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

Tuesday, December 11, 2018
9:00AM
or as soon thereafter as possible

AGENDA

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 November 13 and 27, 2018

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
MINUTES

9:00 AM 1216 W. Robert Bush Drive
Tuesday, November 13, 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
Paul Plakinger, Management & Fiscal Analyst
Mike Collins, Public Works Director/County Engineer
James Worlton, Senior Public Records Coordinator
Katie Lindstrom, Health & Human Services Deputy Director

PUBLIC IN ATTENDANCE - 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 October 9, 2018

Approve Rainbow Valley Landfill Claims Vouchers
City of Raymond - $280
Dragon Analytical Laboratory - $5,304
PUD No. 2 - $43.01
Royal Heights Transfer Station, Inc. - $538.02

There being no further business to come before the Board the meeting was closed at approximately 9:06AM.

LOCAL BOARD OF HEALTH
PACIFIC COUNTY, WASHINGTON

Lisa Olsen, Chair

ATTEST: Frank Wolfe, Commissioner

Marie Guernsey
Clerk of the Board
(Please refer to recording of the meeting for a more detailed discussion)
MINUTES

9:00 AM       1216 W. Robert Bush Drive
Tuesday, November 27, 2018    South Bend, Washington

CALLED TO ORDER – 9:03 AM

STAFF 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
Tim Crose, Community Development Director

PUBLIC IN ATTENDANCE

Cheryl Heywood, Timberland Regional Library Executive Director
Susan Carney, Ilwaco Timberland Regional Library
Iver Mattheson, Ocean Park Timberland Regional Library
Michelle Zilli, Naselle Timberland Regional Library
Emily Popovich, Raymond Timberland Regional Library
Jennifer Penoyar, South Bend Timberland Regional Library

PUBLIC COMMENT - None

There being no further business to come before the Board the meeting was closed at
approximately 9:03AM.

LOCAL BOARD OF HEALTH
PACIFIC COUNTY, WASHINGTON

Lisa Olsen, Chair

ATTEST:      Frank Wolfe, Commissioner

Marie Guernsey    Lisa Ayers, Commissioner
Clerk of the Board

(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, December 11, 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 noxious weed assessment

Call to Order

Public Comment (limited to three minutes per person)

CONSENT AGENDA (Items 1-5)

Department of Public Works
1) Approve hire of Zachary Friese, Engineer Technician II, Grade 11 Step 1, effective December 17, 2018

General Business
2) Approve Amendment #1 to the Special Employment Agreement with Shawn Humphreys, Community Development Deputy Director
3) Approve Vendor Claims; Warrants Numbered 144568 thru 144618 in the amount of $242,699.19
4) Approve November, 2018 payroll: total employees: 175; total payroll: $785,363.01
5) Approve regular meeting minutes of November 13 and 27, 2018

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS
6) Consider adoption of Resolution No. 2018-______ establishing a policy regarding organization of the Department of Public Works
7) Consider approval of request to return 5% bid bond to Teevin & Fischer Quarry, LLC
8) Consider approval of Local Agency Agreement and Local Agency Federal Aid Project Prospectus with WA State Department of Transportation pertaining to County Road Project No. 1658 and authorize Chair to sign; and consider adoption of Resolution 2018-____ initiating the county road project

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 HEALTH & HUMAN SERVICES DEPARTMENT
  9) Consider approval of request to purchase two laptop computers
  10) Consider approval of Contract for Tobacco & Vapor Product Prevention with Thurston County; authorize Director to sign

ITEMS REGARDING PROSECUTOR’S OFFICE
  11) Consider approval of Agreement with Karpel for the purchase of a case management software program

ITEMS REGARDING ASSESSOR’S OFFICE
  12) Consider approval of request to purchase a HP Color Laserjet Printer

ITEMS REGARDING TREASURER’S OFFICE
  13) Consider approval of Change Request No. WA2013.005-CR001 with Thomson Reuters; authorize Chair to sign

ITEMS REGARDING GENERAL BUSINESS
  14) Consider approval of Public Official Bonds
  15) Consider adoption of Proclamation establishing December 15th as Wreaths Across America Day
  16) Consider adoption of Resolution 2018-_____ authorizing a short term loan to the Pacific County Drainage District #1 and consider approval of an Intergovernmental Agreement for the short term loan

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 Resolution No. 2018-_____ in the matter of implementing a noxious weed assessment in accordance with RCW 17.10.240

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
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:

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: Department of Public Works
OFFICIAL NAME & TITLE: Mike Collins, Director/County Engineer

SIGNATURE: ________________________________ DATE: ________________

NARRATIVE OF REQUEST

Request to hire Zachary Friese for the vacant Engineer Tech III position. His start date will December 17, 2018.

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

Approve hire of Zachary Friese, Engineer Tech II, effective December 17, 2018, Grade 11 Step 1, subject to adequate budget appropriations.
**AGENDA ITEM REQUEST**

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

<table>
<thead>
<tr>
<th>DEPARTMENT/OFFICE:</th>
<th>General Administration</th>
<th>DIVISION (if applicable):</th>
</tr>
</thead>
<tbody>
<tr>
<td>OFFICIAL NAME &amp; TITLE:</td>
<td>Kathy Spoor, CAO</td>
<td>PHONE / EXT:</td>
</tr>
</tbody>
</table>

**SIGNATURE:** Kathy Spoor  
**DATE:** 12/4/18

**NARRATIVE OF REQUEST**

Attached for your consideration is an amendment to the County's employment agreement with Shawn Humphreys. This amendment adjusts his salary by 5% effective January 1, 2019 and states his salary will be further adjusted in 2020, 2021 and 2022 as determined by the BOCC prior to January 1st, 2020. All other terms and conditions remain unchanged. Shawn's salary is below comparable counties, as well as comparable deputy director positions within the County. In addition, he has taken on extensive additional duties previously assigned to the executive assistant. This position was not filled after Megan's departure.

This increase was not included in the 2019 approved budget. We may need to supplement DCD's 2019 budget.

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

Move to approve amendment #1 to the Employment Agreement with Shawn Humphreys, Deputy Director, Department of Community Development, effective January 1, 2019 subject to adequate budget appropriations.
AMENDMENT No. 1
to the EMPLOYMENT AGREEMENT for the
DEPUTY DIRECTOR OF COMMUNITY DEVELOPMENT

THIS AMENDMENT No. 1 formally amends that certain Employment Agreement made and entered into the 1st day of August, 2016, by and between the Board of Pacific County Commissioners ("BOARD") through its Director of the Department of Community Development ("DIRECTOR") on behalf of Pacific County ("COUNTY"), a Washington political subdivision and municipal corporation, and Shawn Humphreys ("DEPUTY DIRECTOR OF COMMUNITY DEVELOPMENT"), by revising Section III., COMPENSATION, as follows:

III. COMPENSATION

For services rendered pursuant to this amended agreement, the COUNTY will provide the DEPUTY DIRECTOR OF COMMUNITY DEVELOPMENT with a monthly salary beginning January 1, 2019, of Six Thousand One Hundred and Seventy One Dollars ($6,171).

The DEPUTY DIRECTOR’s salary will be further increased for calendar years 2020, 2021 and 2022 in an amount to be determined by the BOARD prior to the January 1, 2020.

ALL OTHER PROVISIONS of the EMPLOYMENT AGREEMENT remain in full force and effect as per the AGREEMENT dated August 1, 2016.

IN WITNESS WHEREOF, the parties hereto have set their hands and the day so noted.

Department of Community Development  
Deputy Director

[Signature]  12-4-2018
Shawn Humphreys  Date
SSN: On file

BOARD OF COUNTY COMMISSIONERS  
PACIFIC COUNTY, WASHINGTON

Lisa Olsen, Chair

Lisa Ayers, Commissioner

Frank Wolfe, Commissioner

ATTEST:

Clerk of the Board  Date

Amendment No. 1, Employment Agreement
Shawn Humphreys, DEPUTY DIRECTOR OF COMMUNITY DEVELOPMENT
Effective 1/1/2019
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, December 11, 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

144568 thru 144618 $ 242,699.19

Warrants Dated: November 30, 2018

BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

AUDITED: 

[Signature]
Auditor/Deputy Auditor

ATTEST:

[Signature]
Clerk of the Board

Chairman

Commissioner

Commissioner

RECEIVED
PACIFIC COUNTY

DEC - 3 2018
GENERAL ADMINISTRATION
BOARD OF COMMISSIONERS
COUNTY OF PACIFIC - STATE OF WASHINGTON

BOARD OF COUNTY COMMISSIONERS

SUMMARY OF APPROVAL OF MONTHLY PAYROLL

WHEREAS, the Elected Officials and Department Heads have submitted certified requests for payroll payments for officers and employees to the County Auditor for disbursement as shown by the attached department listings; and,

WHEREAS, the Board of County Commissioners have reviewed the listing as attached; now, therefore,

IT IS HEREBY ORDERED by the Board of County Commissioners that salaries, wages, overtime and other pay are allowed as follows:

MONTH OF: NOVEMBER, YEAR OF 2018
TOTAL EMPLOYEES: 175
TOTAL PAYROLL: $785,363.01

Approve payroll subject to adequate budget appropriations.

BOARD OF PACIFIC COUNTY COMMISSIONERS

Dated this 11th day of DECEMBER 2018

_________________________________________
Chairperson

_________________________________________
Commissioner

_________________________________________
Commissioner

Attest: ___________________________________
Clerk of the Board

RECEIVED
PACIFIC COUNTY

DEC - 5 2018

GENERAL ADMINISTRATION
BOARD OF COMMISSIONERS
MINUTES

9:00 AM 1216 W Robert Bush Drive
Tuesday, November 13, 2018 South Bend, Washington

CALLED TO ORDER – 9:06 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
Katie Lindstrom, Health & Human Services Deputy Director

PUBLIC IN ATTENDANCE - None

CONSENT AGENDA (Items 1-7)

Commissioner Wolfe requested item #3 be removed from the Consent Agenda.

CONSENT AGENDA (Items 1-2, 4-7)

It was moved by Wolfe, seconded by Ayers and carried by a vote of 3-0
Subject to adequate budget appropriations and in accordance with all applicable county policies

Department of Public Works

Confirm promotion of Jesse Brock to vacant North County Leadman position, effective November 5, 2018

Health & Human Services Department

Confirm Director’s signature on CHOICE Regional Health Network Board of Directors Conflict of Interest Policy and Disclosure Form and Addendum A

General Business

Confirm Chair's signature on WA State University Master Gardener five years of service award to Shawn Stern, ten years of service award to June Koen-Potts and Patricia Wilson; and Master Gardener Emeritus award to June Koen-Potts
Approve October, 2018 payroll total employees: 178; total payroll: $760,502.74

Approve Vendor Claims; Warrants Numbered 144196 thru 144242 in the amount of $266,045.42 and Warrants Numbered 144243 thru 144302 in the amount of $267,597.95

Approve regular meeting minutes of October 23, 2018

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Approve Interagency Agreement No. IA 719-148 with WA State Parks and Recreation Commission and authorize Director to sign

Approve the award for the Courthouse Exterior Lead Paint Abatement Project to Rhine Demolition, LLC in the amount of $149,443.93 including sales tax, subject to adequate budget appropriations (other bids were received from Construction Group International, LLC in the amount of $313,381.90 and from Sabelhaus West, Inc. in the amount of $312,068.70, both including sales tax)

ITEMS REGARDING COUNTY FAIR

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

Approve the 2018-2019 Winter Storage Agreements with Bruce Weilepp, Nick Ancich, Sam Adams, Robert Yerek, Bannish Painting & Drywall, Inc., Cal & Mary Bogar, and Randall Mapes and authorize Chair to sign

Confirm Manager’s signature on Agreement Number K2481 with State of WA Department of Agriculture Fairs Program Grant in the amount of $53,733 for capital improvement project at the fairgrounds

ITEMS REGARDING SHERIFF’S OFFICE

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

Confirm Sheriff’s signature on three Interagency Agreement with the WA Traffic Safety Commission for funding traffic safety emphasis patrols and Law Enforcement Liaison deliverables (It was noted these contracts require authorization from the BOCC prior to signing)

Approve purchase of maintenance and support for Avtec Radio consoles in the amount of $15,356.14 including sales tax, subject to adequate budget appropriations
ITEMS REGARDING SUPERIOR COURT

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

Approve the Interpreter Contract with Pete Hinton, effective January 1, 2019 thru December 31, 2021 and authorize Chair to sign, subject to adequate budget appropriations and receipt of required insurance

Approve the Juvenile Indigent Defense Contract & CHINS & ARY with Edward Penoyar, and Juvenile Indigent Defense Contract with Nancy McAllister, and Juvenile Indigent Defense Contract including Civil Contempt Hearings with William Penoyar, all effective January 1, 2019 thru December 31, 2023, subject to adequate budget appropriations

Approve the Adult Felony Indigent Defense Contracts with David Hatch, Harold Karlsvik and David Arcuri, all effective January 1, 2019 thru December 31, 2023, 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 Memorandum of Understanding with the Willapa Valley Booster Club for year round use of fair building known as the “Booster Club Building” in the amount of $100 on an annual basis, subject to receipt of required insurance

Approve Contract for Professional Services with Sound Municipal Consultant to service as land use hearing examiner, subject to adequate budget appropriations and authorize Chair to sign

ITEMS REGARDING TREASURER’S OFFICE

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

Confirm Treasurer's signature on Remote Installation of AQRIT 7 Application Server - new Windows 10 scanning workstation Professional Services with Technology Unlimited Inc. for upgrade of check reader and authorize payment in the amount of $2,800, 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 Contract for Professional Services-Board of Equalization and Board of Health Hearing Examiner with Eric Weston, subject to adequate budget appropriations and authorize Chair to sign
Approve certification of time and effort documentation [December 1, 2017 thru June 30, 2018] pertaining to the Department of Archaeology and Historic Preservation Grant #FY16-90006-002

Approve Vendor Claims, Warrants Numbered 144303 thru 144430 in the amount of $398,217.28, subject to adequate budget appropriations

ITEMS REGARDING SHERIFF’S OFFICE

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

Approve appointment of Ferrill LeRoy Johnson as Administrative Undersheriff, effective November 1, 2018, Grade 17 Step 8

RECESS – 9:28AM

EXECUTIVE SESSION

ATTEND: Chair Olsen, Commissioner Wolfe, Commissioner Ayers, Kathy Spoor, Katie Lindstrom
9:30-9:45AM
RCW 42.30.110(1)(g) To evaluate the qualifications of an applicant for public employment

BACK IN SESSION – 10:02AM

ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT

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

Approve the hire of Health & Human Service Program Specialists, Alison O’Rourke-effective November 13, 2018, Bethany Barnard-effective November 14, 2018, and Carole Simmons-effective November 15, 2018 all at a Grade 13 Step 1, subject to adequate budget appropriations

CONTINUED PUBLIC HEARING – 10:02AM

ATTEND: Chair Olsen, Commissioner Wolfe, Commissioner Ayers, Kathy Spoor, Paul Plakinger, James Worlton, Pat Matlock, Denise Rowlett
PUBLIC: There were no members of the public in attendance.

Chair Olsen opened the continued public hearing to consider the 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; and the adoption of final fy2019 county budget.

Paul Plakinger was sworn in and provided an overview of the preliminary draft fiscal year 2019 budget.
Chair Olsen closed the continued public hearing.

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

Adopt Resolution 2018-044 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

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

Adopt Resolution 2018-045 in the matter of county-related real and personal property tax levies for collection in 2019

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

Adopt Resolution 2018-046 in the matter of authorizing a shift of one hundred thousand dollars ($100,000) from the Road Fund Levy to the General (Current Expense) Fund for the fiscal year 2019 budget

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

Adopt Resolution 2018-047 in the matter of adoption of the fiscal year 2019 Pacific County budget, including the 2019-2024 Comprehensive Transportation Improvement and 2019 Road Contraction Programs, the 2019-2024 Capital Improvement Plan for Park and Recreation, and the 2019-2024 Capital Improvement Plan for Pacific County Flood Control Zone District No. 1; levying county general purpose and road district purposes property taxes; and setting forth the categorical appropriations with applicable limitations and responsibilities, including recognizing the 2019 salaries for the Pacific County Elected Officers and Judges

There being no further business to come before the Board the meeting was closed at approximately 10:18AM.

PACIFIC COUNTY
BOARD OF COUNTY COMMISSIONERS

__________________________________________
Lisa Olsen, Chair

ATTEST:

__________________________________________
Frank Wolfe, Commissioner

__________________________________________
Marie Guernsey
Clerk of the Board

__________________________________________
Lisa Ayers, Commissioner

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

Notice dated September 12, 2018, from the WA State Liquor and Cannabis Board regarding Special Occasion liquor license for Friends of Chinook School.


Letter dated October 19, 2018, from the National Forest Counties and Schools Coalition regarding Congress reauthorizing Security Rural School funding for fy2017 and 2018.

Email dated October 29, 2018, providing notification of the resignation of Gabriel See, Environmental Health Specialist, effective October 24, 2018.

Letter received October 30, 2018, from James J. O’Hagan regarding financial hardship.


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

Copy of letter dated November 6, 2018, acknowledging receipt of Claim for Damages #2018-11-008.

Notice dated November 6, 2018, from the WA State Liquor and Cannabis Board regarding license renewal for Swakane Winery and Coastal Growers.

Email dated November 7, 2018, from Cyndy Hayward regarding Lucero Decision.

MINUTES

9:00 AM       1216 W Robert Bush Drive
Tuesday, November 27, 2018    South Bend, Washington

CALLED TO ORDER – 9:06 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
Tim Crose, Community Development Director

PUBLIC IN ATTENDANCE

Cheryl Heywood, Timberland Regional Library Executive Director
Susan Carney, Ilwaco Timberland Regional Library
Iver Mattheson, Ocean Park Timberland Regional Library
Michelle Zilli, Naselle Timberland Regional Library
Emily Popovich, Raymond Timberland Regional Library
Jennifer Penoyar, South Bend Timberland Regional Library

Cheryl Heywood presented a Proclamation of the Timberland Regional Library in celebration of its 50th anniversary. The Board of Pacific County Commissioners signed the proclamation and it will be presented to them once all signatures are obtained.

CONSENT AGENDA (Items 1-3)

It was moved by Wolfe, seconded by Ayers and carried by a vote of 3-0 Subject to adequate budget appropriations and in accordance with all applicable county policies

Department of Public Works

Approve Amendment No. 1 to Agreement No. 6905671850001 with the Federal Highway Administration for the 67th Place Doehman Creek Culvert replacement and authorize County Engineer to sign
Assessor’s Office

Approve disposal of Samsung digital camera (Asset ID #3002) in accordance with Personal Property Inventory Procedures

General Business

Approve Vendor Claims; Warrants Numbered 144431 thru 144500 in the amount of $382,479.92

ITEMS REGARDING DEPARTMENT OF PUBLIC WORKS

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

Approve Local Agency Federal Aid Project Prospectus and Supplement No. 1 pertaining to Local Agency Agreement No. LA-9400 with WA State Department of Transportation pertaining to the Camp One/Heckard Road Intersection Correction Project and authorize Chair to sign

Approve Communications Facility Use Agreement with Meadows Broadcasting, LLC for use of the Megler Radio Site for a five-year period at a rate of $2,862 annually

Approve issuance of Call for Bids for the Guardrail Upgrade Project and authorize Clerk of the Board to set bid opening date after funds are approved

ITEMS REGARDING DEPARTMENT OF COMMUNITY DEVELOPMENT

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

Approve lease for two Canon copiers from Copiers NW under the NASPO Contract Number 05214 in the amount of $163.02 per copier/per month plus tax, subject to adequate budget appropriations

ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT

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

Approve Add-On Sales Agreement for electronic health record system reporting with Patagonia Health in the amount of $100/month, subject to adequate budget appropriations and authorize Director to sign

Consider approval of Contract for Tobacco & Vapor Product Prevention with Thurston County; authorize Director to sign - DEFERRED
ITEMS REGARDING COUNTY FAIR

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

Approve the 2018-19 Winter Storage Agreements with Eric Carlson, Tom & Susan Gradt, Brad Harden and Curtis Stanley and authorize Chair to sign

ITEMS REGARDING SHERIFF’S OFFICE

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

Approve Emergency Management Performance Grant #E19-144 with WA State Military Department and authorize Chair to sign

Approve request for Family Medical Leave for a qualifying event and authorize Leave Credit Transfers and assign an expiration date of February 28, 2019

ITEMS REGARDING GENERAL BUSINESS

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

Approve request to purchase two Dell Latitude laptop computers from Fund 502 in an amount not to exceed $3,100 including tax, subject to adequate budget appropriations

Adopt Resolution No. 2018-048 updating the Veterans Assistance Program Policies and Procedures and rescinding Resolution No. 2018-013 and any amendments thereto

Approve Customer Authorization to Share Messaging Data with US Cellular for the implementation of SMARSH and authorize Clerk of the Board to sign

Adopt Resolution No. 2018-049 establishing an imprest fund for General Administration for the purpose of making change

Approve request to set public hearing for Friday, January 25, 2019 at 10:00AM or as soon thereafter as possible to consider the sale of county-owned properties at public auction

ITEMS REGARDING HEALTH & HUMAN SERVICES DEPARTMENT

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

Approve Professional Services Contract Number K3075 for Medicaid Administrative Claiming with Washington State Health Care Authority and authorize Chair to sign
ITEMS REGARDING GENERAL BUSINESS

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

Approve Amendment #1 to the Facility Use Agreement with the South Pacific County Humane Society extending the term to December 31, 2030

Approve Vendor Claims, Warrants Numbered 144501 thru 144567 in the amount of $193,726.47, subject to adequate budget appropriations

Adopt Resolution No. 2018-050 in the matter of creating a Special Revenue Fund No. 144 – Abatement

EXECUTIVE SESSION – None held

RECESS – 9:38am

PUBLIC HEARING
ATTEND: Chair Olsen, Commissioner Wolfe, Commissioner Ayers, Kathy Spoor, Becky Nissell, Paul Plakinger
PUBLIC IN ATTENDANCE - None

Chair Olsen opened the public hearing for the certification of levies. Becky Nissell stood and was sworn in.

Becky reviewed the levy information that was submitted by the districts.

Chair Olsen closed the hearing.

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

Adopt Resolution No. 2018-051 in the matter of certifying taxes levied upon the property in the county for county purposes, and for each taxing district within or coextensive with the county, for district purposes

Chair Olsen opened the public hearing for the consideration of budget supplements. Paul Plakinger stood and was sworn in.

Paul reviewed the requests for budget supplements.

Chair Olsen closed the hearing.

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

Adopt Resolution No. 2018-052 in the matter of supplements and amendments to the fiscal year 2018 budget
There being no further business to come before the Board the meeting was closed at approximately 10:18AM.

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

OTHER BUSINESS FOR FILING

Letter dated November 7, 2018, from the WA State Department of Transportation regarding the Title VI Annual Report.

Email dated November 12, 2018, from Mara Machulsky, Northwest Solutions regarding Public Works projects financed in Pacific County.

Copy of letter dated November 13, 2018, from Chris Freshley regarding property flooding caused by minimal ditch maintenance along Sandridge and Territory Road in Oysterville, Washington.


Letter dated November 16, 2018, from Comcast regarding Xfinity TV Channel Updates.

Letter dated November 16, 2018, from Comcast regarding adding Fox Sports 2 channel.

November 2018 payroll [out-of-class pay] for Brandi Keightley.
BOARD WORKSHOPS/MEETINGS HELD
(This listing does not include those workshops/meetings attended by an individual Commissioner)

November 5, 2018
Workshop w/ Great Rivers BHO
Departmental Briefings

November 12, 2018
Meeting Agenda Review

November 13, 2018
BOH/BOCC meeting
Continued Public Hearing fy2019 budget
Workshop re: solid waste disposal
Joint (Elected/Appointed) Management Meeting

November 19, 2018
Workshop re: parks
Departmental Briefings
Discussion re: office space

November 26, 2018
Meeting Agenda Review
Workshop re: North Willapa Shoreline Erosion
Workshop re: syringe exchange program
Workshop re: office space
Workshop w/ A. Harland re: contract

November 27, 2018
BOH/BOCC Meeting
Public Hearings: Certification of Levies and budget supplements
Workshop w/ J. Camenzind re: contract
Adopt Resolution No. 2018-____ in the matter of establishing a policy regarding organization of the Department of Public Works and authorize Chair to sign.
WAC 136-50-051

Policy regarding organization.

It shall be the duty of the county engineer to organize the road department in accordance with the policies of the county legislative authority, into such departments, divisions, districts, or units as may be necessary to meet statutory requirements and to perform such additional services as may be directed by policy of the legislative authority.

The county legislative authority shall adopt a written policy, including a chart or pictorial representation, designating the interrelationships of all positions in the road department from the county legislative authority through all employees. The chart shall clearly show the complete chain of command throughout the entire organization. Copies of such chart shall be retained in the office of the county engineer and in all road department shops in such a manner that it will be readily available to all road department employees and the general public.

[Statutory Authority: Chapter 36.79 RCW, WSR 02-18-020, § 136-50-051, filed 8/22/02, effective 9/22/02.]
BEFORE THE BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON
RESOLUTION 2018 - __________

IN THE MATTER OF ESTABLISHING A POLICY REGARDING
ORGANIZATION OF THE DEPARTMENT OF PUBLIC WORKS

WHEREAS, it is the authority and the responsibility of the Board of County Commissioners in
compliance with WAC 136-50-051 to establish a policy regarding organization for the
administration and management of the Pacific County Department of Public Works; and

WHEREAS, periodic review and revision of the policies and organizational responsibilities is
necessary to provide the efficient and timely delivery of service to the public; and

WHEREAS, copies of such charts must be prominently posted in the office of the County Road
Engineer and Road Department shops in such a manner that it will be readily available to all road
department employees and the general public; now therefore,

IT IS HEREBY RESOLVED that the attached Functional Organizational Chart delineating the
divisions (work areas), programs, and the primary functional responsibilities of the various
personnel is hereby adopted for the Pacific County Department of Public Works; and

BE IT FURTHER RESOLVED that all previous conflicting resolutions are hereby rescinded; and

BE IT STILL FURTHER RESOLVED that the Organization Chart is approved and the chart
be prominently placed as described above; and

NOW, THEREFORE, the Director of Public Works is hereby directed to administer, manage,
and certify compliance with the attached Functional Organization Chart.

PASSED BY THE BOARD OF PACIFIC COUNTY COMMISSIONERS in regular session
at South Bend, Washington, by the following vote, then signed by its membership and attested to
by its Clerk in authorization of such passage this _______ day of ____________, 2018.

______ YEA ______ NAY; ______ ABSTAIN; and ______ ABSENT

BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

Lisa Olsen, Chair

ATTEST:

Frank Wolfe, Commissioner

Marie Guernsey
Clerk of the Board

Lisa Ayers, Commissioner
AGENDA REQUEST FORM

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

Agenda Item #: 7
Initial: __________________ Date: __________________

BOCC ACTION: □ APPROVED □ DENIED

□ 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.
□ ODD □ 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: Department of Public Works

DIVISION (If applicable): __________________

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

PHONE / EXT: __________________

SIGNATURE: __________________ DATE: 12-03-18

NARRATIVE OF REQUEST

At the February 27, 2018 Meeting Teevin & Fischer Quarry, LLC was awarded supply and delivery of chiprock to North County Willapa Stockpile and South County PCAF Stockpile. A 5% bid bond was submitted which was to be held until delivery and acceptance of the product.

At this time the 5% bid bond presented by Teevin & Fischer Quarry, LLC can be returned.

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

Approve return of 5% bid bond to Teevin & Fischer Quarry, LLC pertaining to Chip Rock Bid No. 2018-01

Revised 8/2015

Exhibit A to Contract/Agreement/Grant Review Policy
Approve Local Agency Agreement and Local Agency Federal Aid Project Prospectus with WA State Department of Transportation pertaining to County Road Project No. 1658-Parpala Road Resurfacing Project and authorize Chair to sign and adopt Resolution No. 2018-____ initiating County Road Project No. 1658

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: Department of Public Works

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

SIGNATURE: ____________________________

DATE: 12-04-18

NARRATIVE OF REQUEST

Project Prospectus packet for submittal to WSDOT for the Parpala Road Resurfacing Project MP 5.92 to 6.92. Documents attached which need BOCC signatures include: CRP 1658, Local Agency Agreement for Preliminary Engineering Funds and the Project Prospectus pages 1-3.

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

Approve Local Agency Agreement and Local Agency Federal Aid Project Prospectus with WA State Department of Transportation pertaining to County Road Project No. 1658-Parpala Road Resurfacing Project and authorize Chair to sign and adopt Resolution No. 2018-____ initiating County Road Project No. 1658

Revised 8/2015

Exhibit A to Contract/Agreement/Grant Review Policy
IN THE MATTER OF INITIATING COUNTY ROAD PROJECT NO. 1658
RESOLUTION NO. __________

IT IS HEREBY RESOLVED by the Board of County Commissioners that PARPALA ROAD IMPROVEMENTS State Road Log Number 91190 MP 5.92 TO 6.92 be improved as follows:

RESURFACE WITH HOT MIX ASPHALT

This project is hereby declared to be a public necessity and the County Road Engineer is hereby ordered and authorized to report and proceed thereon as by law provided. (RCW 36.75.050, 36.80.030, 36.80.070)

IT IS STILL FURTHER RESOLVED that an appropriation from the officially adopted Road Fund Budget and based on the County Engineer's Estimate is hereby made in the amounts for the purposes shown:

<table>
<thead>
<tr>
<th>PURPOSE</th>
<th>AMOUNT OF APPROPRIATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineering</td>
<td>$ 10,000</td>
</tr>
<tr>
<td>Right of Way</td>
<td>$</td>
</tr>
<tr>
<td>Administration</td>
<td>$</td>
</tr>
<tr>
<td>SUBTOTAL</td>
<td>$ 10,000</td>
</tr>
<tr>
<td>Construction</td>
<td>$ 365,000</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$ 375,000</td>
</tr>
</tbody>
</table>

[XX] This project is hereby made a part of the officially adopted 2019 Annual Road Program in accordance with R.C.W. 36.81.130 and appears as Item No. 3.

[XX] This project is a part of the officially adopted 2019-2024 Six Year Transportation Program and appears as Item No. 3.

IT IS STILL FURTHER RESOLVED THAT:

[XX] The construction is to be accomplished by contract in accordance with RCW 36.77.020 et. seq.
[XX] The construction is to be accomplished by County Forces in accordance with R.C.W. 36.77.065 and W.A.C. 136.18.

ADOPTED THIS ________________ DAY OF __________________, _______.

BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

______________________________
Chairman

______________________________
Commissioner

______________________________
ATTEST:
Commissioner

______________________________
Clerk of the Board
Local Agency Agreement

Washington State Department of Transportation
Agency County of Pacific

Address 211 N Commercial Street
Raymond, WA 98577

CFDA No. 20.205
(Catalog of Federal Domestic Assistance)

Project No.
Agreement No.

For OSC WSDOT Use Only

The Local Agency having complied, or hereby agreeing to comply, with the terms and conditions set forth in (1) Title 23, U.S. Code Highways, (2) the regulations issued pursuant thereto, (3) 2 CFR Part 200, (4) the policies and procedures promulgated by the Washington State Department of Transportation, and (5) the federal aid project agreement entered into between the State and Federal Government, relative to the above project, the Washington State Department of Transportation will authorize the Local Agency to proceed on the project by a separate notification. Federal funds which are to be obligated for the project may not exceed the amount shown herein on line r, column 3, without written authority by the State, subject to the approval of the Federal Highway Administration. All project costs not reimbursed by the Federal Government shall be the responsibility of the Local Agency.

Project Description

Length 1.00 miles

Name Parpala Road Resurfacing Project
Termini MP 5.92 to MP 6.92

Description of Work

The Parpala Road Resurfacing Project MP 5.92 to MP 6.92 will consist of pavement repairs, resurfacing with hot mix asphalt, shoulder widening, roadway striping and centerline pavement markers.

Project Agreement End Date 12/31/2020
Proposed Advertisement Date 2/1/2019

<table>
<thead>
<tr>
<th>Type of Work</th>
<th>(1) Estimated Total Project Funds</th>
<th>(2) Estimated Agency Funds</th>
<th>(3) Estimated Federal Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>PE 86.5 %</td>
<td>$10,000.00</td>
<td>$8,650.00</td>
<td>$1,350.00</td>
</tr>
<tr>
<td>a. Agency</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Other</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Aid Participation Ratio for PE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Other</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>d. State</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>e. Total PE Cost Estimate (a+b+c+d)</td>
<td>$10,000.00</td>
<td>$8,650.00</td>
<td>$1,350.00</td>
</tr>
<tr>
<td>Right of Way %</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>f. Agency</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>g. Other</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Aid Participation Ratio for RW</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>h. Other</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>i. State</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>j. Total RW Cost Estimate (f+g+h+i)</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Construction %</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>k. Contract</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>l. Other</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Aid Participation Ratio for CN</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>m. Other</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>n. Other</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>o. Agency</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>p. State</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>q. Total CN Cost Estimate (k+l+o+p)</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>r. Total Project Cost Estimate (e+f+h+j)</td>
<td>$10,000.00</td>
<td>$8,650.00</td>
<td>$1,350.00</td>
</tr>
</tbody>
</table>

Agency Official

By
Title

Washington State Department of Transportation
By
Director, Local Programs
Date Executed

DOT Form 140-039
Revised 05/2015
Construction Method of Financing (Check Method Selected)

State A and Award
Method A - Advance Payment - Agency Share of total construction cost (based on contract award)
Method B - Withhold from gas tax the Agency's share of total construction costs (line 5, column 2) in the amount of
$ at $ per month for months.

Local Force or Local A and Award
✓ Method C - Agency cost incurred with partial reimbursement
   The Local Agency further stipulates that pursuant to said Title 23, regulations and policies and procedures, and
   as a condition to payment of the federal funds obligated, it accepts and will comply with the applicable
   provisions set forth below. Adopted by official action on , , Resolution/Ordinance No.

Provisions

I. Scope of Work
   The Agency shall provide all the work, labor, materials, and services necessary to perform the project which is described and set
   forth in detail in the "Project Description" and "Type of Work."
   When the State acts for and on behalf of the Agency, the State shall be deemed an agent of the Agency and shall perform the
   services described and indicated in "Type of Work" on the face of this agreement, in accordance with plans and specifications as
   proposed by the Agency and approved by the State and the Federal Highway Administration.
   When the State acts for the Agency but is not subject to the right of control by the Agency, the State shall have the right to perform
   the work subject to the ordinary procedures of the State and Federal Highway Administration.

II. Delegation of Authority
   The State is willing to fulfill the responsibilities to the Federal Government by the administration of this project. The Agency agrees
   that the State shall have the full authority to carry out this administration. The State shall review, process, and approve documents
   required for federal aid reimbursement in accordance with federal requirements. If the State advertises and awards the contract, the
   State will further act for the Agency in all matters concerning the project as requested by the Agency. If the Local Agency advertises and
   awards the project, the State shall review the work to ensure conformity with the approved plans and specifications.

III. Project Administration
   Certain types of work and services shall be provided by the State on this project as requested by the Agency and described in the
   Type of Work above. In addition, the State will furnish qualified personnel for the supervision and inspection of the work in progress. On
   Local Agency advertised and awarded projects, the supervision and inspection shall be limited to ensuring all work is in conformance with
   approved plans, specifications, and federal aid requirements. The salary of such engineer or other supervisor and all other salaries
   and costs incurred by State forces upon the project will be considered a cost thereof. All costs related to this project incurred by
   employees of the State in the customary manner on highway payrolls and vouchers shall be charged as costs of the project.

IV. Availability of Records
   All project records in support of all costs incurred and actual expenditures kept by the Agency are to be maintained in accordance
   with local government accounting procedures prescribed by the Washington State Auditor's Office, the U.S. Department of
   Transportation, and the Washington State Department of Transportation. The records shall be open to inspection by the State and
   Federal Government at all reasonable times and shall be retained and made available for such inspection for a period of not less than
   three years from the final payment of any federal aid funds to the Agency. Copies of said records shall be furnished to the State and/or
   Federal Government upon request.

V. Compliance with Provisions
   The Agency shall not incur any federal aid participation costs on any classification of work on this project until authorized in writing
   by the State for each classification. The classifications of work for projects are:
   1. Preliminary engineering.
   2. Right of way acquisition.
   3. Project construction.
   Once written authorization is given, the Agency agrees to show continuous progress through monthly billings. Failure to show
   continuous progress may result the Agency's project becoming inactive, as described in 23 CFR 630, and subject to de-obligation of
   federal aid funds and/or agreement closure.
   If right of way acquisition, or actual construction of the road for which preliminary engineering is undertaken is not started by the
   close of the tenth fiscal year following the fiscal year in which preliminary engineering phase was authorized, the Agency will repay to
   the State the sum or sums of federal funds paid to the Agency under the terms of this agreement (see Section IX).
   If actual construction of the road for which right of way has been purchased is not started by the close of the tenth fiscal year
   following the fiscal year in which the right of way phase was authorized, the Agency will repay to the State the sum or sums of federal
   funds paid to the Agency under the terms of this agreement (see Section IX).
The Agency agrees that all stages of construction necessary to provide the initially planned complete facility within the limits of this project will conform to at least the minimum values set by approved statewide design standards applicable to this class of highways, even though such additional work is financed without federal aid participation.

The Agency agrees that on federal aid highway construction projects, the current federal aid regulations which apply to liquidated damages relative to the basis of federal participation in the project cost shall be applicable in the event the contractor fails to complete the contract within the contract time.

VI. Payment and Partial Reimbursement

The total cost of the project, including all review and engineering costs and other expenses of the State, is to be paid by the Agency and by the Federal Government. Federal funding shall be in accordance with the Federal Transportation Act, as amended, 2 CFR Part 200. The State shall not be ultimately responsible for any of the costs of the project. The Agency shall be ultimately responsible for all costs associated with the project which are not reimbursed by the Federal Government. Nothing in this agreement shall be construed as a promise by the State as to the amount or nature of federal participation in this project.

The Agency shall bill the state for federal aid project costs incurred in conformity with applicable federal and state laws. The agency shall minimize the time elapsed between receipt of federal aid funds and subsequent payment of incurred costs. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for federal participation unless a current indirect cost plan has been prepared in accordance with the regulations outlined in 2 CFR Part 200 - Uniform Admin Requirements, Cost Principles and Audit Requirements for Federal Awards, and retained for audit.

The State will pay for State incurred costs on the project. Following payment, the State shall bill the Federal Government for reimbursement of those costs eligible for federal participation to the extent that such costs are attributable and properly allocable to this project. The State shall bill the Agency for that portion of State costs which were not reimbursed by the Federal Government (see Section IX).

1. Project Construction Costs

Project construction financing will be accomplished by one of the three methods as indicated in this agreement.

Method A — The Agency will place with the State, within (20) days after the execution of the construction contract, an advance in the amount of the Agency's share of the total construction cost based on the contract award. The State will notify the Agency of the exact amount to be deposited with the State. The State will pay all costs incurred under the contract upon presentation of progress billings from the contractor. Following such payments, the State will submit a billing to the Federal Government for the federal aid participation share of the cost. When the project is substantially completed and final actual costs of the project can be determined, the State will present the Agency with a final billing showing the amount due the State or the amount due the Agency. This billing will be cleared by either a payment from the Agency to the State or by a refund from the State to the Agency.

Method B — The Agency's share of the total construction cost as shown on the face of this agreement shall be withheld from its monthly fuel tax allotments. The face of this agreement establishes the months in which the withholding shall take place and the exact amount to be withheld each month. The extent of withholding will be confirmed by letter from the State at the time of contract award. Upon receipt of progress billings from the contractor, the State will submit such billings to the Federal Government for payment of its participating portion of such billings.

Method C — The Agency may submit vouchers to the State in the format prescribed by the State, in duplicate, not more than once per month for those costs eligible for Federal participation to the extent that such costs are directly attributable and properly allocable to this project. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for Federal participation unless claimed under a previously approved indirect cost plan.

The State shall reimburse the Agency for the Federal share of eligible project costs up to the amount shown on the face of this agreement. At the time of audit, the Agency will provide documentation of all costs incurred on the project. The State shall bill the Agency for all costs incurred by the State relative to the project. The State shall also bill the Agency for the federal funds paid by the State to the Agency for project costs which are subsequently determined to be ineligible for federal participation (see Section IX).

VII. Audit of Federal Consultant Contracts

The Agency, if services of a consultant are required, shall be responsible for audit of the consultant's records to determine eligible federal aid costs on the project. The report of said audit shall be in the Agency's files and made available to the State and the Federal Government.

An audit shall be conducted by the WSDOT Internal Audit Office in accordance with generally accepted governmental auditing standards as issued by the United States General Accounting Office by the Comptroller General of the United States; WSDOT Manual M 27-50, Consultant Authorization, Selection, and Agreement Administration; memoranda of understanding between WSDOT and FHWA; and 2 CFR Part 200.501 - Audit Requirements.

If upon audit it is found that overpayment or participation of federal money in ineligible items of cost has occurred, the Agency shall reimburse the State for the amount of such overpayment or excess participation (see Section IX).

VIII. Single Audit Act

The Agency, as a subrecipient of federal funds, shall adhere to the federal regulations outlined in 2 CFR Part 200.501 as well as all applicable federal and state statutes and regulations. A subrecipient who expends $750,000 or more in federal awards from all sources during a given fiscal year shall have a single or program-specific audit performed for that year in accordance with the provisions of 2 CFR Part 200.501. Upon conclusion of the audit, the Agency shall be responsible for ensuring that a copy of the report is transmitted promptly to the State.
IX. Payment of Billing

The Agency agrees that if payment or arrangement for payment of any of the State's billing relative to the project (e.g., State force work, project cancellation, overpayment, cost ineligible for federal participation, etc.) is not made to the State within 45 days after the Agency has been billed, the State shall effect reimbursement of the total sum due from the regular monthly fuel tax allotments to the Agency from the Motor Vehicle Fund. No additional Federal project funding will be approved until full payment is received unless otherwise directed by the Director, Local Programs.

Project Agreement End Date - This date is based on your projects Period of Performance (2 CFR Part 200.309).
Any costs incurred after the Project Agreement End Date are NOT eligible for federal reimbursement. All eligible costs incurred prior to the Project Agreement End Date must be submitted for reimbursement within 90 days after the Project Agreement End Date or they become ineligible for federal reimbursement.

X. Traffic Control, Signing, Marking, and Roadway Maintenance

The Agency will not permit any changes to be made in the provisions for parking regulations and traffic control on this project without prior approval of the State and Federal Highway Administration. The Agency will not install or permit to be installed any signs, signals, or markings not in conformance with the standards approved by the Federal Highway Administration and MUTCD. The Agency will, at its own expense, maintain the improvement covered by this agreement.

XI. Indemnity

The Agency shall hold the Federal Government and the State harmless from and shall process and defend at its own expense all claims, demands, or suits, whether at law or equity brought against the Agency, State, or Federal Government, arising from the Agency's execution, performance, or failure to perform any of the provisions of this agreement, or of any other agreement or contract connected with this agreement, or arising by reason of the participation of the State or Federal Government in the project, PROVIDED, nothing herein shall require the Agency to reimburse the State or the Federal Government for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the Federal Government or the State.

XII. Nondiscrimination Provision

No liability shall attach to the State or Federal Government except as expressly provided herein.

The Agency shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any USDOT-assisted contract and/or agreement or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts and agreements. The WSDOT's DBE program, as required by 49 CFR Part 26 and as approved by USDOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Agency of its failure to carry out its approved program, the Department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 46 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

The Agency hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the rules and regulations of the Secretary of Labor in 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee or understanding pursuant to any federal program involving such grant, contract, loan, insurance, or guarantee, the required contract provisions for Federal-Aid Contracts (FHWA 1273), located in Chapter 44 of the Local Agency Guidelines.

The Agency further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the applicant so participating is a State or Local Government, the above equal opportunity clause is not applicable to any agency, instrumentality, or subdivision of such government which does not participate in work on or under the contract.

The Agency also agrees:
(1) To assist and cooperate actively with the State in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and rules, regulations, and the administration of the Secretary of Labor.
(2) To furnish the State such information as it may require for the supervision of such compliance and that it will otherwise assist the State in the discharge of its primary responsibility for securing compliance.
(3) To refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, government contracts and federally assisted construction contracts pursuant to the Executive Order.
(4) To carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the State, Federal Highway Administration, or the Secretary of Labor pursuant to Part II, subpart D of the Executive Order.

In addition, the Agency agrees that if it fails or refuses to comply with these undertakings, the State may take any or all of the following actions:
(a) Cancel, terminate, or suspend this agreement in whole or in part;
(b) Refrain from extending any further assistance to the Agency under the program with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the Agency; and
(c) Refer the case to the Department of Justice for appropriate legal proceedings.
XIII. Liquidated Damages

The Agency hereby agrees that the liquidated damages provisions of 23 CFR Part 635, Subpart 127, as supplemented, relative to the amount of Federal participation in the project cost, shall be applicable in the event the contractor fails to complete the contract within the contract time. Failure to include liquidated damages provision will not relieve the Agency from reduction of federal participation in accordance with this paragraph.

XIV. Termination for Public Convenience

The Secretary of the Washington State Department of Transportation may terminate the contract in whole, or from time to time in part, whenever:

(1) The requisite federal funding becomes unavailable through failure of appropriation or otherwise.

(2) The contractor is prevented from proceeding with the work as a direct result of an Executive Order of the President with respect to the prosecution of war or in the interest of national defense, or an Executive Order of the President or Governor of the State with respect to the preservation of energy resources.

(3) The contractor is prevented from proceeding with the work by reason of a preliminary, special, or permanent restraining order of a court of competent jurisdiction where the issuance of such order is primarily caused by the acts or omissions of persons or agencies other than the contractor.

(4) The Secretary is notified by the Federal Highway Administration that the project is inactive.

(5) The Secretary determines that such termination is in the best interests of the State.

XV. Venue for Claims and/or Causes of Action

For the convenience of the parties to this contract, it is agreed that any claims and/or causes of action which the Local Agency has against the State of Washington, growing out of this contract or the project with which it is concerned, shall be brought only in the Superior Court for Thurston County.

XVI. Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

The approving authority certifies, to the best of his or her knowledge and belief, that:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit the Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, and contracts and subcontracts under grants, subgrants, loans, and cooperative agreements) which exceed $100,000, and that all such subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification as a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

XVII. Assurances

Local agencies receiving Federal funding from the USDOT or its operating administrations (i.e., Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration) are required to submit a written policy statement, signed by the Agency Executive and addressed to the State, documenting that all programs, activities, and services will be conducted in compliance with Section 504 and the Americans with Disabilities Act (ADA).

Additional Provisions
Local Agency Federal Aid Project Prospectus

Prefix: STPR
Route: CRP 1658

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

Project Title: Parapa Road Resurfacing Project
Start Latitude N 46.3728
End Latitude N 46.3654
Start Longitude W 123.8255
End Longitude W 123.8094

Project Terminus From-To: State Route 4
Nearest City Name: Naselle
Project Zip Code (+4): 98638-8612

Begin Mile Post: 5.92
End Mile Post: 6.92
Length of Project: 1.00 miles
Award Type: Local

Route ID: 91190
Begin Mile Point: 5.92
End Mile Point: 6.92
City Number: 0.25
County Number: 0.25
County Name: Pacific

WSDOT Region: Southwest Region
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. | 10,000 | 1,350 | 8,650 | 1/2019
R/W | 365,000 | 49275 | 315,725 | 5/2019
Const. | 375,000 | 50,625 | 324,375 |

Total | 375,000 | 50,625 | 324,375 |

Description of Existing Facility (Existing Design and Present Condition)
Roadway Width: 22 ft
Number of Lanes: 2
The existing Parapa Road has distress.

Description of Proposed Work
Description of Proposed Work (Attach additional sheet(s) if necessary)
The Parapa Road Resurfacing Project MP 5.92 to MP 6.92 will consist of pavement repairs, resurfacing with hot mix asphalt, shoulder widening, roadway striping and centerline pavement markers.

Local Agency Contact Person
Michael W. 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
Title: Director/County Engineer
Approving Authority
Date

DOT Form 146-191
Revised 04/2016
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>22</td>
<td>2</td>
</tr>
<tr>
<td>Path / Trail</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reconstruction</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pedestrian / Facilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Railroad</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parking</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bridge</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3-R</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2-R</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></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></td>
<td>Urban</td>
<td>Rural</td>
</tr>
<tr>
<td></td>
<td>Minor Arterial</td>
<td>Collector</td>
</tr>
<tr>
<td></td>
<td>Major Arterial</td>
<td>Collector</td>
</tr>
<tr>
<td></td>
<td>Local Access</td>
<td></td>
</tr>
</tbody>
</table>

#### Federal Functional Classification

- **Terrain**
  - Flat
  - Roll
  - Mountain

- **Posted Speed**
  - 25

- **Design Speed**
  - 25

- **Existing ADT**
  - 318

- **Design Year ADT**
  - 318

- **Design Year**
  - 2018

- **Design Hourly Volume (DHV)**

### Performance of Work

- **Preliminary Engineering Will Be Performed By**
  - Others
  - %
  - Agency
  - %

- **Construction Will Be Performed By**
  - Contract
  - %
  - Agency
  - %

### Environmental Classification

- **Class I - Environmental Impact Statement (EIS)**
- **Class II - Categorically Excluded (CE)**
- **Projects Requiring Documentation (Documented CE)**

- **Class III - Environmental Assessment (EA)**
  - Project Involves NEPA/SEPA Section 404 Interagency Agreement

- **Environmental Considerations**
  - The project work is considered exempt in accordance with WAC 173-420-110 - exempt projects (1) safety, preservation.
## Right of Way

- **☑ No Right of Way Needed**
  - *All construction required by the contract can be accomplished within the exiting right of way.*
- **☐ Right of Way Needed**
  - **☐ No Relocation**
  - **☐ Relocation Required**

### 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**

**FAA Involvement**

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

**Remarks**

The Parapa Road Resurfacing Project is anticipated to be contained within the roadway prism.

---

This project has been reviewed by the legislative body of the administration agency or agencies, or its 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 purchase of two laptop computers not to exceed $1,700 each to be paid from grant funding, subject to adequate budget appropriations.
AGENDA REQUEST FORM

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

BOCC ACTION: □ APPROVED □ DENIED

Agenda Item #: □ 8 □ 10

Initial: __________________ Date: __________________

□ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

□ NO ACTION TAKEN/WITHDRAWN ☑ DEFERRED TO: 12/11/2018

□ CONTINUED TO DATE: __________________ TIME: __________________

□ OTHER: __________________

DISTRIBUTION LIST:

□ RF
□ CF
□ SEA
□ Assessor
□ Auditor
□ Clerk
□ Civil Service
□ DCD
□ DPW
□ EMA
□ Fair
□ Health
□ Juvenile
□ NDC
□ EMA
□ 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: Health

OFFICIAL NAME & TITLE: Mary Goetz, Director

SIGNATURE: __________________

DATE: 11/19/18

DIVISION (if applicable):

PHONE / EXT: 2644

NARRATIVE OF REQUEST

Request the Board review and approve the contract with Thurston County Public Health related to youth tobacco prevention. I also request that you approve the Director signing this contract. The contract is for $10,000.00. This is included in our approved budget for both 2018 and 2019. No supplemental will be required.

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

Approve Contract for Tobacco & Vapor Product Prevention with Thurston County related to youth tobacco prevention and authorize Director to sign
Name of Contractor: Thurston County

Name of Contract/Agreement/Grant/Amendment #: (If amendment, provide copy of those pages that are being amended):
Contract for Tobacco & Vapor Product Prevention between Pacific County Public Health & Human Services and Thurston County

☐ 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 ☐ Private Organization/Individual
☐ Non-Profit ☐ Public Organization/Jurisdiction
☐ State ☐ Sub-Recipient
☐ Federal ☐ 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):

☐ 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 (competitive bids)

Services / Leases:
☐ Architectural & Engineering ☐ Personal Services
☐ Lease (Personal Property i.e. copier, printer) ☐ Lease (Real)
☐ Telecomm & Data Processing ☐ 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 ☐ 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):

This is a contract and program we have been doing with Thurston County for the past 2 years. It is a regional effort at decreasing use of tobacco and vaping products in youth. This is paid for with State Tobacco dollars.

TOTAL COST/AMOUNT (include sales & use tax): ☐ TOTAL TAX:

TOTAL SHIPPING/HANDLING:

EXPENDITURE FUND #:118 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:

Revised 8/2015
Exhibit A to Resolution No. 2010-013
This Contract is entered into in duplicate originals between PACIFIC COUNTY PUBLIC HEALTH & HUMAN SERVICES DEPARTMENT hereinafter “CONTRACTOR,” with its principal offices at 1216 West Robert Bush Drive, South Bend, WA 98586 and THURSTON COUNTY, a municipal corporation with its principal offices at 2000 Lakeridge Drive S.W., Olympia, Washington 98502, hereinafter “COUNTY.”

In consideration of the mutual benefits and covenants contained herein, and in order to implement evidence-based policy, environmental and systems changes that prevent tobacco and vapor product use and thereby prevent and control chronic diseases, the parties agree as follows:

1. DURATION OF CONTRACT

The term of this Contract shall begin on September 1, 2018 and shall terminate on June 30, 2019 unless extended or terminated sooner as provided herein.

2. SERVICES PROVIDED BY THE COUNTY

The COUNTY will collaborate and provide assistance in identifying and planning tobacco/vapor product prevention policy, systems and environment (PSE) changes, and up to $10,000.00 for tasks on this project as set forth in Exhibit A, attached hereto and incorporated herein by reference.

3. SERVICES PROVIDED BY CONTRACTOR

a. In order to assist the COUNTY in fulfilling its duties under its Tobacco & Vapor Product Prevention & Control Program Contract, PACIFIC COUNTY PUBLIC HEALTH & HUMAN SERVICES DEPARTMENT shall provide the services set out in Exhibit A.

b. Funding for this Contract is provided through the Tobacco & Vapor Product Prevention & Control Program or Marijuana Tobacco Education portions of the Thurston County’s 2018 - 2020 Consolidated Contract with State of Washington Department of Health. Any Federal funds disbursed through this Contract are provided by the Preventive Health & Health Services Block Grant funded solely with the Prevention & Public Health fund in accordance with OMB Catalog of Federal Domestic Assistance Number (CFDA) 93.758. The Tobacco & Vapor Product Prevention & Control Program and any amendments thereto or its successor is hereby incorporated in its entirety by reference into and made a part of this Contract as if fully set forth. Unless otherwise stated in this Contract, the CONTRACTOR shall assume toward the COUNTY all obligations and responsibilities of whatsoever nature, within the territorial boundaries of Pacific County, which the COUNTY has assumed toward Washington State Department
of Health in relation to the Tobacco & Vapor Product Prevention & Control Program portion of this Preventive Health and Health Services Block Grant-funded program.

c. DEBARMENT CERTIFICATION/EXCLUDED PROVIDERS.

1) CONTRACTOR, by signature to this agreement, certifies that it’s not presently debarred, suspended proposed for debarment, declared ineligible, or voluntarily excluded from participating in this agreement by any federal department or agency.

2) CONTRACTOR shall not employ any person excluded from participating in federal health care programs under either 42. U.S.C. 1320AJ-7(1128 OR 1128a Social Security Act) or have an employee, agency or consultant who is significant or material to the provision of services under this Agreement who has been or is affiliated with someone who has been debarred, suspended or otherwise excluded by any federal agency.

3) CONTRACTOR must comply with 42-USC §1396u-2 and must not knowingly have a director, officer, partner or person with a beneficial ownership of more than 5% of its equity, or an employee, contractor or consultant who is significant or material to the provision of services under this Agreement, who has been, or is affiliated with someone who has been, debarred, suspended or otherwise excluded by any federal agency.

4. COMPENSATION

The COUNTY shall pay CONTRACTOR up to a maximum total amount of ten thousand dollars ($10,000) within thirty (30) days from receipt of CONTRACTOR’S invoice(s). CONTRACTOR will submit invoices as follows:

Invoices totaling up to $10,000 for work completed between September 1, 2018 and June 30, 2019.

Payments shall be made to:

PACIFIC COUNTY PUBLIC HEALTH & HUMAN SERVICES DEPARTMENT
P. O. Box 26
South Bend, WA  98586
Attn.: Kathy Langbraaten

5. RELATIONSHIP OF THE PARTIES

The parties intend that an independent contractor relationship will be created by this Contract. No agent, employee, servant or representative of the COUNTY shall be deemed to be an agent, employee, servant or representative of CONTRACTOR for any purpose, and the employees of the COUNTY are not entitled to any of the benefits that CONTRACTOR provides for its employees.

6. HOLD HARMLESS AND INDEMNIFICATION

To the extent permitted by law, CONTRACTOR agrees to defend, indemnify and holds THURSTON COUNTY, its officers, officials, employees, and agents, harmless from and against any and all liabilities, claims, actions, suits, losses, expenses, damages, and judgments of any nature whatsoever, including costs and attorneys’ fees in defense thereof, caused by or resulting from services provided by CONTRACTOR pursuant to the terms of this Contract. Likewise, THURSTON COUNTY shall defend, indemnify and hold CONTRACTOR, its officers, officials, employees, and agents,
harmless from and against any and all liabilities, claims, actions, suits, losses, expenses, damages, and judgments of any nature whatsoever, including costs and attorneys’ fees in defense thereof, caused by or resulting from services provided by THURSTON COUNTY pursuant to the terms of this Contract. The provisions of this indemnification and hold harmless section will survive the completion, expiration or termination of this Contract.

7. **CONTRACT REPRESENTATIVES**

    Each party to this contract shall have a contract representative. Each party may change its representative upon providing written notice to the other party. The parties' representatives are as follows:

    a. For COUNTY:
       Chris Hawkins
       Community Engagement, Evidence & Partnerships Manager
       412 Lilly Road NE
       Olympia, WA. 98506
       (306) 867-2513
       hawkincc@co.thurston.wa.us

    b. For PACIFIC COUNTY PUBLIC HEALTH & HUMAN SERVICES DEPARTMENT
       Mary Goelz
       1216 West Robert Bush Drive
       South Bend, WA  98586
       360-875-9343
       mgoelz@co.pacific.wa.us

8. **TERMINATION**

    Either party may terminate this Contract in whole or in part upon giving the other party ten (10) calendar days written notice of such termination directed to the Contract representative. In the event of termination, the COUNTY shall pay CONTRACTOR for all work performed up to the effective date of termination.

9. **VENUE**

    Any action at law, suit in equity, or judicial proceeding arising out of this Contract shall be instituted and maintained only in any of the courts of competent jurisdiction in Thurston County, Washington.

10. **AMENDMENT**

    This Agreement, or any term or condition thereof, may be modified only by a written amendment signed by both parties. Only personnel authorized to bind each of the parties shall sign an amendment.
11. ENTIRE AGREEMENT

The parties agree that this Contract is the complete expression of its terms and conditions. Any oral or written representations or understandings not incorporated in this Contract are specifically excluded. The parties agree that the forgiveness of the nonperformance of any provision of this Contract does not constitute a waiver of the provisions of the Contract.

a. COUNTY:
For the
BOARD OF COUNTY COMMISSIONERS
Thurston County

By: ________________________________
Schelli Slaughter, Director
Public Health & Social Services

Date: ______________________________

PACIFIC COUNTY PUBLIC HEALTH &
HUMAN SERVICES DEPT.

By: ________________________________
Mary Goelz, Director
Pacific County Public Health &
Human Services Department/
Board of County Commissioners

Date: ______________________________
AGENDA REQUEST FORM

<table>
<thead>
<tr>
<th>BOCC ACTION:</th>
<th>□ APPROVED</th>
<th>□ DENIED</th>
</tr>
</thead>
</table>

□ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS
□ NO ACTION TAKEN/WITHDRAWN □ DEFERRED TO: ____________
□ CONTINUED TO DATE: ____________ □ TIME: ____________
□ OTHER: ___________________________________________

Initial: ____________ Date: ____________
Review □ Clerk of the Board
□ Risk Mgmt
□ Legal Required

DISTRIBUTION LIST:

□ RF
□ CF
□ SEA

□ Assessor
□ DPW
□ NDC
□ Superior Court

□ Auditor
□ EMA
□ PACCOM
□ Treasurer

□ 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: Prosecutor's Office

OFFICIAL NAME & TITLE: Mark McClain

PHONE / EXT: 2264

SIGNATURE: ____________________________ DATE: 12-3-18

NARRATIVE OF REQUEST

Request appropriate and approval of Prosecutor to execute an agreement with Karpe, a case management software program. Several Washington Counties have migrated from older case management systems to this system. This office has never had case-management software. This software will permit standardized forms for our cases (the Supreme Court frequently adopts new forms which are mandated), manage discovery, allow us to know availability of witnesses more timely, and store case documents for easier access. More details have already been provided and the Board has indicated a favorable view of this software and appears to have appropriated the annual software maintenance in our Budget. We require approval of the agreement, the initial costs of this software in 2018, and annual maintenance (the seats are perhaps the least expensive software on an annual basis and that is likely why most Prosecutor's Offices have migrated to this program).

RECOMMENDED MOTION (To be completed by the Clerk or Deputy Clerk of the Board)

Approve Agreement with Karpe to purchase a case management software program in the amount of $__________, subject to adequate budget appropriations and authorize the Prosecutor to sign

Revised 8/2015

Exhibit A to Contract/Agreement/Grant Review Policy
Name of Contractor: Karbel
Name of Contract/Agreement/Grant/Amendment #: (If amendment, provide copy of those pages that are being amended):

- [ ] 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):

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment, Materials, &amp; Supplies (RCW 36.32):</td>
<td>&lt; $5,000 (attach 3 bids)</td>
<td>$5,000-$25,000 (small works router)</td>
</tr>
<tr>
<td>Services / Leases:</td>
<td>Architectural &amp; Engineering</td>
<td>Personal Services</td>
</tr>
<tr>
<td></td>
<td>Lease (Personal Property i.e. copier, printer)</td>
<td>Lease (Real)</td>
</tr>
<tr>
<td></td>
<td>Telecomm &amp; Data Processing</td>
<td>Other (Describe):</td>
</tr>
</tbody>
</table>

To be located at: ____________________________

Exceptions to Bidding (Please provide appropriate documentation):
- [ ] Insurance/Bonds
- [ ] Single (Sale) 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):

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

<table>
<thead>
<tr>
<th>TOTAL SHIPMENT/HANDLING:</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXPENDITURE FUND #: ____XX.XXX.XXX.XX</td>
</tr>
</tbody>
</table>

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: ____________________________

Revised 8/2015
Exhibit A to Resolution No. 2010-013
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>
</table>

Agenda Item #: 12
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  □ Legal Required

□ Civil Service  □ Health  □ SDC  □ Veg Mgmt

□ OCD  □ Juvenile  □ Sheriff  □ 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: ASSESSOR’S OFFICE  DIVISION (if applicable):

OFFICIAL NAME & TITLE: BRUCE WALKER, ASSESSOR  PHONE / EXT: 2208

SIGNATURE:  DATE: 12/3/2018

NARRATIVE OF REQUEST
Request to purchase a HP Color Laserjet Printer (CC490A), to replace our current one that is showing it’s age and we've been having multiple problems with this past year. There is money available in our budget to purchase. Cost - $1,299.36 plus shipping and handling, approx 1484.86.

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

Approve purchase of a HP color laserjet enterprise printer in an amount not to exceed $1,484.86, including tax, subject to adequate budget appropriations
PACIFIC COUNTY
INVENTORY ACQUISITION FORM

DEPARTMENT / OFFICE
ASSESSOR'S OFFICE

LOCATION (i.e. Mary’s Office)
APPRAISERS OFFICE

EQUIPMENT DESCRIPTION
HP COLOR LASERJET ENTERPRISE PRINTER

MODEL NUMBER
CC490A

SERIAL NUMBER
will provide at later date

IS THIS A REQUEST TO LEASE EQUIPMENT? □ YES ☑ NO
(If yes, prior approval is required. Attach the lease to this form and submit with an Agenda Request Form to the Clerk of the Board)

IS THIS PURCHASE INCLUDED IN THE CURRENT FISCAL YEAR BUDGET?
☑ YES □ NO
(If yes, follow Section B of the Personal Property Inventory Procedures)
(If no, follow Section A of the Personal Property Inventory Procedures, and submit this form with an Agenda Request Form to the Clerk of the Board)

PURCHASED WITH FEDERAL GRANT? □ YES ☑ NO
If yes, please provide grant name/number

DATE ACQUIRED
DEC 2018

BY COMPETITIVE BID □ YES ☑ NO

VENDOR NAME
AMAZON

QUANTITY
1

(List price for each item below; include S&H and sales tax)

ITEM #1 1,484.86
ITEM #2
ITEM #3

ITEM #4
ITEM #5
ITEM #6

 THIS SECTION TO BE COMPLETED BY THE COMMISSIONERS’ OFFICE

Your request to purchase □ / lease □ ________________________________ in an amount not to exceed $ ________________________________ was approved by the Board of County Commissioners at their regular/special meeting of ________________________________, subject to adequate budget appropriations.

☑ BUDGETED ITEM

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

BOCC ACTION:  □ APPROVED  □ DENIED

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

Agenda Item #: 13
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  □ 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 Treasurer
DIVISION (if applicable): __________________________

OFFICIAL NAME & TITLE: Renee Goodin
PHONE / EXT: 360-875-9420

SIGNATURE: __________________________  DATE: 12/5/2018

NARRATIVE OF REQUEST
Due to the new State School Part 2 and new noxious weed assessment the area on the Pacific County tax statements where the levy breakdown is shown is no longer large enough to accommodate the needed line items. Therefore the treasurer needs Thomson Reuters (T2) to reprogram an in house property tax statement. The attached quote is for $4,200 and needs to be signed prior to the company starting work on the statement. No extra budget authority is requested, payment will come out of the current 2018 budget.

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

Approve Change Request No. WA2013.005-CR001 to Agreement No. WA2013.005 with Thomson Reuters in the amount of $4,200 and authorize Chair to sign

Revised 8/2015
Exhibit A to Contract/Agreement/Grant Review Policy
### MANATRON, INC. – A THOMSON REUTERS BUSINESS

("Thomson Reuters, Government" or "TR Gov")

**Change Request**

| Customer Name: Pacific County, Washington |
| Change Request No.: WA2013.005-CR001 | Date Submitted: 12.05.2018 |
| Project Name: New Custom Billing Statement | Module Name/Version: Terrascan T2 |

**Summary of Change:**
Create new custom billing statement patterned after example from Cowlitz County, WA (included), minus the tax distribution pie chart graphic.

| Priority: ☑ Urgent | ☐ Normal |
| Requested Delivery Date: 12.31.2018 | Estimated Delivery Date: |

**Fixed Fee for Services (not including travel expenses):** $4,200.00

Any travel expenses associated with this change request will be billed as incurred and approved with a minimum 15-day advance notice.

**Initial Estimated Expected Effort:** 21 hours

| Case No.: 0255268 | TFS No.: 607585 |

**Description Provided By:**
Karen Bratton – Support Specialist
Name and Title

**Date:** 11.01.2018
Detailed Description of Change Being Requested:

New Custom Billing Statement

1. Current statement is letter size (8.5 x 11.0), but does not provide enough space to display the distribution detail needed by the County.

2. Need a newly designed statement that is legal size (8.5 x 14) patterned after example from Cowlitz County, WA (included on following pages), minus the tax distribution pie chart graphic.

3. County will roll their statements and send the file to their print vendor in mid-January 2019. They would like the work completed before then to allow time for testing purposes. They would like to pay for the work out of their 2018 & 2019 budget.

County Decision:

This change request is: ☐ Approved as written ☐ Rejected ☐ Escalated

If rejected or escalated, please explain:

Accepted by:

County Signature and Title ___________________________ Date __________

TR Gov Project Manager Signature & Title ___________________________ Date __________

TR Gov Corporate Signature and Title ___________________________ Date __________

This change request is an addendum to Customer's existing Agreement No. WA2013.005 with TR Gov. All the terms and conditions of that agreement will pertain.

The estimated hours and delivery date and the pricing are valid for thirty (30) calendar days from Date Submitted. If this change request has not been approved by Customer within 30 days of Date Submitted, TR Gov reserves the right to revise the hours, delivery date and pricing.

Payment Terms: The total fees and any travel, meals, and expenses are due and payable upon Customer acceptance / signing of the DAS included with this change request. All TR Gov invoices are due within 30 days of receipt.
# PACIFIC COUNTY TAX STATEMENT

**2018**

**ADKINS, VIRGIL P SR & CHERYL**

PO BOX 40348
PORTLAND, OR 97240-0348

**PROPERTY DESCRIPTION**
1504 300TH PL
SURFSIDE ESTATES DV-14, Lot 24, Block 2

First half tax paid or postmarked after April 30, 2018 requires interest plus penalty on full amount. Second half tax becomes delinquent after October 31, 2018.

---

### PACIFIC COUNTY TAX STATEMENT

**2018**

**ADKINS, VIRGIL P SR & CHERYL**

**PROPERTY DESCRIPTION**
1504 300TH PL
SURFSIDE ESTATES DV-14, Lot 24, Block 2

First half tax paid or postmarked after April 30, 2018 requires interest plus penalty on full amount. Second half tax becomes delinquent after October 31, 2018.

---

## 2018 CURRENT TAX INFORMATION

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>County - Road</td>
<td>32.54</td>
</tr>
<tr>
<td>County General</td>
<td>42.51</td>
</tr>
<tr>
<td>Fire EMS</td>
<td>11.61</td>
</tr>
<tr>
<td>Fire Reg</td>
<td>34.63</td>
</tr>
<tr>
<td>Hospital Bond</td>
<td>6.58</td>
</tr>
<tr>
<td>Hospital Reg</td>
<td>16.75</td>
</tr>
<tr>
<td>Library</td>
<td>9.55</td>
</tr>
<tr>
<td>Local School Bond</td>
<td>25.82</td>
</tr>
<tr>
<td>Local School Cap Prog</td>
<td>20.61</td>
</tr>
<tr>
<td>Local School M &amp; O</td>
<td>47.54</td>
</tr>
<tr>
<td>Port IDD</td>
<td>10.61</td>
</tr>
<tr>
<td>Port Reg</td>
<td>7.56</td>
</tr>
<tr>
<td>State School Pt 1</td>
<td>47.32</td>
</tr>
<tr>
<td>State School Pt 2</td>
<td>25.77</td>
</tr>
<tr>
<td>Conservation Tax</td>
<td>21.60</td>
</tr>
<tr>
<td><strong>Total Current Tax</strong></td>
<td><strong>588.72</strong></td>
</tr>
</tbody>
</table>

**Total Current Tax: 588.72**

---

### 2018 REAL ESTATE TAX INFORMATION

<table>
<thead>
<tr>
<th>YEAR</th>
<th>INT/PRN</th>
<th>TAX</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td>111.15</td>
<td>303.29</td>
</tr>
<tr>
<td>2018</td>
<td>156.61</td>
<td>361.90</td>
</tr>
<tr>
<td>2019</td>
<td>204.26</td>
<td>385.40</td>
</tr>
<tr>
<td><strong>Total DUE All Years</strong></td>
<td><strong>2,040.30</strong></td>
<td></td>
</tr>
</tbody>
</table>

---

### SECOND PAYMENT

**RENEE GOODIN**

PACIFIC COUNTY TREASURER
PO BOX 98
SOUTH BEND, WASHINGTON 98055

**SECOND PAYMENT**

**DETACH THIS PORTION AND MAIL WITH YOUR PAYMENT**

Your cancelled check is your receipt.

**SECOND HALF TAX**

<table>
<thead>
<tr>
<th>YEAR</th>
<th>INT/PRN</th>
<th>PEN</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017</td>
<td>111.15</td>
<td>454.44</td>
<td></td>
</tr>
<tr>
<td>2018</td>
<td>156.61</td>
<td>536.89</td>
<td></td>
</tr>
<tr>
<td>2019</td>
<td>204.26</td>
<td>580.66</td>
<td></td>
</tr>
</tbody>
</table>

---

Pacific County, WA – CR WA2013.005.01-CR001  3  Confidential
New Design, 8.5 x 14.0 patterned after Cowlitz County, WA, minus the tax distribution pie chart graphic.
DELIVERABLE ACCEPTANCE STATEMENT ("DAS")

FOR CHANGE REQUEST NO. WA2013.005.01-CR001

Purpose:
The purpose of this acceptance form is for the Customer to sign off on the completion of the services detailed in this change request.

Summary of Change Request:
Create data file for Special Assessment District.

Acceptance Criteria:

- Functionality delivered to Customer via a release, patch, or hot fix on the following date:

________________________________________________________________________

The Customer response period for this DAS is ten (10) business days. After that time, this deliverable will be considered accepted and ready for billing unless otherwise documented in a formal response to TR Gov with detailed rationale for rejecting this DAS. Rejection of a DAS will result in immediate escalation.

Signatures:
We, the undersigned, agree that these items are complete and that under the terms and conditions of this change request, Customer will be billed $4,200.00 (100% of the total fees) upon signing this DAS. It is also agreed that this project is complete.

Pacific County, WA  TR Gov

Signature:  
Printed/Typed Name:  
Title:  
Date:  

Signature:  
Printed/Typed Name:  
Title:  
Date:
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

AGENDA REQUEST FORM

REQUESTED MEETING DATE:
12/11/2018

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  □ 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):

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

SIGNATURE: ____________________________  DATE: 11/29/2018

NARRATIVE OF REQUEST

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

Approve Public Official Bond Continuation Certificate for Judge Pro-Tem Nathan Needham, Public Official Bond for North District Court Judge Elizabeth Penoyer

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

<table>
<thead>
<tr>
<th>BOCC ACTION:</th>
<th>□ APPROVED</th>
<th>□ DENIED</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ NO ACTION TAKEN/WITHDRAWN</td>
<td>□ DEFERRED TO:</td>
<td></td>
</tr>
<tr>
<td>□ CONTINUED TO DATE:</td>
<td>□ TIME:</td>
<td></td>
</tr>
<tr>
<td>□ OTHER:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Agenda Item #: 15
Initial: ____________________________ Date: ____________________________

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

DISTRIBUTION LIST:
□ RF
□ CF
□ SEA
□ Assessor
□ Auditor
□ Clerk
□ Civil Service
□ DPW
□ EMA
□ Fair
□ Health
□ DCD
□ 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: Board of County Commissioners  DIVISION (if applicable):

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

SIGNATURE: ____________________________ DATE: 11/26/2018

NARRATIVE OF REQUEST

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

Adopt Proclamation establishing December 15th as Wreaths Across America Day
PROCLAMATION
Wreaths Across America Day

WHEREAS, the national Wreaths Across America program honoring Veterans began in 2007 as an expansion of the Worcester Wreaths program at Arlington National Cemetery, and

WHEREAS, the national Wreaths Across America mission is to “Remember the Fallen, Honor Those Who Serve and Teach Our Children the Value of Freedom” with the laying of wreaths on veterans’ graves on the second or third Saturday of December of each year, and

WHEREAS, the Wreaths Across America program in Pacific County was initiated by the Ocian In View Chapter, National Society Daughters of the American Revolution in December, 2013 at Veterans Field in Long Beach, Washington, and

WHEREAS, the Wreaths Across America program in Pacific County has been continued and expanded to include Peninsula Chapter, Women of the Moose 1930, Peninsula Moose Lodge #2362, American Legion Post 48 America, Boy Scout Troop 4028, U.S. Coast Guard Station, Cape Disappointment, Ocean Park Cemetery, Lone Fir Cemetery, Ilwaco Cemetery, City of Long Beach, many individual and corporate sponsors, and

WHEREAS, the national Wreaths Across America program in 2017 honored over 1,565,000 veterans at nearly 1,440 locations with wreaths placed on veterans’ graves and at state capitols “Across America”, and

WHEREAS, the Wreaths Across America program in Pacific County is an outstanding example of how we honor our veterans and the public honoring of the County’s veterans, and

WHEREAS, Pacific County citizens owe a deep debt of gratitude to all who served, are serving and will serve in our Nation’s Armed Forces.

NOW, THEREFORE, we the Board of County Commissioners, of Pacific County, State of Washington, do hereby proclaim the 15th day of December, 2018, to be

"Wreaths Across America Day"

DATED this __________ day of ___________________, 2018.

BOARD OF COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

__________________________
Lisa Olsen, Chair

__________________________
Frank Wolfe, Commissioner

__________________________
Lisa Ayers, Commissioner

ATTEST:

__________________________
Marie Guernsey, Clerk of the Board
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: ________________________

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: General Administration
OFFICIAL NAME & TITLE: Kathy Spoor, CAO
SIGNATURE: [Signature]

DIVISION (if applicable):
PHONE / EXT:
DATE: 12-4-18

NARRATIVE OF REQUEST

Attached for your consideration is a resolution authorizing an intergovernmental short term loan to Drainage District #. This short term loan agreement is to provide for cash flow related to grant expenses. The Drainage District has been awarded a grant through the Conservation District for a dynamic revetment project out in North Cove. The grant funds are on a reimbursement basis, so funds must be expended first. The District does not have a cash balance to accommodate the payments to subcontractors while waiting for reimbursement from the State. The County provided a similar loan this year for the first phase of this project. This agreement will not be fully executed until after January 1, 2019 AND the District fully satisfies the terms of the first loan which includes repayment of the principal and interest. The District plans to repay that loan before the close of this year. The total amount of this short term loan is $279,000 and will be funded from Fund #197. The loan, with interest, will be repaid by June 30, 2019. We have documentation of the grant award and the finance committee has reviewed this request and is supportive.

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

Move to adopt Resolution 2018-____ in the matter of establishing a short term intergovernmental loan in the amount of $279,000 from the County's Cumulative Reserve Fund #197 to Pacific County Drainage District #1 to provide interim cash flow in anticipation of grant revenue subject to the Drainage District fully satisfying term of repayment of their current short term loan. The loan will be repaid in full, including 3% annum interest on, or before, June 30, 2019, and approve the Intergovernmental Agreement authorizing the short-term loan.
BEFORE THE BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON
RESOLUTION NO. 2018-______

IN THE MATTER OF ESTABLISHING A SHORT TERM INTERGOVERNMENTAL
LOAN FROM COUNTY CUMULATIVE RESERVE FUND #197 TO PACIFIC COUNTY
DRAINAGE DISTRICT #1 TO PROVIDE INTERIM CASH FLOW IN ANTICIPATION
OF GRANT REVENUE

WHEREAS, continued erosion impacting the entire north cove area has resulted in an imminent
threat to property, homes, agricultural lands, and vital infrastructure such as roads, dikes and
drainage systems,

WHEREAS, Pacific County Drainage District #1 provides services to manage drainage issues in
the North Cove/Tokeland/Grayland area that can negatively impact private property owners,
local infrastructure, and cranberry farms, a major industry in Pacific County, and

WHEREAS, Pacific County Drainage District has secured $483,000 in grant funds through the
Pacific Conservation District to address ongoing erosion in the North Cove area, however the
grant funds are only paid on a reimbursement basis creating a short term cash flow problem for
the Drainage District, and

WHEREAS, the Pacific County Conservation District has determined that other reasonable
options for short term loan options for Drainage District #1 are not available, and

WHEREAS, a short term loan in the amount of $204,000 was approved from County Fund #197
for the first phase of this grant funded project and the District is requesting an additional short
term loan of $279,000 to complete the grant funded project; and

WHEREAS, the County’s Finance Committee has reviewed the request made by the DISTRICT
for this loan, and has determined that this investment meets the guidelines of approved types of
investments; and

WHEREAS, Pacific County Drainage District #1 has taxing authority to assure repayment of
this short term loan should there be a problem with receipt of grant reimbursement, now
therefore,

BE IT HEREBY RESOLVED that the Pacific County Board of Commissioners authorizes a
short term Intergovernmental Loan from County Cumulative Fund #197 to Pacific County
Drainage District #1 to provide interim cash flow with the following conditions:

- Total loan amount- not to exceed $279,000; interest will be applied at 3% per annum.
- Loan funds will be made available after January 1st, 2019, and only if the first short term
  loan in the amount of $204,000 made to the Drainage District that is due on, or before
  December 31, 2018 is fully satisfied.
- Accumulated principal and interest to be paid in full on or before June 30, 2019.

BE IT HEREBY FURTHER RESOLVED that the Treasurer is authorized to transfer said
funds to Pacific County Drainage District #1 per the terms of the intergovernmental loan
agreement.
PASSED by the following vote this 11th day of December, 2018 by the Board of Pacific County Commissioners meeting in regular session at South Bend, Washington, then signed by its membership and attested to by its Clerk in authorization of such passage:

_____YEA; _____NAY; _____ABSTAIN; and _____ABSENT

BOARD OF COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

Lisa Olsen, Chair

ATTEST

Frank Wolfe, Commissioner

Marie Guernsey
Clerk of the Board

Lisa Ayers, Commissioner
INTERGOVERNMENTAL AGREEMENT
FOR A SHORT TERM LOAN
Between
PACIFIC COUNTY, WASHINGTON
And
PACIFIC COUNTY DRAINAGE DISTRICT #1

This Intergovernmental Agreement, ("AGREEMENT") is made between Pacific County ("COUNTY"), and Pacific County Drainage District #1, ("DISTRICT").

WHEREAS, prior to final execution of this AGREEMENT, the COUNTY's Finance Committee has reviewed the request made by the DISTRICT for this loan, and has determined that this investment meets the guidelines of approved types of investments; and

WHEREAS, due to receipt of grant revenue to address ongoing erosion in the North Cove area only being paid on a reimbursement basis, the DISTRICT will experience an intermittent cash flow shortage; and

WHEREAS, the DISTRICT has taxing authority to collect funds for repayment of this short term loan from its customers should project costs not be reimbursed by the grant as anticipated; and

WHEREAS, the COUNTY has passed Resolution No. 2018-______ which authorizes a short term intergovernmental loans for the DISTRICT from the COUNTY'S Cumulative Reserve Fund #197, including a 3% annual interest rate;

NOW THEREFORE IT IS HEREBY RESOLVED that the COUNTY authorizes a short term intergovernmental loan from the COUNTY's Cumulative Reserve Fund #197 in the following amount:

- A short term intergovernmental loan not to exceed $279,000 will be paid to the DISTRICT in a one-time transfer to be made by the Treasurer. The loan will be repaid in full (principal + interest) by June 30, 2019.
- This transfer will only be made if the first short term loan in the amount of $204,000 made to the Drainage District that is due on, or before, December 31, 2018 is fully satisfied.

This loan is made subject to the following conditions:
- The term of loan will be as indicated above. This AGREEMENT and the performance of the parties hereto shall continue in effect through the 30th day of June, 2019 unless terms of loan are satisfied sooner.
- Interest will be applied at a rate of 3% per annum.
- The full faith, credit and resources of the DISTRICT are pledged irrevocably for the full payment of the short term intergovernmental loan until such time that the loan amount is paid in full.

BE IT HEREBY FURTHER RESOLVED that the Treasurer will provide an invoice to the DISTRICT two months prior to the end date of the loan, and will receive loan payment(s) to be deposited in the County's Cumulative Reserve Fund #197.
IN WITNESS WHEREOF, representatives of both the DISTRICT and the COUNTY executed this CONTRACT on the date(s) so noted below.

PAC CO DRAINAGE DISTRICT #1

David Cottrell, Chair            Date

BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

Lisa Olsen, Chair

APPROVED AS TO FORM

Frank Wolfe, Member

Prosecutor’s Office          WSBA #

Lisa Ayers, Member

ATTEST:

Marie Guernsey, Clerk of the Board
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

BOCC ACTION: □ APPROVED □ DENIED

□ SUBJECT TO ADEQUATE BUDGET APPROPRIATIONS

□ NO ACTION TAKEN/WITHDRAWN □ DEFERRED TO: ____________________________

□ CONTINUED TO DATE: ____________________________ TIME: ____________________________

□ OTHER: ____________________________

Agenda Item #: 18

Initial: ____________________________ Date: ____________________________

Review □ Clerk of the Board

□ Risk Mgmt □ Legal Required

DISTRIBUTION LIST:

□ RF □ Assessor □ DFW □ 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

DIVISION (if applicable):

PHONE / EXT:

SIGNATURE: ____________________________ DATE: 12/4/2018

NARRATIVE OF REQUEST

Open public hearing
Swear in those wishing to testify/provide comment
Close public comment/public hearing

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

Adopt Resolution No. 2018-_______ in the matter of implementing a noxious weed assessment against all qualifying lands in Pacific County per the recommendations of the Pacific County Noxious Weed Control Board in accordance with RCW 17.10.240 and become effective January 1, 2019

Revised 8/2015

Exhibit A to Contract/Agreement/Grant Review Policy
BEFORE THE BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

RESOLUTION NO. 2018——

IN THE MATTER OF IMPLEMENTING A NOXIOUS WEED ASSESSMENT AGAINST ALL QUALIFYING LANDS IN PACIFIC COUNTY PER THE RECOMMENDATIONS OF THE PACIFIC COUNTY NOXIOUS WEED CONTROL BOARD IN ACCORDANCE WITH RCW 17.10.240

WHEREAS, as the legislative authority of Pacific County, the Board of County Commissioners may, in lieu of a tax, levy an assessment against the land for the purpose of appropriations for noxious weed control per RCW 17.10.240; and

WHEREAS, the Pacific County Noxious Weed Control Board conducted an open public hearing on February 5, 2018 to consider the possibility of implementing a noxious weed assessment against all qualifying lands in Pacific County; and

WHEREAS, the Pacific County Noxious Weed Control Board, at the behest of its membership during a special public meeting on November 26, 2018, officially requested that the Board of Pacific County Commissioners adopt a resolution that will provide adequate funding for the Pacific County Noxious Weed Control Program by levying an assessment against all qualifying lands in Pacific County using the rate schedule and land classifications outlined in this resolution; now, therefore

IT IS HEREBY RESOLVED that the Board of Pacific County Commissioners levy an assessment against all qualifying lands in Pacific County for the purpose of appropriations for noxious weed control per RCW 17.10.240; and

IT IS HEREBY FURTHER RESOLVED that the assessment rates for the purpose of appropriations for noxious weed control shall be prescribed per the recommendations of the Pacific County Noxious Weed Control Board during their special public meeting on November 26, 2018, and shall be calculated as follows:

<table>
<thead>
<tr>
<th>Land Classification</th>
<th>Assessment Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-forest lands (less than one acre)</td>
<td>Three dollars ($3.00) per parcel</td>
</tr>
<tr>
<td>Non-forest lands (one acre and larger)</td>
<td>Three dollars ($3.00) per parcel, plus ten cents ($0.10) per acre</td>
</tr>
<tr>
<td>Designated Forestlands</td>
<td>Thirty cents ($0.30) per parcel, plus one cent ($0.01) per acre</td>
</tr>
<tr>
<td>Federal/Tribal Lands</td>
<td>Non-Applicable</td>
</tr>
<tr>
<td>Exempt Parcels</td>
<td>Non-Applicable</td>
</tr>
</tbody>
</table>
IT IS HEREBY FURTHER RESOLVED that the land classifications referenced herein shall be defined as follows for the purpose of this assessment:

*Non-forest lands* – All lands within Pacific County that are not specifically exempted or classified within another category. This includes all incorporated and unincorporated lands, personal property mobile homes, condominiums, and state-owned lands.

*Designated Forestlands* – Forestlands used solely for the planting, growing, or harvesting of trees and which are typified, except during a single period of five years following clear-cut logging, by canopies so dense as to prohibit growth of an understory. This category is required by RCW 17.10.240, which stipulates that forestlands should be assessed at a rate that shall not exceed one-tenth of the per parcel assessment on non-forestlands.

*Federal/Tribal Lands* – All federal lands including U.S. Fish and Wildlife Service lands, U.S. Forest Service lands, and all tribal lands.

*Exempt Parcels* – This category includes parcels that are considered to have no value for taxation or that receive no benefit from noxious weed control. This may include mineral rights parcels and/or float houses.

IT IS HEREBY FURTHER RESOLVED that the terms of this resolution shall be deemed effective Tuesday, January 1, 2019 at 12:00:01 a.m. Pacific Time.

PASSED by the following vote this 11th day of December, 2018 by the Board of Pacific County Commissioners meeting in regular session at South Bend, Washington, then signed by its membership and attested to by its Clerk in authorization of such passage:

_____ YEA; _____ NAY; _____ ABSTAIN; and _____ ABSENT.

BOARD OF COUNTY COMMISSIONERS  
PACIFIC COUNTY, WASHINGTON

______________________________  
Lisa Olsen, Chair

______________________________  
Frank Wolfe, Commissioner

______________________________  
Marie Guernsey, Clerk of the Board

______________________________  
Lisa Ayers, Commissioner