



BOARD of CLALLAM COUNTY COMMISSIONERS MINUTES for the week of November 14 - 18, 2022

16
11/22/22

WORK SESSION – 10 a.m.

The work session convened at 10 a.m., Monday, November 14, 2022. Present were Commissioners Ozias, Johnson, and Peach and Administrator Sill.

Items of discussion per the agenda published November 10 were:

- Calendar/Correspondence
- Discussion on proposed budget reductions to be considered on November 29
- Discussion on proposed budget revisions to be considered on November 29
- Discussion of proposed supplemental appropriations to be considered on November 29
- Discussion of proposed budget emergencies to be considered on November 29
- Review of draft budget

PUBLIC COMMENT

- Bruce Emery, commented on Department of Community Development, code enforcement
- Kenneth Reandeau, Port Angeles, commented on new Department of Community Development elect
- Ed Bowen, Clallam Bay, commented on new Department of Community Development elect, 2% or 3% sales tax revenue

Action Items

Consent Agenda

- 1a Approval of vouchers for the weeks of November 7
- 1b Approval of payroll for period ending October 31
- 1c Approval of minutes for the week of November 7
- 1d Letter to Washington Parks and Recreation Commission regarding Miller Peninsula State Park

ACTION TAKEN: CRJm to adopt the consent agenda, CBPs, mc

Budget

- 2a Notice that the following budget reductions will be adopted by Resolution on November 29:
Multiple Funds – 2021 Cost Allocation Plan true up/\$86,785
NonDept – Opportunity Fund – The City of Forks waste water treatment facility project/\$2,375,610

ACTION TAKEN: CRJm to issue notice, CBPs, mc

- 2b Notice that the following budget revisions will be adopted by Resolution on November 29:
NonDept – American Rescue Plan Act - Reallocation of ARPA funding for new projects/\$600,000
Treasurer – Remaining allocated funds for bank charges to be used for office furniture/\$15,000
HHS – Environmental Health
 - Reallocate funding for overtime work on permit center records project/\$37,500
 - Reallocate funding to allow for the purchase of 3 scanners for the permit center project/\$20,000HHS – Operations - Reallocate funding for overtime work on permit center records project/\$55,000
Prosecuting Attorney – Child Support – To cover increased Deputy Prosecuting Attorney salary and benefits because of the new 2022 agreement with the Clallam County Prosecutors' Association/\$6,000
Auditor – To move budget from wages/benefits to Personnel Services to cover temporary replacement for vacated staff positions in Recording, Elections and Licensing/\$10,220
Sheriff – Operations – Additional cost for the purchase of 2 portable radios/\$2,024

ACTION TAKEN: CRJm to issue notice, CBPs, mc

- 2c Notice that the following supplemental appropriations will be adopted by Resolution on November 29:
NonDept – Emergency Communication Tax – Additional Emergency Communication Tax funding that was not expected when preparing the 2022 budget/\$320,000

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Sheriff – Emergency Services – Additional Emergency Management Preparedness Grant (EMPG) – American Rescue Plan Act (ARPA) FY21 funding for purchase of 3 portable radios and to allow for anticipated delivery delays of the purchase/\$20,400

ACTION TAKEN: CRJm to issue notice, CBPs, mc

- 2d Resolution calling for a hearing to be held November 29 at 10:30 a.m. for the following debatable emergencies:

NonDept – Affordable Housing Sales Tax - Needed for a contracted facilitator to provide project management and policy support to the Clallam County Housing Solutions Committee through December 2022, as well as upcoming projects/\$50,000

Multiple Funds – 2021 Cost Allocation Plan true up/\$352,797

General Fund Reserves

- 2021 Cost Allocation Plan true up/\$86,785
- 2021 Cost Allocation Plan true up/-/\$352,797

Department of Community Development – Administration – The cost of the Interim Manager for the Department of Community Development/\$47,273

Sheriff – VRF Boating Program – To purchase two new Yamaha boat motors and parts, and pay associated labor costs/\$49,863

Sheriff – Jail Medical - Additional funding to cover increased costs for inmate health care services/\$76,023

NonDept – Veterans Relief – To cover the Veterans Program Coordinator increased hours in 2022/\$5,450

HR – Risk Management

- Increase in benefit amount that was not allocated or anticipated in 2022 budget/\$5,000
- Increase in insurance premiums that were not allocated or anticipated in 2022 budget/\$100,000

Auditor

- Increase in elections printing and binding expense/\$38,500
- Maintenance and Software License renewal for AGILIS Ballot processing equipment/\$26,000

Auditor – Unclaimed Warrants – Reissuing unclaimed warrants/\$800

ACTION TAKEN: CRJm to adopt, CBPs, mc

Meeting concluded at 11:21 a.m. and continued to an Executive Session on Thursday, November 17, 2022 at 9 a.m.

EXECUTIVE SESSION – November 17, 2022 – 9 a.m.

This Executive Session is being held to discuss potential real estate purchase for the Sheriff's Department Emergency Operations Center.

The Sheriff's Office is requesting that the Board of Commissioners discuss the potential real estate purchase for Emergency Operations Center. This is a proper matter to be considered in executive session pursuant to RCW 42.30.110(1)(i), which allows for the use of an executive session "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."

The Board convened in open session at 9 a.m. to discuss the matters listed above. Present were Commissioners Ozias, Johnson, and Peach, Human Resources / Administrator Sill, Human Resources / Deputy Administrator Reyes, Right-of-way agent Capps, Right-of-way agent Moore, Sheriff's Office Cameron, Sheriff's Office King, Sheriff's Office Jackson, Sheriff's Office Waknitz, Chief Financial Officer Lane, and Deputy Prosecuting Attorney Boughton.

ACTION TAKEN: CRJm to recess to executive session for 30 minutes, CBPs, mc

Board recessed into executive session at 9:05 a.m.

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Board convened in open session at 9:35 a.m. and CMO noted that an additional 20 minutes is needed.

Board convened in open session at 9:55 a.m.

ACTION TAKEN: CRJm to authorize Right-of-way agenda Linda Capps to negotiate a purchase and sales agreement with the property owners for the Joint Emergency Operations Center and authorize Commissioner Ozias to sign documents, CBPs, mc

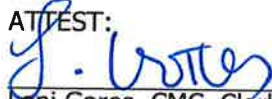
Meeting concluded at 9:58 a.m. and continued to 9 a.m., Monday, November 21, 2022.

There are no Zoom chat logs for the week of November 14.

The Board of Commissioners attended a WSAC Leadership Conference during the week of November 14.

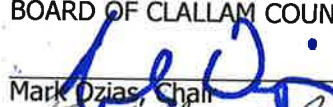
PASSED AND ADOPTED this 21st day of November 2022.

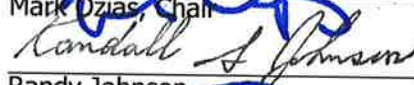
ATTEST:



Loni Gores, CMC, Clerk of the Board

BOARD OF CLALLAM COUNTY COMMISSIONERS


Mark Ozias, Chair


Randy Johnson


Bill Peach

KEY TO ABBREVIATIONS:

ARS Administrator Rich Sill

CMO Commissioner Mark Ozias

CRJ Commissioner Randy Johnson

CBP Commissioner Bill Peach

m	moved
mc	motion carried
s	seconded