

Cowlitz County Board of Commissioners



*Michael Karnofski, Chairman
James Misner, Commissioner
Dennis Weber, Commissioner*

Vickie Musgrove, Clerk of the Board

Minutes December 30, 2013 Vol. 498

Commissioner Karnofski called the special meeting to order at 9:00 a.m. Commissioner Misner and Commissioner Weber were present.

Pledge of Allegiance – Led by Commissioner Karnofski.

Approval of Minutes and Consent Agenda – Commissioner Misner moved to approve the Minutes of December 10, 2013. The motion carried. Commissioner Weber moved to approve the Consent Agenda of December 30, 2013. The motion carried.

Release Bond in Lieu of Retainage to Lakeside Industries for the 2013 County-Wide Pavement Overlay Project, Project No. 2032 – Commissioner Misner moved to release the bond in lieu of retainage to Lakeside Industries. The motion carried.

Contract with Busack Electric for the Public Works Shop Energy Lighting Upgrade project; bid amount \$19,292.54. - Commissioner Weber moved to enter into the contract with Busack Electric. The motion carried.

Contract Completion with Five Rivers Construction for the Delameter Road Culvert Replacement Project No. 1771. - Commissioner Misner moved to accept the contract with Five Rivers Construction as complete. The motion carried.

Resolution No. 13-155 Reimbursable Work Request and Agreement with Wahkiakum County for pavement striping and the manufacturing of traffic signs for the calendar year 2014; cost not to exceed \$85,000. – Commissioner Weber moved to approve the reimbursable work request and agreement with Wahkiakum County. The motion carried.

First extension to original contract with M-B Companies, Inc. for disposable polypropylene tube brushes and gutter brooms for tractor-mounted power brooms; extends the contract through December 31, 2014. This is the first extension of a three-year extension clause – Commissioner Weber moved to approve the contract extension with M-B Companies, Inc. The motion carried.

Addendum No. 1 to Contract with ABM Janitorial Services NW, Inc. dated May 15, 2012, to reduce our janitorial coverage effective January 1, 2014; reducing the annual agreement from \$147,960 to \$119,400 - Commissioner Misner moved to approve Addendum No. 1 to Contract with ABM Janitorial Services NW, Inc. The motion carried.

Addendum No. 2 to Agreement with Northwest Control Company, Inc. dated July 30, 2013, for the HVAC Service Agreement providing for scheduled preventive maintenance for various County facilities. Addendum No. 2 removes the Conference Center and the Hoffstadt Bluffs Visitor Center from the scope of the agreement, reducing the initial cost of the agreement from \$44,493.78 to \$34,903.60 – Commissioner Weber moved to approve and execute Addendum No. 2 with Northwest Control Company, Inc. The motion carried.

Authorization for Information Technology Department to purchase additional Adtran Bluesocket wireless access points from CDWG via the KCDA Contract; cost \$8,809.02 including tax and includes all necessary licenses and one year of support. – David Wallis, Information Technology; presented the staff report. Commissioner Misner moved to approve the purchase. The motion carried.

Lease between Cowlitz County and SL Start & Associates, Inc. for 1,672 square feet of office space on the 1st Floor of the County Administration Annex Building, 207 4th Avenue North, Kelso; initial term of December 1, 2013 through November 30, 2014 and will continue for an additional two years, ending on November 30, 2016, unless terminated by either party with thirty (30) days' notice prior to expiration. Annual rental for the first year shall be \$12,673.76 and shall be adjusted annually based on actual cost per square foot to operate the building. – Commissioner Weber moved to execute the lease with SL Start & Associates. The motion carried.

Joint Plan of Responsibility with the State of Washington Department of Health Contract No. N20490 to provide a plan which delineates the responsibilities of the Department of Health and the Cowlitz County Health Department with respect to the regulation of water systems in Cowlitz County pursuant to Chapters 70.119A and 70.116 RCW and Chapter 246-291 WAC; commences January 1, 2014 and shall terminate on December 31, 2018. – Commissioner Misner moved to execute the Joint Plan of Responsibility with the state of Washington Department of Health. The motion carried.

Amendment to Agreement with ConMed to provide inmate health care for the Cowlitz County Corrections Department, providing for an increase of 3.1% from \$48,312.00 monthly (\$579,744.00 annually) to \$49,809.67 monthly (\$597,716.04 annually). Also will replace two (2) hours per week of Mid-Level Provider (Somatic) staffing with two (2) hours per week of Mid-Level Provider (Psychiatric) staffing; for an increase of \$859 monthly (\$10,308.00 annually) for the period beginning January 1, 2014 through December 31, 2014. – Commissioner Misner moved to approve and execute the amendment with ConMed. The motion carried.

Memorandum of Understanding between the Cowlitz County Auditor and eRecording Partners Network, LLC (ePN) to allow the Cowlitz County Auditor to accept and process electronic documents for recording purposes – Commissioner Misner moved to approve the memorandum of understanding with eRecording Partners Network. The motion carried.

Agreement between the Cowlitz County Auditor and Indecomm Holdings Inc., dba Indecomm Global Services to allow the Cowlitz County Auditor to accept and process electronic documents for recording purposes – Commissioner Weber moved to approve the agreement with Indecomm Holdings Inc., dba Indecomm Global Services. The motion carried.

Resolution No. 13-156 - Rescinding Resolution No. 13-001 and adopting Policies and Procedures Manual for administration of the Veterans' Relief Fund – Commissioner Misner moved to adopt the resolution rescinding resolution No. 13-001 and adopting the policies and procedures manual for administration of the Veterans' Relief Fund. The motion carried.

Resolution No. 13-152 Proclaiming Vickie Musgrove Day – Commissioner Karnofski read the proclamation. Commissioner Misner moved to approve the resolution. The motion carried.

Public Hearing – Resolution No. 13-157 Amendment to the 2013 Cowlitz County Budget; increasing the budget by approximately \$709,000 – Nine-thirty a.m. was the time set for the public hearing to consider an amendment to the 2013 Cowlitz County budget. Traci Jackson, Office of Financial Management; presented the staff report.

Commissioner Karnofski opened and closed the public testimony portion of the hearing.

Commissioner Weber moved to approve the amendment to the 2013 budget. The motion carried.

Consent Agenda

Agreements

Perpetual Road and Utility Easement from Paul and Barbara Robinson for the South Cloverdale Road and Confer Road Intersection Improvement Project; cost \$2,045.

Correspondence

Cowlitz County finance committee Meeting Minutes for December 18, 2013 and authorization for the Treasurer to invest the Cash Flow Funds in various securities, amounts and maturity dates.

Letter dated October 31, 2013 to the BOCC from Peter Goldmark, Commissioner of Public Lands; regarding Projection of Income from State Forest Lands that benefit Cowlitz County. These lands generated \$1,073,000 in the first three quarters of calendar year 2013 and are projected to generate \$1,319,000 for all of calendar year 2013; a decrease of \$186,000 from the July 2013 report.

Legislative Briefing held December 13, 2013.

Vouchers

Drainage Improvement District No. 1 recommends approval of the October 2013 vouchers in the amount of \$3,106.33.

The following vouchers/warrants are approved for payment

Fund	Voucher Numbers	Amount
Claims	432828 - 433202	\$ 2,158,085.86
Claims	433203 - 433237	135,607.81
Salary	151290 - 151426	1,593,444.83

The Cowlitz County Board of Commissioners adjourned at 9:40 a.m. to meet again Tuesday, January 7, 2014 at 9:00 a.m.

/s/ Tiffany Ostreim for
Vickie Musgrove, Clerk of the Board

/s/ Michael A. Karnofski
Michael A. Karnofski, Chairman

The Cowlitz County Board of Commissioners adjourned at 9:40 a.m. and convened as the Cowlitz County Board of Health at 10:00 a.m. with Commissioner Karnofski, Commissioner Misner and Commissioner Weber present.

Board of Health Agenda for December 30, 2013

Public Hearing – Board of Health Ordinance No. 13-002 - Adopting Rules and Regulations on Group B Public Water Systems – Audrey Shaver, Health Department; presented the staff report. There are about 116 Group B water systems. Legislation was written to Board of Health to be more stringent on standards and eliminate oversights. Local Health Department has maintained Group B systems through contract with State Department of Health. Will eliminate ongoing oversight. Protects public health.

Jesse Smith, Health Department; went over the key sections and outlined design report approval.

Commissioner Karnofski opened the public testimony portion of the hearing.

Steve Dragich, Longview; stated the state does not fund; who does? You don't provide any lab, engineering, etc. He has been in court for three years because of these regulations.

Commissioner Karnofski closed the public testimony portion of the hearing.

Commissioner Misner moved to approve the ordinance adopting rules and regulations of the Board of Health on Group B drinking water supplies. The motion carried.

Appointment of Dr. Jennifer Vines, MD, MPH as interim Local Health Officer for Cowlitz County effective January 1, 2014 – Carlos Carreon, Health and Human Services; presented the staff report.

Commissioner Weber move to approve the appointment of Dr. Jennifer Vines, MD, MPH. The motion carried.

Board of Health Resolution No. 13-003 - Call for Public Hearing - Rules and Regulations on On-Site Sewage Systems; Hearing to be held January 14, 2014 at 10:00 a.m. – Andrea Yoho, Environmental Health; presented the staff report. There are clarifications of codes which need to be addressed.

Commissioner Misner moved to issue the call for hearing. The motion carried.

Board of Health adjourned at 10:45 a.m.