BEFORE THE LOCAL BOARD OF HEALTH
PACIFIC COUNTY, WASHINGTON
1216 W. Robert Bush Drive
South Bend, Washington

Tuesday, October 23, 2018
9:00AM
or as soon thereafter as possible

AGENDA

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. Consent Agenda items will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner for action later.

Call to Order

PLEDGE OF ALLEGIANCE FOR PACIFIC COUNTY LOCAL BOARD OF HEALTH & BOARD OF COUNTY COMMISSIONERS MEETINGS

Public Comment (limited to three minutes per person)

CONSENT AGENDA (Item A)

A) Approve regular meeting minutes of October 9, 2018
MINUTES

9:00 AM 1216 W. Robert Bush Drive
Tuesday, October 9, 2018 South Bend, Washington

CALLED TO ORDER – 9:01 AM

ATTENDANCE

Lisa Olsen, Commissioner
Frank Wolfe, Commissioner
Lisa Ayers, 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
Mary Goelz, Health & Human Services Director

GENERAL PUBLIC IN ATTENDANCE

Mayor Phillips, City of Long Beach
David Boyd, Hancock Forest Management
Laura Kegueroa

PUBLIC COMMENT - None

CONSENT AGENDA (Items A-B)

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

Approve regular meeting minutes of September 25, 2018

Approve Rainbow Valley Landfill Claims Vouchers; PUD #2 - $38.68 and Royal Heights Transfer Station, Inc. - $461.16

There being no further business to come before the Board the meeting was closed at approximately 9:02AM.

SIGNATURE BLOCK ON THE FOLLOWING PAGE
(Please refer to recording of the meeting for a more detailed discussion)
BEFORE THE BOARD OF COMMISSIONERS
PACIFIC COUNTY, WASHINGTON
1216 W. Robert Bush Drive
South Bend, Washington

Tuesday, October 23, 2018
9:00AM
or as soon thereafter as possible

The Board of County Commissioners meeting will be called
to order following the business of the Local Board of Health

AGENDA

All matters listed within the Consent Agenda have been distributed to each County Commissioner for review and are considered routine. Consent Agenda items will be approved by one motion of the Board of County Commissioners with no separate discussion. If separate discussion is desired on a certain item, that item may be removed from the Consent Agenda at the request of a Commissioner, for action later.

PUBLIC HEARING (held in the Commissioners Meeting Room unless otherwise noted)

10:00AM Consider adoption of the 2019-2024 Transportation Improvement Program;
2018-2023 Capital Improvements Plan for Parks & Recreation and FCZD #1,
and consider increased property tax revenues
Consider adoption of final fy2019 county budget

Call to Order

Public Comment (limited to three minutes per person)

YEARS OF SERVICE

25 Years: Connie Williams (ASSR), Leah Heintz (HLTH), Wendy Hamlin (HLTH)

30 Years: Tom Gradt (DPW), Mary Goelz (HLTH)

CONSENT AGENDA (Items 1-6)

General Business

1) Approve transfer of Dell computer Fixed Asset #3206 from the Assessor’s Office to the Treasurer’s Office
2) Approve disposal of Epson projector Fixed Asset #2810 from General Administration
3) Approve Amendment #1 to the Lease Agreement with Olympic Region Clean Air Agency
4) Approve Continuation Certificates for Elected Official Bonds for Commissioner Olsen and Commissioner Wolfe
5) Approve regular meeting minutes of October 9, 2018
6) Approve Vendor Claims; Warrants Numbered 143955 thru 144085 in the amount of $712,320.05

The Board may add and take action on other items not listed on this agenda and order of action is subject to change.

The hearing facility is “barrier free” and accessible by those with physical disabilities. Aids will be provided upon request for those with language/speaking or hearing impediments, but requests need to be received at least five (5) business days prior to this hearing. Such requests may be filed in person at the Commissioners’ Office at the address noted above or at 360/875-9337.

Pacific County is an Equal Opportunity Provider, and Employer
ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS
7) Consider approval of Local Agency Federal Aid Project Prospectus with WA State Department of Transportation pertaining to County Road Project #1652

ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT
8) Consider approval of request to post, advertise and hire for Health & Human Services Manager

ITEMS REGARDING COUNTY FAIR
9) Consider approval of the 2018-2019 Winter Storage Agreements; authorize Chair to sign

ITEMS REGARDING SHERIFF’S OFFICE
10) Consider approval of Homeland Security Grant Program Agreement Number E19-109 with WA State Military Department; authorize Chair to sign

ITEMS REGARDING SUPERIOR COURT
11) Consider approval of Interpreter Contract with Pete Hinton; authorize Chair to sign

ITEMS REGARDING BOARDS AND COMMISSIONS
12) Consider approval of the appointment of Kevin Cline to the Solid Waste Advisory Committee

ITEMS REGARDING GENERAL BUSINESS
13) Consider adoption of Resolution No. 2018-_____ declaring a state of economic emergency for the oyster industry
14) Consider acceptance of RFQ for Board of Equalization and Board of Health Ordinance Hearing Examiner from Eric Weston
15) Confirm Acceptance Letter to WA State Archives for a Technology Tool Grant
16) Consider approval of the 31st Annual Derald D. Robertson Safety Awards to be presented at the October 24, 2018 ceremony

EXECUTIVE SESSION
17) To discuss anticipated litigation, pending litigation or any matter suitable for Executive Session under RCW 42.30.110

PUBLIC HEARING – 10:00AM
18) * Consider adoption of the 2019-2024 Transportation Improvement Program; 2018-2023 Capital Improvements Plan for Parks & Recreation and FCZD #1, and consider increased property tax revenues
* Consider adoption of final fy2019 county budget

The Board may add and take action on other items not listed on this agenda and order of action is subject to change.

The hearing facility is “barrier free” and accessible by those with physical disabilities. Aids will be provided upon request for those with language/speaking or hearing impediments, but requests need to be received at least five (5) business days prior to this hearing. Such requests may be filed in person at the Commissioners’ Office at the address noted above or at 360/875-9337.
### Years of Service Report

**October 2018**

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<th>Calculation Date</th>
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<td>Mary Goelz</td>
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AGENDA REQUEST FORM

TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD

BOCC ACTION: ☐ APPROVED ☐ DENIED

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS
☐ NO ACTION TAKEN/WITHDRAWN
☐ CONTINUED TO DATE: ____________________ TIME: ____________________
☐ OTHER:

Initial: ____________________ Date: ____________________

Review ☐ Clerk of the Board
☐ Risk Mgmt
☐ Legal Required

DISTRIBUTION LIST:
☐ RF ☐ Assessor ☐ DPW ☐ NJC ☐ Superior Court
☐ CF ☐ Auditor ☐ EMA ☐ PACCOM ☐ Treasurer
☐ SEA ☐ Clerk ☐ Fair ☐ Prosecutor ☐ Veg Mgmt
☐ Civil Service ☐ Health ☐ SDC ☐ WSU Ext.
☐ DCD ☐ Juvenile ☐ Sheriff ☐ Other

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

DEPARTMENT/OFFICE: General Administration for DPW Computer Srvcs

OFFICIAL NAME & TITLE: Kelli D. Buchanan, Administrative Assistant

SIGNATURE: ____________________ DATE: 10/10/18

NARRATIVE OF REQUEST

Confirm attached inventory transfer for fixed asset #3206. This computer has been transferred from the Assessor’s Office to the Treasurer’s Office.

RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)

Approve transfer of Dell computer Fixed Asset #3206 from the Assessor’s Office to the Treasurer’s Office in accordance with Personal Property Inventory Procedures

Revised 8/2015
Exhibit A to Contract/Agreement/Grant Review Policy
PACIFIC COUNTY
INVENTORY DISPOSAL / TRANSFER FORM

FIXED ASSET ID NUMBER  3206
DEPARTMENT/OFFICE  ASR
EQUIPMENT DESCRIPTION  Dell Computer
MODEL NUMBER  Optiplex 9010  SERIAL NUMBER  1JRPNW1

IS THIS EQUIPMENT STILL FUNCTIONING?  ☑ YES  ☐ NO
If yes, has this equipment been offered to other county departments/offices?  ☑ YES  ☐ NO

DISPOSAL

DISPOSAL DATE
HOW DISPOSED
REASON FOR DISPOSAL
If sold, name of purchaser  ___________________________  Amount received  ________________

TRANSFER

TRANSFERRED FROM (Department/Office)  ASR
TRANSFERRED TO (Department/Office)  TRE
DATE OF TRANSFER  10-10-18

Your request to ☐ dispose / ☐ transfer Fixed Asset Inventory Number  ___________________________ was
☐ approved / ☐ denied by the Board of County Commissioners at their meeting of  ________________________,
in accordance with Pacific County Personal Property Inventory Procedures.

________________________________________
Clerk of the Board/Deputy Clerk of the Board

Revised 5/2018
AGENDA REQUEST FORM

TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD

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Initial: ____________________ Date: ____________________

DISTRIBUTION LIST:

- RF
- CF
- SEA
- Assessor
- Auditor
- Clerk
- Civil Service
- DCD
- DPW
- EMA
- Fair
- Health
- Juvenile
- NDC
- PACCOM
- Prosecutor
- SDC
- Sheriff
- Superior Court
- Treasurer
- Veg Mgmt
- WSU Ext.
- Other

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

DEPARTMENT/OFFICE: General Administration

OFFICIAL NAME & TITLE: Kelli D. Buchanan, Administrative Assistant

SIGNATURE: ____________________ DATE: 10/18/18

NARRATIVE OF REQUEST

Confirm attached inventory disposal of fixed asset #2810 for General Administration.

RECOMMENDED MOTION

[To Be Completed by the Clerk/Deputy Clerk of the Board]

Approve disposal of Epson projector Fixed Asset #2810 from General Administration in accordance with Personal Property Inventory Procedures.
PACIFIC COUNTY
INVENTORY DISPOSAL / TRANSFER FORM

FIXED ASSET ID NUMBER 2810

DEPARTMENT/OFFICE General Administration

EQUIPMENT DESCRIPTION Epson Projector

MODEL NUMBER PowerLite EMP-822 SERIAL NUMBER JXUF7Z0467L

IS THIS EQUIPMENT STILL FUNCTIONING? ☐ YES ☑ NO
If yes, has this equipment been offered to other county departments/offices? ☐ YES ☐ NO

DISPOSAL

DISPOSAL DATE 10/17/18

HOW DISPOSED Garbage

REASON FOR DISPOSAL Not Functioning
If sold, name of purchaser ___________________ Amount received ____________

TRANSFER

TRANSFERRED FROM (Department/Office) _______________________

TRANSFERRED TO (Department/Office) _______________________

DATE OF TRANSFER _______________________

This section to be completed by the County Administration

Your request to ☐ dispose / ☐ transfer Fixed Asset Inventory Number ___________________ was
☐ approved / ☐ denied by the Board of County Commissioners at their meeting of ___________________,
in accordance with Pacific County Personal Property Inventory Procedures.

Clerk of the Board/Deputy Clerk of the Board ____________________

Revised 5/2018
**AGENDA REQUEST FORM**

**TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD**

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**AGENDA ITEM REQUEST**

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

<table>
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<th>DEPARTMENT/OFFICE:</th>
<th>Board of County Commissioners</th>
<th>DIVISION (if applicable):</th>
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<tr>
<td>OFFICIAL NAME &amp; TITLE:</td>
<td>Marie Guernsey, Clerk of the Board</td>
<td>PHONE / EXT:</td>
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<td>NARRATIVE OF REQUEST</td>
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**RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)**

Approve Amendment #1 to the Lease Agreement with Olympic Region Clean Air Agency (ORCAA) amending Section 2. TERM extending the lease agreement an additional year; effective November 1, 2018 thru October 31, 2019 and authorize Chair to sign
Name of Contractor: Olympic Region Clean Air Agency (ORCAA)

Name of Contract/Agreement/Grant/Amendment #: (If amendment, provide copy of those pages that are being amended):
Lease Agreement

- [ ] W-9 Attached for all vendors/contractors (County issuing payment to)
- [ ] Certificate of Insurance Attached (If required)

Indicate type:
- [ ] Intergovernmental/Interagency
- [ ] Employment/Special Services Agreement
- [ ] Federal Contract
- [ ] Memorandum of Understanding/Agreement
- [ ] Interoffice/Interdepartmental
- [ ] State Contract

Contractor Type (check all that apply):
- [ ] For-Profit
- [ ] Non-Profit
- [ ] State
- [ ] Federal
- [ ] Private Organization/Individual
- [ ] Public Organization/Jurisdiction
- [ ] Sub-Recipient
- [ ] Other

Please provide Tax ID #, Uniform Business Identification (UBI) #, or Social Security # on Page 3 of this form.

TYPE OF REQUEST (Mark all that apply and provide breakdown of bid proposals along with all pertinent documentation):

- [ ] Public Works Project (RCW 39.04):
  - [ ] Limited PW Process (<$35,000)
  - [ ] Small PW Process (<$300,000)
  - [ ] PW Project (>300,000)
- [ ] Equipment, Materials, & Supplies (RCW 36.32):
  - [ ] <$5,000 (Attach 3 bids)
  - [ ] $5,000-$25,000 (Use small works roster)
  - [ ] >$25,000 (Competition bids)
- [ ] Services / Leases:
  - [ ] Architectural & Engineering
  - [ ] Lease (Personal Property i.e. copier, printer)
  - [ ] Telecomm & Data Processing
  - [ ] Personal Services
  - [ ] Lease (Real)
  - [ ] Other (Describe): ________________________________

To be located at: ________________________________

Exceptions to Bidding (Please provide appropriate documentation):
- [ ] Insurance/Bonds
- [ ] Single (Sole) Source Purchase*
- [ ] Emergency Event (Purchases/Public Works)
- [ ] Special Facilities/Market Conditions

*Resolution Required

PURCHASE UNDER ANOTHER AGENCY’S CONTRACT (“Piggybacking”)

Please attach the following:
- Copy of Intergovernmental Agreement with other agency
- Confirmation that vendor agrees to participation
- Documentation that contract was awarded in compliance with bidding law
- Documentation that Agency posted bid/solicitation notice on its website or provided access link to the notice

- [ ] RFP
- [ ] RFQ
- [ ] Franchise
- [ ] Annexation
- [ ] Ordinance
- [ ] Resolution
- [ ] Appeal
- [ ] Inventory Acquisition/Disposal
- [ ] Tort Claim
- [ ] Call for Bids
- [ ] Open Space
- [ ] Post, Advertise, & Fill Position
- [ ] Other (please describe): ________________________________

BACKGROUND/SUMMARY (Include date of prior workshop and/or action, if applicable):
The original Lease Agreement was approved 10/28/2014

TOTAL COST/AMOUNT (Include sales & use tax): ________________________________

TOTAL TAX: ________________________________

TOTAL SHIPPING/HANDLING: ________________________________

EXPENDITURE FUND #: _________XXX.XXX.XXX.XX

EXPENDITURE BUDGETED? [ ] Yes [ ] No

SUPPLEMENTAL REQUIRED? [ ] Yes [ ] No

IN-KIND MATCH REQUIRED? [ ] Yes [ ] No

DESCRIBE MATCH: ________________________________

MATCHING FUNDS REQUIRED? [ ] Yes [ ] No

AMOUNT OF MATCHING FUNDS: ________________________________
LEASE AGREEMENT
AMENDMENT #1

Between

COUNTY OF PACIFIC
And

OLYMPIC REGION CLEAN AIR AGENCY (ORCAA)

WHEREAS, there is a Lease Agreement between the County of Pacific (LESSOR), and the Olympic Region Clean Air Agency (LESSEE), entered into the 28th day of October, 2014; and

WHEREAS, there is a need for an amendment to extend the term of the existing Lease Agreement for an additional year.

NOW THEREFORE, Section 2: TERM is hereby amended as follows:

Section 2: TERM: The term of this Lease shall commence on November 1, 2018 and shall terminate on October 31, 2019, unless the LESSEE exercises an option to renew the Lease yearly, which may be exercised for up to three additional years. The LESSEE must notify the LESSOR thirty (30) days prior to the expiration of this Lease, in writing, if it intends to exercise the option.

All other terms & conditions of the original Lease Agreement, in addition to any previous amendments, shall remain in full force and effect unless specially removed by further agreement of the parties.

IN WITNESS WHEREOF, the parties have hereunto set their hands the date first above written.

LESSOR
Lisa Olsen, Chair
Pacific County
Board of County Commissioners

LESSEE
Fran McNair, Executive Director
ORCAA

ATTEST

APPROVED AS TO FORM

Marie Guernsey
Clerk of the Board

Prosecutor’s Office
WSBA #
AGENDA REQUEST FORM

TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD

BOCC ACTION:  □ APPROVED  □ DENIED

Agenda Item #:  4

Initial:  __________________ Date:  __________________

□ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

□ NO ACTION TAKEN/WITHDRAWN  □ DEFERRED TO:  __________________

□ CONTINUED TO DATE:  __________________  TIME:  __________________

□ OTHER:

DISTRIBUTION LIST:

□ RF  □ Assessor  □ DPW  □ NDC  □ Superior Court

□ CF  □ Auditor  □ EMA  □ PACCOM  □ Treasurer

□ SEA  □ Clerk  □ Fair  □ Prosecutor  □ Veg Mgmt

□ Civil Service  □ Health  □ SDC  □ Sheriff  □ WSU Ext.

□ DCD  □ Juvenile  □ Other

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

DEPARTMENT/OFFICE:  Board of County Commissioners

DIVISION (if applicable):

OFFICIAL NAME & TITLE:  Marie Guernsey, Clerk of the Board

PHONE / EXT:

SIGNATURE:  

DATE:  10/10/2018

NARRATIVE OF REQUEST

RECOMMENDED MOTION  (To Be Completed by the Clerk/Deputy Clerk of the Board)

Approve Continuation Certificates for Elected Official Bonds for Lisa R. Olsen and Frank A. Wolfe
MINUTES

9:00 AM 1216 W Robert Bush Drive
Tuesday, October 9, 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
Kathy Spoor, County Administrative Officer
Paul Plakinger, Management & Fiscal Analyst
Mike Collins, Public Works Director/County Engineer
James Worlton, Senior Public Records Coordinator
Mary Goelz, Health & Human Services Director

GENERAL PUBLIC IN ATTENDANCE

Mayor Phillips, City of Long Beach
David Boyd, Hancock Forest Management
Laura Kegueroa

PUBLIC COMMENT

David Boyd, Columbia River Region Manager, the land owner representative for Hancock Forest Management introduced himself and provided an introduction letter to the Board.

YEARS OF SERVICE

30 Years: Jim Bergstrom (PCSO)

CONSENT AGENDA (Items 1-3, 5-10)

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

Department of Public Works

Approve Supplement No. 1 to Local Agency Agreement LA-9253 with WA State Department of Transportation pertaining to the Guardrail Upgrade Project

Approve Amendment #2 to Communications Facility Use Agreement with Pacific Lutheran University (Friends of 88.5 FM) for use of the Holy Cross radio site
Health & Human Services Department

Approve Trueblood Mental Health Diversion Program Contract Amendment #1 to Interlocal Agreement #20170081 with Great Rivers Behavioral Health Organization and authorize Chair to sign

Approve Amendment #3 to Contract #1763-94264 with WA State Health Care Authority, Division of Behavioral Health for the Project Northland Program designed to reduce underage alcohol use and authorize Chair to sign

Approve hire of Shalon Jarrell, Licensed Practical Nurse, 0.8 FTE, Grade 12 Step 7, effective October 15, 2018, subject to adequate budget appropriations

Prosecutor’s Office

Confirm hire of Benjamin Haslam, Senior Deputy Prosecutor, 1.0 FTE, Grade 18 Step 6, effective October 29, 2018 and Jonelle Ashley, Administrative Asst. I, 0.49 FTE, Grade 7 Step 4, effective October 1, 2018

General Business

Approve regular meeting minutes of September 25, 2018 and public hearing minutes of October 1, 2018

Approve September, 2018 payroll: total employees: 184, total payroll: $769,585.05

Approve Vendor Claims; Warrants Numbered 143689 thru 143796 in the amount of $179,099.02

ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT

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

Approve Cooperative Agreement with CHOICE Regional Health network to provide Navigator Services and authorize Director to sign

Consider approval of Contract No. K3075 with WA State Health Care Authority related to Medicaid Administrative Match Program; authorize Chair to sign – DEFERRED

Approve Medicaid Transformation Partnership Agreement and HIPAA Business Associates Agreement with Cascade Pacific Action Alliance for project focused on Opioid response and authorize Director to sign

EXECUTIVE SESSION – None held
ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Approve hire of Dustin Vineyard-Howard, as South County Shop Supervisor, Grade 13 Step 1, effective October 29, 2018, subject to adequate budget appropriations

Acknowledge the 2018 Annual Bridge Report

ITEMS REGARDING GENERAL BUSINESS

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

Adopt Proclamation establishing the week of October 22-26, 2018, as Code Enforcement Officer Appreciation Week

Approve Vendor Claims, Warrants Numbered 143797 thru 143954 in the amount of $377,880.39, subject to adequate budget appropriations

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Approve hire of Charles Smith, Traffic Control/Maintenance Technician, at $15.29/hour, effective October 23, 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

Accept the RFQ from Emily Terrell of Sound Municipal Consultants of Kirkland for the Land Use Hearing Examiner and authorize County Administrative Officer to negotiate a Contract for approval

ADJOURN

There being no further business to come before the Board the meeting was closed at approximately 9:18AM.

SIGNATURE BLOCK ON THE FOLLOWING PAGE
OTHER BUSINESS FOR FILING

Notice of Award dated September 18, 2018, from Substance Abuse Mental Health Services Administration (SAMHSA) in the amount of $125,000 per year for three years to provide mental health awareness training.


Lag payroll for September, 2018 out of class payroll for Brandi Keightley filed this date.

MEMO dated October 1, 2018, from Scott Jacot, Juvenile Court Administrator regarding 3rd Quarter Juvenile Detention Report for 2018.

Notice dated October 3, 2018, from the WA State Liquor and Cannabis Board regarding discontinued liquor license for Peninsula Golf Course.

Copy of the 2018 Veterans’ Relief applications provided to Mark Chesler, Voucher #2018-03 in the amount of $400; to Frederick Ingman, Voucher #2018-05 in the amount of $511.49; to Vincent Clark, Voucher #2018-06 in the amount of $1,200; and to Peggy Spoor, Voucher #2018-07 in the amount of $2,091.67.
COUNTY OF PACIFIC
VOUCHER APPROVAL TRANSMITTAL
VENDOR CLAIMS

The vouchers, hereinafter listed, have been audited and certified by the auditing officer as required by RCW 42.24.080 and those expenses/reimbursement claims have been certified as required by RCW 42.24.090 and have been recorded on the attached listing, which has been made available to the Board.

As of this date, October 23, 2018, the Board, by a unanimous/majority vote, does approve for payment, subject to adequate budget appropriations, those vouchers included in the attached list and further described as follows:

Vendors Claim Fund No. 692

143955 thru 144085

$ 712,320.05

Warrants Dated: October 12, 2018

BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

AUDITED:

Chairman

Auditor/Deputy Auditor

Commissioner

ATTEST:

Commissioner

Clerk of the Board

OCT 12 2018

PACIFIC CO
**AGENDA REQUEST FORM**

**TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD**

<table>
<thead>
<tr>
<th>BOCC ACTION:</th>
<th># APPROVED</th>
<th># DENIED</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

Agenda Item #: 7

- Subject to Adequate Budget Appropriations
- No Action Taken/Withdrawn
- Deferred To: [ ]
- Continued To Date: [ ]
- Other: [ ]

Initial: [ ]
Date: [ ]
Review: [ ]
Clerk of the Board [ ]
Risk Mgmt [ ]
Legal Required [ ]

**DISTRIBUTION LIST:**
- [ ] RF
- [ ] Assessor
- [ ] DPW
- [ ] PACCOM
- [ ] Superior Court
- [ ] CF
- [ ] Auditor
- [ ] PCEMA
- [ ] PC Fair
- [ ] Treasurer
- [ ] SEA
- [ ] Clerk
- [ ] Health
- [ ] Prosecutor
- [ ] Veg Mgmt
- [ ] Civil Service
- [ ] Juvenile
- [ ] SOC
- [ ] WSU Ext.
- [ ] DCD
- [ ] NDC
- [ ] Sheriff
- [ ] Other

**AGENDA ITEM REQUEST**

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

**DEPARTMENT/OFFICE:** DPW

**DIVISION (if applicable):** Roads

**OFFICIAL NAME & TITLE:** Mike Collins, Director/County Engineer

**PHONE / EXT:** 3368

**SIGNATURE:** [Signature]

**DATE:** 10-10-18

**NARRATIVE OF REQUEST**

Local Agency Federal Aid Project Prospectus Pages 1-3 for the Guardrail Upgrade Project 2018, must re-authorize Prospectus signed 1/23/2018 for release of Construction Funds.

**RECOMMENDED MOTION** (To Be Completed by the Clerk/Deputy Clerk of the Board)

Approve Local Agency Federal Aid Project Prospectus with WA State Department of Transportation pertaining to County Road Project #1652 and authorize Chair to sign
Name of Contractor:

Name of Contract/Agreement/Grant/Amendment #: (If amendment, provide copy of those pages being amended):

Indicate type:
- Intergovernmental/Interagency
- Memorandum of Understanding/Agreement
- Employment/Special Services Agreement
- Federal Contract
- Interoffice/Interdepartmental
- State Contract

Contractor Type (check all that apply):
- For-Profit
- Non-Profit
- State
- Federal
- Private Organization/Individual
- Public Organization/Jurisdiction
- Sub-Recipient
- Other

Please indicate appropriate Tax ID #, Uniform Business Identification #, or Social Security # on Page 3 of this form.

TYPE OF REQUEST (Mark all that apply and provide breakdown of bid proposals along with all pertinent documentation):

Public Works Project (RCW 39.04):
- Limited PW Process (<$35,000)
- Small PW Process (<$300,000)
- PW Project (> $300,000)

Equipment, Materials, & Supplies (RCW 36.32):
- < $5,000 (attach bid)
- $5,000-$25,000 (RFP/Small Water Contract)
- >$25,000 (competitive bid)

Services / Leases:
- Architectural & Engineering
- Lease (Personal Property i.e. copier, printer)
- Telecom & Data Processing
- Personal Services
- Lease (Real
- Other (Describe):

To be located at:

Exceptions to Bidding (Please provide appropriate documentation):

- Insurance/Bonds
- Emergency Event (Purchases/Public Works)
- Single (Sole) Source Purchase*
- Special Facilities/Market Conditions

*Resolution Required

PURCHASE UNDER ANOTHER AGENCY’S CONTRACT (“Piggybacking”)

Please attach the following:
- Copy of Intergovernmental Agreement with other agency
- Confirmation that vendor agrees to participation
- Documentation that contract was awarded in compliance with bidding law
- Documentation that Agency posted bid/solicitation notice on its website or provided access link to the notice

RFP
- Appeal
- Open Space/Timber Classification
- Franchise
- Inventory Acquisition/Disposal
- Annexation
- Tort Claim
- Ordinance
- Call for Bids
- Post, Advertise, Fill Position (New Employee Form Required)

Other (please describe): Project Prospectus

BACKGROUND/SUMMARY (include date of prior workshop and/or action, if applicable):

Original Prospectus signed 1/23/18 meeting.

TOTAL COST/AMOUNT (Include sales & use tax):

TOTAL TAX:

TOTAL SHIPPING/HANDLING:

EXPENDITURE FUND #: 104 XXXXXX XXXXX

EXPENDITURE BUDGETED? ☐ Yes ☐ No

Will supplemental be required? ☐ Yes ☐ No

IN-KIND MATCH REQUIRED? ☐ Yes ☐ No

DESCRIBE MATCH:

MATCHING FUNDS REQUIRED? ☐ Yes ☐ No

AMOUNT OF MATCHING FUNDS: Construction 100% reimbursable

Revised 2/2015

Exhibit A to Resolution No. 2010-013
Local Agency Federal Aid Project Prospectus

Federal Aid Project Number: HSIP
Local Agency Project Number: CRP 1652

Agency County of Pacific
CA Agency: Yes
Federal Program Title: 20.205

Project Title: Guardrail Upgrade Project 2018
Start Latitude: N 46.5882
End Latitude: N 46.5882
Start Longitude: W 123.6334
End Longitude: W 123.6334

Project Terminus From-To: Raymond
Nearest City Name: Raymond
Project Zip Code: 98577-9317

WSDOT Region: Southwest
Legislative District(s): 19
Congressional District(s): 3
Urban Area Number: CWCOC

Phase | Total Estimated Cost (Nearest Hundred Dollar) | Local Agency Funding (Nearest Hundred Dollar) | Federal Funds (Nearest Hundred Dollar) | Phase Start Date
--- | --- | --- | --- | ---
P.E. | 15,000 | 1500 | 13,500 | 1/2018
R/W | 205,000 | 150,000 | 11/2018
Total | 220,000 | 1500 | 218,500 |

Description of Existing Facility (Existing Design and Present Condition)
Roadway Width: 12
Number of Lanes: 2

Description of Proposed Work
Placement of safety guardrail. The location of the placement of safety guardrail are sites where the side slopes are adjacent to steep embankments to include; Sandridge, Hyland Stringer, Salmon Creek, Rixon, Fowler, Stauffer, Cranberry, Lilly Wheaton, Parpala, Butte Creek/Smith Creek, and North River Roads.

Local Agency Contact Person: Michael Collins
Title: Director/County Engineer
Phone: 360-875-9368
Mailing Address: 211 N Commercial Street
City: Raymond
State: WA
Zip Code: 98577

Project Prospectus
By: Michael Collins
Title: Director/County Engineer

DOT Form 140-101
Revised 04/2015
Previous Editions Obsolete
**Type of Proposed Work**

<table>
<thead>
<tr>
<th>Project Type (Check all that Apply)</th>
<th>Roadway Width</th>
<th>Number of Lanes</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ New Construction</td>
<td>☐ Path / Trail</td>
<td>☐ 3-R</td>
</tr>
<tr>
<td>☐ Reconstruction</td>
<td>☐ Pedestrian / Facilities</td>
<td>☐ 2-R</td>
</tr>
<tr>
<td>☐ Railroad</td>
<td>☐ Parking</td>
<td>☑ Other</td>
</tr>
</tbody>
</table>

**Geometric Design Data**

<table>
<thead>
<tr>
<th>Description</th>
<th>Through Route</th>
<th>Crossroad</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Functional Classification</td>
<td>[ ] Urban</td>
<td>[ ] Principal Arterial</td>
</tr>
<tr>
<td></td>
<td>[ ] Rural</td>
<td>[ ] Minor Arterial</td>
</tr>
<tr>
<td></td>
<td>[ ] NHS</td>
<td>[ ] Collector</td>
</tr>
<tr>
<td></td>
<td>☑ Rural</td>
<td>[ ] Major Collector</td>
</tr>
<tr>
<td></td>
<td></td>
<td>[ ] Minor Collector</td>
</tr>
<tr>
<td></td>
<td></td>
<td>[ ] Local Access</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Terrain</th>
<th>Through Route</th>
<th>Crossroad</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] Flat</td>
<td>[ ] Principal Arterial</td>
<td>[ ] Flat</td>
</tr>
<tr>
<td>[ ] Roll</td>
<td>[ ] Minor Arterial</td>
<td>[ ] Roll</td>
</tr>
<tr>
<td>[ ] Mountain</td>
<td>[ ] Collector</td>
<td>[ ] Mountain</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Posted Speed</th>
<th>Design Speed</th>
<th>Existing ADT</th>
<th>Design Year ADT</th>
<th>Design Year</th>
<th>Design Hourly Volume (DHV)</th>
</tr>
</thead>
<tbody>
<tr>
<td>varies</td>
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</tr>
</tbody>
</table>

**Performance of Work**

<table>
<thead>
<tr>
<th>Preliminary Engineering Will Be Performed By</th>
<th>Others</th>
<th>Agency</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Will Be Performed By</td>
<td>Contract</td>
<td>Agency</td>
<td>%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Environmental Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Class I - Environmental Impact Statement (EIS)</td>
</tr>
<tr>
<td>☐ Project Involves NEPA/SEPA Section 404 Interagency Agreement</td>
</tr>
<tr>
<td>☑ Class II - Categorically Excluded (CE)</td>
</tr>
<tr>
<td>☐ Projects Requiring Documentation (Documented CE)</td>
</tr>
<tr>
<td>☐ Class III - Environmental Assessment (EA)</td>
</tr>
<tr>
<td>☐ Project Involves NEPA/SEPA Section 404 Interagency Agreements</td>
</tr>
</tbody>
</table>

**Environmental Considerations**
The project work is considered exempt in accordance with WAC 173-420-110 - exempt projects (1) safety, preservation. There are no environmental considerations for this project.
<table>
<thead>
<tr>
<th>Agency</th>
<th>Project Title</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>County of Pacific</td>
<td>Guardrail Upgrade Project 2018</td>
<td>10/10/2018</td>
</tr>
</tbody>
</table>

## Right of Way

<table>
<thead>
<tr>
<th>☑ No Right of Way Needed</th>
<th>☐ Right of Way Needed</th>
<th>☐ No Relocation</th>
<th>☐ Relocation Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>* All construction required by the contract can be accomplished within the exiting right of way.</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

## Utilities

| ☑ No utility work required | ☐ All utility work will be completed prior to the start of the construction contract | ☐ All utility work will be completed in coordination with the construction contract |

## Railroad

| ☑ No railroad work required | ☐ All railroad work will be completed prior to the start of the construction contract | ☐ All the railroad work will be completed in coordination with the construction contract |

### Description of Utility Relocation or Adjustments and Existing Major Structures Involved in the Project

Utilities will be identified and any relocation needed will be adjusted prior to the construction.

## FAA Involvement

| Is any airport located within 3.2 kilometers (2 miles) of the proposed project? | ☐ Yes | ☑ No |

### Remarks

This project has been reviewed by the legislative body of the administration agency or agencies, or it's designee, and is not inconsistent with the agency's comprehensive plan for community development.

Agency: County of Pacific - Board of County Commissioners

Date:

By: ________________________________

Mayor/Chairperson
Approve request to post, advertise and hire for Health & Human Services Manager Grade 15, Step 1, 1.0 FTE, subject to adequate budget appropriations and in accordance with Section 2.22 Hiring Process of the Personnel Policy.
Approve the 2018-2019 Winter Storage Agreements with Jeff Reamer and Margie Sampson, Steven Moffitt, Gary & Glenda Spray, Kalen Robinson and Gary Robinson and authorize Chair to sign.
PACIFIC COUNTY FAIRGROUNDS
2018-19 WINTER STORAGE RENTAL AGREEMENT

This Storage Rental Agreement is made this ______ day of ____________, 2018 by and between PACIFIC COUNTY, a Municipal Corporation (LANDLORD) and

(RENTER)

Reamer Jeff

Print Name

Contact Phone #

S. Bend WA 98584

Mailing Address

City State ZIP

Email Address:

VEHICLE/EQUIPMENT BEING STORED:

2000

Reineill

Vehicle Year Vehicle Make Vehicle Model

Vehicle License State

Length 18 Color Green & White

PROOF OF INSURANCE RECEIVED: None

EXTRA SET OF KEYS LEFT WITH FAIR OFFICE: NO

BUILDING STORED: Livestock Bldg

Subject to the following terms and conditions:

1. RENTER hereby rents from LANDLORD storage space at the premises of LANDLORD for the term and at the rental provided for in this Rental Agreement.

2. PREMISES RELOCATION OF STORED PROPERTY
   A. The following described real property will be made available by LANDLORD for temporary storage: portion of Pacific County Fairgrounds located in Menlo, Washington.
   B. RENTER agrees that, during the term of the Rental Agreement, LANDLORD shall have the right to relocate RENTER’s stored property to other locations within the premises, at LANDLORD’s sole discretion. If the stored property is a motor vehicle, RENTER agrees to deposit with LANDLORD an ignition key for the vehicle, in order to allow LANDLORD to relocate the stored vehicle.

3. TERM
   The term of this Rental Agreement shall commence on Oct. 6th, 2018 and shall end on April 30, 2019.

WINTER STORAGE RENTAL AGREEMENT
PACIFIC COUNTY FAIRGROUNDS

PAGE 1
Revised 11/10/2015
4. ALTERATION/MAINTENANCE
RENTER shall not make any alteration to the premises without written consent of LANDLORD. RENTER shall keep and maintain the premises in a clean and sanitary condition and shall not permit the accumulation of rubbish, liquid waste including oil on the premises. RENTER shall not store any animals, explosives, gasoline, other hazardous or flammable materials, or illegal substances on the premises except that gasoline stored in conjunction with the storage of motor vehicles (not in separate container) is expressly authorized by LANDLORD. RENTER shall, at the termination of this Rental Agreement, leave the premises in a clean condition. (Please note specific condition for storage of gasoline)

5. USE
RENTER shall use the premises only for the storage of goods or commodities stored for any lawful purposes and in the possession of LANDLORD through lawful means. RENTER shall expressly not have the right to store any items that RENTER obtains illegally or which are items that are unlawful to be possessed by RENTER, nor shall RENTER store any flammable, explosive, or dangerous materials or illegal drugs on the premises, except gasoline as may be permitted by Section 4 of this Rental Agreement. Further, RENTER agrees that RENTER shall not maintain any business, operate any machinery, or use the premises for any commercial, industrial, retail or wholesale sales or promotional efforts or as a manufacturing or distributing facility. RENTER shall not use the premises to repair or otherwise maintain any stored property including repairs to motor vehicles, boats and recreational vehicles. The premises are intended for the sole and exclusive use of the storage of property owned or lawfully in the possession of RENTER.

6. LIEN
A. LANDLORD shall have a lien for storage charges and for monies necessarily expended in and about the care, preservation and keeping of the property stored.
B. RENTER hereby gives and grants to LANDLORD a lien upon all personal property of every kind and description now or hereafter to be placed or installed on the rented premises. RENTER agrees that in the event of any failure on the part of RENTER to comply with each and every condition of this Rental Agreement, LANDLORD may take possession of and sell the property in any manner provided by law, and may credit the Rental Agreement or against any judgment obtained in an unlawful detainer proceeding, including costs and reasonable attorney’s fees.

7. ABANDONMENT
In the event that RENTER fails, at the end of the Rental Agreement Term, to remove any personal property placed on the premises by RENTER, RENTER agrees that the items will be deemed to have been abandoned by RENTER. LANDLORD may remove the abandoned property from the premises, place the property in an alternative storage site, and arrange for the sale, after public notice, of the abandoned property. LANDLORD may credit the proceeds of such sale against the costs of storage and sale of the abandoned property as well as any lien created by Section 6 of this Rental Agreement.

8. CONDITION OF PREMISES
RENTER represents that RENTER has inspected and examined the leased premises and accepts as satisfactory for RENTER’s needs.
9. ACCESS TO PREMISES
   A. The parties agree that LANDLORD shall maintain sole possession and control of the premises and may reasonably limit access to the premises by RENTER. RENTER shall be permitted periodic access to the premises and to the stored property as follows: The premises will be open to access by persons with stored items at the discretion of the Maintenance Manager.
   B. LANDLORD, as its sole discretion, may also permit RENTER to remove stored items from the premises and replace the items on the premises during the term of the Rental Agreement. However, each removal and replacement of stored items shall be subject to a service charge of $50.00 for each removal and replacement of stored items.

10. PAYMENT SCHEDULE
    RENTER agrees to pay LANDLORD rent for the storage of items on the premises for the term of the Rental Agreement based on the following scheduled:

    ☐ Rent for Off-Season Storage shall be paid in accordance with Pacific County User Group Fees as adopted by Resolution 2017-013 (or its replacement), which is attached to this Agreement. Additionally, the full rental amount is to be paid upon signing of the Rental Agreement with proof of insurance

11. LIABILITY INSURANCE
    A. This Rental Agreement is made upon the express condition that the LANDLORD shall be free from all liability and claims for damages by reason of injuries of any kind to any persons, including RENTER, or any property of any kind whatsoever, and to whomsoever belonging, including RENTER, from any cause or causes whatsoever, while in, upon, or in any way connected with the premises, during the term of this Rental Agreement or any occupancy under the Rental Agreement. LANDLORD shall not be responsible for the theft or damage, if any to such property caused by fire, water or from any cause whatsoever.
    B. RENTER agrees to save and hold LANDLORD harmless from any liability, loss, cost, or obligation on account of or arising out of any such injuries or losses however occurring.
    C. RENTER agrees to waive any rights of subrogation that any third party may assert as a result of damage to the stored property. In the event RENTER suffers loss or damage for which LANDLORD could be held liable and carries a policy or policies of insurance covering such loss or damage, RENTER expressly waives any rights of subrogation that the insurance carrier may assert against LANDLORD as a result of such damage.
    D. RENTER shall, at RENTER’s sole expense maintain insurance coverage in the amount acceptable to LANDLORD on the property stored on the premises, and shall provide LANDLORD with a certificate of insurance documenting such coverage.

12. CASUALTY
    In the event the premises shall be damaged by fire or other casualty during the term of the Rental Agreement, whereby the premises shall be rendered untenantable, either LANDLORD or RENTER may cancel this Rental Agreement by written notice delivered to the other. On such cancellation rent shall be prorated and paid only to the date of the fire or casualty, and RENTER shall be held harmless by LANDLORD for damage to the premises occasioned by the fire or casualty, except such fire or casualty as may be the result of the acts or conduct of RENTER, RENTER’s licensees or invitees.
13. DEFAULT
The failure of RENTER to comply with any of the conditions of this Rental Agreement shall constitute a default. In the event that a default shall have occurred, LANDLORD may, at LANDLORD’s option take any of the following actions:

A. Give the RENTER written notice of the intention to terminate the Rental Agreement on a specified date, which shall not be earlier than thirty (30) days after the notice is given.
B. Give the RENTER notice of the default and give the RENTER an opportunity to cure the default prior to the termination of the Rental Agreement. The RENTER shall have thirty (30) days from the date of the notice to cure the default.
C. If the RENTER has stored dangerous, hazardous, illegal or stolen property on the premises, LANDLORD may immediately terminate the Rental Agreement, take possession of the items remove them from the premises to an alternative storage site and notify RENTER of the action taken. The RENTER shall be liable to the LANDLORD for the costs of such relocation. The LANDLORD shall not be responsible for any damage to the RENTER’s property during the relocation. The LANDLORD shall not be responsible for any theft or damage to the property incurred at its new location.

14. ATTORNEY’S FEES
In the event any action of law is instituted to enforce any condition contained in this Rental Agreement or to recover any rent due or to recover possession of the premises for any default or breach of the Rental Agreement by RENTER, RENTER shall pay such reasonable attorney’s fees as may be determined by the court.

15. GOVERNING LAW AND VENUE
It is agreed that this Rental Agreement shall be governed by, construed and enforced with the Laws of the State of Washington, and that any lawsuit arising out of this agreement shall be commenced only in a court of competent jurisdiction in Pacific County, Washington.

16. WAIVERS
Waivers by LANDLORD of any breach of any covenant or duty of RENTER under this Rental Agreement is not a waiver or a breach of any other covenant or duty of RENTER or of any subsequent breach of the same covenant of duty.
17. SERVERABILITY

In the event any provision or any portion thereof contained in this Agreement is held to be unconstitutional, invalid or unenforceable, then said provision(s) or portion(s) thereof shall be deemed severed and the remainder of this Agreement shall not be affected and shall remain in full force and effect. Furthermore, if such an event occurs, the parties agree to negotiate a modification to replace the unacceptable provision(s) as soon as possible.

LANDLORD:

BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

CHAIRMAN

STAMM
RENTER
DATE
10-6-15

COUNTY SIGNATOR
DATE
10/6/2015
AGENDA REQUEST FORM

TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD

BOCC ACTION: ☐ APPROVED ☐ DENIED

Agenda Item #: 10

Initial: ___________________________ Date: ___________________________

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN ☐ DEFERRED TO: ___________________________

☐ CONTINUED TO DATE: ___________________________ TIME: ___________________________

☐ OTHER: ___________________________

DISTRIBUTION LIST:

RF ☐ Assessor ☐ DPW ☐ NDC ☐ Superior Court
CF ☐ Auditor ☐ EMA ☐ PACCOM ☐ Treasurer
SEA ☐ Clerk ☐ Fair ☐ Prosecutor ☐ Veg Mgmt
☐ Civil Service ☐ Health ☐ SDC ☐ WSU Ext.
☐ DCD ☐ Juvenile ☐ Sheriff ☐ Other

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

DEPARTMENT/OFFICE: Pacific County Sheriff's Office
DIVISION (if applicable): PCEMA

OFFICIAL NAME & TITLE: Scott McDougall, Director
PHONE / EXT: 360-875-9338

SIGNATURE: ___________________________ DATE: 10/18/2018

NARRATIVE OF REQUEST

Request approval of contract #E19-109 FY 18 SHSP Grant Contract in the amount of $14,653.00. Also request chair to sign.

RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)

Approve Homeland Security Grant Program Agreement Number E19-109 with WA State Military Department and authorize Chair to sign

Revised 8/2015
Exhibit A to Contract/Agreement/Grant Review Policy
Washington State Military Department
HOMELAND SECURITY GRANT PROGRAM AGREEMENT FACE SHEET

1. Subrecipient Name and Address:
Pacific County
Emergency Management Agency
300 Memorial Drive / P.O. Box 27
South Bend, WA 98586-0027

2. Grant Agreement Amount: $14,653

3. Grant Agreement Number: E19-109

4. Subrecipient Contact, phone/email:
Scott McDougall, 360-875-9338
Smcdougall@co.pacific.wa.us

5. Grant Agreement Start Date: September 1, 2018

6. Grant Agreement End Date: August 31, 2020

7. Department Contact, phone/email:
John Hollingsworth, 253-512-7044
john.hollingsworth@mil.wa.gov

8. Data Universal Numbering System (DUNS): 084604016

9. UBI # (state revenue): 354-000-662

10. Funding Authority:
Washington State Military Department (the "Department") and the U.S. Department of Homeland Security (DHS)

11. Federal Funding Identification #: EMM-2018-SS-00088-S01
12. Federal Award Date: 08/28/2018
13. Catalog of Federal Domestic Assistance (CFDA) # & Title: 97.067 - 18HSGP (SHSP)

14. Total Federal Award Amount: $13,788,000
15. Program Index # & OBJ/SUB-OBJ: 783SB, 783SC, 783SH, 783SL, 783SN, 783SQ, 783SZ / NZ

16. Service Districts:
BY LEGISLATIVE DISTRICTS: 19
BY CONGRESSIONAL DISTRICTS: 3
17. Service Area by County(ies):
Pacific

18. Women/Minority-Owned, State Certified? X N/A □ NO □ YES, OMBE #________

19. Agreement Classification
☐ Personal Services ☐ Client Services X Public/Local Gov't
☐ Research/Development ☐ A/E ☐ Other

20. Contract Type (check all that apply):
☐ Contract X Grant X Agreement
☐ Intergovernmental (RCW 39.34) ☐ Intergrency

21. Subrecipient Selection Process:
X "To all who apply & qualify" ☐ Competitive Bidding
☐ Sole Source ☐ A/E RCW ☐ N/A
☐ Filed w/OFM? ☐ Advertised? ☐ YES □ NO

22. Subrecipient Type (check all that apply):
☐ Private Organization/Individual ☐ For-Profit
X Public Organization/Jurisdiction X Non-Profit
☐ CONTRACTOR X SUBRECIPIENT ☐ OTHER

23. PURPOSE & DESCRIPTION:
The purpose of the Federal Fiscal Year (FY) 2018 Homeland Security Grant Program (18HSGP) is to support state and local efforts to prevent terrorism and other catastrophic events and to prepare the Nation for threats and hazards that pose the greatest risk to the security of the United States. 18HSGP provides funding to implement investments that build, sustain, and deliver the core capabilities essential to achieving the National Preparedness Goal (NPG) of a secure and resilient Nation. 18HSGP supports core capabilities across the five mission areas of Prevention, Protection, Mitigation, Response, and Recovery based on allowable costs. HSGP is comprised of three interconnected grant programs: State Homeland Security Program (SHSP), Urban Areas Security Initiative (UASI), and Operation Stonegarden (OPS-G). Together, these grant programs fund a range of preparedness activities, including planning, organization, equipment purchase, training, exercises, and management and administration.

The Department is the Recipient and Pass-through Entity of the 18HSGP DHS Award Letter for Grant No. EMM-2018-SS-00088-S01, which is incorporated in and attached hereto as Attachment 1, and is making a subaward of funds to the Subrecipient pursuant to this Agreement. The Subrecipient is accountable to the Department for use of Federal award funds provided under this Agreement. The Subrecipient's Work Plan, Timeline, and Budget for the subaward are detailed in Attachment 2.

IN WITNESS WHEREOF, the Department and Subrecipient acknowledge and accept the terms of this Agreement, including all referenced Exhibits and Attachments which are hereby incorporated in and made a part hereof, and have executed this Agreement as of the date below. This Agreement Face Sheet; Special Terms & Conditions (Exhibit A); General Terms and Conditions (Exhibit B); Attachments 1 and 2; and all other documents, exhibits and attachments expressly referenced and incorporated herein contain all the terms and conditions agreed upon by the parties and govern the rights and obligations of the parties to this Agreement. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

In the event of an inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:
1. Applicable Federal and State Statutes and Regulations
2. DHS/FEMA Award and program documents
3. Work Plan, Timeline, and Budget
4. Special Terms and Conditions
5. General Terms and Conditions, and

WHEREAS, the parties hereto have executed this Agreement on the day and year last specified below.

FOR THE DEPARTMENT: FOR THE SUBRECIPIENT:

Signature: Signature: Date: Date:
Regan Anne Heese, Chief Financial Officer Lisa Olsen, Chairperson
Washington State Military Department Pacific County Board of Commissioners

BOILERPLATE APPROVED TO FORM: APPROVED AS TO FORM (if applicable):
Brian E. Buchholz Applicant's Legal Review
Sr. Assistant Attorney General 9/18/2018 Date:

DHS-FEMA-HSGP-SHSP-FFY18 Page 1 of 37 Pacific County, E19-109
TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD

BOCC ACTION:  [ ] APPROVED  [ ] DENIED

[ ] SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

[ ] NO ACTION TAKEN/WITHDRAWN  [ ] DEFERRED TO:

[ ] CONTINUED TO DATE:

DISTRIBUTION LIST:

[ ] RF  [ ] Assessor  [ ] DPW  [ ] NDC  [ ] Superior Court
[ ] CF  [ ] Auditor  [ ] EMA  [ ] PACCOM  [ ] Treasurer
[ ] SEA  [ ] Clerk  [ ] Fair  [ ] Prosecutor  [ ] Vet Mgmt
[ ] Civil Service  [ ] Health  [ ] SDC  [ ] WSU Ext.
[ ] DCD  [ ] Juvenile  [ ] Sheriff  [ ] Other

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

DEPARTMENT/OFFICE: Superior Court  DIVISION (if applicable):

OFFICIAL NAME & TITLE: Josh Sedy, Court Administrator  PHONE / EXT: 3328

SIGNATURE:  DATE: 10/12/18

NARRATIVE OF REQUEST

Requesting the BOCC approve the attached Interpreter Contract with Pete Hinton to continue his services. This contract period would begin January 1, 2019 and continue through December 31, 2021.

RECOMMENDED MOTION: [To Be Completed by the Clerk/Deputy Clerk of the Board]

Approve Contract for Interpreter Services with Pete Hinton and authorize Chair to sign
CONTRACT FOR INTERPRETER SERVICES
PACIFIC COUNTY, WASHINGTON
(Pete Hinton)

THIS CONTRACT is entered into by the Superior Court of Pacific County, hereinafter
referred to as “COURT” and Pete Hinton, 1101 N 9th SW. Tumwater, WA 98512, hereinafter
referred to as “CONTRACTOR” for the purpose of providing Spanish speaking interpreter
services.

SCOPE OF SERVICES

“CONTRACTOR” AGREES TO PROVIDE Spanish speaking interpreter services to the
Superior Court, South District Court, and North District Court of Pacific County as requested by
the “COURT”, which includes Superior or District Court Judges, Court Administration, or
Public Defense Attorneys. Services rendered under this agreement shall include court hearings
and service to the Courts’ Public Defenders who require English-Spanish translation with their
clients. Such services may occur both in court, on the telephone, and in private session with the
Public Defenders as directed by the Courts or Public Defenders.

SCHEDULING

CONTRACTOR shall place COURTS’ interpreter needs, especially trials, in first priority
over any other courts or persons.

TERM AND TERMINATION

This contract shall be deemed to have commenced on January 1, 2019 and shall continue
through December 31, 2021. Either party may terminate this Contract upon sixty (60) days
written notice.

INDEPENDENT CONTRACTOR

All parties agree that the “CONTRACTOR” is providing services under this Contract as
an INDEPENDENT CONTRACTOR AND NOT AN EMPLOYEE OF THE “COURT” OR
THE COUNTY. As such, the “CONTRACTOR” shall be solely responsible for all insurance
(including auto, worker’s compensation, business liability etc.), business fees or taxes, income
taxes, social security contributions, and any other costs associated with operating a business in
the State of Washington. The “CONTRACTOR” shall have and maintain complete control over
all its employees, agents, and operations. Further, the “CONTRACTOR” hereby agrees not to
make any representation to any third party, nor allow such third party to remain under the
misimpression that the “CONTRACTOR” is an employee of Pacific County as it pertains to
providing services under this contract. The ‘CONTRACTOR’ agrees as a certified interpreter, the interpreter is acting as an officer of the court and agrees to conduct himself according to the JSILP.

CERTIFICATION

The “Contractor” shall be required to be certified as an interpreter as outlined in RCW 2.43 and General Rule (GR) 11 as currently constituted or as subsequently amended throughout the term of this Contract. Proof of such certification shall be presented to the “COURT,” and on file with the Administrative Office of the Courts (AOC) as required. Failure to maintain this certification shall cause immediate termination of this Contract.

COMPENSATION

In consideration for the above services, the “CONTRACTOR” will be paid the annual sum of sixteen thousand six hundred seventy-four dollars ($16,674.00) for 2019 and shall continue through December 31, 2021. The “CONTRACTOR” will be responsible for any costs associated with providing these services including but not limited to mileage and travel costs, office supplies, liability insurance or any other “CONTRACTOR’S” overhead or expenses. Said compensation shall be paid in twelve (12) monthly payments.

The “CONTRACTOR” agrees to maintain and provide the “COURT” with a monthly timesheet of all cases that services have been provided as a part of this Contract.

INDEMNIFICATION/HOLD HARMLESS

In accepting this Agreement, the CONTRACTOR, including its successors and assigns, does hereby covenant and agree to indemnify and protect and save harmless the COUNTY and its officers and employees from all claims, actions, or damages of every kind and description which may accrue to or be suffered by any person, partnership, corporation, or other entity of any kind that arise in whole or in part from intentional tort(s), or negligent act(s) or omission(s), or strict liability of the CONTRACTOR or its employees, agents, successors, or assigns. If the above sentence applies and any suit or action is brought against the COUNTY, its officers, its employees, or any combination thereof, the CONTRACTOR, including its successors or assigns, shall defend the suit or action at his or her or their sole cost and expense and shall fully satisfy any judgment that is rendered against the COUNTY, its officers, its employees, or any combination thereof. CONTRACTOR further acknowledges that certain services performed under this agreement may occur within a jail setting or with prisoners. Performing services are inherently dangerous and CONTRACTOR specifically waives any claim for the tortuous conduct of any prisoner or for any injury sustained within the corrections setting.
ASSIGNMENT AND SUBCONTRACTING

To the extent that this contract might conflict with any law or court rules pertaining to the responsibility of the court to provide indigent defendants with adequate legal representation, the law and the court rules shall control.

NONDISCRIMINATION

The “CONTRACTOR” shall comply with all federal and state nondiscrimination laws, including but not limited to Chapter 49.60 RCW-Washington Law Against Discrimination and 42 U.S.C. 12101 et seq. – the Americans with Disabilities Act (ADA). Any failure to comply with any nondiscrimination law, regulation, or policy is cause for immediate termination of the Contract.

SAVINGS AND SEVERABILITY

In the events any provision or portion thereof contained in this agreement is held to be unconstitutional, invalid, or unenforceable, then said provisions(s) or portion(s) thereof shall be deemed severed and the remainder of this Contract shall not be affected and shall remain in full force and effect. Furthermore, the parties agree to negotiate a modification to replace the unacceptable provision(s) as soon as possible.

VENUE

This Contract shall be construed and enforced in accordance with, and its validity and performance governed by, the laws of the State of Washington. In the event that any party to this Contract or any subcontractor shall bring a suit or action on or arising out of this Contract, it is mutually agreed that such suit or action shall be brought only in Pacific County, Washington.

NOTICE

Should the need arise during the term of this Contract for either party to notify the other of a change of address or for any other purpose, the following contacts shall be used:

For the “COURT” Pacific County Superior Court Judge
Douglas E. Goelz
P.O. Box 67
South Bend, WA 98586

For the “CONTRACTOR” Pete Hinton
1101 N. 9th Avenue SW
Tumwater, WA 98512
DISABILITY OR DEATH

If “Contractor” shall become unable to perform the duties herein proscribed due to an illness lasting greater than two weeks the County shall be entitled to immediately terminate this agreement without 60 days written notice and shall be relieved of any further payment or contract obligations.

OWNERSHIP

Any and all data, reports, analyses, documents, photographs, pamphlets, plans, specifications, surveys, films or any other materials created, prepared, produced, constructed, assembled, made, performed or otherwise produced by the Contractor or the Contractor’s subcontractors or consultants for delivery to the County under this Agreement shall be the sole and absolute property of the County. Such property shall constitute “work made for hire” as defined by the U.S. Copyright Act of 1976, 17 U.S.C. § 101, and the ownership of the copyright and any other intellectual property rights in such property shall vest in the County at the time of its creation. Ownership of the intellectual property includes the right to copyright, patent, and register, and the ability to transfer these rights. Material which the Contractor uses to perform this Agreement but is not created, prepared, constructed, assembled, made, performed or otherwise produced for or paid for by the County is owned by the Contractor and is not “work made for hire” within the terms of this Agreement.

PUBLIC RECORDS ACT

This Agreement and all public records associated with this Agreement shall be available from the County for inspection and copying by the public where required by the Public Records Act, Chapter 42.56 RCW (the “Act”). To the extent that public records then in the custody of the Contractor are needed for the County to respond to a request under the Act, as determined by the County, the Contractor agrees to make them promptly available to the County. If the Contractor considers any portion of any record provided to the County under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the Contractor shall clearly identify any specific information that it claims to be confidential or proprietary. If the County receives a request under the Act to inspect or copy the information so identified by the Contractor and the County determines that release of the information is required by the Act or otherwise appropriate, the County’s sole obligations shall be to notify the Contractor (a) of the request and (b) of the date that such information will be released to the requester unless the Contractor obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the Contractor fails to timely obtain a court order enjoining disclosure, the County will release the requested information on the date specified.

The County has, and by this section assumes, no obligation on behalf of the Contractor to claim any exemption from disclosure under the Act. The County shall not be liable to the Contractor for releasing records not clearly identified by the Contractor as confidential or proprietary. The
COUNTY OF PACIFIC

County shall not be liable to the Contractor for any records that the County releases in
compliance with this section or in compliance with an order of a court of competent jurisdiction.

ENTIRE CONTRACT

The parties agree that this contract is the complete expression of the terms hereto and any
oral representations or understandings not incorporated herein are excluded. Further, any
modification of this contract shall be in writing and signed by all parties.

Dated this ______ day of __________________, 20____.

SUPERIOR COURT JUDGE:                     CONTRACTOR:

__________________________________________  ________________________________
Douglas E. Goelz                     Date                      Pete Hinton                     Date

CONFIRMED BY:

Board of Commissioners
Pacific County, Washington

__________________________________________  ________________________________
Lisa Olsen, Chair                     Date                      Clerk of the Board                     Date
AGENDA REQUEST FORM

TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD

BOCC ACTION:  □ APPROVED  □ DENIED

Agenda Item #:

Initial: __________________________ Date: __________________________

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN  □ DEFERRED TO: __________________________

☐ CONTINUED TO DATE: __________________________ TIME: __________________________

☐ OTHER: __________________________

DISTRIBUTION LIST:

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☐ SEA  ☐ Clerk  ☐ Fair  ☐ Prosecutor  ☐ Veg Mgmt

☐ Civil Service  ☐ Health  ☐ SDC  ☐ WSU Ext.

☐ DCD  ☐ Juvenile  ☐ Sheriff  ☐ Other

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

DEPARTMENT/OFFICE: Board of County Commissioners  DIVISION (if applicable): Boards/Commissions

OFFICIAL NAME & TITLE: Marie Guernsey, Clerk of the Board  PHONE / EXT:

SIGNATURE: __________________________ DATE: 10/16/2018

NARRATIVE OF REQUEST

RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)

Approve the appointment of Kevin Cline to the Solid Waste Advisory Committee to fill a vacant Citizen-at-Large position, effective immediately
Board of Pacific County Commissioners
P O Box 187 * 1216 W Robert Bush Dr * South Bend, WA
98586 Phone 360/875.9337 * Fax 360/875.9335

Meetings are held the 2nd and 4th Tuesday of each month, beginning at 9 a.m.

REQUESTED MEETING DATE:
10/23/18

AGENDA REQUEST FORM

AGENDA ITEM #:
13

TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD

BOCC ACTION:

☐ APPROVED
☐ DENIED

☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

☐ NO ACTION TAKEN/WITHDRAWN
☐ DEFERRED TO:

☐ CONTINUED TO DATE:

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☐ Civil Service
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☐ SDC
☐ WSU Ext.
☐ DCD
☐ Juvenile
☐ Sheriff
☐ Other

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

DEPARTMENT/OFFICE: General Administration

OFFICIAL NAME & TITLE: Kathy Spoor, CAO

SIGNATURE: Kathy Spoor

DATE: 10/16/18

NARRATIVE OF REQUEST

Attached for your consideration is a resolution declaring an economic emergency related to the lack of effective control of burrowing shrimp and its devastating impacts on the oyster industry. This resolution implores State agencies, in particular, DOE to provide immediate regulatory relief.

RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)

Move to approve Resolution 2018-- in the matter of declaring a state of economic emergency for the oyster industry and imploring state and federal agencies to provide immediate regulatory relief to once again allow for the effective control of burrowing shrimp in Willapa bay.
BEFORE THE BOARD OF COUNTY COMMISSIONERS  
PACIFIC COUNTY, WASHINGTON  

RESOLUTION NO. 2018- _________  

IN THE MATTER OF DECLAREING A STATE OF ECONOMIC EMERGENCY  
FOR THE OYSTER INDUSTRY  

WHEREAS, Pacific County, as a subdivision of the State of Washington, is a small, rural county whose economy is heavily dependent on natural resource industries as its primary economic drivers; and  

WHEREAS, oysters have been produced in Willapa Bay for a time spanning from decades prior to Statehood to current day; and  

WHEREAS, assuring Willapa Bay remains productive for shellfish farming is critical to Pacific County oyster growers’ economic livelihood and their food production property. If Willapa Bay continues to lose this productivity the industry as a whole will drastically decline, directly impacting the viability of the entire industry; and  

WHEREAS, Willapa Bay is the nation’s largest producer of farmed shellfish; and  

WHEREAS, Willapa Bay has been recognized as the most ecologically pristine working bay in the continental United States; and  

WHEREAS, despite the economic recovery experienced by the larger, more urban counties, and those located along the I-5 corridor, Pacific County continues to lag behind with an unemployment rate at 8.4%, compared to a rate of 4.8% statewide. The mean household income is $38,387 versus the state at $67,106, and 18.7% of the population lives at, or below the poverty level, compared to 11.3% of the population statewide; and  

WHEREAS, the oyster/shellfish industry is commonly valued at over 100 million dollars annually, and is the largest employer in Pacific County with an estimated 800 people employed either directly, or indirectly, by the industry; and  

WHEREAS, the success of the shellfish industry is dependent on the ability to produce top quality oysters and clams for a variety of markets; and  

WHEREAS, the burrowing shrimp have always been in the bay and part of the ecosystem, the sheer number of shrimp have been a problem since after the dams were installed in the Columbia River and the natural freshets discontinued to flush the bay which naturally controlled the shrimp numbers; and  

WHEREAS, in 2015 the state acted to cancel the federal registration for carbaryl, which had been successfully used since the 1960’s with no detrimental effects, and in addition cancelled the carbaryl state NPDES permit which allowed research for other control tools; and
WHEREAS, research of imidacloprid began in 1996 and the Washington State Department of Ecology was in agreement that a permit could be issued to try this as a potential replacement for carbaryl; and

WHEREAS, this permit to apply imidacloprid never came to fruition as the Department of Ecology asked the growers to withdraw their 2015 permit application for a year and since then has steadfastly ignored all best available science and refused to grant a permit for imidacloprid to attempt to control the burrowing shrimp taking over Willapa Bay; and

WHEREAS, after years of pressure by the industry and evidence of the impact to the industry and livelihood of the County, the state legislature authorized approximately $500,000 during their 2017 session to be administered through the Washington State Department of Agriculture to study the effects of imidacloprid in Willapa Bay; and

WHEREAS, even though the intent of the legislative funding was to study the impact of imidacloprid in the bay, Department of Ecology, against the wishes of the legislature, is refusing to issue a temporary permit so that these studies can be carried out; and

WHEREAS, the industry continues, as it always has, to cooperate and partner with experts, along with employing their own experts, to identity potential long term solutions, the industry will not survive while experts continue to study the problem; and

WHEREAS, the alternatives being considered have been extensively researched for years by state and federal agencies, the universities of UW and WSU and the industry itself and found to be unsuccessful; and

WHEREAS, in the four years since any pest management has been allowed to be applied there has been an unprecedented recruitment of new burrowing shrimp population in the bay; and

WHEREAS, the industry, local policy makers and citizens have actively educated state policy makers and state agency staff, provided research and data, shared the history, and taken policy makers, researchers, members of the press and nearly anyone who will listen out on the bay to show first-hand the devastation that is only exacerbated by the inactivity and unconcern at the State level; and

WHEREAS, burrowing shrimp in the numbers they have enjoyed since the dams were introduced coupled with the explosion of population since last application of effective treatment have become a threat to the health and balance of the ecosystem making it increasingly impossible to produce oysters; and

WHEREAS, data substantiating these facts have been clearly communicated to the State, and;

WHEREAS, with this massive expansion in numbers of burrowing shrimp hundreds of acres of highly productive shellfish beds and thousands of bushels of crops are being lost every year; and
WHEREAS, excessive numbers of burrowing shrimp can result in loss of eelgrass and surface diatom from the mud flats resulting in a loss of habitat in the bay for not only oysters, but Dungeness crab, salmon and many other current inhabitants of this pristine working bay; and

WHEREAS, without immediate regulatory relief the industry will be decimated. Without control the number the burrowing shrimp will take over and destroy the ecosystem of Willapa Bay; and

WHEREAS, regardless of the sound science and data provided and demonstrated deleterious impact to the local economy and eventually the very estuary they purport to be protecting, the State is turning its back for what appear to be purely political reasons; and

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS, THE LEGISLATIVE AUTHORITY OF AND FOR THE COUNTY OF PACIFIC, STATE OF WASHINGTON, that the circumstances existing in association with the lack of effective control of borrowing shrimp due to the State’s refusal to permit the use of imidacloprid has resulted in an economic crisis; and

BE IT FURTHER RESOLVED that the BOARD recognizes the severe impact the crisis occurring with the oyster industry has on the overall health and welfare of the local economy, and is therefore declaring a state of emergency imploring State and Federal officials, and agencies to provide immediate regulatory relief to allow treatment of the burrowing shrimp

PASSED UNANIMOUSLY by the members of the Board of Pacific County Commissioners meeting in regular session this 23rd day of October, 2018, at South Bend, Washington, then signed by its membership and attested to by its Clerk in authorization of such passage.

ATTEST

BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

Marie Guernsey, Clerk of the Board
Lisa Olsen, Chair

APPROVED AS TO FORM

Frank Wolfe, Commissioner

Mark McClain, Prosecuting Attorney
Lisa Ayers, Commissioner
AGENDA REQUEST FORM

TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD

BOCC ACTION:  □ APPROVED  □ DENIED  □ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

□ NO ACTION TAKEN/WITHDRAWN  □ DEFERRED TO: __________________________
□ CONTINUED TO DATE: __________________________  TIME: __________________________
□ OTHER: __________________________________________

Agenda Item #: 14  Initial: __________________________  Date: __________________________

Review  □ Clerk of the Board  □ Risk Mgmt  □ Legal Required

DISTRIBUTION LIST:

□ RF  □ Assessor  □ DPW  □ NDC  □ Superior Court
□ CF  □ Auditor  □ EMA  □ PACCOM  □ Treasurer
□ SEA  □ Clerk  □ Fair  □ Prosecutor  □ Veg Mgmt
□ Civil Service  □ Health  □ SOC  □ WSU Ext.
□ DCD  □ Juvenile  □ Sheriff  □ Other

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

DEPARTMENT/OFFICE: Board of County Commissioners  DIVISION (if applicable):

OFFICIAL NAME & TITLE: Marie Guernsey, Clerk of the Board  PHONE / EXT:

SIGNATURE: __________________________  DATE: 10/15/2018

NARRATIVE OF REQUEST

An RFQ was issued for Board of Equalization (BOE) and Board of Health Ordinance. One RFQ was received for BOE from Attorney Eric Weston and three RFQs were received from Susan Elizabeth Drummond, PLLC, Attorney Eric Weston and Attorney Mike Turner. After reviewing the RFQs, it has been determined that Attorney Eric Weston would be the best candidate for BOE and Board of Health Ordinance Hearing Examiner.

RECOMMENDED MOTION  (To Be Completed by the Clerk/Deputy Clerk of the Board)

Accept the RFQ from Attorney Eric Weston for Board of Equalization (BOE) and Board of Health Ordinance Hearing Examiner and authorize County Administrative Officer to negotiate Contract for approval

Revised 8/2015
Exhibit A to Contract/Agreement/Grant Review Policy
# AGENDA REQUEST FORM

**TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD**

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**Agenda Item #:** 15  
Initial: _______  
Date: _______

**Review:**  
□ Clerk of the Board  
□ Risk Mgmt  
□ Legal Required

□ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

□ NO ACTION TAKEN/WITHDRAWN

□ DEFERRED TO: ________________

□ CONTINUED TO DATE: ________________  
TIME: ________________

□ OTHER: _______________________

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- □ DCD
- □ Juvenile
- □ Sheriff
- □ Other

**AGENDA ITEM REQUEST**

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

**DEPARTMENT/OFFICE:** Board of County Commissioners  
**DIVISION (if applicable):**

**OFFICIAL NAME & TITLE:** Marie Guernsey, Clerk of the Board  
**PHONE / EXT:**

**SIGNATURE:**

**DATE:** 10/16/2018

**NARRATIVE OF REQUEST**

We applied for and received a Technology Tool Grant through Washington State Archives (WSA) in the amount of $9,900. An acceptance letter was signed by the Chair and sent to WSA. It will require your confirmation.

**RECOMMENDED MOTION** (To Be Completed by the Clerk/Deputy Clerk of the Board)

Confirm Acceptance Letter to Washington State Archives for the Technology Tool Grant in the amount of $9,900, noting this is unanticipated revenue and a supplement will be required.

Revised 8/2015  
Exhibit A to Contract/Agreement/Grant Review Policy
October 11, 2018

Mark Vessey
Washington State Archives
P O Box 40238
Olympia, WA 98504-0238

Dear Mr. Vessey,

Pacific County is excited to receive notice of the award of the Technology Tools Grant in the amount of $9,900 from Washington State Archives. This grant will provide much needed funding to purchase a program that will allow us to capture text messages and our social media sites.

Please consider this as our acceptance letter.

Thank you!

Sincerely,

BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

Lisa Olsen, Chair
October 10, 2018

Pacific County Board of County Commissioners
Marie Guernsey
P O Box 187
South Bend, WA 98586

Dear Marie,

Congratulations on your selection as one of the award recipients of the 2018-2019 Washington State Archives Local Records Grant Program! A total 170 applications were received requesting over $2,800,000.

Due to the volume of quality requests, we are not able to fully fund all of the worthy projects that were submitted during this grant cycle. After reviewing all 170 applications, the Archives Oversight Committee has recommended that your grant proposal receive up to $9,900 for your Technology Tools Grant. I encourage you to continue working with your regional branch archivist or records consultants to answer any questions you may have regarding your project. To find your local archivist, please visit www.sos.wa.gov/archives.

To accept your award, please send a letter of acceptance to Mark Vessey at the Washington State Archives, PO Box 40238, Olympia, WA, 98504-0238. Once your acceptance letter is received, you will be sent a Grant Agreement requiring your signature. This Grant Agreement is necessary for your agency to receive the grant funds.

I am very pleased to make this award announcement to your agency, and I look forward to the successful completion of your very worthwhile project.

Sincerely,

KIM WYMAN
Secretary of State

STEVE EXCELL
State Archivist
AGENDA REQUEST FORM

TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD

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Agenda Item #: 16

Review: □ Clerk of the Board  
□ Risk Mgmt  
□ Legal Required

DISTRIBUTION LIST:

- □ RF  
- □ Assessor  
- □ DPW  
- □ NDC  
- □ Superior Court  
- □ CF  
- □ Auditor  
- □ EMA  
- □ PACCOM  
- □ Treasurer  
- □ SEA  
- □ Clerk  
- □ Fair  
- □ Prosecutor  
- □ Veg Mgmt  
- □ Civil Service  
- □ Health  
- □ SDC  
- □ WSU Ext.  
- □ DCD  
- □ Juvenile  
- □ Sheriff  
- □ Other

AGENDA ITEM REQUEST

Please fill out in full or the request may be returned for more information. Also, please attach all pertinent documentation.

DEPARTMENT/OFFICE: Board of County Commissioners

OFFICIAL NAME & TITLE: Marie Guernsey, Clerk of the Board

SIGNATURE: 

DATE: 10/16/2018

NARRATIVE OF REQUEST

RECOMMENDED MOTION (To Be Completed by the Clerk/Deputy Clerk of the Board)

Approve 31st Annual Derald D. Robertson Safety Awards to be presented at the October 24, 2018 ceremony
Executive sessions.

(1) Nothing contained in this chapter may be construed to prevent a governing body from holding an executive session during a regular or special meeting:

(a)(i) To consider matters affecting national security;

(ii) To consider, if in compliance with any required data security breach disclosure under RCW 19.255.010 and 42.56.590, and with legal counsel available, information regarding the infrastructure and security of computer and telecommunications networks, security and service recovery plans, security risk assessments and security test results to the extent that they identify specific system vulnerabilities, and other information that if made public may increase the risk to the confidentiality, integrity, or availability of agency security or to information technology infrastructure or assets;

(b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;

(c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public;

(d) To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs;

(e) To consider, in the case of an export trading company, financial and commercial information supplied by private persons to the export trading company;

(f) To receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge;

(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;

(h) To evaluate the qualifications of a candidate for appointment to elective office. However, any interview of such candidate and final action appointing a candidate to elective office shall be in a meeting open to the public;
(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

This subsection (1)(i) does not permit a governing body to hold an executive session solely because an attorney representing the agency is present. For purposes of this subsection (1)(i), "potential litigation" means matters protected by RPC 1.6 or RCW 5.60.060(2)(a) concerning:

(i) Litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party;

(ii) Litigation that the agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity; or

(iii) Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency;

(j) To consider, in the case of the state library commission or its advisory bodies, western library network prices, products, equipment, and services, when such discussion would be likely to adversely affect the network's ability to conduct business in a competitive economic climate. However, final action on these matters shall be taken in a meeting open to the public;

(k) To consider, in the case of the state investment board, financial and commercial information when the information relates to the investment of public trust or retirement funds and when public knowledge regarding the discussion would result in loss to such funds or in private loss to the providers of this information;

(l) To consider proprietary or confidential nonpublished information related to the development, acquisition, or implementation of state purchased health care services as provided in RCW 41.05.026;

(m) To consider in the case of the life sciences discovery fund authority, the substance of grant applications and grant awards when public knowledge regarding the discussion would reasonably be expected to result in private loss to the providers of this information;

(n) To consider in the case of a health sciences and services authority, the substance of grant applications and grant awards when public knowledge regarding the discussion would reasonably be expected to result in private loss to the providers of this information.

(2) Before convening in executive session, the presiding officer of a governing body shall publicly announce the purpose for excluding the public from the meeting place, and the time when the executive session will be concluded. The executive session may be extended to a stated later time by announcement of the presiding officer.
**AGENDA REQUEST FORM**

**TO BE COMPLETED BY CLERK OF THE BOARD / DEPUTY CLERK OF THE BOARD**

<table>
<thead>
<tr>
<th>BOCC ACTION:</th>
<th>APPROVED</th>
<th>DENIED</th>
<th>Agenda Item #: 18</th>
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</thead>
<tbody>
<tr>
<td>Initial:</td>
<td></td>
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<td>Date:</td>
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</table>

- ☐ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS
- ☐ NO ACTION TAKEN/WITHDRAWN
- ☐ DEFERRED TO: 
- ☐ CONTINUED TO DATE: 
- ☐ OTHER: 
- ☐ TIME: 

**DISTRIBUTION LIST:**

- ☐ RF
- ☐ CF
- ☐ SEA
- ☐ Assessor
- ☐ Auditor
- ☐ Clerk
- ☐ Civil Service
- ☐ DPW
- ☐ EMA
- ☐ Fair
- ☐ Health
- ☐ NDC
- ☐ PACCOM
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- ☐ Treasurer
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- ☐ WSU Ext.
- ☐ Other

**AGENDA ITEM REQUEST**

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<td>DIVISION (if applicable):</td>
<td></td>
</tr>
<tr>
<td>OFFICIAL NAME &amp; TITLE:</td>
<td>Marie Guernsey, Clerk of the Board</td>
</tr>
<tr>
<td>PHONE / EXT:</td>
<td></td>
</tr>
</tbody>
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**SIGNATURE:**

| DATE: 10/5/2018 |

**NARRATIVE OF REQUEST**

Open Public Hearing to consider adoption of fy2019 budget
Swear in those wishing to testify/comment
Close testimony/comment period
BOCC deliberation

**RECOMMENDED MOTION** (To Be Completed by the Clerk/Deputy Clerk of the Board)

Adopt resolutions [see next page] pertaining to the adoption of fiscal year 2019 budget
Resolutions to be adopted after the close of the hearings:

- Adopt Resolution 2018-________ in the matter of declaring a substantial need for purposes of setting the limit factor for the property tax levy for 2019 [if required]

- Adopt Resolution 2018-________ in the matter of authorizing increases in the Pacific County (General Purposes) and the Pacific County Road District (Road Purposes) Regular Property Tax Levies; and providing for the distribution of the general purposes levy

- Adopt Resolution 0218-________ in the matter of county-related real and personal property tax levies for collection in 2019

- Adopt Resolution 2018-________ in the matter of authorizing a shift of one hundred thousand dollars from the Road Fund levy to the General Fund for fiscal year 2019 budget

- Adopt Resolution 2018-________ in the matter of reducing 2018 assessments for 2019 tax [if required]

- Adopt Resolution 2018-________ in the matter of adopting the fy2019 Pacific County Budget, including the 2019-2024 Comprehensive Transportation Improvement and 2019 road construction programs, the 2019-2024 capital improvement plan for parks and recreation, and the 2019-2024 capital improvement plan for Pacific County Flood Control Zone District #1; levying county general purposes and road district purposes property taxes; and setting forth the categorical appropriations with applicable limitation and responsibilities, including recognizing the 2019 salaries for Pacific County’s elected Officers and judges

The Board may add and take action on other items not listed on this agenda and order of action is subject to change.

The hearing facility is “barrier free” and accessible by those with physical disabilities. Aids will be provided upon request for those with language-speaking or hearing impediments, but requests need to be received at least five (5) business days prior to this hearing. Such requests may be filed in person at the Commissioners’ Office at the address noted above or at 360/875-9337.

*Pacific County is an Equal Opportunity Employer and Provider*