



NOV 28 2023

BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of November 20 – 24, 2023

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, November 20, 2023. Present were Commissioners Ozias, Johnson and French, and Administrator Mielke.

Items of discussion per the agenda published November 16 were:

- Calendar/Correspondence
- Agreement with the Makah Tribe for mutual assistance for law enforcement
- Pre-application questionnaire with Washington State WASPC for Body-Worn Camera Grant
- Briefing and call for hearing to be held Tuesday, December 12, 2023 at 10:30 a.m. regarding a proposed Ordinance amending Clallam County Code Chapter 5.100 Consolidated Fee Schedule – Parks Department Fee Schedule 205-A
- Review and approve of 2024-2025 Behavioral Health request for proposal recommendations
- Agreement with Olympic Peninsula Community Clinic for services to develop and support the two-year Respite Care Pilot Project utilizing American Rescue Plan Act ARPA funding
- Briefing and request to approve the right of way procedures staffing coverage changes form
- Special use lease with the Department of Natural Resources for Blue Mountain Transfer site
- Agreement with Washington State University for Organics Waste Reduction and Food Waste Prevention work
- Briefing and request to call for proposals to be submitted no later than Tuesday, January 9, 2023 at 9:30 a.m. regarding the Comprehensive Plan Update Services
- Briefing and request to call for proposals to be submitted no later than Tuesday, January 9, 2023 at 9:30 a.m. regarding Hazard Mitigation Climate Resilience Planning
- Resolution authorizing expenditures from the Hotel/Motel Tax Fund for the approved 2024 Lodging Tax funding applications
- Discussion on proposed budget revisions to be considered on December 5
- Discussion on proposed budget reductions to be considered on December 5
- Discussion of proposed supplemental appropriations to be considered on December 5
- Discussion of proposed budget emergencies to be considered on December 5

Meeting concluded at 12:18 p.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair Ozias called the meeting to order at 10 a.m., Tuesday, November 21, 2023. Also present were Commissioners Johnson and French and Administrator Mielke.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: CRJm to adopt the agenda as presented, CMFs, mc

PUBLIC COMMENT

- Brian Grad, Sequim, commented on Elwha River, Power Plant
- John Worthington, Sequim, commented on memorandum of doing business
- Ed Bowen, Clallam Bay, commented on Department of Natural Resources Meeting, Parks Department Fee Schedule, item 2c

CONSENT AGENDA

- 1a Approval of vouchers for the week of November 13
- 1b Approval of payroll for the period ending October 31
- 1c Approval of minutes for the week of November 13

ACTION TAKEN: CRJm to adopt the consent agenda as presented, CMFs, mc

REPORTS AND PRESENTATIONS

- CRJ commented on Department of Commerce, Nonprofits, Washington State Association of Counties Leadership Conference update
- CMO commented on Workforce Meeting, Simdars Road, Washington State Association of Counties Leadership Conference update

CONTRACTS AND AGREEMENTS

- 2a Contract amendment E with Salish Behavioral Health Administrative Services Organization for Criminal Justice Treatment Account CJTA for substance use disorder services

ACTION TAKEN: CRJm to approve, CMFs, mc

- 2b Agreement amendment 2 with United Way Clallam County for American Rescue Plan Act Funds ARPA

ACTION TAKEN: CRJm to approve, CMFs, mc

- 2c Agreement with Jamestown S'Klallam Indian Tribe for law enforcement duties

ACTION TAKEN: CRJm to approve, CMFs, mc

- 2d Agreement with Washington Military Department and U.S. Department of Homeland Security for emergency management

ACTION TAKEN: CRJm to approve, CMFs, mc

- 2e Agreement amendment 13 with Correctional Healthcare Companies, LLC for inmate health care services

ACTION TAKEN: CRJm to approve, CMFs, mc

BIDS AND AWARDS

- 3a Bid opening – Courthouse Security Services

CONTRACTOR

AMOUNT

Norpoint	\$55.00 per hour
Security Services Northwest	\$75.00 per hour

ACTION TAKEN: CRJm to forward the bids to the Sheriff's Office for review and recommendation to the Board of Commissioners, CMFs, mc

- 3b Proposal opening -Developmental Disabilities 2024 Request for Proposals

CONTRACTOR

AMOUNT

First Step Family Support Center	\$90,500
Concerned Citizens	\$24,780
Concerned Citizens	\$46,460
Concerned Citizens	\$65,850
Morningside	\$37,735.75
Pierce, Jones and Associates	\$44,247.70
Pierce, Jones and Associates	\$44,247.70
Clallam Mosaic	\$36,588

ACTION TAKEN: CRJm to forward the Proposals to the Health and Human Services Department for review and recommendation to the Board of Commissioners, CMFs, mc

COMMUNITY DEVELOPMENT

- 4a Dungeness River Management Team representative appointments

ACTION TAKEN: CRJm to approve, CMFs, mc

PUBLIC WORKS

5a Quit Claim Deed with the City of Sequim for a portion of West Sequim Bay Road

ACTION TAKEN: CRJm to approve, CMFs, mc

5b Briefing and request to approve the right of way procedures staffing coverage changes form

ACTION TAKEN: CRJm to approve, CMFs, mc

5c Special use lease with the Department of Natural Resources for Blue Mountain Transfer site

ACTION TAKEN: CRJm to approve, CMFs, mc

BUDGET

6a Notice that the following budget revisions will be adopted by Resolution on December 5:

Auditor – Electrical work necessary for office reconfiguration that was unable to be performed “in-house” as originally planned and will need to be completed by an outside vendor/\$13,220

Health and Human Services - Environmental Health – Modified for processing of invoices being received for contract work performed by the Clallam Conservation District from August-November, 2023 and for county-wide mailing to all Clallam County residents related to water quality and onsite monitoring/\$74,964

ACTION TAKEN: CRJm to issue notice, CMFs, mc

6b Notice that the following budget reductions will be adopted by Resolution on December 5:

Multiple Funds – 2022 shared services cost allocation true up/\$204,238

ACTION TAKEN: CRJm to issue notice, CMFs, mc

6c Notice that the following supplemental appropriations will be adopted by Resolution on December 5:

Health and Human Services – Operations – Adding additional revenue received from Washington State Department of Health for the ELC EDE Allocation Grant and from Department of Commerce for the Hotel Leasing and Rapid Rehousing Grant/\$80,241

Public Works – Equipment Rental and Revolving – 2023 costs for vehicle replacements were higher than anticipated, 2022 carryover vehicle was not included in the 2023 budget/\$75,530

Public Works – Clallam Bay Sekiu Sewer – Department of Ecology loan forgiveness for the Value Planning Project/\$100,000

ACTION TAKEN: CRJm to issue notice, CMFs, mc

6d Resolution calling for a hearing to be held December 5 at 10:30 a.m. for the following debatable emergencies:

Multiple Funds – 2022 shared services cost allocation true up/\$597,440

General Fund Reserves

- 2022 shared services cost allocation true up/\$204,238

- 2022 shared services cost allocation true up/- \$597,440

Sheriff – Animal Control – Due to an extreme animal hoarding case that require extensive housing and care for many animals, we owed over \$30,000 in services to a provider. Some of the costs were paid from the 2022 budget, but the remaining \$17,650 was paid from our 2023 budget/\$10,000

Sheriff – Operations – Our 2022 budget included the approved purchase of a forensic software package used by our detectives to analyze cell phones/\$12,000

Sheriff – Jail Medical – Additional medical provider costs for inmate care have occurred at a higher rate than projected during our previous budget ask. Requesting \$12,000 for continued jail medical expenditures for the remainder of the year/\$12,000

Sheriff – Jail – Contracted costs for Norpoint Services Courthouse security have been expended from unspent salary budget via budget revisions for January through September 2023. Due to anticipated new hires, we will not have enough unspent salary budget to cover the security contract for the remainder of the year/\$137,400

Sheriff – Operations – Vehicle purchase costs escalated rapidly over the last year, so the planned costs for 4 replacement patrol vehicles as well as an additional patrol vehicle were much higher than originally anticipated/\$163,600

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Health and Human Services – Homeless Task Force – The RFP process resulted in higher approved level of allocated contract support being approved from what was originally budgeted across multiple agency subcontracts as approved by the BOCC on June 20, 2023/\$104,616

Health and Human Services – Affordable Housing – The RFP process resulted in higher approved level of allocated contract support being approved from what was originally budgeted across multiple agency subcontracts as approved by the BOCC on June 20, 2023/\$35,000

Noxious Weed – LMD #2 Lake Sutherland– Contractor needed to perform additional milfoil eradication dives to train new contractor, who will be performing the work beginning in 2024/\$2,500

ACTION TAKEN: CRJm to adopt, CMFs, mc

PUBLIC COMMENT

- Larry Campbell, Sequim, commented personal case, requested a meeting
- Ed Bowen, Clallam Bay, commented on item 2c, fish passage issues, National Park Service environmental impact statement
- Tammy Dziadek, Port Angeles, commented on the Natural Climate Solutions Program
- Nina Sarmiento, Port Angeles commented on forests, Natural Climate Solutions Program
- John Worthington, Sequim, commented on policy, stormwater
- Ed Telenick, Sequim, commented on Natural Climate Solutions Program, Department of Community Development, septic issues
- Heath Heikkila, commented on Department of Natural Resources Meeting, Dungeness, Elwha
- Ed Chadd, Port Angeles, commented on Heath Heikkila's comments, Natural Climate Solutions Program

Meeting concluded at 11:29 a.m. and continued to 9 a.m., Monday, November 27, 2023.

The Board of Commissioners attended WSAC Virtual Update, Department of Natural Resources Meeting, Board of Health Meeting and Coffee with Colleen during the week of November 20.

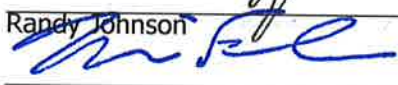
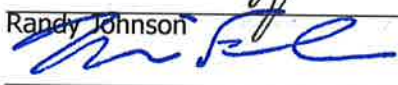
PASSED AND ADOPTED this 28th day of November 2023.

ATTEST:



Loni Gores, MMC, Clerk of the Board

BOARD OF CLALLAM COUNTY COMMISSIONERS


Mark Ozias
Randy Johnson
Mike French

KEY TO ABBREVIATIONS:

ATM Administrator Todd Mielke
CMO Commissioner Mark Ozias
CRJ Commissioner Randy Johnson
CMF Commissioner Mike French

m moved
mc motion carried
s seconded

