 13 Step 1, effective August 1, 2018, subject to adequate budget appropriations

ITEMS REGARDING VEGETATION MANAGEMENT

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

Approve wage adjustment for Seth Flemetis, temporary Spartina Field Crew, to $17/hour, effective June 1, 2018, subject to adequate budget appropriations
ITEMS REGARDING GENERAL BUSINESS

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

Approve the Intergovernmental Agreement with Port of Willapa Harbor to serve as the County's appointed Environmental Review Preparer for the NEPA and SEPA reviews required to be eligible to apply for CDBG funding for the Alder Mill project, subject to signature by Port of Willapa Harbor Commission

Approve .09 Public Facilities Improvement Contract in the amount of $25,000 with the City of Raymond for remodeling of the commercial kitchen in the Community Center located adjacent to the theater

Approve the purchase of four (4) FTR Gold 6.1 Recording Licenses directly from For The Record in an amount not to exceed $16,776, plus any applicable tax, subject to adequate budget appropriations and authorize Chair to sign the Order Form Acceptance and Confirmation and authorize payment from Cumulative Reserve Fund 197

EXECUTIVE SESSION – None held

ITEMS REGARDING PUBLIC HEALTH & HUMAN SERVICES

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

Approve hire of Valerie Hooge, Human Services Program Specialist, Grade 13 Step 1, 1.0 FTE, effective August 1, 2018, subject to adequate budget appropriations and successful completion of a background check

ITEMS REGARDING AUDITOR’S OFFICE

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

Approve the Government Product Lease Agreement with Meter Rental Agreement for a new postage machine, subject to adequate budget appropriations and authorize Auditor to sign

ITEMS REGARDING SUPERIOR COURT

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

Approve hire of Tamra McConahy, Assistant Court Administrator, Grade 10 Step 10, effective August 1, 2018, subject to adequate budget appropriations
ITEMS REGARDING VEGETATION MANAGEMENT

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

Approve wage adjustment for Cody Buchanan, temporary Spartina Field Crew, to $17/hour, effective June 1, 2018, subject to adequate budget appropriations

ITEMS REGARDING GENERAL BUSINESS

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

Confirm letter of support to the WA State Parks and Recreation Commission for the Willapa Hills Trail Development project

Approve Vendor Claims, Warrants Numbered 142827 thru 142930 in the amount of $195,028.35, subject to adequate budget appropriations

Approve submittal of the Local Records Grant to the WA State Archives for the purchase of a technology tool and acknowledge the Commissioners support for the on-going maintenance and operations cost

RECESS – 9:33AM

BACK IN SESSION – 11:02AM
ATTEND: Chair Olsen, Commissioner Wolfe, Commissioner Ayers

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Authorize extension of Family Medical Leave through July 31, 2018 and approve request for Leave Credit Transfers and assign an expiration date of July 31, 2018

Approve temporary hire of Emily Seaman, at a rate of $14/hr up to 20 hours to create parks website, effective July 25, 2018, subject to adequate budget appropriations and successful completion of a background check

MEETING CLOSED – 11:03AM

SIGNATURE BLOCK ON THE FOLLOWING PAGE
ATTEST:

Marie Guernsey  
Clerk of the Board

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

OTHER BUSINESS FOR FILING

Agenda Request Form dated May 24, 2016, to consider approval of the new Senior Deputy District Court Clerk job description; no action taken. Filed this date.

Agenda Request Form dated July 12, 2016, to consider Delegation of Authority and Line of Succession; no action taken. Filed this date.

Agenda Request Form dated December 13, 2016, to consider approval of the Professional Services Agreement with Stantec Consulting Services, Inc.; Brownfields grant not approved. Filed this date.

Agenda Request Form dated February 27, 2018, to consider Memorandum of Understanding with Superior Court pertaining to GR 36, no action taken. Filed this date.

Copy of April 25, 2018, Law & Justice Council meeting minutes filed this date.


Email dated July 20, 2018, from Edie Faylor regarding Fourth of July celebration on the peninsula.

Two emails dated July 22, 2018, from Nancy Bross regarding firecrackers on the Long Beach Peninsula.

Email dated July 22, 2018, from Bob Hazen regarding spoils issues.


Copy of quarterly report for STOP Grant #FY17-31103-057 filed this date.
BOARD WORKSHOPS/MEETINGS HELD
(This listing does not include those workshops/meetings attended by an individual Commissioner)

July 2, 2018
Annual WCIF meeting
Departmental Briefings
Workshop w/ WDFW re: land acquisition/harvesting sand shrimp

July 9, 2018
Meeting Agenda Review

July 10, 2018
BOH/BOCC meeting
Public hearings: Charter Communications franchise & OEDP list
Joint (Elected/Appointed) Management Meeting

July 16, 2018
BOE Meeting-Convene 2018 Session & BOE Decision
Workshop re: data capturing, ordinances, FTR
Departmental Briefings

July 17, 2018
Workshop w/ Health re: foundational health

July 23, 2018
Meeting Agenda Review
Board of Equalization 2nd required meeting

July 24, 2018
BOH/BOCC Meeting
Workshop w/ Public Works re: staffing
Workshop re: draft elected officials salary ordinance

July 30, 2018
Workshop w/ Prosecutor re: staffing