



AGENDA
BOARD OF CLALLAM COUNTY COMMISSIONERS
223 East 4th Street Room 160
Port Angeles, Washington
Tuesday, June 13, 2023 – 10:00 a.m.

Board of Clallam County Commissioner meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345

This meeting can be viewed on a live stream at this link: <https://www.clallamcountywa.gov/669/Live-Archived-Meetings-Online>

Public comment can be directed to the Clerk of the Board at 360-417-2256 or Loni.Gores@clallamcountywa.gov

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

Modification - Adding item 6a added on 6-9-23 

Modification - Postpone item 2a added on 6-12-23 

PUBLIC COMMENT ? Please limit comments to three minutes (10 minutes total)

CONSENT AGENDA ? Any Commissioner may remove items for discussion

- 1a. Approval of vouchers for the week of June 5

Approval of vouchers 

- 1b. Approval of minutes for the week of June 5

Approval of minutes 

- 1c. Letter of support for Washington State Administrative Office of the Courts for Therapeutic Courts

Letter of support 

- 1d. Proclamation recognizing Pride Month

Proclamation 

REPORTS AND PRESENTATIONS

CONTRACTS AND AGREEMENTS

Postpone:

2a. Lease agreement with William H. Clevenger and John A. Gray for the property located at 325 ½ West 2nd Street for the Harm Reduction Health Center

Lease Agreement 

BIDS AND AWARDS

3a. Bid opening ? Clallam County Landscape Improvements

Bid opening 

ADMINISTRATION

4a. Resolution appointing Heidi L. Anderson to the Behavioral Health Advisory Board

Resolution 

4b. Resolution authorizing Linda Capps to sign closing documents for property located at 140 C Street, Forks WA owners R and H Family LLC

Resolution 

4c. Request for waiver of bid/RFP/quote requirement for B&R Painting and Burton Flooring for the Harm Reduction Health Center

Request 

BUDGET

5a. Notice that the following budget revisions will be adopted by Resolution on June 27:
Parks and Facilities - Capital Projects - Transform existing shower facility into a fully functional
Mother's Lounge/\$30,000
HHS - Operations - Foundational Public Health Services (FPHS) Lifecourse funding to be used
for furnishing employee workstations and public service areas at the Harm Reduction Health Center/\$36,032
HHS - Foundational Public Health Services
? Funding for Forks Health Department related costs such as the building purchase, inspection and related costs, HVAC system, and flooring (1 of 2)/\$274,800
? Funding for the following HRHC - Harm Reduction Health Center costs: HVAC system, flooring, painting, and copy machine (1 of 2)/\$49,168
Sheriff - Jail - Contracted costs for Norpoint Services to provide courthouse security for the month of May 2023/\$20,570
Information Technology - Reallocation of current budgeted IT funds to more relevant BARS accounts and amounts/\$592,283
Geographic Information System - Reallocation of current budgeted GIS funds to more relevant BARS accounts and amount/\$7,500

Budget revisions 

5b. Notice that the following supplemental appropriations will be adopted by Resolution on June 27:
HHS - Operations
? Receipt of funding from the Washington State Department of Health for drug users' health program supplies/\$7,500

? Funding for Forks Health Department related costs such as the building purchase, inspection and related costs, HVAC system, and flooring (2 of 2)/\$274,800
? Funding for the following HRHC - Harm Reduction Health Center costs: HVAC system, flooring, painting, and copy machine (2 of 2)/\$49,168
HHS Environmental Health - Receipt of funding from the Washington State Department of Health to perform mosquito trapping for West Nile Virus identification/\$3,000
Sheriff - OPNET Drug - Reimbursement for purchase of (1) digital currency counter that will adequately scan paper currency in a format suitable for retaining evidentiary value/\$9,850
Public Works - Road - Waterline and Sewer line work reimbursements from utility owners Dry Creek Water Association and the Lower Elwha Klallam Tribe/\$515,640

Supplemental appropriations

- 5c. Resolution calling for a hearing to be held June 27 at 10:30 a.m. for the following debatable emergencies:
Parks and Facilities - Funding for wages and benefits associated with the reclassification of the Administrative Specialist IV position to Administrative Operations Coordinator and pay equalization of the Facilities Maintenance Supervisor and eight Maintenance workers/\$35,000
NonDepartmental - Additional funding for a new Escrow Holding & Clearing account to be utilized to facilitate disbursement of earnest funds for real estate purchases by the County/\$30,000

Debatable emergencies

PUBLIC WORKS

- 6a. Proposed Clallam County Ordinance repealing and replacing Clallam County Chapter 13.04 - Clallam Bay Sekiu Sewerage Rate Schedule with a new chapter Clallam Bay / Sekiu Sewer System

Proposed ordinance

PUBLIC COMMENT ? Please limit comments to three minutes

EXECUTIVE SESSION

The Board may recess into Executive Session to consider employment or dismissal of personnel, to review the performance of a public employee, to consult with legal counsel, to consider the position to be taken in collective bargaining, to consider acquisition or sale of real estate, or other matters per RCW 42.30.110

The following meetings are scheduled for the Board of Commissioners June 12 - 16:

Monday, June 12:

9:00 a.m. Work Session

12:00 p.m. WSAC Virtual Update

6:00 p.m. Clallam Bay / Sekiu Public Hearing - Sewer Ordinance (Sekiu Community Center)

Tuesday, June 13:

10:00 a.m. Board Meeting

Wednesday, June 14:

8:00 a.m. Coffee with Colleen

4:00 p.m. Flag Day Ceremony (Veterans Center)

Thursday, June 15:

2:00 p.m. Olympic Medical Center Roundtable (PA Library)

Friday, June 16:

2:00 p.m. Olympic Medical Center Roundtable (SQ Medical Services Building)

3:00 p.m. WSU Clallam Extension Open House

4:00 p.m. Clallam Bay Fire District Community BBQ

INSTRUCTIONS FOR SPEAKING AT A COMMISSIONERS' MEETING:

- Members of the public wishing to address the Board on general items may do so during the designated times on the agenda.
- Members of the public wishing to comment at the public hearing are asked to sign in on the sheet provided giving their name and address.
- The Chair may limit the comment period to 3 minutes for each speaker subject to Board concurrence.
- Speakers, generally, will be heard in the order they signed up. All comments must be made from the speaker's rostrum and any individual making comments shall first state their name and address for the official record.
- General comments, applause, booing from members of the audience are inappropriate and may result in removal.

These guidelines are intended to promote an orderly system for conducting a public hearing so that each person has an opportunity to be heard and to ensure that exercising their right of free speech embarrasses no one.

Note: Written testimony presented by members of the public during the Board meeting is considered a public document and must be submitted to the Clerk of the Board. Copies of public documents from Board meetings are available by contacting the Public Records Department.

MEMORANDUM

LONI GORES
Clerk of the Board

June 9, 2023



TO: Board of Commissioners, Administrator Sill

RE: Agenda Modification(s)

FILE: A14.09.18

- The following item is added to the June 13 regular agenda:

PUBLIC WORKS

- 6a Proposed Clallam County Ordinance repealing and replacing Clallam County Chapter 13.04 – Clallam Bay Sekiu Sewerage Rate Schedule with a new chapter Clallam Bay / Sekiu Sewer System

MEMORANDUM

LONI GORES
Clerk of the Board

June 9, 2023



MODIFIED

TO: Board of Commissioners, Administrator Sill

RE: Agenda Modification(s)

FILE: A14.09.18

- The following item is added to the June 13 regular agenda:

PUBLIC WORKS

- 6a Proposed Clallam County Ordinance repealing and replacing Clallam County Chapter 13.04 – Clallam Bay Sekiu Sewerage Rate Schedule with a new chapter Clallam Bay / Sekiu Sewer System

- The following item has been postponed on the June 13 regular agenda:

CONTRACTS AND AGREEMENTS

- 2a Lease agreement with William H. Clevenger and John A. Gray for the property located at 325 ½ West 2nd Street for the Harm Reduction Health Center



1a
JUN 13 2023

Date of report: June 7, 2023

General	\$518,055.59
Other	\$606,621.40
Credit Card	\$65,754.22
Total	\$1,190,431.21

STATE OF WASHINGTON

County of Clallam

This is to certify that the foregoing Final Check Lists a.k.a., Register of Warrants for the period herein indicated, is a full, true, and correct representation of the corresponding payments for services rendered to and supplies and equipment received by all Clallam County government operations as recorded in the books or original entry maintained by this office.

WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____ 2023.

SHOONA RIGGS COUNTY AUDITOR

CLALLAM COUNTY BOARD OF COMMISSIONERS does hereby certify that the services and merchandise herein specified have been received and that the claims listed and numbered above are hereby approved for payment:

BOARD OF COMMISSIONERS
CLALLAM COUNTY, WASHINGTON

MARK OZIAS, Chair

MIKE FRENCH

RANDY JOHNSON

RICH SILL (County Administrator)

Weekly Expenditures

June 5 - 9, 2023

Fund #	Department	Expenditures		Use Tax	
		General Fund	Other	General Fund	Other
00100.241/291	Commissioners (BOCC)	8,087.16			
19914.291	BOCC - Veterans Relief		700.00		
19925.291	BOCC - Hotel/Motel		75,833.33		
19961.291	BOCC - American Rescue Plan Act		4,351.49		
00100.331-334	Dept. of Community Develop't (DCD)	10,850.53			
30301.331	DCD - Lower Dungeness Floodplain		95.37		
00100.871	District Court I	6,340.87			
11301.511	Health & Human Services (HHS)		219,800.00		
00100.461	Human Resources (HR)	1,733.69			
50401.461	HR - Risk Management		4,974.05		
00100.411	Information Technology (IT)	338,451.97			
30701.411	IT - Capital Projects		2,797.17		
00100.851	Juvenile Services	7,755.59		159.87	
13001/13051	Noxious Weed/LMD #2 (Lake Mgmt. Dist.)		1,800.28		36.96
00100.911/912	Parks Fair Facilities (PFF)	11,453.31		367.14	
30101.911	PFF - REET 1 (Real Estate Excise Tax)		22,923.37		
30501.911	PFF - Capital Projects		636.35		
00100.841-843	Prosecuting Attorney	2,808.80			
	Public Works (PW)				
10101.611	PW - Roads		154,152.06		
10135.611	PW - Flood Control		384.03		
41401.611	PW - Clallam/Seki Sewer		39,395.93		
42401.611	PW - Carlsborg Sewer		422.18		
43401.611	PW - Bullman Beach Water System		76.83		
50301.611	PW - ER&R (Equip't Rental & Revolving)		57,590.94		
00100.811-815.817	Sheriff	73,386.97			
00100.816	Sheriff - Jail Medical	2,867.81			
11008.811	Sheriff - OPNET Drug		1,812.73		
11061.811	Sheriff - 911 Enhanced		16,690.00		
11065.811	Sheriff - OPSCAN Operations		1,985.29		72.39
11080.811	Sheriff - Inmate Commissary		200.00		
00100.231	Treasurer	54,318.89			
Total		518,055.59	606,621.40	527.01	109.35

VISA Current Charges:	65,754.22
Statement Date:	06/06/23

Report Reconciliation		Totals			
Total	1,124,676.99	General Fund	518,055.59		
Final Check Lists	1,124,676.99	Non-GF	606,621.40		
Difference	-	VISA Charges	65,754.22		
		Total	1,190,431.21	Use Tax	636.36

COPY

Prepared by: _____

Sara DeBiddle, Clallam County Auditor's Office

Invoice History Use Tax Report
CLALLAM COUNTY

Tran Date	Vendor Name	Invoice / Credit Memo No.	Doc Group	Taxable Amount	Tax Amount	Invoice Total
6/13/2023	BOB BARKER CO INC	INV1904966	moliver1	240.80	21.19	240.80
6/13/2023	LEXIPOL LLC	INVPRA113870	moliver1	1,575.90	138.68	1,575.90
6/13/2023	R J THOMAS MFG CO INC	263115	mearley	4,172.00	367.14	4,172.00
6/13/2023	U S BANK	19466	cstjohn	419.98	36.96	419.98
6/13/2023	ZETRON	90335285	jkoon	822.63	72.39	822.63
Totals:				7,231.31	636.36	7,231.31



U.S. BANK
P.O. BOX 6343
FARGO ND 58125-6343



000000067 03 SP 106481752601996 P

CLALLAM COUNTY

223 E 4TH ST
SUITE 1
PORT ANGELES WA 98362-3000

ACCOUNT NUMBER

STATEMENT DATE 06-06-2023

AMOUNT DUE \$63,352.73

NEW BALANCE \$63,352.73

PAYMENT DUE ON RECEIPT

AMOUNT ENCLOSED

\$

Please make check payable to
U.S. BANK

U.S. BANK
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

4485594555539897 006335273 006335273

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY								
CLALLAM COUNTY	Previous Balance	Purchases And Other + Charges +	Cash Advances +	Cash Advance Fees +	Late Payment Charges	- Credits	- Payments	New = Balance
Company Total	\$63,398.85	\$65,754.22	\$0.00	\$0.00	\$0.00	\$494.23	\$65,306.11	\$63,352.73

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0000087	ANGELES ELECTRIC INC	19638	6/1/2023	BOARD ROOM VIDEO CONFE	4,351.49	4,351.49
6/13/2023	0001083	OLYMPIC PEN VISITOR BURE	2383	6/1/2023	MAY 2023 SERVICES PER CO	62,500.00	
			2386	6/1/2023	STRATEGIC PLAN MAY 2023 I	13,333.33	75,833.33
6/13/2023	0041493	LANE, MARK	ML 5/07/2023	6/1/2023	2023 TYLER ANNUAL CONFEI	669.66	669.66
6/13/2023	0042889	PORT ANGELES FINE ARTS C	Res 32, 2023	6/1/2023	HISTORIC PRESERVATION FL	7,000.00	7,000.00
6/13/2023	0045432	CBG COMMUNICATIONS, INC	162-03WF2023	6/1/2023	MARCH 2023 SERVICES PER	87.50	87.50
6/13/2023	0047087	TURNER, REBECCA	RT 5/30/2023	6/1/2023	WA SOCIETY OF CPA'S DUES	330.00	330.00
Sub total for U S BANK:							88,271.98

0.*

0.*

0.*

219,800.00+

6,340.87+

10,945.90+

88,271.98+

341,249.14+

7,755.59+

1,800.28+

35,013.03+

2,808.80+

154,152.06+

57,590.94+

40,278.97+

94,074.99+

2,867.81+

54,318.89+

700.00+

1,124,676.99*+

apChkLst
06/07/2023 10:00:34AM

Final Check List
CLALLAM COUNTY

DCD

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0004428	LEAR, CATHY	LEAR 05-26-202	5/26/2023	G146 TASK 2 MILEAGE MAY 3	95.37	95.37
6/13/2023	0004732	WACE, WA ASSN OF CODE EM1652		5/23/2023	FRICKER REGISTRATION FOI	25.00	25.00
6/13/2023	0026563	MAHAN, REBECCA	MAHAN 5-26-23	5/26/2023	G145 TASK 1	52.40	52.40
6/13/2023	0036990	ANCHOR QEA LLC	17030	5/19/2023	G156 MCDONALD CREEK	8,182.00	8,182.00
6/13/2023	0046683	ODP BUSINESS SOLUTIONS L309444189001		5/11/2023	BD 32.47 PD 108.66 OFFICE S	141.13	141.13
6/13/2023	0048723	PINSON, TIM	REF030623	5/25/2023	REFUND CUP2023-04 WITHD	2,000.00	2,000.00
6/13/2023	0048726	MARCY, STUART	REF051923	5/26/2023	REFUND BPT2023-466	450.00	450.00
Sub total for U S BANK:							10,945.90

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0001179	PACIFIC OFFICE EQUIPMENT	1122312	5/24/2023	POE - STORAGE CABINETS, I	2,259.78	2,259.78
6/13/2023	0001209	PENINSULA BEHAVIORAL HEALTH	CCMHC-001	5/26/2023	PBH - EMERGENCY HOUSING	3,320.00	3,320.00
6/13/2023	0021386	STAPLES ADVANTAGE	3538496789	5/20/2023	STAPLES - OFFICE SUPPLIES	250.96	
			3538496790	5/20/2023	STAPLES - BULLETIN BOARD	167.88	
			3538496813	5/20/2023	STAPLES - CERTIFICATION S	115.51	
			3535496788	5/20/2023	STAPLES - OFFICE SUPPLIES	6.84	541.19
6/13/2023	0048623	AR WORKSHOP PORT ANGEL	243-00114	5/31/2023	AR WORKSHOP - TEAM BUILD	195.84	195.84
6/13/2023	0048731	SOMMERS, TRACY	TS6671-23	5/31/2023	STATE OF WASHINGTON VS.	13.14	13.14
6/13/2023	0048732	WILHELM, TANAYA	TW6671-23	5/31/2023	STATE OF WASHINGTON VS.	10.92	10.92
Sub total for U S BANK:							6,340.87

apCkHist
06/07/2023 9:27AM

Check History Listing
CLALLAM COUNTY

HHS

Page: 1

Bank code: apbank

Check #	Date	Vendor	Status	Clear/Void Date	Invoice	Inv. Date	Amount Paid	Check Total
	06/13/2023	0000370 CLALLAM TITLE CO			CT PTC 5-24-23	05/24/2023	219,800.00	219,800.00

apbank Total: 219,800.00

1 checks in this report

Total Checks: 219,800.00

HR

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0000522	<i>redacted</i>	LEOFF MAY 23 I	5/31/2023	LEOFF MAY 23 DE	164.90	164.90
6/13/2023	0002036		LEOFF MAY 23 I	5/31/2023	LEOFF MAY 23 DL	164.90	164.90
6/13/2023	0002038		LEOFF MAY 23 I	5/31/2023	LEOFF MAY 23 DR	449.90	449.90
6/13/2023	0002042		LEOFF MAY 23 I	5/31/2023	LEOFF MAY 23 RC	339.55	339.55
6/13/2023	0002047		LEOFF MAY 23 I	5/31/2023	LEOFF MAY 23 RS	148.50	148.50
6/13/2023	0022748		LEOFF MAY 23 I	5/31/2023	LEOFF MAY 23 FD	148.50	148.50
6/13/2023	0019415	BACKES, MICHAEL	BACKES MILEA	5/31/2023	BACKES MILESAGE	29.48	29.48
6/13/2023	0045292	BATES, JERRY	00059	5/31/2023	INV 00059	1,720.00	1,720.00
6/13/2023	0048721	CARLSEEN, HOWARD	DRIV ABS REIM	5/31/2023	VOL DRIV ABS REIM HC	15.45	15.45
6/13/2023	0034245	CASTLE BRANCH INC	0887441-IN	5/31/2023	IONV 0887441-IN	815.75	815.75
6/13/2023	0000546	EXPRESS SERVICES, INC	29093215	5/31/2023	INV 29093215	1,115.39	1,115.39
6/13/2023	0046683	ODP BUSINESS SOLUTIONS	L310465653001	5/31/2023	INV 310465653001	301.99	
			310466637001	5/31/2023	INV 310466637001	58.43	360.42
6/13/2023	0001136	OLYMPIC MEDICAL CENTER	9712076702990	5/31/2023	97120767029900	985.00	985.00
6/13/2023	0048434	SOUTH SOUND POLYGRAPH	I23037	5/31/2023	INV 23037	250.00	250.00
Sub total for U S BANK:							6,707.74

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0000289	CDW GOVERNMENT, INC.	JC36080	6/13/2023	IT20230414A - MSO365	210,745.71	
			HV98411	6/13/2023	IT20230315 - APC	31,914.53	
			SE2304985	6/13/2023	IT20230308A - 2ND 1/2 SECUF	13,850.00	
			JB37973	6/13/2023	IT20230414 - MSO365	13,353.68	
			HW53618	6/13/2023	IT20230329B	6,420.29	
			HQ91191	6/13/2023	IT2023034B - SAMSUNG	1,517.75	
			GZ94265	6/13/2023	IT20230202A	1,298.15	
			JM88075	6/13/2023	IT20230426A	1,040.13	
			HC89838	6/13/2023	IT20230202A	1,030.31	
			HT55063	6/13/2023	IT20230324B - LENOVO TINY	684.19	
			HC81864	6/13/2023	IT20230202A	468.71	282,323.45
6/13/2023	0000674	GOVCONNECTION, INC.	74079273	6/13/2023	PROS20230508	1,793.31	
			74079274	6/13/2023	DCD20230508 - SURFACE (D/	1,594.53	3,387.84
6/13/2023	0004211	CENTURYLINK	3604574863-06C	6/13/2023	JUVIE FAX LINES (3)	306.79	
			3604574397-06C	6/13/2023	JUVIE COURTOOM FAX	69.64	
			3604570323-06C	6/13/2023	PA SHOP PHONE SWITCH	63.33	
			3604576843-06C	6/13/2023	JUVIE PHONE SWITCH	63.33	503.09
6/13/2023	0046762	GORDASH, ALEXANDER	060123-AG	6/13/2023	IT2023060123 - BUSINESS TR	80.96	80.96
6/13/2023	0048736	ENSEMBLE SOLUTIONS GRO	05731	6/13/2023	SHER20230310 - (10) GETACE	54,953.80	54,953.80
Sub total for U S BANK:							341,249.14

Juv Svcs

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0000159	BOB BARKER CO INC	INV1904966	5/16/2023	DET SUPPLIES	240.80	240.80
6/13/2023	0000628	GALLS LLC	024534854	5/18/2023	UNIFORMS & CLOTHING	564.81	
			024534817	5/18/2023	UNIFORMS & CLOTHING	445.05	
			024534824	5/18/2023	UNIFORMS & CLOTHING	107.14	
			024521498	5/17/2023	UNIFORMS & CLOTHING	51.25	
			024521493	5/17/2023	UNIFORMS & CLOTHING	47.44	
			024534869	5/18/2023	UNIFORMS & CLOTHING	27.20	1,242.89
6/13/2023	0000640	GELLOR INSURANCE INC	100TJW	5/26/2023	LICENSE & CERTS	115.58	
			101KCW	5/26/2023	LICENSE & CERTS	115.58	231.16
6/13/2023	0001262	PORT OF PORT ANGELES	186376	6/1/2023	BUILDING/OFFICE RENTAL-L/	2,945.54	2,945.54
6/13/2023	0001547	SYSCO FOOD SERVICES OF	455971630	5/24/2023	DET FOOD	812.77	812.77
6/13/2023	0003688	BURNS, KIMBERLY	00236352	5/22/2023	FOOD	19.56	19.56
6/13/2023	0003697	GOWDY, JEFF	05232023JG	5/23/2023	FOOD	49.96	49.96
6/13/2023	0017787	DAIRY FRESH FARMS INC	8122315017	5/30/2023	DET FOOD	80.57	
			8052314701	5/27/2023	DET FOOD	57.70	
			8122314316	5/23/2023	DET FOOD	42.21	180.48
6/13/2023	0017788	LEXIPOL LLC	INVPR113870	2/1/2023	REGISTRATION	1,575.90	1,575.90
6/13/2023	0028699	SOUND PUBLISHING INC	PDN975790	5/5/2023	ADVERTISING-LEGAL NOTIC	165.90	165.90
6/13/2023	0041537	MCKESSON MEDICAL-SURGI	20684871	5/25/2023	MED SUPPLIES	72.86	72.86
6/13/2023	0046683	ODP BUSINESS SOLUTIONS	L312638685001	5/15/2023	OFFICE SUPPLIES	146.37	
			312667324001	5/13/2023	OFFICE SUPPLIES	54.38	
			307407691002	5/16/2023	OFFICE SUPPLIES	8.69	
			312638685002	5/16/2023	OFFICE SUPPLIES	8.33	217.77
Sub total for U S BANK:							7,755.59

apChkLst
06/07/2023 10:48:16AM

Final Check List
CLALLAM COUNTY

Nox Weeds

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0000360	CLALLAM COUNTY ER&R	2023.150E	5/20/2023	VEHICLE A48 FOR APRIL; RD	1,063.23	1,063.23
6/13/2023	0001540	SWAIN'S GENERAL STORE IN	313403	5/31/2023	WADERS; KW = \$288.18	288.18	288.18
6/13/2023	0020849	U S BANK	19466	6/1/2023	BACKPACK SPRAYERS; DCD	419.98	
			S1000835097	6/1/2023	GAITORS FOR JOE; RDS = \$2	28.89	448.87
Sub total for U S BANK:							1,800.28

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0000034	AIR FLO HEATING CO	95532991	6/1/2023	2009FAC RPLC CH VAV RECV	3,652.42	3,652.42
6/13/2023	0000091	ANGELES MILLWORK & LUMB	331649	6/1/2023	SC PAINT BOLTS NUTS LINKS	518.31	
			331695	6/1/2023	FG SPRINGS FOR FORKLIFT	13.06	531.37
6/13/2023	0000289	CDW GOVERNMENT, INC.	JW04361	6/1/2023	2301CH RSTR JV BLD DOR C	16,918.72	16,918.72
6/13/2023	0000359	CLALLAM COUNTY PUBLIC W	2023.142e	6/1/2023	DRA SMPK SC FUEL	142.60	
			2023.137e	6/1/2023	SMPK MECHANIC TIME	66.00	208.60
6/13/2023	0000677	GRAINGER INC	9717762885	6/1/2023	3RD ST LEVEL LOCKSET	61.55	61.55
6/13/2023	0001187	PAPE MACHINERY INC	716189	6/1/2023	FG FORKLIFT REPAIR SERVIC	1,115.34	1,115.34
6/13/2023	0001198	PART WORKS INC, THE	INV93687	6/1/2023	2303UP HCH BOILER REPAIR	615.71	615.71
6/13/2023	0001258	PORT ANGELES POWER EQU	980113680	6/1/2023	SMPK FILES OIL	63.24	
			98013682	6/1/2023	SMPK OIL MIX OIL	13.03	76.27
6/13/2023	0001300	PUBLIC UTILITY DISTRICT	75463 5/23	6/1/2023	SC MAY ELECT	706.92	
			13572 5/23	6/1/2023	SC MAY ELECT	398.04	
			13575 5/23	6/1/2023	SC MAY ELECT	304.98	
			13573 5/23	6/1/2023	SC MAY ELECT	195.62	
			13571 5/23	6/1/2023	SC UNMETERED LIGHT	20.92	1,626.48
6/13/2023	0001540	SWAIN'S GENERAL STORE IN	313142	6/1/2023	DRA LOPPER GLOVES HOSE	160.83	
			312851	6/1/2023	SC MOP PAD SPOUT KIT W JI	94.61	
			313349	6/1/2023	JAIL CORNER BRACE, MISC F	41.69	
			312567	6/1/2023	2304UP CDJ LODGE SPRAY S	40.03	337.16
6/13/2023	0001576	THURMAN SUPPLY	857426	6/1/2023	SC YARD HYDRANT	129.24	
			856465	6/1/2023	SC ELONG. SEAT, LED LAMP	125.19	
			858134	6/1/2023	JAIL KITCHEN ABS ADAPTER	18.16	272.59
6/13/2023	0002252	R J THOMAS MFG CO INC	263115	6/1/2023	SMPK SC FIRERINGS MEM BI	4,172.00	4,172.00
6/13/2023	0020756	GROVES CRANE COMPANY, L	7171612	6/1/2023	2303FG SEC LT PWR CRANE	669.12	669.12
6/13/2023	0026957	LEITZ FARMS INC	70772	6/1/2023	SMPK KILLZALL	108.59	
			70769	6/1/2023	2303FG SEC LT PWR HYDRAI	21.68	130.27
6/13/2023	0039041	D WELD SHOP	61160	6/1/2023	2301CH RSTR JV BLD FAB PL	1,661.43	1,661.43
6/13/2023	0041295	C & C TIMBER INC	3871	6/1/2023	SC FIREWOOD BUNDLES FO	2,964.00	2,964.00
Sub total for U S BANK:							35,013.03

Prosecutor

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0000546	EXPRESS SERVICES, INC	28993196	6/1/2023	EXPRESS SERVICES	420.94	420.94
6/13/2023	0001252	PORT ANGELES, CITY OF	74359-155474 6	6/1/2023	CITY UTILITIEWS 74359-1554	239.01	239.01
6/13/2023	0032090	WOJNOWSKI, CHRISTI	WOJNOWSKI6/	6/1/2023	TRAVEL REIMBURSEMENT	611.57	611.57
6/13/2023	0045455	SWAN, BRANDY	SWAN6/1/23	6/1/2023	MILEAGE REIMBURSEMENT	51.09	51.09
6/13/2023	0045698	WA ST COURT OF APPEALS C16994		6/1/2023	COURT OF APPEALS	5.05	5.05
6/13/2023	0045735	PACIFIC NW FORENSIC PATH2023CO132		6/1/2023	AUTOPSY FEES	1,200.00	1,200.00
6/13/2023	0046683	ODP BUSINESS SOLUTIONS L309107814001		6/1/2023	OFFICE SUPPLIES	60.16	
			309106009001	6/1/2023	OFFICE SUPPLIES	31.23	91.39
6/13/2023	0048734	HIRCKO, VIVIAN	HIRCKO6/1/23	6/1/2023	TRAINING REIMBURSEMENT	189.75	189.75
Sub total for U S BANK:							2,808.80

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CLALLAM COUNTY

Public Works Roads

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0000091	ANGELES MILLWORK & LUMB	331444	5/16/2023	MAINTENANCE SUPPLIES- P/	67.19	67.19
6/13/2023	0000331	CLALLAM COUNTY AUDITOR	23-153789	5/25/2023	23-153789 REAL ESTATE DRY	302.50	302.50
6/13/2023	0000360	CLALLAM COUNTY ER&R	2023.157E	5/31/2023	05/23 EQUIPMENT RENT	148,834.12	148,834.12
6/13/2023	0000377	PACWEST MACHINERY LLC	20363237	5/25/2023	MAINTENANCE SUPPLIES - P	2,824.96	2,824.96
6/13/2023	0000594	DECKER CITY HARDWARE, TI	771904	5/24/2023	MAINTENANCE SUPPLIES- LC	4.34	4.34
6/13/2023	0000677	GRAINGER INC	9718788038	5/24/2023	SUPPLIES- TRAIL	68.02	
			9707507266	5/15/2023	TRAIL SUPPLIES	45.35	113.37
6/13/2023	0000709	HARBOR SAW & SUPPLY	754345	5/24/2023	MAINTENACE SUPPLIES-LC	6.53	6.53
6/13/2023	0001300	PUBLIC UTILITY DISTRICT	110606-052223	5/22/2023	PUD SCENIC OVERLOOK WA	108.86	108.86
6/13/2023	0001540	SWAIN'S GENERAL STORE IN	312778	5/16/2023	MAINTENANCE SUPPLIES- P/	41.31	41.31
6/13/2023	0001551	TACOMA SCREW PRODUCTS	140077241-00	5/24/2023	MAINTENANCE SUPPLIES-PA	240.05	240.05
6/13/2023	0001573	THOMAS BUILDING CENTER	I30975344	5/24/2023	MAINTENANCE SUPPLIES- SC	143.68	
			30975345	5/24/2023	MAINTENANCE SUPPLIES- SC	139.36	283.04
6/13/2023	0017663	ARAMARK UNIFORM SVCS IN	5120251375	5/30/2023	LAUNDRY SERVICE- PA	16.32	16.32
6/13/2023	0021386	STAPLES ADVANTAGE	3536188629	4/17/2023	FOR FACILTIES FOREMAN SL	46.91	46.91
6/13/2023	0041399	WRIGHT, RICHARD	WIGHTCDL0526	5/26/2023	CDL REIMBURSEMENT R WR	175.00	175.00
6/13/2023	0043469	PETROCARD	C191013	5/31/2023	FUEL CONSUMED	52.56	52.56
6/13/2023	0048446	FRED C STRICKLAND & ASSO	FCS052923	5/29/2023	APPRAISAL - ODT FORKS TO	1,000.00	1,000.00
6/13/2023	0048724	DAVIS, TRAVIS	DAVISCDL23	5/26/2023	CDL REIMBURSEMENT DAVIS	35.00	35.00
Sub total for U S BANK:							154,152.06

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Final Check List
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Public Works ER&R Page: 1

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0000091	ANGELES MILLWORK & LUMB	332360	5/30/2023	Propane - PA 831		
6/13/2023	0000139	B & P AUTO REPAIR	13197	5/17/2023	Repairs - LC 165	20.13	20.13
6/13/2023	0000377	PACWEST MACHINERY LLC	20363239	5/25/2023	Seal Kit, Gear Pump - PA 413	303.97	303.97
6/13/2023	0000599	FORKS OUTFITTERS	22MAY2023	5/22/2023	Spray Paint - LC	2,416.99	2,416.99
6/13/2023	0000772	INDUSTRIAL HYDRAULICS INC	A343616	5/25/2023	Various Bulk Flange Seals - PA	13.03	13.03
6/13/2023	0000897	LAWSON PRODUCTS INC	9310639887	5/24/2023	Bulk Screw,s Sockets, Washers	266.29	266.29
6/13/2023	0001187	PAPE MACHINERY INC	2217522	5/24/2023	Engine Repair - PA 619	695.23	695.23
			2217671	5/14/2023	Fuel System Repairs - PA 847	2,707.12	
			14428892	5/17/2023	Nuts, Screws, Washers, Straps	747.82	
6/13/2023	0001255	PRICE FORD LINCOLN MERCI	1687102/2	5/25/2023	Repairs - PA S329	326.32	3,781.26
			5048764	5/25/2023	Brake Lining Kit, Trnsmssn Oil -	2,860.35	
			5048706	5/23/2023	Transmission Oil - PA S340	279.09	
			5048771	5/26/2023	Brake Lining Kit - PA S359	116.77	
6/13/2023	0001300	PUBLIC UTILITY DISTRICT	21685-05242023	5/24/2023	Electric Utility Charges-51 Bedr	105.18	3,361.39
			9896-05252023	5/25/2023	Electric Utility Chrg- 160 Grant	698.94	
			109032/0525202	5/25/2023	Electric utility - Gravel Pit Rd 20	510.09	
6/13/2023	0001426	SEQUIM, CITY OF	1295.0 06012023	6/1/2023	Utility Charges (Water & Sewer	50.43	1,259.46
6/13/2023	0001457	SME SOLUTIONS LLC	2176279	3/31/2023	Fuel Island Repair - PA 20-FICH	243.54	243.54
6/13/2023	0001463	SNAP-ON TOOLS	05242319037	5/24/2023	Butane Gas Torch - PA 20-SMT	605.70	605.70
6/13/2023	0001551	TACOMA SCREW PRODUCTS	140079091-00	5/24/2023	Screws, Nuts, Washers, Cataly	81.55	81.55
6/13/2023	0001586	TRAFFIC SAFETY SUPPLY CO	INV059365	5/17/2023	Signs and Sign Parts - PA 02-EI	1,243.40	1,243.40
			INV059400	5/18/2023	Various Signs - PA	14,118.54	
6/13/2023	0001762	WEST END MOTORS INC	1283	5/18/2023	Flat Repair - LC S334	4,045.64	18,164.18
6/13/2023	0001767	WEST WASTE & RECYCLING	0000285976	5/31/2023	Sanican, 410 Frontier - CB	21.72	21.72
			0000283512	5/31/2023	Garbage Collection, 51 Bedrock	120.00	
			0000283513	5/31/2023	Garbage collection 410 Frontier	72.00	
6/13/2023	0001781	WHITEHEADS AUTO PARTS	IN257351	5/22/2023	Fuel Filter - LC 20-FILC	36.00	228.00
			257476	5/23/2023	Cutting Shield - LC 20-SMTOOI	66.88	
			257582	5/24/2023	Gladhands - LC 240	37.24	
			257605	5/24/2023	Mud Flap - LC 240	25.28	
			257430	5/22/2023	Fuses - LC	21.85	
			257706	5/25/2023	Coupling, Adapter - LC 1761	20.53	
6/13/2023	0004211	CENTURYLINK	4295169B/05232	5/23/2023	Phone services - ER&R 169B P	11.23	183.01
6/13/2023	0017663	ARAMARK UNIFORM SVCS	IN5120251374	5/30/2023	Laundry Services - PA	41.17	41.17
						35.93	35.93

Final Check List
CLALLAM COUNTY

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0022435	RACE STREET AUTO PARTS	633056-23	5/24/2023	Lamps - PA	120.57	
			633656-23	5/30/2023	LED Lights - PA 552	95.70	
			629594-23	4/27/2023	Wrap - PA	33.33	249.60
6/13/2023	0023338	CENTRAL WELDING SUPPLY	PT149436	5/24/2023	Mild Steel Wire - PA	218.81	218.81
6/13/2023	0030725	SWS EQUIPMENT LLC	0155730-IN	5/5/2023	Various Sensors - LC 402	1,614.73	1,614.73
6/13/2023	0036418	PA FAR WEST MACHINE &	HY0523-8584H	5/25/2023	STRT Adapter - PA 413	53.03	
			0523-8582H	5/25/2023	STRT Adapter - PA 413	25.87	78.90
6/13/2023	0038262	WILDER AUTO CENTER	5115128	5/19/2023	Filter: Air, Fuel, Oil - PA 207	608.37	608.37
6/13/2023	0040272	MATT'S TOOLS USA LLC	051623	5/16/2023	Brushs, Magnetic Parts Tray - F	37.18	37.18
6/13/2023	0043469	PETROCARD	0486387-IN	5/31/2023	UL and DD - LC	10,940.65	
			0486812-IN	5/30/2023	Unleaded - PA	8,977.94	
			0486405-IN	5/31/2023	Hydraulic and 5w20 - PA	1,891.05	21,809.64
6/13/2023	0045842	CINTAS CORPORATION #2	5156962738	5/4/2023	Disinfectant - LC	7.76	7.76
Sub total for U S BANK:							57,590.94

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0000074	AM TEST, INC.	133647	5/30/2023	SAMPLE TESTING - WWTP	640.00	
			133648	5/30/2023	SAMPLE TESTING-WWTP	200.00	840.00
6/13/2023	0000331	CLALLAM COUNTY AUDITOR	2023-1450208	6/2/2023	LEIN SATISFACTION RECORI	18.00	18.00
6/13/2023	0000360	CLALLAM COUNTY ER&R	2023.160E	5/31/2023	05/23 EQUIPMENT RENT	1,041.04	1,041.04
6/13/2023	0000361	CLALLAM COUNTY ROAD DEF	2023.039R	5/30/2023	5/23 04/16-05/15 EMPLOYEE E	33.89	33.89
6/13/2023	0027284	MOTION INDUSTRIES INC	WA08-00203054	5/4/2023	RBC BEARING REPLACEMENT	17,428.61	
			WA08-00203084	5/5/2023	RBC BEARING REPLACEMENT	17,428.61	34,857.22
6/13/2023	0001058	NCL OF WISCONSIN INC	487741	5/24/2023	SUPPLIES-WWTP	580.02	580.02
6/13/2023	0001300	PUBLIC UTILITY DISTRICT	23007-052423	5/24/2023	PUD 176 FRONT ST	952.50	
			22991-052423	5/24/2023	PUD HWY 112 OPP 15180 PUI	221.01	
			23221-052423	5/24/2023	PUD 12901 HWY 112	182.17	
			23040-052423	5/24/2023	PUD FRONT ST	177.48	1,533.16
6/13/2023	0021386	STAPLES ADVANTAGE	3537601396	4/29/2023	OFFICE SUPPLIES- WWTP	147.67	
			3537601397	4/29/2023	OFFICE SUPPLIES-WWTP	120.05	267.72
6/13/2023	0001621	USA BLUE BOOK	959589	5/18/2023	MAINTENANCE SUPPLIES-W	188.88	188.88
6/13/2023	0001767	WEST WASTE & RECYCLING	0000283520	5/31/2023	WWTP GARBAGE SERVICE	36.00	36.00
6/13/2023	0001300	PUBLIC UTILITY DISTRICT	24561-052423	5/24/2023	PUD BULLMAN BEACH CREE	76.83	76.83
6/13/2023	0000360	CLALLAM COUNTY ER&R	2023.161E	5/31/2023	05/23 EQUIPMENT RENT	34.41	34.41
6/13/2023	0000361	CLALLAM COUNTY ROAD DEF	2023.040R	5/30/2023	05/2023 4/16-05/15 EMPLOYEE	136.22	136.22
6/13/2023	0001300	PUBLIC UTILITY DISTRICT	119586-052523	5/25/2023	PUD 1453 W WASHINGTON S	98.57	98.57
6/13/2023	0001641	VERIZON WIRELESS	9935658883	5/23/2023	04/24-05/23 VERIZON CARLS	152.98	152.98
6/13/2023	0000348	CLALLAM COUNTY DEPT OF,	23-0259	5/11/2023	04/23 TESTINGS SERVICES	360.00	360.00
6/13/2023	0000360	CLALLAM COUNTY ER&R	2023.158E	5/31/2023	05/23 COPIES	24.03	24.03
Sub total for U S BANK:							40,278.97

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0000360	CLALLAM COUNTY ER&R	2023.151E-May	5/26/2023	MILEAGE	44,334.20	
			2023.165E	5/31/2023	RENTAL OF CHAIN GANG VEI	3,800.00	
			2023.145E	5/19/2023	FUEL FOR CREW, EMD, SAR	1,220.26	
			2023.136E	5/19/2023	LABOR FOR WORK ON SAR \	264.00	
			2023.146E	5/19/2023	PARTS FOR OPNET VEHICLE	7.83	49,626.29
6/13/2023	0000628	GALLS LLC	024534872	5/18/2023	UNIFORM - SOTEBEER	169.93	
			024569165	5/22/2023	UNIFORM - MORSE	149.55	
			023523921	2/10/2023	UNIFORM - CORRECTIONS S	109.89	
			024547054	5/19/2023	UNIFORM - WENZL	81.55	
			024534882	5/18/2023	UNIFORM - MORSE	35.02	545.94
6/13/2023	0001252	PORT ANGELES, CITY OF	80375	5/18/2023	E911 REIMBURSEMENT - APF	16,690.00	16,690.00
6/13/2023	0001300	PUBLIC UTILITY DISTRICT	115366-Jun23	5/25/2023	EDWARDS RD - UTILITIES	318.04	318.04
6/13/2023	0004211	CENTURYLINK	206-T30-9144-Jl	5/23/2023	DATA CONNECTION	467.66	
			206-T31-9138-Jl	5/23/2023	DATA CONNECTION	55.20	522.86
6/13/2023	0004212	KING, BRIAN	052223	5/22/2023	TRAVEL - SPOKANE	111.00	111.00
6/13/2023	0005477	WENZL, DON	052223	5/22/2023	TRAVEL - SPOKANE	111.00	111.00
6/13/2023	0014594	ORTH, SYLVIA	050623	5/6/2023	TRAVEL - SAN ANTONIO	406.37	406.37
6/13/2023	0019836	LEADSONLINE LLC	404779	5/15/2023	TOTALTRACK INVESTIGATIOI	3,262.00	3,262.00
6/13/2023	0021386	STAPLES ADVANTAGE	3538496761	5/20/2023	OFFICE SUPPLIES	93.23	
			3538496762	5/20/2023	OFFICE SUPPLIES	72.34	
			3538496764	5/20/2023	OFFICE SUPPLIES	40.77	206.34
6/13/2023	0021591	CW NIELSEN MFG CORPORA	47967	5/22/2023	RIBBONS FOR CLASS A UNIF	2,774.40	2,774.40
6/13/2023	0028699	SOUND PUBLISHING INC	PDN976684	5/12/2023	COUNTY NOTICES - SURPLU	145.36	145.36
6/13/2023	0033486	LN CURTIS & SONS INC	INV629507	9/7/2022	UNIFORM - GRIBBON	300.29	300.29
6/13/2023	0034301	BUNDY, AMANDA	052223	5/22/2023	TRAVEL - SPOKANE	111.00	111.00
6/13/2023	0037247	HAIR BY NICOLE	053023	5/30/2023	INMATE HAIRCUTS	200.00	200.00
6/13/2023	0037772	T MOBILE USA INC	9495680396	6/7/2022	GPS LOCATE 4/13/22 - 5/26/22	1,320.00	1,320.00
6/13/2023	0040427	NORPOINT GROUP LLC	1312 NPG	6/2/2023	CL CO COURTHOUSE AND JL	9,487.50	9,487.50
6/13/2023	0041605	HOME DEPOT PRO	747049930	5/24/2023	JAIL & KITCHEN SUPPLIES	1,826.49	1,826.49
6/13/2023	0041993	MORGAN, NELSON	051623	5/16/2023	TRAVEL - ISSAQUAH	339.54	339.54
6/13/2023	0042924	WAKNITZ, ELIZABETH	050623	5/6/2023	TRAVEL - SAN ANTONIO	289.66	
			052223	5/22/2023	TRAVEL - SPOKANE	129.50	419.16

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0043498	SOUND UNIFORM SOLUTIONS	202305SU105	5/12/2023	UNIFORM - WOOD	638.11	
			202305SU098	5/10/2023	UNIFORM - PARKER	572.83	
			202305SU097	5/10/2023	UNIFORM - ESTEP	572.83	1,783.77
6/13/2023	0045803	KEITH'S FRAME OF MIND	10078	5/10/2023	HEADSHOT SESSION - 5 ADM	1,904.00	
			10071	5/20/2023	EVENT PHOTO SESSION - LE	435.20	2,339.20
6/13/2023	0046683	ODP BUSINESS SOLUTIONS	L315706770001	5/23/2023	OFFICE SUPPLIES	54.58	54.58
6/13/2023	0047517	GREGOIRE, KATHI	053023	5/30/2023	MILEAGE TO DO CHAPLAIN T	195.98	195.98
6/13/2023	0047751	ZETRON	90335285	4/25/2023	RECEIVER MAINTENANCE	822.63	822.63
6/13/2023	0048737	PARKER, SETH	051523	5/15/2023	TRAVEL - TACOMA	155.25	155.25
Sub total for U S BANK:							94,074.99

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Final Check List
CLALLAM COUNTY

Sheriff Jail Med

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Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0001123	OLYMPIC AMBULANCE SERVICE	23-55155	6/1/2023	INMATE MEDICAL	454.68	454.68
6/13/2023	0001136	OLYMPIC MEDICAL CENTER	OMC 6/1/23	6/1/2023	INMATE MEDICAL	723.63	723.63
6/13/2023	0001453	K BEN SKERBECK DDS PS, P	Skerbeck 5.23.2	6/1/2023	INMATE MEDICAL	1,149.00	1,149.00
6/13/2023	0025115	RADIA INC PS	ZAQES6M	6/1/2023	INMATE MEDICAL	27.77	27.77
6/13/2023	0041537	MCKESSON MEDICAL-SURGI	20698387	5/30/2023	INMATE MEDICINE	292.33	
			20696826	5/30/2023	INMATE MEDICINE	89.02	
			20696089	5/30/2023	INMATE MEDICINE	30.24	
			20689537	5/26/2023	INMATE MEDICINE	12.18	
			20692472	5/26/2023	INMATE MEDICINE	5.02	428.79
6/13/2023	0048022	SOUND INPATIENT PHYSICIAN	ZAR1YGG	6/1/2023	INMATE MEDICAL	83.94	83.94
Sub total for U S BANK:							2,867.81

apChkLst
06/07/2023 12:17:19PM

Final Check List
CLALLAM COUNTY

Treasurer

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/13/2023	0001252	PORT ANGELES, CITY OF	1STQTRPA	6/1/2023	1ST QUARTER UGA REVENUE	48,699.00	48,699.00
6/13/2023	0021407	MASTER'S TOUCH, LLC, THE	86071	5/31/2023	DELINQUENT POSTCARD MA	509.50	
			P86071	5/31/2023	DELINQUENT REMINDERS PC	28.64	538.14
6/13/2023	0046683	ODP BUSINESS SOLUTIONS	L312518299001	5/31/2023	OFFICE SUPPLIES	206.75	206.75
6/13/2023	0047752	THREE+ONE COMPANY LLC	2920	6/1/2023	QUARTERLY INVESTMENT RI	4,875.00	4,875.00
Sub total for U S BANK:							54,318.89

apChkLst
05/31/2023 4:19:19PM

Final Check List
CLALLAM COUNTY

Veterans

Page: 1

Bank : apbank U S BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
6/1/2023	0020849	U S BANK	BG6299 5/31/23	5/31/2023	FOOD	150.00	
			TR0526 5/31/23	5/31/2023	FUEL	150.00	
			HG1393 5/31/23	5/31/2023	FOOD	100.00	
			JM5483 5/31/23	5/31/2023	FOOD	100.00	
			MC2576 5/31/23	5/31/2023	FUEL	100.00	
			RM1064 5/31/23	5/31/2023	FUEL	100.00	
						700.00	
Sub total for U S BANK:							700.00



BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of June 5 – 9, 2023

JUN 13 2023

WORK SESSION – 9 a.m.

The work session convened at 9 a.m., Monday, June 5, 2023. Present were Commissioners Ozias, Johnson and French. Administrator Sill and Deputy Administrator Reyes were excused.

Items of discussion per the agenda published May 31 were:

- Calendar/Correspondence
- Resolution appointing Heidi L. Anderson to the Behavioral Health Advisory Board
- Pre-application questionnaire with Office of Crime Victim Advocacy for Victim Witness Assistance
- Resolution authorizing Linda Capps to sign closing documents for property located at 140 C Street, Forks WA owners R and H Family LLC
- Serenity House Funding Update
- Presentation on the 2023 County Roads Integrated Weed Management Plan

Meeting concluded at 10:15 a.m.

REGULAR MEETING OF THE BOARD OF CLALLAM COUNTY COMMISSIONERS

Chair Ozias called the meeting to order at 10 a.m., Tuesday, June 6, 2023. Also present were Commissioners Johnson and French. Administrator Sill and Deputy Administrator Reyes were excused.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

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

CONSENT AGENDA

1a Approval of vouchers for the week of May 29

1b Approval of minutes for the week of May 29

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

REPORTS AND PRESENTATIONS

- CRJ commented on Department of Natural Resources, Fire District 2 funding, Housing Solutions Committee, Olympic Area Agency on Aging
- CMO commented on Public Health, Assessor's and Sequim Road Crew staff meetings, Green Accelerator Meeting

ADMINISTRATION

2a Request for waiver of bid / RFP / quote requirement for purchase of a used 2021 Nissan V200 Compact Cargo Van for mobile harm reduction services

ACTION TAKEN: CRJm to approve, CMFs, mc

PUBLIC COMMENT

- Ed Bowen, Clallam Bay, commented on Junior Taxing Districts, Fire Districts, Health and Human Department Forks land purchase, Noxious Weed Department presentation, Zoom disconnect issue
- Kenneth Reandeau, Port Angeles, commented on wildland interface, fires
- Ed Telenick, Sequim, commented on item 2a, money, grants, Joyce Junior Taxing Districts, timber sales

BOARD of CLALLAM COUNTY COMMISSIONERS

MINUTES for the week of June 5 – 9, 2023

Page 2

HEARING(S)

H1 Proposed Clallam County Ordinance repealing and replacing Clallam County Chapter 13.04 – Clallam Bay Sekiu Sewerage Rate Schedule with a new chapter Clallam Bay / Sekiu Sewer System

(Hearing will be continued to Monday, June 12, 2023 at 6 p.m. at Sekiu Community Center)

- Mark Lane, Chief Financial Officer, read the agenda item summary into the record
- Ron Garcelon, Public Works provided a staff report

ACTION TAKEN: CRJm to open the public hearing, CMFs, mc

- The following provided testimony:
 - Ed Bowen, Clallam Bay
 - Kenneth Reandeau, Port Angeles
- The following sent in written testimony: Valerie Mohr, Bill Parrott, and Marci Parrott

CMO noted the public hearing is continued to Monday, June 12, 2023 at 6 p.m. at the Sequim Community Center

PUBLIC COMMENT

- Ed Telenick, Sequim, commented on Assessor's Office staff meeting, County departments, grant money
- Ed Bowen, Clallam Bay, commented on District III Commissioner land trust tour in west end

The meeting concluded at 11:11 a.m. and continued to 9 a.m., Monday, June 12, 2023.

There are no Zoom chat logs for the week of June 5.

The Board of Commissioners attended WSAC Virtual Update, Coffee with Colleen, Rail/Trail Luncheon, KONP Radio Show, and KSQM Radio Show during the week of June 5.

PASSED AND ADOPTED this 13th day of June 2023.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mike French

KEY TO ABBREVIATIONS:

ARS Administrator Rich Sill
CMO Commissioner Mark Ozias
CRJ Commissioner Randy Johnson
CMF Commissioner Mike French

m moved
mc motion carried
s seconded

BOARD OF CLALLAM COUNTY COMMISSIONERS PUBLIC HEARING

H1 Proposed Clallam County Ordinance repealing and replacing Clallam County Chapter 13.04 – Clallam Bay Sekiu Sewerage Rate Schedule with a new chapter Clallam Bay / Sekiu Sewer System

I declare under penalty of perjury under the laws of the State of Washington that any testimony that I give is true and accurate. Please print name and address clearly.

Nº	PRINTED NAME	SIGNATURE	ADDRESS
1	Kenneth Pearson	Kenneth Pearson	Port Angeles
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			

Signed on June 6, 2023 in Port Angeles, Washington

From: noreply@civicplus.com
Sent: Wednesday, May 24, 2023 10:04 AM
To: Gores, Loni
Subject: Online Form Submission #1474 for Contact the Clerk of the Board

Contact the Clerk of the Board

First Name	Valerie
Last Name	Mohr
Email	cvmohr@yahoo.com
Phone	13606400747
Subject	Clallam Bay/Sekiur Proposed Ordinances and Policies
Comments	My name is Valerie Mohr. I am a lifelong Clallam Bay/Sekiur resident. My husband and I are retired and still reside in Sekiur. We purchased a parcel in Sekiur in July, 2022. It has a park model and six additional RV hookups. This purchase was made with the idea that it would be a summer getaway place for us when we sell our current home in Sekiur in the next few years. We had absolutely no intention for this property to be used for rental purposes. We are currently paying \$51 per month year around, or \$612 per year. The proposed new sewer rates are a huge shock to us. Based on \$51 per month for the initial connection plus six additional hookups at the .35 ERU rate, this would mean that we would be paying a total of \$158 per month year around, or \$1,897 per year! What?? This just seems totally outrageous! What about phasing in these increases over time period, of say, three years. Also, the proposal lists the residential rates remaining at the current \$51 per month. Is this equitable sharing of the needed increases? At the May 17 meeting, the county sewer representatives stated that businesses and individuals should simply "raise their rates and pass the increases onto their customers." Even if we opted to have "renters", it would only be for three months during the summer. RV sites typically have low water/sewer usage. They are mainly short term in the Sekiur area, with typically only one or two occupants and don't have a bathtub, washer, dishwasher, hot tub or garden hose. This is so very disappointing. If these proposed rates are

approved, I feel we would be forced to try to rent some of these RV hookups for the summer months. How else could we possibly cover these enormous sewer bills?
This is certainly not the vision we had for our property.

Please Note

This form is not for emergencies. If you have an emergency, please phone 911.

Email not displaying correctly? [View it in your browser.](#)

Gores, Loni

From: MARCI PARROTT <B_BWelding@msn.com>
Sent: Friday, June 2, 2023 9:58 AM
To: Gores, Loni
Cc: Bill Parrott
Subject: Proposed Sewer Ordinance Comment
Attachments: Proposed Sewer Ordinance regarding Clallam Bay.docx

Ms. Gores,

Please acknowledge receipt of this email.

As we will not be able to attend either one of the Public Hearings, we are writing our comment to the Board of Commissioners.

Thank you.

Bill and Marci Parrott

Proposed Ordinance regarding Clallam Bay/Sekiu Sewer System

We are commenting on the proposed ordinance regarding the Clallam Bay/Sekiu Sewer System.

We currently own two RV park properties in Sekiu. One is operational and the other has not been used in several years due to repairs needing to be completed to the water, sewer and electrical systems.

The proposed fee schedule will impact us greatly as the RV park is only open five (5) months out of the year, May through September. About half of the RV spots are five (5) month customers and they are only in Sekiu on weekends and maybe one or two weeks sometime during the five (5) month period. The rest of the RV spots are rented out on a daily, weekly or month bases and most are a first come first served bases. There are many days, weeks and months where a spot is not in use; i.e. no water, electrical or sewer usage

To have to pay the sewer fees of .35 ERU per RV spot for a full year when the RV park is only open five (5) months out of the year is unfair. We should only pay for the sewer fees the months we are open and have customers. If there is no water usage then the sewer system is not being used.

Bill and Marci Parrott
253 691-5110
Sekiu, WA



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

JUN 13 2023

Department: District Court I

WORK SESSION ☒ Meeting Date: 6/12/2023

REGULAR AGENDA ☒ Meeting Date: 6/13/2023

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | |
|---|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # |
| ☐ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other Discussion re: grant application |

Documents exempt from public disclosure attached: ☐

Executive summary: District Court I is in the process of applying to the Washington State Administrative Office of the Courts (AOC) for ongoing grant funding in support of Mental Health Court. A county grant application questionnaire and copy of AOC's grant application are attached for reference.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) If a budget action is required, has it been submitted and a copy attached? ☐ N/A

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?) **Discuss the grant offering. Author and sign a letter of support for Mental Health Court that can be submitted to AOC as part of the grant application.**

County Official signature & print name: _____

David Neupert
DAVID NEUPERT

Name of Employee/Stakeholder attending meeting: Judge David Neupert

Relevant Departments: Board of County Commissioners Office, District Court I, Prosecuting Attorney, Clallam Public Defender, County Finance Department (all of whom will be furnished with a copy of this AIS in advance of Monday's work session)

Date submitted: June 7, 2023

* Work Session Meeting - Submit 1 single sided/not stapled copy

** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



MARK OZIAS, District 1, Chair
RANDY JOHNSON, District 2
MIKE FRENCH, District 3

Board of Clallam County Commissioners

223 East 4th Street, Suite 4
Port Angeles, WA 98362-3015
360.417.2233 Fax: 360.417.2493
Email: commissioners@clallamcountywa.gov

RICH SILL, County Administrator

June 13, 2023

Washington Administrative Office of the Courts
PO Box 41170
Olympia, WA 98504

Re: Clallam County District 1 Court Application for FY2024 Therapeutic Court Funding

Dear Washington Administrative Office of the Courts:

The Clallam County Commissioners wish to share our enthusiastic support of the Clallam County District Court I's allocation request to the Washington Administrative Office of the Courts. If awarded, this allocation would provide funding that will be used to support Clallam County District Court I's Mental Health Court Program. Mental health courts are specialty courts that were established to improve the response to individuals with serious mental illness who have come in contact with criminal justice system.

District Court 1 has been working together with the Clallam County Prosecutors, Public Defender's, Peninsula Behavioral Health, local law enforcement, and treatment providers to provide individuals in the criminal justice system, an alternative path to resolve legal matters. We anticipate the Court will continue to build on these existing relationships that will hold accused persons accountable and reduce recidivism.

Allocation funds will be used to maintain and potentially expand Mental Health Court's resource offerings. The program is an invaluable asset to Clallam County, and one that should continue as a necessary complement to the criminal justice system.

Thank you for your continued support of The Mental Health Court Program.

Sincerely,

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

Clallam County

Grant Application Information

DEPARTMENT: **District Court I**

DATE SUBMITTED TO W/S: **6/12/23**

GRANT NAME: **Therapeutic Courts in Courts of Limited Jurisdiction**

APPLICATION DEADLINE: **6/9/23**

ISSUING AGENCY: **Washington State Administrative Office of the Courts**

IS THIS A RENEWAL? **Yes**

LENGTH OF GRANT: **State Fiscal Year (FY) 2024 (July 1, 2023-June 30, 2024)**

RENEWAL POSSIBLE? **Yes**

TOTAL AWARD: **TBD**

ANNUAL AMOUNT :**TBD**

MATCH REQUIRED? **No**

MATCH AMOUNT: **N/A**

DESCRIPTION OF GRANT AND PURPOSE:

Grant funding is being offered to support new and existing therapeutic courts in courts of limited jurisdiction for FY24.

EXPLAIN HOW THIS GRANT WILL BE USED FOR THE GOOD OF CLALLAM COUNTY CITIZENS:

Grant funds will be used to support District Court I's Mental Health Court program. Mental health courts are specialty courts that were established to improve the response to individuals with serious mental illnesses who have come into contact with the criminal justice system.

DOES THE GRANT ACTIVITY FURTHER THE DEPARTMENT'S MISSION OR CORE FUNCTIONS? HAS IT BEEN A PART OF LONG TERM DEPARTMENT OR COUNTY GOALS?

Yes. District Court I started Mental Health Court in 2022. Grant funding would be used to support the program through a reimbursement model that would be at no cost to the county.

DOES THE GRANT ACTIVITY INCREASE AN EXISTING SERVICE OR ADD A NEW SERVICE? TO WHAT DEGREE? IF THE GRANT WERE NOT AVAILABLE, WOULD THE SERVICE HAVE BEEN NECESSARY?

Grant funds will be used to maintain and, depending on amount, potentially expand Mental Health Court's resources offerings. The program is an invaluable asset to Clallam County, and one that should continue as a necessary complement to the criminal justice system, regardless of grant funding.

WHAT MEASUREMENTS (PERFORMANCE MEASURES) WILL BE USED TO EVALUATE THE SUCCESS OF THE ACTIVITIES PROVIDED BY THE GRANT? WILL PERFORMANCE MEASURES BE DEVELOPED?

Mental health court employs the use of performance measures (e.g., % participants housed, appointment attendance, program participation, employment, etc.) to gauge success.

DOES THE GRANT ACTIVITY CREATE A NEW SERVICE OR LEVEL OF SERVICE WHICH IS EXPECTED TO BE CONTINUED FROM LOCAL FUNDING AT THE END OF THE GRANT PERIOD?

The county formally supported the establishment of Mental Health Court prior to last year's successful application by District Court I to AOC for grant funding to support the program. In the event grant funding ceases to be available, unspent Hargrove fund monies can be used to do so.

IF MATCHING FUNDS ARE REQUIRED, WHERE WILL THEY COME FROM? DOES THE DEPARTMENT HAVE EXISTING RESOURCES TO COVER MATCH REQUIREMENTS? FROM WHERE?

This grant does not require a match.

WILL THE ACTIVITY IN THIS GRANT HAVE IMPACTS ON OTHER DEPARTMENTS? HAS THIS BEEN DISCUSSED? DO OTHER DEPARTMENTS HAVE SUFFICIENT RESOURCES TO DEAL WITH ADDITIONAL IMPACTS?

Mental Health Court impacts the operation of the Prosecuting Attorney's Office and Clallam Public Defender. These impacts have been previously discussed and both offices continue to support the operation of the program.

WILL NEW POSITIONS BE ADDED? IF SO, HOW MANY AND WHAT TYPE ARE EXPECTED? ARE ALL WAGES AND BENEFITS PAID IN THE GRANT? WHAT WILL HAPPEN TO THE POSITIONS WHEN THE GRANT PERIOD ENDS?

The feasibility of any new positions would be dependent upon available funding (grant or otherwise) and would first be discussed with the county.

DOES YOUR DEPARTMENT HAVE SUFFICIENT RESOURCES TO ADMINISTER THE GRANT? PROVIDE FOR TIMELY REIMBURSEMENT AND ACTIVITY REPORTS?

Yes.

ARE THERE IMPACTS TO THE COUNTY IF THE GRANT IS NOT RECEIVED? WHAT ARE THEY?

No. Even without grant funding, unspent Hargrove fund monies could be used to support continued operation of the program.

ARE INDIRECT COSTS ALLOWABLE ON THIS GRANT? IF SO, ARE THERE LIMITATIONS? WILL THEY BE CHARGED AND ALLOCATED AS INDIRECT?

I do not believe so.

ARE THERE OTHER ACTIVITIES (GRANT OR OTHERWISE) THAT ARE BUDGETED FOR THIS YEAR THAT WILL NOT BE COMPLETED IF THIS GRANT IS APPROVED?

No.

WHAT BUDGET CHANGES ARE NECESSARY? INCLUDE REVENUES AND EXPENDITURES.

Any monies received as a result of this grant application will be reimbursed to the county for grant covered expenses/activities.

OTHER COMMENTS

Your ongoing support of Mental Health Court is appreciated.

David Newport

ELECTED OFFICIAL

Rich Sill, ADMINISTRATOR

APPROVAL

Submit in **duplicate** to the Board of Commissioners for Work Session discussion and approval by the Administrator prior to application for any grant. The approved form must be included with the grant contract when it is submitted to the Board for approval. Refer to Administrative Policies 120 and 562.



WASHINGTON ADMINISTRATIVE OFFICE OF THE COURTS

APPLICATION PACKET FOR FY2024 STATE FUNDING

Therapeutic Courts in Courts of Limited Jurisdiction

The Administrative Office of the Courts is pleased to announce the availability of approximately \$9.7 million in state funding to support new and existing therapeutic courts in courts of limited jurisdiction for FY24 (July 1, 2023-June 30, 2024). This is an ongoing funding stream, however, updated applications and budgets will be required in subsequent years. Please note, funding may not supplant existing funds for this purpose.

In this packet, you will find:

- Recommendations for accessing treatment and support services;
- Allowed cost categories with and explanation of how to budget for each;
- Application narrative; and
- Budget worksheet

To be considered complete, all application areas must be filled in, including the budget field and be signed by the county/city signing agent with supporting documents to include:

- A supporting letter from your county or city council;
- A supporting letter from your Prosecutor;
- A supporting letter from your Defender's Office, if applicable; and
- Other letters of support from partnering agencies are not required but are encouraged

If you have an existing therapeutic court, please attach documents that have already been prepared, including but not limited to:

- Policies and procedures
- Participant materials (handbooks, pamphlets, phase up applications, etc.)
- MOUs/contracts with involved agencies
- Participant contract template

Timeline of Events	
Activity	Date
Applications – Announcement & Publication	May 12, 2023
Zoom Office Hours 11:30A.M.-1:00P.M. (join here)	May 26, 2023
Applications Due	June 9, 2023
Application Review	June 12-23, 2023
Notification Letter and/or Contract	June 26-30, 2023

Applications with supporting documents attached should be returned to CLJTherapeuticCourtsApplications@courts.wa.gov no **later than June 9, 2023 at 5:00P.M.**

WASHINGTON ADMINISTRATIVE OFFICE OF THE COURTS

APPLICATION PACKET FOR FY2024 STATE FUNDING

Therapeutic Courts in Courts of Limited Jurisdiction

Recommended Trainings and Supportive Service Contacts

Best Practice and Training Resources:

Although there are not currently national best practices for every court type, there are many evidence-based practices that can be applied to all therapeutic court types. Practices addressed in NADCP's best practice standards such as equity and inclusion, roles and responsibilities of the judge, complementary treatment and social services can be applied to all therapeutic court types. Below are resources to begin exploring and implementing in your court. Every role should engage in training for therapeutic court when onboarding and on an ongoing basis throughout their tenure.

[Adult Drug Court Best Practice Standards - NADCP.org](https://www.nadcp.org/adult-drug-court-best-practice-standards)

[E-Learning Center - NADCP.org](https://www.nadcp.org/e-learning-center)

[Community Courts Best Practices Template](#)

Treatment:

The most recent data from DSHS RDA is from 2018 and was reported in May 2021. This data shows that 96% of Drug Court participants were enrolled in Medicaid. Of the big six counties where we can see data, Thurston County had the least amount Medicaid enrolled participants at 86% and Spokane county had the most at 100%.

[Criminal Justice Treatment Account Dashboard \(wa.gov\)](#) Thurston

[Criminal Justice Treatment Account Dashboard \(wa.gov\)](#) Spokane

AOC Therapeutic Court dollars will be prioritized to support court costs. This should include coordinators and case managers who can take trainings to become Washington Healthplanfinder Navigators to maximize the number of participants accessing Medicaid services for behavioral health services and working towards holistic/whole person health as a means of sustaining long-term recovery.

[Community-based training | Washington State Health Care Authority](#)

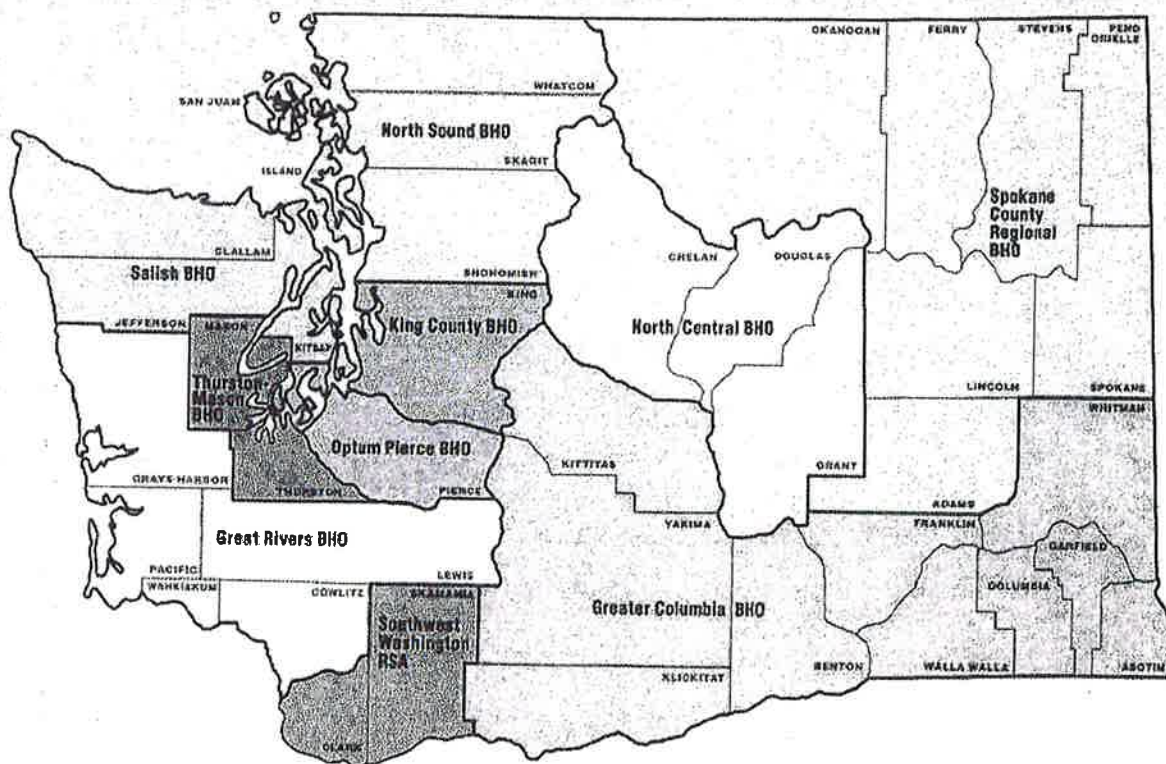
The Behavioral Health- Administrative Service Organization in your region is an integral partner to this work and should be able to assist you in making connections with Behavioral Health Agencies as well as System Sequential Intercept Model mapping and other useful community behavioral health initiatives and supports.

BH-ASO Region	Phone Number
Great Rivers	(360) 953-5117
Greater Columbia	(509) 737-2475
North Central (Carelton)	(360) 787-8633
North Sound	(360) 416-7013
Pierce (Carelton)	(253) 313-2275
Salish	(360) 337-4422
Southwest (Carelton)	(360) 787-8633
King	(206) 263-8997
Spokane	(509) 477-4570

WASHINGTON ADMINISTRATIVE OFFICE OF THE COURTS

APPLICATION PACKET FOR FY2024 STATE FUNDING

Therapeutic Courts in Courts of Limited Jurisdiction



Other Supportive Services:

We strongly suggest that coordinators and case managers take the SSI/SSDI Outreach, Access, and Recovery (SOAR) course to learn how to connect eligible participants with long-term financial supports through Social Security Income/Social Security Disability Insurance when appropriate.

SSI/SSDI Outreach, Access, and Recovery (SOAR) | SAMHSA

Having coordinators/case managers trained in both will greatly reduce the cost of behavioral health and support services paid for by the courts and more appropriately reroute those expenditures to dollars already available through other state and federal sources. This also extends access to services post Therapeutic Court involvement and keeps supports in place long-term, enhancing the opportunity for sustained recovery and holistic health which should result in reduced recidivism over time.

Other resources

- Housing and Recovery through Peer Services Program [harps-fact-sheet.pdf \(wa.gov\)](#)
- [Housing and Essential Needs \(HEN\) Referral Program | DSHS \(wa.gov\)](#)
- Other [Supportive Housing Services | DSHS \(wa.gov\)](#)
- Community Action Agencies (CAA) are public-private partnerships that aim to reduce poverty and promote self-sufficiency. These programs provide services spanning from job coaching to housing services. Each community has a unique CAA. Contact information can be found [here](#).

WASHINGTON ADMINISTRATIVE OFFICE OF THE COURTS

APPLICATION PACKET FOR FY2024 STATE FUNDING

Therapeutic Courts in Courts of Limited Jurisdiction

Cost Categories and Descriptions:

Salary: Covers the salary of assigned staff including coordinator, probation, case management, peer support, prosecutor, defense, judicial officer for hours and time dedicated to supporting therapeutic court operations, participants and hours spent directly in the courtroom. To do this, you will need to contact your HR department and set a grade and range for positions not already represented in your court. We suggest budgeting in the middle to upper ends of your salary range for each position to account for cost of living increases and salary negotiations

Benefits: Covers all benefits that your jurisdiction offers (sick, vacation, insurance, retirement, etc.) This number is often calculated as a percentage of an individual's salary and will require coordinating with your HR and/or fiscal office to get good numbers.

Program Equipment and Technology: Can cover the cost of computers, cell phones, IT expenses, or other program technology to equip staff and/or support participants. Can also be used to cover the cost of pre-existing agreements the agency has to maintain technology (i.e. IT services for computers used/purchased for and used by program staff)

Training/Travel: It is Best Practice to have all court roles/team members attend regular trainings. It will be a requirement of your deliverables that all roles attend regular trainings. This category can cover the cost of registration, lodging and meals at per diem rates.

Treatment: Assessments and treatment (MRT, T4C, CBT, groups, etc.) and drug and alcohol testing (onsite and confirmation) are allowable expenses when all other funding sources have been accessed and/or ruled out. *See Page 2, Treatment, for more information.*

Recovery Supports: recovery supports are defined as other supportive services meant to ensure participant success – e.g. housing, transportation services, including bus passes or car services providing transportation to court related activities, and direct provision of meals, water, and snacks, but excluding program incentives that would constitute a "gift." This is an allowable expense if all other funding sources have been accessed and/or ruled out. *See Page 3, Other Supportive Services, for more information.*

*Local jurisdictions may have rules around expenditures that do not align with this category. Check with your local fiscal agent before including costs for this category

Other considerations: This funding cannot be used to supplant funding for renovation of/long-term leases for courtroom space.

WASHINGTON ADMINISTRATIVE OFFICE OF THE COURTS
APPLICATION FOR FY 2024 STATE FUNDING
Therapeutic Courts in Courts of Limited Jurisdiction

1. Name and title of applicant: Judge David Neupert
2. Name and title and contact information for signing agent: N/A
3. Jurisdiction: Clallam County District 1 Court
4. Phone number and email: 360-417-2453 david.neupert@clallamcountywa.gov
5. Has your court or city already received funds to support the activities for which you're requesting these state funds (this includes grants, CARES funding or any other COVID relief funding):
X Yes
5a. If yes, please describe including dollar amounts:
We received this grant previously in 2021 in the amount of \$231,151. The funding ends on June 30th, 2023

6. Please select the category that best represents your court's current position. Please select only one
☐ New Therapeutic Court
☒ Existing Therapeutic Court

Court type (e.g., community court, SUD court etc.) Mental Health Court

7. Please describe your court's program including your court type and target population. Include information on referral and entry criteria, the use of risk-needs-assessment tools, policies and procedures, contracts/MOUs with treatment agencies and other supporting services (if applicable).

Our current District Court Mental Health Court meets once per week. We currently average 4-6 participants who report to court regarding participation in treatment, housing, employment, and compliance with the Mental Health Court Contract. Participants are pre-conviction status on misdemeanor and/or nonviolent felony offense.

The Mental Health Court program includes participation from the prosecuting attorney's office, public defenders' office, mental health court manager, law enforcement, court, and local mental health and substance abuse disorder treatment providers.

The target population for Mental Health court is repeat offenders who present with a diagnosed and treatable mental health condition. The expected duration of the program will vary among participants; we expect our population will participate for 12 to 24 months. Our goal is to maintain accountability and reduce recidivism and its costs, both social and economic.

Our referrals come from a multifaceted approach to include the Public Defender's office, Clallam County Jail Mental Health Case Manager, Prosecuting Attorney's office, and private attorneys. Participants must have a willingness to participate in Mental Health Court, follow the policies and procedures (see attached), and required treatment recommendations.

WASHINGTON ADMINISTRATIVE OFFICE OF THE COURTS

APPLICATION FOR FY 2024 STATE FUNDING

Therapeutic Courts in Courts of Limited Jurisdiction

8. Briefly explain how your court's program does or will comply with evidence-based best practices/best practices standards if chosen to receive grant funding. Please be sure to cite your sources and how this pertains to your court type.

We have established and maintain best practices according to criteria in RCW 2.30.020/.030 and as established by National Association of Drug Court Professionals, Washington State Association of Drug Court Professionals, Washington State Association of Drug Courts, and Federal Substance Abuse and Mental Health Services Administration as relevant to Mental Health Courts.

9. Please indicate the types of data your program tracks and how your program tracks that data.

We are implementing a new computer program to better assist us in tracking our data. Currently we are using Microsoft Excel to track all aspects of the program. We measure active participants, inactive participants, potential participants, terminated/revoked participants, attendance, treatment attendance for both mental health and SUD disorders, substance abuse clean time, and program compliance which enables us to track progress for our phase approach.

10. Briefly explain how your court's program does or will address racial inequities and increase access to the courts.

We will maintain our relationships with local tribal court Judges and administrators and tribal treatment providers to determine the best methods to include participation by tribal members, as to recognize and accommodate cultural imperatives.

11. Briefly explain how your court collaborates with other courts and community partners to address substance use disorder and the behavioral health needs of defendants.

The District Court Mental Health Court works closely and continuously with local treatment providers. We will continue to build on these existing relationships that will hold accused persons accountable and reduce recidivism. Clallam County started one of the first adult drug courts in the state; its success over many years has been a good model for our Mental Health Court. Clallam County has a Juvenile Drug Court and a Living in Families Together (LIFT) therapeutic court program. Our County has an excellent record, reputation, and experience with therapeutic courts.

Mental Health Court services as a means of early intervention for offenders. It provides accountability and access to treatment, to limit recidivism and limit them from gradually committing more serious offenses. This will also benefit the Superior Court with a decreased felony caseload.

Clallam County has the largest per capita population of veterans of any county in the state. The Olympic Chapter of the Military Officers Association of America supports establishing a mental health court for our community. We anticipate an increase of returning veterans in our criminal justice system. We will target participant veterans diagnosed with treatable depression, PTSD, and related mental health issues.

WASHINGTON ADMINISTRATIVE OFFICE OF THE COURTS

APPLICATION FOR FY 2024 STATE FUNDING

Therapeutic Courts in Courts of Limited Jurisdiction

Provide a justification statement, including priority of costs for potential funding.

Clallam County is a rural area. We are challenged to hire, and retain, professional-level staff. We must offer a competitive salary and benefits for our Mental Health Court manager and the expected need for additional support staff. We also need to provide first-rate training which is available through annual conferences such as NADCP and WSADCP; this continuing education generates travel costs as does regular visits with other treatment courts throughout the State.

The majority of our current participants have experienced homelessness. Peninsula Behavioral Health (PBH), located in our judicial district, recently purchased and remodeled a former motel facility to provide permanent housing. PBH has promised four studio apartments to house Mental Health Court Participants. Those participants must agree to receive mental health services (and SUD services if required) to maintain eligibility for this benefit. We need to ensure access to services for our participants to stay in our program and thus maintain their housing.

A valid driver license is critical for our participants, for access to Mental Health Court meetings, treatment sessions, and employment. The Presiding Judge is a member of the DCMJA DOL Liaison Subcommittee tasked to develop a statewide template for therapeutic courts to establish relicensing programs. We can assist participants in removing barriers to relicensing via appropriate application of grant funds.

We also need financial resources to provide gap-funding for participants who may not qualify for Medicare or Medicaid yet lack private coverage or means to self-pay for mental health treatment. We pledge to make the best possible use of our funding to strengthen our program participants and, in turn, their families and our communities.

Applications with supporting documents attached should be returned to
CLJTherapeuticCourtsApplications@courts.wa.gov no **later than June 9, 2023 at 5:00P.M.**

WASHINGTON ADMINISTRATIVE OFFICE OF THE COURTS

APPLICATION FOR FY 2024 STATE FUNDING

Therapeutic Courts in Courts of Limited Jurisdiction

Budget	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
\$ 165,600.00	11300	11300	11300	11300	11300	11300	16300	16300	16300	16300	16300	16300
\$ 9,780.00	715	715	715	715	715	1915	715	715	715	715	715	715
\$ 23,100.00	1925	1925	1925	1925	1925	1925	1925	1925	1925	1925	1925	1925
\$ 16,500.00	1375	1375	1375	1375	1375	1375	1375	1375	1375	1375	1375	1375
\$ 6,600.00	550	550	550	550	550	550	550	550	550	550	550	550
\$ 221,580.00												

Presiding Judge (Print Name): David Neupert

Signature: David Neupert

Date: June 1, 2023

Administrator (Print Name): MARRISSA Williams

Signature: M. Williams

Date: June 1st, 2023

1d

JUN 13 2023



**PROCLAMATION
RECOGNIZING PRIDE MONTH 2023**

WHEREAS, our nation was founded on the principle of equal right for all people, critical moments in American history have impacted civil rights movements; and

WHEREAS, a major watershed event for equal rights for the LGBTQ+ community occurred on June 28, 1969 in New York City known as the Stonewall riots; and

WHEREAS, , LGBTQ+ pride celebrations occur nationally and globally every June to commemorate the Stonewall event and has become Pride Month; and

WHEREAS, Clallam County has a diverse LGBTQ+ community that includes people of all ethnicities, religions, professions, families; and

WHEREAS, all people should expect to live without fear of prejudice, discrimination, violence, and hatred for any reason including against sexual orientation and gender identity; and

WHEREAS, all citizens should take this moment to reflect on ensuring human kindness and respect for all residents and build a culture of inclusion for all.

NOW, THEREFORE, WE THE BOARD OF CLALLAM COUNTY COMMISSIONERS hereby honor and recognize the month of June 2023, as

Pride Month

Signed this 13th day of June 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French



2a
JUN 13 2023

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: Health and Human Services

WORK SESSION ☒ **Meeting Date:** June 12, 2023

REGULAR AGENDA ☒ **Meeting Date:** June 13, 2023

Item summary:

- | | | |
|---|---|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other - Building Lease |

Documents exempt from public disclosure attached: ☐

Executive summary: The Board of County Commissioners, at their March 20, 2023, Work Session provided support and direction to Health and Humans Services Department on securing a building lease for the property located at 325½ West 2nd Street, Port Angeles, for the use of the Harm Reduction Health Center. Staff has worked with the property owners to secure a lease for the subject property. The attached lease agreement has been reviewed and approved by the Prosecuting Attorney's Office and property owners.

Per Section .4, Contract Award and Execution, subsection 4.1c states that all contracts that will require a budget emergency or supplemental not previously approved, shall be approved by the Board of County Commissioners. Health and Human Services has created the necessary budget lines for the Harm Reduction Center, but the budget will not be approved until June 27, 2023

Staff has attached the Lease Agreement for the Boards consideration and Policy 560, Section .4 for review. The lease is effective July 1, 2023, but the lease provides the necessary considerations to access the building from May 1 to June 30, 2023, for necessary tenant improvements. The lease is effective July 1, 2023.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted, and a copy attached?** ☐

Budget lines have been set up and will be heard at the BOCC on June 27, 2023.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approve said building lease.

County Official signature & print name: Kevin LoPiccolo Kevin LoPiccolo

Name of Employee/Stakeholder attending meeting: Kevin LoPiccolo

Relevant Departments: Health and Human Services and BOCC

Date submitted: June 7, 2023

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Agenda Item - Lease Agreement - Final
Revised: 3-04-2019

LEASE AGREEMENT

LEASE AGREEMENT

THIS AGREEMENT entered into this day by and between William H. Clevenger and John A. Gray hereinafter referred to as "Lessor" and Clallam County Health and Human Services hereinafter referred to as "Lessee".

WITNESS ETH

Lessor hereby leases to Lessee, subject to the conditions hereinafter expressed that certain real property located in Clallam County, Washington, described as follows: Lots 15 and 16, Block 34, Original Townsite of Port Angeles, Clallam County, Washington. Commonly known as 325 ½ West 2nd Street.

(A) INITIAL TERM. The term of this lease shall be Five years beginning on July 1, 2023.

(B) ADDITIONAL TERM. The Lessee shall have the right to renew this lease for an additional agreed upon term from the end of the initial term of this lease so long as Lessor and Lessee mutually agree upon a rent schedule.

RENT. Lessee agrees to pay Lessor rental during the term of this lease per mutually agreed upon schedule list below, per month, payable on the 5th day of each calendar month. All rent shall be sent or delivered to a specified location established by the Lessors.

7/1/23	to	12/1/25	for	\$ 3,500.00 per month
1/1/26	to	7/30/28	for	\$ 4,000.00 per month

Lessee shall be allowed access between 5/1/23 and 6/30/23 rent free to clean and do repairs with no rental fee.

1. REPRESENTATIONS. Neither the Lessor nor its agents have made any representations with respect to the building, the land upon which it was erected, or the lease property except as expressly set forth herein, and no implication or otherwise except as inspected on the premises and determined that everything is in working order and the site is visually free of any contaminants or hazardous materials and agrees that the termination of their occupancy the premises shall be returned to Lessors in the same condition.

2. MAINTENANCE. The Lessee shall, during the term of this lease or any extension hereof, at their sole expense, keep the interior and exterior of the premises, including any fixtures, appurtenances, or other improvements thereto in good order and repair. The Lessor, during the term of this lease and any renewal or extension hereof, shall keep the structural support and exterior walls of the building in good order and repair, except that the Lessor shall not be called upon to make any such repairs occasioned negligence of Lessee, its agents, customers, or employees. Lessee shall maintain in good working order all plumbing, toilet facilities, and other

fixtures and equipment installed for the general supply of hot and cold water, heat and electricity. Lessor shall be responsible for the real estate taxes on the leased premises.

3. USE. Lessee shall use and occupy the premises for Clallam County Health and Human Services and related reasonable uses consented to by Lessor. The Lessee, at their own cost and expense, shall comply promptly with all rules, laws, and order of all state, federal, and municipal governments which may be applicable to the leased premises, and shall likewise comply with any requirements of the Fire Marshal concerning the premises. The Lessee shall not permit the premises to be used for any unlawful purpose or purposes that will injure the reputation of the same building or the building of which they are a part, nor increase the rate of fire insurance or other casualty insurance application thereto. Lease shall not sublet portions of the leased property without written consent from Lessor.

(A) Should Lessee receive a consent from Lessor to sublet a portion of the premises the Lessor agrees to pay a mutually agreed on a percentage of any rents received by Lessee to Lessor on a monthly basis.

4. ALTERATIONS. No change or alteration shall be made in the premises by Lessee without written consent of Lessor. Any work performed by Lessee with the consent of the Lessor shall comply with all laws, ordinances, rules, and regulations pertinent thereto.

5. INTERIOR BUILDING IMPROVEMENTS. The tenant may make the necessary interior changes to accommodate technology and HVAC improvements. Such improvements may include the installation of equipment and the necessary modifications, such as cutting through concrete walls, cabinet enclosures, etc., to accommodate said improvements.

6. UTILITIES. Lessee shall be responsible for all utility charges to the lease premises including, but not limited to gas, water, heating, electricity, sewer, garbage, and phone.

7. HAZARD INSURANCE. Lessor shall keep the building insured against loss or damage by fire with extended coverage endorsement in an amount to the full insurable values thereof. Lessee shall be responsible for any loss to the property of Lessee, or any property of any agent, independent contractor, or employees of Lessee.

8. INDEMNITY AND PUBLIC LIABILITY INSURANCE. Lessee covenants to save Lessor harmless at all times from all loss, liability, cost, claims, or demands for damages that may occur, or be claimed with respect to any person or persons, corporation, the premises or other property or chattels on or about the premises resulting from any cause whatsoever, including but not limited to any act done or omission of or through Lessee, or the agents, independent contractors, employees, or invitees of Lessee, or any person on or about the premises by reason of any of the Lessee's use, improvement or occupancy thereof, and any and all loss, cost, liability, or expense resulting there from (including attorney fees), and all times to maintain the premises in a safe condition. Lessee further covenants and agrees to maintain at all times during the term of this lease, comprehensive public liability insurance against property damage or personal injury. Parties understand and agree Grantee is self-insured and a member of a liability pool which includes coverage for professional liability, among other categories of coverage, in adequate quantity to protect against legal liability arising out of contract activities. Grantee shall provide evidence of its status as a self-insured entity meeting these requirements within fifteen (15) calendar days of the execution of this Agreement. Upon request by Grantor, Grantee must describe its financial condition and the self-insured / liability pool funding mechanism. Grantor, or any other third party, need not be named as additional insureds under the self-insurance / liability pool coverage policies as said policies prohibit the Grantee from naming third parties as additional insureds. Grantee shall give Grantor thirty (30) calendar days' advance notice of any self-insurance or liability pool cancellation or non-renewal.

9. WAIVER OF SUBROGATION. Lessor and Lessee hereby release each other from any and all liability and responsibility to the other or anyone claiming through or under them by way of subrogation of otherwise for any loss or damage to or injury to persons covered by any insurance then in force, even if such loss or damage shall have been caused by the fault or negligence of the other party, or anyone whom such party may be responsible, provided however, that this release shall be applicable and in force and effect only with respect to any loss or damage occurring during such time as the policy or policies of insurance covering this release shall not adversely affect to impair said insurance or prejudice the right date hereof.

10. TRESPASSING AND ILLEGAL DUMPING. The Lessee will be required to manage the property East to the center of Cherry Street and West 331½ in Port Angeles, WA. The Lessee shall be responsible for not allowing any overnight camping inside or outside the building property, camping gear, Personal Recreational Vehicles (RVs), trailers, boats, cars, trucks, boat trailers, shopping carts, drugs/drug paraphernalia, or makeshift homes are prohibited. Any unworking and/or abandoned vehicles or personal belongings will be removed from the site within 48 hours.

11. CARE AND USE OF PREMISES.

The Lessee will promptly notify the Lessor of any damage, or of any situation that may significantly be normal use of the Premises.

The Lessee shall not allow any illegal trade or activity on or about the premises.

The Lessee will not make (or allow to be made) any noise or nuisance which, in the reasonable opinion disturbs the comfort or convenience of other tenants.

All illicit drug, tobacco, and vaping product are prohibited inside the Premises.

If warranted, the Lessee may be responsible for hiring the necessary security to protect the Premises.

12. CONSENT. Unless otherwise specified herein, any consent required of one party as a condition to a right or action on the part of the other shall not be unreasonably withheld. This provision shall be interpreted in light of the reasonable circumstances and considerations giving rise to the constant requirement.

IN WITNESS WHEREOF. The parties hereto have executed this lease on this _____ day of June, 2023.

LESSORS:

LESSEE: Clallam County Health and Human Services

William H. Clevenger

Mark Ozias, Chair
Clallam County Board of County Commissioners

John A. Gray

9. WAIVER OF SUBROGATION. Lessor and Lessee hereby release each other from any and all liability and responsibility to the other or anyone claiming through or under them by way of subrogation of otherwise for any loss or damage to or injury to persons covered by any insurance then in force, even if such loss or damage shall have been caused by the fault or negligence of the other party, or anyone whom such party may be responsible, provided however, that this release shall be applicable and in force and effect only with respect to any loss or damage occurring during such time as the policy or policies of insurance covering this release shall not adversely affect to impair said insurance or prejudice the right date hereof.

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The Lessee will not make (or allow to be made) any noise or nuisance which, in the reasonable opinion disturbs the comfort or convenience of other tenants.

All illicit drug, tobacco, and vaping product are prohibited inside the Premises.

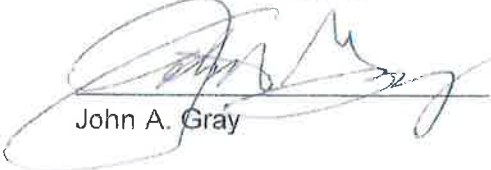
If warranted, the Lessee may be responsible for hiring the necessary security to protect the Premises.

12. CONSENT. Unless otherwise specified herein, any consent required of one party as a condition to a right or action on the part of the other shall not be unreasonably withheld. This provision shall be interpreted in light of the reasonable circumstances and considerations giving rise to the constant requirement.

IN WITNESS WHEREOF. The parties hereto have executed this lease on this 10TH day of May, 2023.

LESSORS:

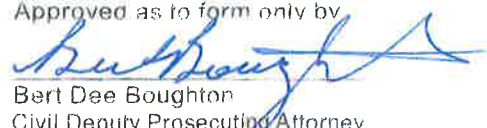

William H. Cleverger


John A. Gray

LESSEE:


Clallam County Health and Human Services
Kevin LoPiccolo, Director

Approved as to form only by


Bert Dee Boughton
Civil Deputy Prosecuting Attorney
Clallam County

POLICY 560

SECTION .4

2.5 Sub-dividing Purchase Not Allowed

County Officials are not allowed to sub-divide purchases that otherwise would require either a bidding process and/or a written contract in order to avoid those processes. Examples might include 1) purchasing equipment in one month and the installation of the equipment in another month. 2) Purchasing a piece of equipment in one purchase then purchasing accessories or add on parts in another purchase, etc.

4 CONTRACT AWARD AND EXECUTION (SEE APPENDIX B)

4.1 Board Award and Approval Required for Certain Contracts

- a. All contracts requiring budgeted expenditures in excess of \$50,000 in the current calendar year.
- b. All contracts that span more than one calendar year and require budgeted expenditures in excess of \$25,000 per year, unless a non-appropriation clause is included in the contract.
- c. All contracts that will require a budget emergency or supplement not previously approved.
- d. All union labor agreements.
- e. All real property transactions (acquisitions and disposals).
- f. Any other contract or agreement which by statute must be approved by the governing body of the County.
- g. Any other contract not specifically authorized by the BOCC for other approval.

4.2 Administrator may Award and Approve Certain Contracts

Contracts not required to be approved by the Board may be awarded and approved by the Administrator. Contracts on the small works roster are included in these dollar limits.

4.3 Public Works Director/County Engineer may Approve Certain Purchases and Documents

The following contracts under \$35,000 may be approved by the Public Works Director or County Engineer if funds for the project are previously approved in the budget. Such contracts must be indexed and approved by the Prosecuting Attorney's Office in accordance with this policy.

- a. Contracts awarded as a result of the small works procedures contained in this policy
- b. Small construction improvement projects or consultant agreements
- c. Architectural services agreements using the County's standard form agreement

3a



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

JUN 13 2023

Department: Parks, Fair, and Facilities

WORK SESSION ☐ Meeting Date:

REGULAR AGENDA ☒ Meeting Date: 06.13.2023

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | | |
|---|--|---|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # N/A | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance opening. | ☐ Final Ordinance | ☒ Other: Courthouse Landscape project bid |

Documents exempt from public disclosure attached: ☐

Executive summary: Open bid packets for Courthouse Landscape project.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐ **Funds for this project have been approved in the 2023 Reet 2 Capital**

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Parks, Fair, and Facilities Department to review bid packets and select contractor.

County Official signature & print name:  Rick McFarlen.

Name of Employee/Stakeholder attending meeting: Rick McFarlen.

Relevant Departments: Parks, Fair, and Facilities Department.

Date submitted: 05.09.2023.

* Work Session Meeting - Submit 1 single sided/not stapled copy Agenda Item Summary Courthouse Landscape Project 05.09.2023 Bid Opening

** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Revised: 3-04-2019

5/23/23

CLALLAM COUNTY PARKS, FAIR & FACILITIES DEPARTMENT
NOTICE OF CALL FOR BIDS

SEALED BIDS will be received by the Board of Clallam County Commissioners 223 East Fourth Street, Room 150, Port Angeles, Washington until **10:00 a.m. on Tuesday, June 13th, 2023** for:

CLALLAM COUNTY
-Landscape Improvements-

Complete drawings and specifications may be obtained from Pen Print, Inc., Phone 360.457.3404. All bidding and related questions shall be directed to Tom Dargan, AHBL, Inc., Phone: 253.383.2422 or Email: tdargan@ahbl.com.

The sealed bids must be clearly marked on the outside of the envelope, "**BID PROPOSAL – CLALLAM COUNTY – Landscape Improvements**". Address bid proposal to: Board of Clallam County Commissioners, 223 East 4th Street, Suite 4, Port Angeles, Washington 98362 or hand-deliver to 223 East 4th Street, Room 150, Port Angeles, Washington. Bid documents received late by the Commissioners' Office, delivered to other offices, received by fax or email or by any other means will not be considered. **Late bids will be returned unopened.**

Note: All Bids shall include a 5% Bid Bond on a form approved by Clallam County.

Clallam County hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined in Title VI of the Civil Rights Act of 1964 at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

Clallam County will determine the lowest responsible bidder in accordance with the terms of Clallam County Code Section 3.12.070 and reserves the right to reject any or all bids and to waive minor informalities in the process or to accept the bid, which in its estimation best serves the interests of Clallam County.

Bidders on Washington State Dept. of Labor & Industries or federal debarment list are prohibited from bidding on this project.

Construction Timeframe: 120 Calendar Days from Agreement Approval

A pre-bid walk-through will be conducted on Thursday, June 1st, 2023 @ 2:00 PM. All interested bidders are to meet at the project site, located at 223 East 4th Street, Port Angeles, WA. This will be the only opportunity for bidders to review the as-built conditions. Owner and/or the Owners representative will be on site throughout the afternoon to answer questions and provide access for bidders. A bidder's absence will be considered as part of the Bidder responsibility criteria as set forth in the Specifications and Contract Documents.

APPROVED this 23 day of may 2023.

**BOARD OF CLALLAM COUNTY
COMMISSIONERS:**

Randy Johnson
Randy Johnson, Vice Chair

ATTEST:

Loni Gores
Loni Gores, Clerk of the Board



Publish: May 26th, & June 2nd, 2023(PDN)

END OF SECTION 00100



4a

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

JUN 13 2023

Department: BOCC

WORK SESSION ☒ **Meeting Date: 6-5-23**

REGULAR AGENDA ☒ **Meeting Date: 6-13-23**

Item summary:

- | | |
|--|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # |
| ☒ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

A vacancy exists on the Behavioral Health Advisory Board due to a resignation.

A press release was issued during the month of April 2023 soliciting applications from interested citizens. Two applications were received.

Health and Human Services Deputy Director endorses the appointment of Heidi L. Anderson to the Behavioral Health Advisory Board.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

None

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approve and sign a resolution to appoint.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners, Health and Human Services Department

Relevant Departments: Board of Commissioners, Health and Human Services Department

Date submitted: 5-24-23

* Work Session Meeting - Submit 1 single sided/not stapled copy

** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Behavioral Health Advisory Board Anderson 6-13-23

Revised: 3-04-2019



RESOLUTION _____, 2023

APPOINTING A MEMBER TO THE
BEHAVIORAL HEALTH ADVISORY BOARD

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. A vacancy exists on the Behavioral Health Advisory Board due to a resignation.
2. A press release was issued during the month of April 2023 soliciting applications from interested citizens. Two applications were received.
3. Health and Human Services Deputy Director endorses the appointment of Heidi L. Anderson to the Behavioral Health Advisory Board.

NOW, THEREFORE, BE IT RESOLVED by the Clallam County Board of Commissioners, in consideration of the above findings of fact:

1. **Heidi L. Anderson** is appointed as the Hospital District(s) representative for a term ending December 31, 2024.

PASSED AND ADOPTED this 13th day of March 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

ATTEST:

Loni Gores, CMC, Clerk of the Board

Mike French

c: A22.52
Appointee(s)
HHS



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

46
JUN 13 2023

Department: Public Works/Health and Human Services

WORK SESSION ☒ **Meeting Date: 06/05/2023**

REGULAR AGENDA ☒ **Meeting Date: 06/13/2023**

Required originals approved and attached? ☒
Will be provided on:

Item summary:

- | | | |
|---|--|--------------------------------------|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☐ Other |

Documents exempt from public disclosure attached: ☐

Executive summary:

On May 8th, 2023, in an Executive Session, the Board authorized Linda Capps to make an offer on property at 140 C Street in Forks for Health and Human Services. This offer was accepted as written. A building inspection was done and is acceptable to Health and Human Services.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

Authorize Linda Capps to sign closing documents for the purchase of this building for Health and Human Services.

County Official signature & print name: Kevin LoPiccolo

[Handwritten signature: Linda for Kevin]

Name of Employee/Stakeholder attending meeting: Linda Capps

Relevant Departments: Public Works/Health and Human Services

Date submitted: 05/30/2023

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



RESOLUTION _____, 2023

AUTHORIZING LINDA CAPPS, CLALLAM COUNTY RIGHT OF WAY AGENT TO SIGN CLOSING DOCUMENTS FOR THE PROPERTY LOCATED AT 140 C STREET, FORKS, WA., FROM R AND H FAMILY LLC

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. R and H Family LLC are the sole owners of the real property located at 140 C Street, Forks, WA, under Tax Parcel No. 132809550300.
2. On May 8th the Board of Clallam County Commissioners (BOCC) met in executive session to discuss and approve moving forward with the purchase of the property located at 140 C Street, Forks, WA, under Tax Parcel No. 132809550300.
3. The property was inspected by Reynolds Inspections on May 18, 2023 with no major issues noted.
4. Clallam Title Company will be handling the closing of the real estate transaction.

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. Authorizing Linda Capps, Clallam County Right of Way Agent to sign the closing documents with Clallam Title Company for the purchase of the real property located at 140 C Street, Forks, WA, under Tax Parcel No. 132809550300.

PASSED AND ADOPTED this 13th day of June 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, MMC, Clerk of the Board

Mike French



Clallam County, WA



5/8/2023 7:10 AM

0 0.01 0.01 mi

1:1,128

We are happy to share our maps and hope that you find them helpful. Please be advised, however, that these maps are intended to serve as a guide to the general location of features shown. The accuracy of the individual layers varies and layers may not align with one another. Determination of actual regulatory location of features shown on this map typically requires a field examination by qualified staff. Any person or entity that relies on any information contained herein does so at their own risk. Clallam County makes no warranty of the accuracy or usefulness of this data.



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

4C
JUN 13 2023

Department: Health and Human Services

WORK SESSION ☒ **Meeting Date: June 12, 2023**

REGULAR AGENDA ☒ **Meeting Date: June 13, 2023**

Required originals approved and attached? ☒
Will be provided on:

Item summary:

- | | | |
|---|---|--|
| ☐ Call for Hearing | ☐ Contract/Agreement | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other – Bid Waiver |

Documents exempt from public disclosure attached: ☐

Executive summary:

Health and Human Services Department is in the process of doing improvements to the Harm Reduction Health Center located at 325 1/2 Second Street. Health and Human Services has obtained painting services from B&R painting, for interior and exterior painting. Also, as part of the interior improvements, Burton flooring will be installing approximately 1,500 square feet of vinyl flooring and a rubber base in the office area. Health and Human Services will be utilizing funds from Foundational Public Health Services to pay for these services.

Staff contacted various floor installers and painters to conduct the work at the subject property. Unfortunately, staff was only successful with finding the two vendors mentioned above. Due to the unresponsiveness to find the necessary vendors to perform the work, staff could not obtain the three quotes needed.

Attached are two quotes for the painting and flooring:

Burton Flooring - \$12,221
B&R Painting - \$6,931

Health and Human Services Department is requesting a waiver of the BID/RFP/Quote Requirement, pursuant to Clallam County Code, Chapter 3.12, and Administrative Policy 560, for work stated above (See attach Request for Waiver).

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

None.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Support staff's request.

- * Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

HRHC Improvements - BID Waiver
Revised: 3-04-2019

Questions? Call Loni Gores, Clerk of the Board, ext 2256

County Official signature & print name:  KEVIN LoPiccolo

Name of Employee/Stakeholder attending meeting: Kevin LoPiccolo

Relevant Departments: Health and Human Services

Date submitted: June 7, 2023

-
- * Work Session Meeting - Submit 1 single sided/not stapled copy
 - ** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

HRHC Improvements - BID Waiver
Revised: 3-04-2019

Questions? Call Loni Gores, Clerk of the Board, ext 2256



***REQUEST FOR WAIVER OF
BID/RFP/QUOTE REQUIREMENT***

Department: **Health and Human Services**

Date: June 13, 2023

Contract Number: 11301-23-BR

Pursuant to Clallam County Code Chapter 3.12, and Administrative Policy 560, a waiver of the Bid/RFP/Quote requirement for purchases of goods or services is requested.

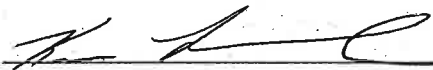
Goods or Services to be Purchased: Interior and Exterior painting for property located at 325 ½ Second Street (Harm Reduction Health Center).

Cost of Purchase: \$6,931

Vendor to be Awarded Contract:

B&R Painting

I certify that after diligent inquiry, to the best of my knowledge the vendor indicated above is the sole provider of the goods/services detailed in this document.

By: 
County Official Signature

Approved this _____ day of _____ 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair



**REQUEST FOR WAIVER OF
BID/RFP/QUOTE REQUIREMENT**

Department: **Health and Human Services**

Date: June 13, 2023

Contract Number: 11301-23-BF

Pursuant to Clallam County Code Chapter 3.12, and Administrative Policy 560, a waiver of the Bid/RFP/Quote requirement for purchases of goods or services is requested.

Goods or Services to be Purchased: Approximately 1,500 square feet of vinyl flooring to be installed for property located at 325 ½ Second Street (Harm Reduction Health Center).

Cost of Purchase: \$12,221

Vendor to be Awarded Contract:

Burton Flooring

I certify that after diligent inquiry, to the best of my knowledge the vendor indicated above is the sole provider of the goods/services detailed in this document.

By: _____

County Official Signature

Approved this _____ day of _____ 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

B&R PAINTING QUOTE

Proposal

Page # _____ of _____ pages



B & R PAINTING
1583 O'BRIEN RD
PORT ANGELES, WA 98362
360-452-2209

PROPOSAL SUBMITTED TO: Clallam County Health Services		JOB NAME INTERIOR/EXTERIOR	JOB #
ADDRESS 111 E 3rd St.		JOB LOCATION 325 1/2 E 2nd Port Angeles	
Port Angeles WA 98362		DATE may 3, 2023	DATE OF PLANS
PHONE # (360) 461-0132	FAX #	ARCHITECT	

We hereby submit specifications and estimates for **A. Painting interior walls two coats, excluding Bathrooms.**

B. Paint front of Building two coats, walls, trim and Doors

Labor \$ 4900⁰⁰

tax \$ 431²⁰

material inc tax \$ 1600⁰⁰

total \$ 6931²⁰

We propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of:

\$ **6931²⁰**

Dollars

with payments to be made as follows: **Balance upon completion.**

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted

[Signature]

Note — this proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____

BURTON FLOORING QUOTE

Burton Flooring Inc
5022 S. Doss Rd.
Port Angeles, WA 98362
360-457-6441
pa@burtonflooringinc.com



Estimate

ADDRESS
CLALLAM COUNTY HEALTH & HUMAN SERVICES DEPT.
111 E 3rd Street
PORT ANGELES, WA 98382

SHIP TO
CLALLAM COUNTY HEALTH & HUMAN SERVICES
DEPT.
325 1/2 2nd ST.
PORT ANGELES, WA 98382

ESTIMATE # DATE
4164 05/25/2023

QTY	ACTIVITY	RATE	AMOUNT
663.32	SQ.FT. CORETEC PRO CLASSICS - WATERPROOF SPC LUXURY VINYL PLANK - VV017-1012 DUXBURY OAK (IN-STOCK PRICE)	2.75	1,824.13
894.04	SQ.FT. CORETEC PRO CLASSICS - WATERPROOF SPC LUXURY VINYL PLANK - VV017-1012 DUXBURY OAK (NEEDS ORDERED)	3.29	2,941.39
360	FT. 4" RUBBER BASE - PINNACLE: COLOR T.B.D.	2.00	720.00
24	FT. RUBBER REDUCER TRANSITION	2.00	48.00
1,557.36	SQ.FT. VINYL PLANK INSTALL	2.25	3,504.06
360	FT. RUBBER BASE INSTALL	2.00	720.00
	TEAROUT, HAUL-AWAY & DISPOSAL EXISTING GLUE-DOWN CARPET		1,200.00
	REPAIR EXISTING VINYL [OR] TEAROUT & DISPOSAL (NOTE: WE WILL KNOW WHICH THIS WILL NEED, ONCE WE GET INTO THE FLOOR PREP).		275.00

ESTIMATE ONLY. DO NOT PAY FROM THIS DOCUMENT. AN INVOICE WILL
BE PROVIDED.

I agree to purchase the above products and or services, YOUR FINAL INVOICE
MAY BE DIFFERENT in the event of A) hidden problems with the floor (requiring
additional floor prep) or B) additional requested material/labor needed in order to
complete proper installation of the product AND satisfactory job completion.

SUBTOTAL	11,232.58
TAX (8.8%)	988.47
TOTAL	\$12,221.05

Accepted By

Accepted Date

24% APR interest on all unpaid balances after 30 days.

\$30 CHARGE FOR RETURNED CHECK.

Page 1 of 1



5a
JUN 13 2023

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: BOCC

WORK SESSION ☒ **Meeting Date: 6-12-23**

REGULAR AGENDA ☒ **Meeting Date: 6-13-23**

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | |
|---|---|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # |
| ☐ Resolution | ☐ Proclamation ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance ☒ Other - Notice |

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached budget revisions on June 27, 2023.

Budget revisions – Transfer or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐
See attached form(s).

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approve the attached notice – Budget revisions.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Budget Revisions 6-13-23
Revised: 3-04-2019



NOTICE OF BUDGET REVISION MEETING

Notice is hereby given Clallam County will adopt by Resolution of the Board the budget revision shown below on June 27, 2023 at 10 a.m. in the Commissioners' Meeting Room (160), Clallam County Courthouse.

Parks and Facilities – Capital Projects – Transform existing shower facility into a fully functional Mother's Lounge/\$30,000

HHS – Operations – Foundational Public Health Services (FPHS) Lifecourse funding to be used for furnishing employee workstations and public service areas at the Harm Reduction Health Center/\$36,032
HHS – Foundational Public Health Services

- Funding for Forks Health Department related costs such as the building purchase, inspection and related costs, HVAC system, and flooring (1 of 2)/\$274,800
- Funding for the following HRHC – Harm Reduction Health Center costs: HVAC system, flooring, painting, and copy machine (1 of 2)/\$49,168

Sheriff – Jail - Contracted costs for Norpoint Services to provide courthouse security for the month of May 2023/\$20,570

Information Technology – Reallocation of current budgeted IT funds to more relevant BARS accounts and amounts/\$592,283

Geographic Information System - Reallocation of current budgeted GIS funds to more relevant BARS accounts and amount/\$7,500

A copy of the budget change forms may be reviewed at the office of the Board of County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Date: June 13, 2023

Mark Ozias, Chair

Publish: June 17

Bill: Commissioners' Office

c: Budget Director
Department(s)
Treasurer

5/30/23

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/30/23 Budget Hearing/Meeting Date: June 27, 2023 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- X ✓ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11301.511 ✓	Budget Name	HHS - Operations ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	56210.41.0020 ✓	Professional Services	25,000 ✓
11301.511 ✓	HHS Operations ✓	56210.31.0085 ✓	Immunization Vaccine / Supplies	5,000 ✓
11301.511 ✓	HHS Operations ✓	56210.41.4410 ✓	Advertising	6,032 ✓
Total				36,032 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	59462.62.2265 ✓	Harm Reduction Ctr Repairs / Improvements	36,032 ✓
Total				36,032 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The budget is being revised for expenditures that are occurring in the FPHS funding for the HRHC – Harm Reduction Health Center. This revision will allow the use of FPHS Lifecourse funding to be utilized for furnishing employee workstations and public service areas at the HRHC.

County Official Approval: _____
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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MAY 31 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/30/23 Budget Hearing/Meeting Date: June 27, 2023 ✓

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☒ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11341.511 ✓	Budget Name	HHS – Foundational Public Health Services ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11341.511 ✓	HHS – FPHS ✓	56210.49.0230 ✓	Unanticipated Projects	274,800 ✓
Total				274,800 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11341.511	HHS – FPHS ✓	56210.41.5075 ✓	Interfund: HHS Operations	274,800
Total				274,800 ✓

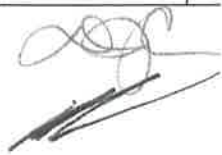
Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The budget is being modified to reallocate FPHS – Fundamental Public Health Funding from unanticipated projects into the Interfund: HHS Operations line. The funding is to be used for the following Forks Health Department related costs: building purchase \$229,800; inspection and related costs \$5,000.; HVAC System \$25,000; flooring \$15,000. (1 OF 2)

County Official Approval: 

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)



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JUN 30 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/30/23 Budget Hearing/Meeting Date: June 27, 2023 ✓

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☒ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11341.511 ✓	Budget Name	HHS – Foundational Public Health Services ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11341.511 ✓	HHS – FPHS ✓	56210.49.0230 ✓	Unanticipated Projects	49,168
Total				49,168 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11341.511 ✓	HHS – FPHS ✓	56210.41.5075 ✓	Interfund: HHS Operations	49,168
Total				49,168 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

The budget is being modified to reallocate FPHS – Fundamental Public Health Funding from unanticipated projects into the Interfund: HHS Operations line. The funding is to be used for the following HRHC – Harm Reduction Health Center costs: HVAC System \$23,000; Flooring \$15,000; Painting \$7,000; Copy Machine \$4,168. (1 of 2)

County Official Approval: 
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)
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CLALLAM COUNTY BUDGET CHANGE FORM

JUN 01 2023



Date Submitted: 5/31/23

Budget Hearing/Meeting Date: 6/27/23 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- X ✓ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.815 ✓	Budget Name	Sheriff – Jail ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff - Jail ✓	52360.10.0010 ✓	Regular Time	20,570 ✓
Total				20,570 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.815 ✓	Sheriff - Jail ✓	52360.41.1030 ✓	Personnel Services	20,570
Total				20,570 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Contracted costs for Norpoint Services to provide Courthouse security for the month of May 2023 total \$20,570. These costs are not budgeted, so we need to transfer budget from our staff salary lines into the professional services line. The staff salary lines have extra budget based on open positions that we are currently in the process of filling.

County Official Approval: _____

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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JUN 05 2023

CLALLAM COUNTY BUDGET CHANGE FORM

6/06/2023

Date Submitted: 5/30/2023

Budget Hearing/Meeting Date: 6/27/2023 ✓



- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- X ✓ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.411 ✓	Budget Name	Information Technology ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.411 .	Information Tech .	51888.31.0010 ✓	Office Supplies	1,000
00100.411 .	Information Tech .	51888.31.0054 ✓	Training Supplies	200
00100.411 .	Information Tech .	51888.35.0010 ✓	Small Tools and Minor Equipment	1,000
00100.411 .	Information Tech .	51888.35.0040 ✓	Copier/Fax Replacement	4,000
00100.411 .	Information Tech .	51888.42.0010 ✓	Telephone	12,500
00100.411 .	Information Tech .	51888.42.0016 ✓	County Phone - Regular and Fax	103,446
00100.411 .	Information Tech .	51888.42.0018 ✓	County Scan System	14,000
00100.411 .	Information Tech .	51888.42.0030 ✓	High Speed Voice/Data Communications	113,500
00100.411 .	Information Tech .	51888.43.0015 ✓	Travel - Special Meetings	1,500
00100.411 .	Information Tech .	51888.45.0015 ✓	Vehicle Rental/Lease	500
00100.411 .	Information Tech .	51888.48.0040 ✓	Equipment - Repair and Maintenance	5,000
00100.411 .	Information Tech .	51888.48.0080 ✓	Network Routers, Switches	73,700
00100.411 .	Information Tech .	51888.48.0105 ✓	Phone System Maintenance/Support	65,000
00100.411 .	Information Tech .	51888.48.0120 ✓	IT Copier and Multimedia Center	7,600
00100.411 .	Information Tech .	51888.48.0130 ✓	Hardware Maintenance	65,000
00100.411 .	Information Tech .	51888.48.0140 ✓	Software Renewal	109,337
00100.411 .	Information Tech .	51888.49.0040 ✓	Dues	500
00100.411 .	Information Tech .	51888.49.0041 ✓	Subscriptions	500
00100.411 .	Information Tech .	51888.49.0060 ✓	Registration	14,000
Total				592,283 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.411 .	Information Tech .	51888.31.0033 ✓	Furnishings	2,000
00100.411 .	Information Tech .	51888.31.0205 ✓	Technology Peripherals & Consumables	4,000
00100.411 .	Information Tech .	51888.35.0080 ✓	Network Equipment	200
00100.411 .	Information Tech .	51888.41.2000 ✓	System/Network Monitoring	5,500
00100.411 .	Information Tech .	51888.41.2005 ✓	AdHoc Support & Software Services	15,000
00100.411 .	Information Tech .	51888.41.2006 ✓	VOiP Licensing & Support	69,000
00100.411 .	Information Tech .	51888.42.0011 ✓	Mobile Phone & Data Plans	21,500
00100.411 .	Information Tech .	51888.42.0032 ✓	High Speed Data	60,000
00100.411 .	Information Tech .	51888.42.0033 ✓	Phone - Landline & VOiP Service	99,000
00100.411 .	Information Tech .	51888.43.0010 ✓	Travel - Business	7,000
00100.411 .	Information Tech .	51888.43.0020 ✓	Travel - Training	10,000
00100.411 .	Information Tech .	51888.48.0051 ✓	Network Maintenance/Support	35,000

00100.411 .	Information Tech .	51888.48.0100 ✓	Support Line and Software Services	6,000
00100.411 .	Information Tech .	51888.48.0151 ✓	Video Conferencing Maintenance/Support	40,000
00100.411 .	Information Tech .	51888.48.0152 ✓	Website & Webhosting Maintenance/Support	16,000
00100.411 .	Information Tech .	51888.48.0153 ✓	IT Service Platforms Maintenance/Support	20,000
00100.411 .	Information Tech .	51888.48.0154 ✓	Information Security Maintenance/Support	73,700
00100.411 .	Information Tech .	51888.48.0155 ✓	SaaS - Software as a Service	103,383
00100.411 .	Information Tech .	51888.48.0161 ✓	MS Office365	5,000
Total				592,283 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION: ^{IT}

^{ACCOUNTS}

Reallocation of current budgeted funds to more relevant BARS names and amounts.

County Official Approval:

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

[Handwritten signatures]

CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE

JUN 05 2023



Date Submitted: 5/30/2023

Budget Hearing/Meeting Date: 6/27/2023

- ☐ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
☒ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.421 ✓	Budget Name	Geographic Information System
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.421 ✓	GIS ✓	51881.43.0020 ✓	Travel – Training	1,500
00100.421 ✓	GIS ✓	51881.49.0060 ✓	Registration	6,000
Total				7,500 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.421 ✓	GIS ✓	51881.31.0033 ✓	Furnishings	1,000
00100.421 ✓	GIS ✓	51881.35.0010 ✓	Minor Tools and Equipment	500
00100.421 ✓	GIS ✓	51881.48.0155 ✓	SaaS – Software as a Service	6,000
Total				7,500 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

 Reallocation of current budgeted funds to more relevant BARS ^{ACCOUNTS} names and amounts.

County Official Approval:

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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JUN 13 2023

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: BOCC

WORK SESSION ☒ Meeting Date: 6/12/23

REGULAR AGENDA ☒ Meeting Date: 6/13/23

Item summary:

- | | | |
|---|--|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other - Notice |

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached supplemental appropriations on June 27, 2023

Supplemental appropriations – increased expenditures due to unanticipated federal, state, and local funds.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

See attached form(s).

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

Approve the attached notice of supplemental appropriations.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Budget Supplementals 6-13-23
Revised: 3-04-2019



NOTICE OF SUPPLEMENTAL APPROPRIATIONS BUDGET MEETING

Notice is hereby given Clallam County will adopt by Resolution of the Board, the supplemental budget appropriations in the following funds pursuant to RCW 36.40.100, at 10 a.m. on June 27, 2023 in the Commissioners' Meeting Room (160) of the Clallam County Courthouse.

HHS - Operations

- Receipt of funding from the Washington State Department of Health for drug users' health program supplies/\$7,500
- Funding for Forks Health Department related costs such as the building purchase, inspection and related costs, HVAC system, and flooring (2 of 2)/\$274,800
- Funding for the following HRHC – Harm Reduction Health Center costs: HVAC system, flooring, painting, and copy machine (2 of 2)/\$49,168

HHS Environmental Health – Receipt of funding from the Washington State Department of Health to perform mosquito trapping for West Nile Virus identification/\$3,000

Sheriff – OPNET Drug – Reimbursement for purchase of (1) digital currency counter that will adequately scan paper currency in a format suitable for retaining evidentiary value/\$9,850

Public Works – Road – Waterline and Sewer line work reimbursements from utility owners Dry Creek Water Association and the Lower Elwha Klallam Tribe/\$515,640

Copies of the budget change forms may be viewed at the office of the Board of Clallam County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

BOARD OF CLALLAM COUNTY COMMISSIONERS

Date: June 13, 2023

Mark Ozias, Chair

Publish: June 17

Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

CLALLAM COUNTY BUDGET CHANGE FORM

MAY 22 2023



Date Submitted: May 19, 2023

Budget Hearing/Meeting Date: June 27, 2023

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11301.511 ✓	Budget Name	HHS Operations ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	33404.91.0060 ✓	DOH Drug Users Health Program	7,500
Total				7,500 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	56210.31.0020 ✓	Operating Supplies	2,500
11301.511 ✓	HHS Operations ✓	56210.31.0087 ✓	Public Health Clinic Supplies	5,000
Total				7,500 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

New funding is being received from the Washington State Department of Health for drug users health program supplies. These supplies will be used for participants at the harm reduction health center.

County Official Approval: _____

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

[Handwritten signature]

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MAY 31 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/31/2023 Budget Hearing/Meeting Date: June 27, 2023 ✓

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11301.511 ✓	Budget Name	HHS - Operations ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	34620.00.0214 ✓	Interfund: FPHS Administration	274,800
Total				274,800 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	59462.62.2260 ✓	Forks HHS Building Purchase	229,800
11301.511 ✓	HHS Operations ✓	59462.62.2255 ✓	Forks Building Repairs / Improvements	45,000
Total				274,800 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funding from the FPHS – Foundational Public Health Services Lifecourse funding is being added to the budget to purchase the building that houses the Forks Health Department (229,800). Included is the HVAC 25,000; flooring 15,000; inspection, and related costs 5,000. (2 OF 2)

County Official Approval: [Signature] 05.31.23
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

[Signature]

JUN 31 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/30/23 Budget Hearing/Meeting Date: June 27, 2023 ✓

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11301.511 ✓	Budget Name	HHS - Operations ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	34620.00.0214 ✓	Interfund: FPHS Administration	49,168
Total				49,168 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11301.511 ✓	HHS Operations ✓	59462.62.2265 ✓	Harm Reduction Ctr Repairs/ Improvements	49,168
Total				49,168 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funding from the FPHS – Foundational Public Health Services Lifecourse funding is being added to the budget to make improvements to prepare for the opening of the Harm Reduction Health Center. Included is the HVAC \$23,000; Flooring \$15,000; Painting \$7,000; and a Copy Machine \$4,168. (2 OF 2)

County Official Approval: 
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)


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CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE

MAY 23 2023



Date Submitted: May 19, 2023

Budget Hearing/Meeting Date: June 27, 2023

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.511 ✓	Budget Name	HHS Environmental Health ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511 ✓	HHS – Env Health ✓	33393.32.3030 ✓	Vector-Borne Dot Vector-borne T2#3	3,000
Total				3,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.511	HHS – Env Health ✓	56253.31.0020 ✓	Operating Supplies	3,000
Total				3,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Revenue is being received from the Washington State Department of Health to perform mosquito trapping for West Nile Virus identification.

County Official Approval: _____

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

[Handwritten signature]

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JUN 01 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 5/31/23

Budget Hearing/Meeting Date: 6/27/23 ✓

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	11008.811 ✓	Budget Name	Sheriff – OPNET Drug ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11008.811 ✓	Sheriff – OPNET Drug ✓	33316.73.8000 ✓	Narcotics Task Force Program	9,850
Total				9,850 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
11008.811 ✓	Sheriff – OPNET Drug ✓	59421.64.0010 ✓	Machinery and Equipment	9,850
Total				9,850 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Washington State Commerce Department allocated additional funds in the form of a grant amendment to our Drug Task Force JAG grant. This additional funding of \$9,850 is to reimburse our purchase of (1) digital currency counter that will adequately scan paper currency in a format suitable for retaining evidentiary value.

County Official Approval: _____

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

MAY 30 2023

CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 05.26.23

Budget Hearing/Meeting Date: 06.27.23 ✓

- ☒ **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- ☐ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- ☐ **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- ☐ **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- ☐ **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	10101.611 ✓	Budget Name	Public Works – Roads ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611 ✓	PW – Roads ✓	34410.00.0000 ✓	Road Maintenance and Repair Services	\$515,640
Total				\$515,640 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
10101.611 ✓	PW – Roads ✓	59530.63.7777	PW – Capital Other Improvements	\$515,640
Total				\$515,640 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Waterline and Sewer line work expenditure portions of CRP 1256 (Dry Creek Road Safety Improvements) that were not eligible for grant reimbursement are being reimbursed to the County by the utility owners: Dry Creek Water Association for \$190,143.53 and the Lower Elwha Klallam Tribe for \$325,496.54

County Official Approval: Joe Donisi
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

[Signature]

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JUN 13 2023

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: BOCC

WORK SESSION ☒ Meeting Date: 6/12/23

REGULAR AGENDA ☒ Meeting Date: 6/13/23

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | | |
|---|--|--|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | |
| ☐ Resolution | ☐ Proclamation | ☐ Budget Item |
| ☐ Draft Ordinance | ☐ Final Ordinance | ☒ Other - Notice |

Documents exempt from public disclosure attached: ☐

Executive summary:

Board of Clallam County Commissioner will consider adopting by Resolution the attached debatable emergencies on June 27, 2023

Debatable emergency – Public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐
See attached form(s).

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approve the attached notice of debatable emergencies.

County Official signature & print name: Loni Gores Loni Gores

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: All Departments

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



BUDGET RESOLUTION _____, 2023

CALL FOR HEARING FOR DEBATABLE EMERGENCIES IN THE FUNDS LISTED BELOW

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Pursuant to RCW 36.40.140, the following facts constitute a public emergency that could not reasonably have been foreseen at the time of making the budget:

Parks and Facilities – Funding for wages and benefits associated with the reclassification of the Administrative Specialist IV position to Administrative Operations Coordinator and pay equalization of the Facilities Maintenance Supervisor and eight Maintenance workers/\$35,000

NonDepartmental – Additional funding for a new Escrow Holding & Clearing account to be utilized to facilitate disbursement of earnest funds for real estate purchases by the County/\$30,000

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. A public hearing on the debatable emergencies listed above will be held June 27, 2023 at
 - 10:30 a.m. in Room 160 of the Clallam County Courthouse.
2. A copy of the budget change forms may be viewed at the office of the Board of Clallam County Commissioners from 8 a.m. to 4:30 p.m., Monday through Friday.

PASSED AND ADOPTED this 13th day of June 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

Randy Johnson

Mike French

ATTEST:

Loni Gores, CMC, Clerk of the Board

Publish: June 17, 2023
Bill: Commissioners

c: Budget Director
Treasurer
Department(s)

CLALLAM COUNTY BUDGET CHANGE FORM

RECEIVED
CLALLAM CO. FINANCE

MAY 15 2023



Date Submitted: May 8, 2023 Budget Hearing/Meeting Date: June 27, 2023 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- X ✓ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.911. ✓	Budget Name	Parks and Facilities ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293.	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	\$35,000
Total				\$ 35,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.911. ✓	Parks & Facilities ✓	57680.10.0010 ✓	Regular Time	\$32,300
00100.911. ✓	Parks & Facilities ✓	57680.20.0020 ✓	Benefits	\$ 2,700
Total				\$ 35,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

To fund additional wages and benefits associated with the reclassification of the Administrative Specialist IV position to Administrative Operations Coordinator, effective May 1, 2023. Additionally, to fund the pay equalization of the Facilities Maintenance Supervisor and eight Maintenance Workers to be consistent with similar positions in the Roads Department, approved in late 2022 after the 2023 Budget was finalized.

County Official Approval: Charles G. [Signature]
(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

[Signature]

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CLALLAM COUNTY BUDGET CHANGE FORM



Date Submitted: 6/01/2023 ✓

Budget Hearing/Meeting Date: 6/27/2023 ✓

- **Supplemental Appropriation** – increased expenditures due to unanticipated federal, state, or local funds
- X ✓ **Debatable Emergency** – public emergency other than a non-debatable emergency which could not reasonably have been foreseen at the time of making the budget, requiring the expenditure of money not provided for in the budget.
- **Non-debatable Emergency** – for the relief of a stricken community requiring immediate address; to meet mandatory expenditures required by law
- **Budget Revision** – transfers or reallocations between departments within the same fund, or anytime a reallocation within the same budget would authorize a new permanent position or a new capital purchase
- **Budget Reduction** – a reduction in revenues and/or expenditures

Budget Number xxxxx.xxx.	00100.291 ✓	Budget Name	NonDepartmental ✓
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REVENUE/SOURCE

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.293 ✓	General Fund Reserves ✓	50800.00.0000 ✓	Ending Fund Balance	30,000
Total				30,000 ✓

EXPENDITURES

BUDGET NUMBER xxxxx.xxx.	DEPT NAME	BARS NUMBER xxxxx.xx.xxxx	ACCOUNT DESCRIPTION	AMOUNT
00100.291 ✓	NonDepartmental ✓	58990.49.0300 ✓	Escrow Holding & Clearing	30,000
Total				30,000 ✓

Revenue/Source and Expenditure totals must agree.

REASON FOR BUDGET ACTION:

Additional funding for a new Escrow Holding & Clearing account to be utilized to facilitate disbursement of earnest funds for real estate purchases by the County.

County Official Approval: _____

(Obtain Budget Office Approval Prior to Submission to Clerk of the Board)

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AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: PUBLIC WORKS

WORK SESSION ☐ **Meeting Date:**

REGULAR AGENDA ☒ **Meeting Date:** 6-13-23

Required originals approved and attached? ☐
Will be provided on:

Item summary:

- | | | |
|---|--|--------------------------------------|
| ☐ Call for Hearing | ☐ Contract/Agreement/MOU - Contract # | ☐ Budget Item |
| ☐ Resolution | ☐ Proclamation | ☐ Other |
| ☐ Draft Ordinance | ☒ Final Ordinance | |

Documents exempt from public disclosure attached: ☐

Executive summary: The department has been tasked with creating an ordinance for the Clallam Bay/Seki Sewer System to capture all users of the utility. Furthermore, the goal of this ordinance is to create fair and equitable charges for use of the sewer system. This ordinance will repeal and replace the existing ordinance (CCC 13.04) in its entirety. The proposed ordinance is a comprehensive ordinance including definitions, connection requirements, user fees, permit requirements, system use regulations, and other sections common to utility system management, use, operations, and maintenance. The process of creating the new ordinance has involved input and collaboration with the Clallam Bay/Seki Sewer Advisory Committee. During the April 19th, 2023 Sewer Advisory Committee meeting, the committee voted to recommend presenting the new ordinance to the BOCC for adoption. Adoption of this proposed ordinance will result in a larger base of paying system users increasing funding for system operation and thereby reducing the burden on the county general fund. It will also provide for better information needed for planning future system needs in operation, maintenance and funding opportunities for required facility improvements.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐

Ordinance adoption will result in additional revenue for operation of the Clallam Bay/Seki Sewer Systems

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

The department recommends the BOCC approve and adopt the proposed ordinance.

County Official signature & print name: Ronald Garcelon 

Name of Employee/Stakeholder attending meeting: Steve Gray & Ronald Garcelon

Relevant Departments: PUBLIC WORKS

Date submitted: Wednesday, May 31, 2023

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

An ordinance repealing CCC 13.04 (Clallam Bay/Seki Sewerage Rate Schedule) in its entirety and replacing it with a new chapter of the Clallam County Code concerning regulation and administration of the Clallam Bay Seki sewer system, titled "Clallam Bay/Seki Sewer System".

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section 1. Section .010, General Provisions, is created to read as follows:

(1) Purpose. The purpose of this chapter is to provide regulatory requirements for the use of the Clallam Bay Seki sewer system and administrative procedures for management of the Clallam Bay Seki sewer system as a utility of Clallam County established pursuant to RCW 36.94.

(2) Minimum standards. The requirements of this chapter are declared to be minimum standards and shall not be construed to prevent the enforcement of more stringent standards imposed by other ordinances, or by the authority of state law.

(3) Connection permit, and user fees established. This chapter sets forth the requirements, procedures, permit fees, connection fees, and monthly user fees for users of the Clallam Bay Seki sewer system.

(4) Severability. If any section of this division is adjudged to be invalid, such adjudication shall not affect the validity of the remaining portions.

Section 2. Section .020, Definitions, is created to read as follows:

Words and phrases used in this chapter, unless contrary to or inconsistent with the context, shall mean as follows:

(1) "Accessory Dwelling Unit" or "ADU" means a separate dwelling unit, containing habitable space, bathroom(s), and a kitchen, with a single-family dwelling or a separate structure associated with a single-family dwelling which is incidental and subordinate to the primary residential use of the property.

(1) (a) Detached. Those accessory dwelling units that are lawfully constructed within existing outbuildings, or stand alone, where the ADU does not share a common wall with the primary dwelling unit.

(1) (b) Attached. Those accessory dwelling units that share a common wall or floor/ceiling with the primary dwelling unit and do not meet the definition of a detached accessory dwelling unit.

(2) "Authorized side sewer contractor" means a person having appropriate license, bond, insurance, as well as skills and abilities to do work incidental to the construction or repair of side sewers.

(3) "Base rate" means the fixed portion of the monthly user fee that does not vary with the amount of water usage.

(4) "Clallam Bay Seki sewer system" or "sewer system" or "public sewer system" means the Publicly Operated Treatment Works owned by Clallam County, including all present and future public interceptors' sewers, treatment plants, pump stations, outfalls, force mains, trunk lines, sewer mains, sub-mains, laterals, and appurtenances, easements, and rights of way, located in the Clallam Bay Seki Urban Growth Area, and the sewer lines connecting this system.

5) "Clallam Bay Sekiu general sewer plan" means the most recent "Clallam Bay Sekiu General Sewer/Wastewater Facilities Plan".

(6) "Clean out" means a capped vertical structure connected in line with a side sewer or sewer main intended to be used only for flushing or other maintenance of that line.

(7) "Change of ownership" means any change that results in more than 50 percent new ownership or new individuals in control of a property, as reflected in a deed of trust, quit claim deed, purchase agreement, or other legally binding ownership document filed with the County Auditor.

(8) "Commercial use" means any premises devoted primarily to the wholesaling or retailing of a product or service for the purpose of generating an income or profit.

(9) "Consumption fee" means the portion of the monthly user fee that is based on the amount of water consumed by each user as reported by the local water utility.

(10) "County" means Clallam County.

(11) "County inspector" means any employee of the County Public Works Department designated by the Director to inspect sewer facilities pursuant to this chapter.

(12) "Cover" means the depth of material between the top crown of the sewer pipe or drain and the finished grade immediately above it.

(13) "Department" means Clallam County Public Works Department.

(14) "Developer" means a property owner or their agent that is proposing property improvements that will trigger the provisions of the chapter.

(15) "Director" means the Public Works Director or designee, of the County Public Works Department.

(16) "Downspout" means a pipe which conveys water from the roof of a building to control structure or roadside drainage.

(17) "Dwelling" or "Dwelling Unit" means any building or any portion thereof which is intended or designed to be used, rented, leased, let or hired out to be occupied for living purposes having independent living facilities for one family including permanent provisions for living, sleeping, eating, cooking, sanitation and including accessory structures and improvements.

(18) "Equivalent residential unit" or "ERU" means a water service connection typical of a residential unit, consisting of a three-fourths inch or one-inch diameter service line with a five-eighths-inch meter.

(19) "Footing drain" means an open joint or perforated pipe located near the foundation of a building, intended to intercept and carry underground storm or drainage water away from the structure.

(20) "Force main" means a pressurized pipe conveying sewage from one or more side sewers.

(21) "Food Waste" means putrescible waste from the harvest, preparation, cooking and dispensing of food, and from the handling, storage, and sale of produce.

(22) "Properly shredded food waste" means food waste that has been shredded to such a degree that it will be carried or suspended freely under flow conditions normally prevailing in public sewers, with no particle larger than three-eighths of an inch in any dimension.

(23) "Industrial waste" means a liquid, solid or gaseous substance, or combination thereof, resulting from any process of industry, manufacturing, food processing, business, trade or research, including the development, recovering or processing of natural resources and including garbage, but distinguished from sanitary sewage or storm drainage.

(24) "LID" means a Local Improvement District established by the County.

(25) "Initial sewer connection" means the first sewer connection to a side sewer which serves a property interest thereon regardless of whether the property interest is owned or leased, and which is to be connected to and served by the sewer utility. The intent of this definition is to make clear that if there are multiple separate and distinct property interests located on a single legally defined lot the first connection to each distinctly held property interest is to be deemed to be an initial sewer connection. The "Initial sewer connection" may serve the following types of facilities, including but not limited to, Single Family Dwelling, Park Model or RV.

(26) "Lateral" or "sewer lateral" means that portion of a side sewer that is on public property and is publicly owned.

(27) "Mobile Home Park" means a lot or parcel of land occupied by two or more mobile homes on a rent or lease basis and approved by Clallam County pursuant to County regulations.

(28) "Natural outlet" means a watercourse, pond, lake, stream, river, ditch, or other body of surface water.

(29) "New development" means any development, redevelopment, or change of use of property that would necessitate either provision of a new sewer service or an expansion or upgrade of an existing septic system or sewer connection.

(30) "Park Model", "Park Model RV" or "Recreational Park Trailer" means a trailer-type unit that is primarily designed to provide temporary living quarters for recreational, camping or seasonal use, that meets the following criteria: Built on a single chassis, mounted on wheels, Having a gross trailer area not exceeding 400 square feet in the set-up mode, certified by the manufacturer as complying with ANSI A119.5

(31) "Permit card" means a card, in a form prescribed by the Director, issued in conjunction with a permit, or a copy of the permit which shall be posted on the premises of the work being accomplished.

(32) "Person" means any individual, company, partnership, corporation, association, society or group and the singular term shall include the plural.

(33) "Pretreatment" means the treatment of effluent from a sanitary plumbing outlet or of industrial waste prior to its introduction into the sanitary sewer.

(34) "Public sewer system" means the Clallam Bay Sekiu sewer system used to collect, convey and treat wastewater generated in the Clallam Bay Sekiu UGA.

(35) "Public place," "public area" or "street area" means any space dedicated to or acquired by the county for the use of the general public.

(36) "Public building" means a building or improvement which is used or owned by a governmental agency.

(37) "RV park" means a campground for day use and overnight accommodations by recreational vehicles or RVs.

(38) "Recreational vehicle" or "RV" means a vehicular-type unit primarily designed for recreational camping or travel use that has its own motive power or is mounted on or towed by another vehicle. The units include travel trailers, fifth-wheel trailers, folding camping trailers, truck campers, recreational park trailers, park model RV's, park models and motor homes.

(39) "Recreational vehicle hookup" or "RV hookup" means an exterior sewer standpipe with a removable cap intended to serve one recreational vehicle sewer service. The use of such single RV hookups must be consistent with the applicable zoning requirements, occupancy usage and any other applicable requirements or restrictions set forth in CCC Title 33 pertaining to a "recreational vehicle" as that term is defined under WAC 296-150R-0020.

(40) "Residential complex" means a multi-family building i.e. apartments, condominiums, duplex, tri-plex

(41) "Sanitary plumbing outlet" means a plumbing outlet from a structure which carries the wastewater from sanitary facilities and plumbing fixtures, and which does not intentionally carry storm water or unpolluted water.

(42) "Sanitary sewer" means a sewer which carries wastewater and does not intentionally carry ground water from footing drain, storm water, or unpolluted water.

(43) "Sewer main" or "sub-main" means a sanitary sewer line that conveys wastewater from one or more side sewers.

(44) "Sewage" means waste discharged from sanitary plumbing outlets of buildings.

(45) "Side sewer" means a privately owned sanitary sewer pipe leading from the plumbing outlet at a building(s), RV's connection or footing line(s) to the property line, together with the publicly owned sewer lateral connected to the sewer main.

(46) "Single-family Dwelling" means a dwelling unit intended for occupation by one family and including accessory improvements and uses. This definition includes manufactured homes such as mobile homes, modular homes and other homes manufactured in components or as one complete dwelling unit.

(47) "Storm drain" means a public or private drain which carries storm and surface waters or drainage, effluent from storm plumbing outlets, and other unpolluted water.

(48) "Storm plumbing outlet" means a plumbing outlet from a building or structure which carries surface water or unpolluted water.

(49) "Suspended solids" means solids that either float on the surface of or are in suspension in water, sewage or other liquids, and which are removable by filtering the liquid, and includes matter which, upon dilution with water or sewage, results in the formation of suspended solids.

(50) "UGA" or "Clallam Bay Sekiu UGA" means Clallam Bay Sekiu Urban Growth Area established by the County pursuant to the Growth Management Act, Chapter 36.70A RCW, for the unincorporated Clallam Bay Sekiu area.

(51) "Unpolluted water" means water in its natural state, or water which, after use for any purpose, is not substantially changed as to chemical or biochemical qualities. The Director may determine which water is unpolluted water.

(52) "User fee(s)" means the monthly fee charged each customer of the Clallam Bay Sekiu sewer system, consisting of a base rate and a consumption fee.

(53) "Wholesale sewer connection" means commercial properties such as mobile home parks or RV parks which contain multiple residential or recreational units where one water meter serves multiple sewer connections.

(54) "Wastewater" is a comprehensive term including industrial waste and sewage.

Section 3. Section .030, Connection requirements, is created to read as follows:

(1) Prohibition of new septic systems in the Clallam Bay Sekiu UGA. No new septic systems shall be permitted in the Clallam Bay Sekiu UGA, unless a waiver is granted pursuant to subsection (3)(d) below.

(2) Eligibility for sewer service.

(a) All properties within the Clallam Bay Sekiu UGA are eligible to apply for connection to the Clallam Bay Sekiu sewer system at any time. Applications for connection shall be submitted on forms provided by the County pursuant to section 040 below.

(b) Pursuant to RCW 36.70A.110(4) no property outside the Clallam Bay Sekiu UGA shall be allowed to connect to the Clallam Bay Sekiu sewer system except in those limited circumstances that it has been demonstrated to the Director that such a connection is necessary to protect basic public health and safety and the environment. The Director shall consult with the Clallam County Health Officer and the Clallam County Department of Community Development for determining consistency with RCW 36.70A.110(4) and the Clallam County Comprehensive Plan.

(3) Connection required. The following sewer system connection requirements shall apply to properties in the Clallam Bay Sekiu UGA:

(a) Properties with existing septic systems that are within 200 feet of a sewer main or sub-main (as measured along the usual or most feasible route of access as determined by the Director) shall be required to connect to the Clallam Bay Sekiu sewer system within one year of the date of change in ownership.

(b) Properties farther than 200 feet from the nearest sewer main or sub-main (as measured along the usual or most feasible route of access as determined by the Director) shall be allowed to continue use of an existing properly functioning septic system until such time as a sewer main or sub-main is available within 200 feet of the property, at which time the provisions of subsection (3)(a) of this section shall apply. Nothing herein prohibits any property in the Clallam Bay Sekiu UGA from connecting to the Clallam Bay Sekiu sewer system at any time; however, all properties are responsible for the installation of any sewer main or sub-main extensions and sewer laterals necessary for such connection. All such sewer mains, sub-mains, and laterals shall meet standards for sewer facilities established by the County, and upon inspection and approval by the County shall be dedicated to the County.

(c) All new development on parcels within the Clallam Bay Sekiu UGA shall provide sewer service by connection to the Clallam Bay Sekiu sewer system unless a waiver from connection is provided pursuant to subsection (3)(d) of this section.

(d) The Director may grant a waiver from the requirement of subsection (3)(c) of this section upon finding all the following conditions have been met:

(i) The parcel is more than 200 feet from the nearest sewer main or sub-main (as measured along the usual or most feasible route of access as determined by the Director); and

(ii) The cost of connection to the Clallam Bay Sekiu sewer system (including the connection fees listed in subsection (6) below and all other costs to connect the building to the sewer main) is more than 150 percent of the total cost of a private septic system meeting the requirements of the Clallam County Environmental Health Division; and

To apply for a connection waiver, the property owner must submit a waiver application and remit to the Department a waiver review fee of \$150.

(e) When or if a Clallam Bay Sekiu sewer system main or sub-main is extended to within 200 feet (as measured along the usual or most feasible route of access as determined by the Director) of a property granted a waiver under this subsection, the property shall then be subject to the requirement of subsection (3)(a) of this section.

(4) Sewer service required for all new land divisions. Prior to final plat approval for all new land divisions as defined by CCC 29.03.100(26) within the Clallam Bay Sekiu UGA, sewer service shall be provided by extension of sewer mains, sub-mains, and lateral sewers as needed to serve each parcel in the division. All such sewer mains, sub-mains, and laterals shall meet standards for sewer facilities established by the County, and upon inspection and approval by the County shall be dedicated to the County.

(5) Connection required for failed septic systems. Any property within the Clallam Bay Sekiu UGA with a septic system that the local or State Health Department determines to be failing to provide the level of effluent treatment necessary to protect basic public health and safety is required to connect to the Clallam Bay Sekiu sewer system unless a waiver is granted pursuant to subsection (3) above.

(6) Connection fees.

(a) The connection fee for the Clallam Bay Sekiu sewer system shall be \$1,500 per ERU.

(b) Fees for sewer connection shall be payable at the time of submission of a connection permit application. No connection permit shall be issued by the Department unless all fees are paid in full by the applicant. This includes: the connection fee, connection permit application fee, right-of-way permit fees (if applicable) and one inspection fee.

(c) Equivalent Residential Unit (ERU) Factors. The factors for determining the proportional ERUs shall be in accordance with Table 1: Equivalent Residential Unit (ERU) Factors.

(e) If the actual water meter size installed is increased to provide for fire sprinkler installation, the applicant shall provide documentation of water use, fixture count, and a copy of the permitted plans showing the combined piping. The Director shall determine the appropriate equivalent residential unit factor based upon a standard installation for the use without fire sprinklers.

(f) For commercial property for which no water meter exists (for example, where the water supply is a private well) or for any instances in which a mix of residential and commercial uses exists in multiple structures on a single parcel served by a single water meter, the Director shall determine the ERU factor based on a determination of flow consistent with "Criteria for Sewage Works Design" published by the Washington State Department of Ecology in effect at the time with 125 gallons per day per ERU, a fixture count table, or other method deemed appropriate by the Director.

(g) All single-family dwellings shall be one ERU regardless of meter size.

(h) Failure to connect when required. In addition to any other penalty authorized by this chapter, a property owner who fails to connect to the Clallam Bay Sekiu sewer system within 90 days of receiving official notice to do so, shall be subject to a penalty that shall be a non-refundable monetary charge in an amount equal to the base monthly sewer rate that

would be charged against that property if it were connected to the sewer system. The Department shall assess the penalty against the property through its utility billing system.

Table 1: Equivalent Residential Unit (ERU) Factors

Type of Connection	ERU Factor
<u>Residential Connections</u>	
a. Initial sewer connection on a leased or owned lot (initial connection may serve the following types of facilities, including but not limited to, a Single-Family Dwelling, Park Model or RV)	1.0 ERU
b. Additional RV hookup	0.35 ERU per RV Hookup
c. Accessory Dwelling Unit (ADU), attached or detached	1.0 ERU
d. Residential Complex	1.0 ERU per dwelling unit
<u>Commercial Use Connections</u>	
a. Non-residential connections (i.e.) Commercial Use, Industrial, and Public. Connections based on the following meter size.	
Meter Size (inches)	
5/8 and 3/4	1.0
1	2.5
1-1/2	5.0
2	8.0
Meters sized greater than 2 inches or any use requiring an industrial pretreatment plan requires an approved engineering analysis of equivalent ERUs.	
b. Commercial Use Wholesale Account Connections	
Mobile Home Park	1.0 ERU per dwelling
RV Park	0.35 ERU per RV hookup

Section 4. Section .040, Sewer connection permits, is created to read as follows:

(1) Unlawful to connect, repair or alter without permit. It is unlawful to make any connection, addition or alteration to any public or private sewer system, drain or natural outlet

without complying with all of the provisions of this chapter and all other regulations in relation thereto, and without a valid permit issued by the Director. This includes replacement of a structure or mobile home. An authorized side sewer contractor or a property owner or their agent shall not break, alter, or tamper with any public sewer system or its appurtenances except to make a connection to an existing wye or tee under permit from the County.

(2) Application for permit.

(a) Application for the permit required by this chapter shall be filed with the Director stating the following:

- (i) The name of the property owner;
- (ii) The address of the property to be served;
- (iii) The property owner's mailing address;
- (iv) The side sewer contractor's name;
- (v) The legal description of the property to be served;
- (vi) The dimensions of the buildings to be served, including insets or ell;
- (vii) The location of buildings on the property;
- (viii) The purpose for which the building is to be used;
- (ix) The location of the proposed side sewer and other proposed works.
- (x) Details of any pressurized side sewer as specified in section 080(6) below.
- (xi) A count of all fixtures served by the proposed side sewer.
- (xii) Elevation of the lowest plumbing fixture, and elevation of side sewer at the building or foundation line.
- (xiii) Cover of side sewer at building or foundation line.
- (xiv) The size, length and material or private side sewer and the slope
- (xv) Approximate location of exterior utilities

(b) The Director may change or modify the application and designate the manner and place where the side sewer shall connect to the public sewer system, may specify the material, size and grade of the side sewer and determine whether or not a permit shall be granted. The Director may require the applicant to furnish plans prepared and stamped by a professional engineer, licensed in the State of Washington, where unusual or special circumstances dictate, or where deviation from the standards of section 080 of this chapter are proposed. The Director shall keep such records as deemed necessary of all side sewer permits and inspection reports.

(c) The Director may require property owners applying for a change of use, building, land division or sewer permits to perform upgrades to material and other standards of their permitted side sewer per section 080 of this chapter to address health or safety concerns, including the impact to operation of the Clallam Bay-Seki Sewer. The Director may use inspection or other relevant records of side sewer installation or require a visual inspection to assess the extent of upgrades required. Property owners may provide an engineered assessment of side sewers to the Department for consideration.

(d) Any work on Washington State Department of Transportation (WSDOT) right of way shall be in accordance with the current franchise between the County and WSDOT and will require approval by WSDOT prior to issuance of a sewer connection permit.

(3) Decommissioning permit.

When a structure is to be demolished, lost due to fire, or has been condemned and no sanitary sewer use is to be required of the property, a property owner may obtain a side sewer decommissioning permit from the Department.

(a) Minimum requirements for decommissioning include:

- (i) Confirmation of property line boundary
- (ii) Minimum of 20-feet piping exposed from delineated property boundary
- (iii) Physical disconnect of a minimum of 2-feet (downstream cut edge to upstream cut edge)
- (iv) Installation of push on PVC cap to match existing pipe diameter
- (v) Cap to remain exposed until inspection by County inspector completed
- (vi) Contractor to place pressure treated 2x4 adjacent to cap with minimum 24" exposed from existing grade to indicate cutoff location and backfill with native material
- (vii) Contractor to either grout remaining side sewer and abandon in place or remove all piping leading to building foundation

All costs, including inspection fee will be at the property owner's expense. Upon completion, an as built must be submitted to the county for the decommissioning permit to be finalized and for monthly sewer fees to be terminated.

Upon reconnection of any new development, a new sewer connection permit would be required along with current connection and other associated fees.

(4) Developer provided sewer facilities. In addition to the above permit requirements, all proposed developer provided sewer system facilities shall adhere to the following provisions:

(a) All developer owned, or developer supplied public sewer mains, force mains, pump station, or other facilities that convey sewage from one or more side sewers shall upon inspection and acceptance by the County be conveyed to County ownership. Where such facilities are on private property, an easement of sufficient size to facilitate maintenance as determined by the Director shall be granted to the County and filed with the County auditor.

(b) Approval of plans. Plans and specifications for all proposed developer provided sewage system facilities shall be submitted to the department for review and approval prior to construction. Plans shall be prepared by a professional engineer licensed in the state of Washington.

(c) Standards. All developer provided sewer system facilities shall adhere to the standards for sewer facilities established by the County and the "Criteria for Sewage Works Design" (commonly referred to as the Orange Book) published by the Washington State Department of Ecology in effect at the time.

(5) Work to conform to permit specifications - Posting. After approval of the application and issuance of the permit, it is unlawful to alter the permit or to do any work other than that provided for in the permit. If the permittee wishes to perform additional work, the Director may require that he secures an additional permit. One copy of the permit, or an additional card bearing the permit number, according to directions of the Director, shall be posted upon the work site at a place readily and safely accessible to the County inspector, and in a conspicuous place near the work being performed under the permit.

(6) Validity of permit. A permit issued under this chapter shall not be valid for a period of more than 120 days unless extended or renewed by the Director prior to the date of expiration or the sewer permit is issued in conjunction with a building permit in which case the expiration shall be matched to the building permit expiration date.

(7) Fees.

(a) Fees for sewer connection shall be as prescribed by subsection (7)(a) of this chapter and payable at the time of submission of a connection permit application. No connection permit shall be issued by the Department unless all fees are paid in full by the applicant. This includes: the connection fee, connection permit application fee, right-of-way permit fees (if applicable) and one inspection fee. Sewer permit fees are non-refundable.

(b) Connection permit fees shall be as follows:

(i) For residential: single family dwellings, residential complexes, RV, and public connections the permit fee shall be \$150.00.

(ii) For commercial use connections the fee shall be \$250.00.

(iii) Inspection fee shall be \$75 per inspection.

(c) Decommissioning permits per section (2)(a) shall be as follows:

(i) For all accounts the fee shall be \$150.00

Section 5. Section 050, Sewer system use regulations, is created to read as follows:

(1) Purpose. It is the purpose of this section to provide provisions to eliminate the discharge of certain harmful and potentially harmful materials into the public sewer system. This section is to be construed under the police powers granted the County and is for the protection and general welfare of the citizens of the Clallam Bay Sekiu UGA and the surrounding areas.

(2) Interceptors or grease traps required. For all commercial use kitchens, interceptors or grease traps are required. All grease traps and interceptors shall be constructed and installed, at a minimum, to comply with the uniform plumbing code specifications in effect at the time of installation, as administered by the County Building Division.

(3) Inspection.

(a) The Director or any other duly authorized employees of the County bearing proper credentials and identification shall be permitted to enter at reasonable hours upon all applicable facilities for the purposes of inspection, observation, measurement, sampling, and testing of interceptors or traps.

(b) Should the County find an interceptor to be out of compliance with the provisions of this chapter, the costs of the inspection, including both time, labor and/or any materials and/or services rendered by the County in connection with bringing the interceptor or trap into compliance, shall be borne by the owner of the premises upon which the interceptor or trap is located.

(c) The owner of any interceptor or trap or premises which is not in compliance shall be given notice by the County and shall be allocated 48 hours from the date of the notice to bring the interceptor or trap into compliance. If compliance is not forthcoming, the County shall have the right to correct the deficiency and to bring the interceptor or trap into compliance, all at the expense of the owner of the premises.

(d) Any expenses incurred by the County to remedy a non-compliant situation prohibited by subsection 050(3)(c) above shall constitute a lien against the premises charged, which lien may be foreclosed by the County in the same manner in which other sewer utility liens are foreclosed pursuant to state statute.

(4) Discharges of certain materials prohibited. The discharge into the sewer system by direct or indirect means of any of the following is hereby prohibited:

- (a) Subsoil foundation drains, curtain drains, or French drains;
- (b) Footing drains;
- (c) Window well drains;
- (d) Door well drains;
- (e) Yard drains, ditch water, runoff, or wash-down water;
- (f) Unroofed basement floor drains;
- (g) Overflows from unpolluted water storage facilities;
- (h) Clear water from refrigeration, reverse-cycle heat pumps and cooling or air conditioning equipment, except for periodic draining and cleaning of such systems;
- (i) Roof drains or downspouts from areas exposed to rainfall or other precipitation;
- (j) Surface or underground waters from any source other than the municipal domestic water systems;
- (k) Any liquid or vapor having a temperature higher than 140 degrees Fahrenheit (60 degrees Celsius);
- (l) Any waste that contains more than 150 parts per million by weight of fat, oil or grease;
- (m) Any gasoline, benzene, naphtha, oil, or other flammable liquid, solid or gas which by their nature or quantity are or may be sufficient either alone or by interaction with other substances to cause a fire or explosive hazard;
- (n) Any sand, mud, straw, hair, shaving, metal, glass, rags, diapers, wipes, feathers, tar, plastic, wood, paunch manure, non-biodegradable products, or any other solid or substance capable of causing obstruction to the flow in sewers or improper operation of the sewage works;
- (o) Any waste having a pH lower than 5.5 or higher than 11 or having any other corrosive property capable of causing damage or hazard to the sewer system structures, equipment, or personnel;
- (p) Any waste containing a toxic or poisonous substance in sufficient quantity to injure or interfere with any sewage treatment process;
- (q) Any waste containing suspended solids or viscous substances of such character and quantity that unusual attention or expense is required to handle such materials in the sewer system but in no cases solids greater than ¼ inch;
- (r) Pollutants including oxygen demanding pollutants (biochemical oxygen demand, chemical oxygen demand, etc.) released in a discharge at a flow rate and/or pollutant concentration, which, either singly or by interaction with other pollutants will cause interference;
- (s) Any obnoxious or malodorous gas or substance capable of creating a public nuisance;
- (t) Food waste, except that properly shredded food waste is not prohibited;
- (u) Wastewater containing any radioactive wastes or isotopes except as specifically approved by the Director in compliance with applicable state or federal regulations; and

(v) Materials defined as dangerous waste under Chapter 173-303 WAC as now enacted or hereafter amended.

(5) Unlawful to damage. It shall be unlawful for any person to maliciously, willfully or negligently break damage, destroy, uncover, deface or tamper with any structure, appurtenance, or equipment which is part of the sewage system. Interceptors installed pursuant to this chapter shall be deemed, for purposes of this section, to be part of the sewage system.

(6) Unlawful to discharge. It shall be unlawful for any person to maliciously, willfully or negligently discharge any of the materials listed in subsection (4)(a)-(v) of this section 5.

Section 6. Section 060, Sewer maintenance regulations, is created to read as follows:

(1) Notice of inoperative or inadequate condition. Where it is determined by the Director that a side sewer is obstructed, broken, inoperative or inadequate and is a menace to health, or is liable to cause damage to public or private property, the Director shall give notice to the owner, agent or occupant of the property in which such condition exists. If the owner, agent or occupant refuses to reconstruct, relay, reconnect, repair or remove the obstruction of the side sewer within the time limit specified in such notice, the Director may authorize such work as may be necessary to comply with this section. The cost of such work authorized by the Director shall be charged to the property owner and shall become immediately payable to the County upon written notice of such amount being given to the property owner or posted upon the premises.

(2) Discharge of materials or stormwater due to inoperative or damaged side sewers. The property owner shall be responsible for capping all sanitary inlets before the time of demolition, and for paying all associated costs for capping cases of demolition, fire damage or other situations that may expose sanitary inlets to ensure there is no unlawful discharge to sewers.

(2) Use of existing side sewers. Where a new or converted building or new installation replaces an old one, an application shall be submitted, and a permit issued pursuant to the provisions of section 040 of this chapter. The use of an existing side sewer will be allowed when approved by the Director as conforming to all requirements of this chapter. No new connection fee will be required unless the new building or installation requires an increase in the water meter size.

(3) Backwater sewage valves.

(a) In any building, structure, or premises in which the plumbing outlets or other facilities are too low in elevation as determined by the Director to permit gravity flow to the public sewer system, wastewater shall be lifted mechanically and discharged into the public sewer.

(b) Whenever a situation exists involving the danger of backups of sewage or drainage from the public sewer system, the Director may prescribe a minimum elevation at which the plumbing outlet or side sewer may be discharged to the public sewer system. Wastewater from drains or side sewers below such minimum elevations shall be lifted mechanically to an elevation determined by the Director, or if approved by the Director, a backwater sewage valve may be installed provided the property owner shall record with the department an instrument as described in subsection 080(4) below. The effective operation of the backwater sewage valve shall be the responsibility of the owner of the sewer or drain.

(4) Unlawful to plant certain vegetation. It is unlawful to plant within 30 feet of any sanitary sewer or side sewer any tree or shrub whose roots are likely to enter and obstruct the flow of the sewers, for example specifically banned for planting within this 30- foot area are: willows, birches, oaks, poplars, cottonwoods, soft maples, and gum trees.

Section 7. Section 070, Repair and construction regulations, is created to read as follows:

(1) Trenches and excavations – safety standards.

(a) All trenches or excavations within four feet of any public place and all obstructions or encroachments upon a public place shall be barricaded and shored as required for public safety. It is unlawful to fail to maintain the lateral support of any public place while constructing, altering, or repairing any side sewer or storm drain. All trenches or excavations shall be covered during hours of inactivity of work on the side sewer.

(b) Barricades posted upon arterial streets or highways must conform to the standards established by the Washington State Department of Transportation (WSDOT), and/or such addenda to such standards as the County may establish.

(c) All work performed under the authority of this section shall be accomplished within the minimum safety standards prescribed by the Washington State Department of Labor and Industries (L&I). Evidence of failure to comply with the requirements of L&I shall be sufficient reason for the Director to order a stoppage of work until the required safety precautions are established on the job.

(2) County may complete unfinished work. Work within the limits of any public area shall be performed to completion with due diligence in accordance with a valid permit, and if any excavation is left open, whether covered or uncovered, beyond a time reasonably necessary to fill the same, the Director may cause the same to be backfilled and the public area restored forthwith. Cost incurred by the County in having such work performed shall be charged to the side sewer contractor in charge of such work and shall be immediately payable to the County by the contractor upon written notification of the amount thereof given to the contractor or posted at the location. A lien shall be placed on the property if payment is not received within 30 days of the date of written notification.

(3) Owner or contractor liable for County completion costs. If any work performed on a side sewer is not completed in accordance with the provisions of this Department and the plans and specifications as approved by the Director, and if the contractor or person doing the work refuses to properly construct and complete such work, notice of such failure or refusal shall be posted on the premises where the work is being done, and the Director may cause the work to be completed and the sewer connected in the proper manner, and the cost of such work and any materials necessary therefore shall be charged to the owner or contractor and be payable by the owner or contractor immediately upon the Director giving written notice of the amount thereof or posting a notice thereof on the premises. A lien shall be placed on the property if payment is not received within 30 days of the date of written notification.

(4) In no case shall the County be responsible for the maintenance or repair of side sewers on property not owned by the County.

Section 8. Section 080, Side sewer regulations, is created to read as follows:

(1) Lateral sewer contractor requirements.

(a) It is unlawful for anyone to construct, reconstruct or repair any sewer lateral unless they are authorized licensed and bonded side sewer contractor in the State of Washington, or is an employee of the Director performing assigned duties.

(b) Each side sewer contractor performing work on a sewer lateral shall file with the County a certificate of insurance from an insurance company licensed to do business in the state that the contractor carries public liability and property damage insurance in amounts deemed adequate by the Director. Such policy shall contain an endorsement naming the County, its officers, elected officials, employees, and agents, as an additional insured and providing for not less than 10 days' notice to the County of any change, cancellation, or expiration of such policy.

(c) An authorized side sewer contractor must secure their own permits, be responsible for all work accomplished under those permits and connect all plumbing outlets or facilities in a complete manner, as required by the Director.

(d) A property owner or their employee may construct, reconstruct, or repair a side sewer on their private property.

(2) Costs to be borne by owner. Costs and expense incidental to the installation, connection and maintenance of a side sewer shall be borne by the owner or occupant of the premises served by the side sewer.

(3) Easement required.

(a) Before a side sewer may be located on a building site other than the site being served by the side sewer, and before the Director issues a permit authorizing the laying of such a side sewer, the owner of the side sewer shall secure a written easement from the owner of the building site to be crossed. The Director may designate the manner and place that a side sewer may be connected to a sewer main. The easement shall be duly acknowledged and shall grant the right to occupy the property for side sewer or utility purposes. The easement shall be recorded in the office of the County Auditor, by the owner of the side sewer, and a copy of the recorded easement included with the side sewer permit application.

(b) Where a side sewer is to be connected in a public area to a side sewer which is owned by another and does not involve an easement, written permission for such connection shall be obtained from the owner of such side sewer and shall be filed with the Director before a permit authorizing such connection is issued.

(4) Variances to standards. If, in the opinion of the Director, physical conditions make compliance with the provisions of this section impracticable, the Director may issue a permit for installation of a side sewer requiring compliance with the provisions insofar as is reasonably possible, and such permit shall be issued only upon the condition that the property owner shall record with the County Auditor an instrument acceptable to the Director agreeing to save harmless and indemnify the County from any damage or injury resulting from such installation. Such instrument shall be upon a form approved by the County.

(5) Materials and standards –gravity side sewers.

(a) Materials and workmanship in connection with the installation of any side sewer or drain shall be gasketed, ASTM D3034 SDR 35 (i.e., Twinseal or comparable). No glue joints shall be allowed. Connection to the sewer main shall be by an approved tee, wye, or sanitary saddle.

(b) Six inches shall be the minimum diameter of pipe for gravity-flow sewer laterals except for single residential units which shall be a minimum of four inches.

(c) Not more than one residence or commercial building shall be connected to a side sewer except by permission of the Director, and in accordance with, rules and regulations of this chapter.

(d) Any one single-family dwelling shall be connected with not less than four-inch diameter pipe on private property; provided, that where a dual connection of two single-family dwellings, or a multiple dwelling or commercial building with a single-family dwelling is permitted by the Director, such connection shall be made with not less than six-inch diameter pipe below the point of dual connection.

(e) Any multiple dwelling, industrial or commercial building shall be connected with not less than six-inch diameter pipe on private property.

(f) Side sewer lines shall be located a minimum of 10 feet horizontally from water mains and water service lines. Side sewer lines shall cross water lines below the water line with a minimum vertical separation of 18 inches between the invert of the water line and the crown of the sewer; otherwise, sewer line is to be sleeved.

(g) If the vertical or horizontal separation contained in (5)(f) of this section cannot be maintained, construction shall be as follows: sewer shall be ductile iron (C151 or C104), HDPE (3408) or PVC (D3034) encased in concrete or in a one-quarter inch thick continuous steel, ductile iron, or pressure rated PVC pipe with all voids pressure-grouted with sand-cement grout or bentonite for a distance of at least ten feet each side of the center of the water main.

(h) Fittings, reducers, traps, etc., shall be of standard manufacture.

(i) Changes in line or grade shall be made with wyes or 45-degree bends, or for slight changes in line or grade, by setting each pipe out of line slightly, within the deflection angle allowed by the pipe manufacturer's specifications, or by using 10-degree, 22-1/2-degree or 30-degree bends supplied by pipe manufacturers.

(j) When laying around a 90-degree corner, a wye and 45-degree bend combination shall be used with the end of the wye constructed as a cleanout.

(k) Cleanouts are required at:

(i) Foundations;

(ii) On private property 2 feet from private property lines;

(iii) For 45 degree or greater direction and/or grade changes; and

(iv) For every 100 feet of sewer pipe.

(l) Reducers or wyes shall be used when changing the sizes of pipe. Pipe size may also be changed at a manhole.

(m) Grafts on four-inch, six-inch or eight-inch pipe shall not be allowed.

(n) A bend must not be used adjacent to a tee or wye at the main sewer but may be used at a length of pipe or more away from the main sewer unless the bend is manufactured as a part of the first length of pipe.

(o) Side sewer shall be laid on not less than two percent nor more than 100 percent grade; shall be not less than 30 inches from any foundation wall of any building, and if there is no foundation wall, not less than 30 inches from the outer lines of any footings, pilings or building supports. Side sewers shall have not less than 30 inches of cover at ditch lines, in paved areas, and at the property line, and 18 inches of cover on the private property. All

cover measurements shall be based on the established grade, or on existing improvements, or shall be determined by the Director.

(p) If a side sewer is to be constructed at more than 100 percent grade, or with less than the required minimum cover prescribed in this chapter, the Director may require special plans for the construction to be submitted for his approval, and he may require the use of ductile iron pipe, HDPE, or other material before approving the plan of construction. The wall thickness of the pipe to be used, and whether it should be encased in concrete or concrete with reinforcing steel, shall be determined by the Director.

(q) All sewer pipes are to be bedded in pea gravel, sand, or pea gravel/sand mix 2-4 inches below & 4-6 inches above.

(r) Whenever it becomes necessary to disturb pavement in connection with any work authorized under this chapter, the opening shall be not less than three feet square; provided, the Director may specify a size of opening and additional cuts to be made when needed to insure a proper backfill. Such pavement disturbances are subject to the fees established in CCC 5.100.245.

(s) No excavation shall be made in any public area except at the times and in the manner prescribed by the Director.

(t) A trash pump is to be on site or immediately available if water is present in the ditch.

(u) No debris shall enter the public sewer at any time. Any such unauthorized use shall constitute a violation.

(v) All work is to be left exposed for inspection pursuant to section 090 of this chapter.

(w) Backfill of excavation and tunnels under concrete or asphalt roadway surfacing and the restoration of these surfaces in public areas shall be accomplished by the contractor as directed by the Director.

(x) Tunnels or excavations under public sidewalks or under driveways in public places may be backfilled by a side sewer contractor; provided, that the material has been approved by the Director, and provided it is tamped in place with a mechanical tamper, in layers of not more than 8 inches loose thickness; except that, within two feet of finish grade the loose thickness layers shall not exceed six inches. The density of all such compaction shall be approved by the Director.

(y) Traffic control shall be the responsibility of the side sewer contractor and subject to the approval of the Director.

(6) Pressurized side sewers. In any building, structure, or premises in which the plumbing outlets are too low in elevation as determined by the Director to permit gravity flow to the public sewer system, wastewater shall be lifted mechanically and discharged into the public sewer. All such pressurized side sewers shall be designed by an authorized side sewer contractor or professional engineer licensed in the State of Washington, and a complete description of the pressure system shall be provided to the County as part of the sewer connection permit required in section 040 above. Information provided shall include:

- (a) diameter and materials of all pressurized lines;
- (b) pump manufacture, capacity, and rating;
- (c) size and location of pumping chamber or reservoir; and
- (d) any other information deemed necessary by the Director.

(7) Restoration to original condition. Streets, sidewalks, planting strips and other public areas disturbed or altered in the course of any side sewer work, shall be restored by the authorized side sewer contractor to the original surface condition as approved by the Director; and in the

event of the failure of the contractor to so restore the area the Director may make such restoration and charge the cost thereof to the side sewer contractor or property owner who shall, upon receiving written notice of the amount thereof or upon posting of such notice at the area, make immediate payment thereof to the County within 90 days.

(8) Manholes required. In any property served by a side sewer carrying industrial waste, the owner or the occupant shall install a manhole in the side sewer to facilitate observation, sampling and measurement of the wastes, when required by the Director. Such manhole shall be accessible, safely located and shall be constructed and installed in accordance with the plans approved by the Director. The manhole shall be installed and maintained by the owner or occupant at their sole expense.

Section 9. Section 090, Administration and Enforcement, is created to read as follows:

(1) Inspection of work.

(a) Any person performing any work pursuant to the provisions of this chapter shall notify the Department when the work will be ready for inspection and shall specify in such notification the location of the premises by address and the permit number issued pursuant to section 040above.

(b) On any request for inspection 48 hours notice plus Saturday, Sunday and holidays from the date and time of the request for inspection may be required by the Department.

(c) If the Department finds the work performed or materials used not in accordance with the permit, this chapter, and rules and regulations and the County "Standard Plans and Specifications" for side sewer construction as amended, the person doing the work and the owner of the premises shall be notified by posting a notice on or near the permit card. Such posted notice shall be all the notice that is required to be given of the defects in the work or the materials found in such inspection.

(d) The inspection shall include a visual inspection to determine that the side sewer is of tight construction and does not allow infiltration or ex-filtration of water; additional pressure testing may occur at the discretion of the Director. If the County inspector finds that the work and materials used are in accord with this section and the side sewer inspection is satisfactory, approval shall be granted. Upon such approval the trench or sewer within the street area shall be filled or covered in such a manner that no significant settlement shall occur for a period of one year. During this time the filled trench or sewer may be inspected by the County inspector who may order its refilling if at any time it is found that significant settlement has occurred, or that because of defective workmanship or material used, the work is otherwise unsatisfactory.

(e) If the permittee is an authorized side sewer contractor, either the contractor or a competent representative shall be on the premises whenever so directed to meet the inspector. A property owner shall also meet the inspector at a mutually convenient time during regular hours of business when requested.

(f) No trench shall be filled nor any sewer or drain covered until the work has been inspected and approved by the County inspector, and his approval noted on the card posted on the job site.

(g) The County inspector or other County official or employees of the County, bearing proper credentials and identification, may with the consent of the occupant or with the consent of the owner of unoccupied premises or pursuant to a lawfully issued warrant, enter upon any and all premises at all reasonable times for the purpose of inspection, observation,

measurement, sampling and testing of sewers and sewage waste in accordance with the provisions of this chapter.

(h) The County inspector or other County official or employees of the County, bearing proper credentials and identification, shall be permitted to enter all private properties through which the County holds a duly negotiated easement agreement for the purpose of inspection, observation, measurement, sampling, repair, and maintenance of any portion of the sewage works lying within the easement. All entry and subsequent work, if only on the easement shall be done in full accordance with the terms of the duly negotiated easement agreement pertaining to the private property involved.

(2) Promulgation of additional rules and policies. The Director may make rules and policies and amend them from time to time, not inconsistent with the provisions of this chapter, which are deemed necessary and convenient to carry out the provisions of this chapter.

(3) Violations.

(a) The Director is authorized to post notice on public or private property at or abutting the scene of any violation of this chapter, calling for the terms of this chapter to be complied with, and the notice may require the work to cease if necessary.

(b) It is unlawful for anyone to remove, mutilate, destroy, or conceal any notice issued or posted by the Director or the County inspector pursuant to the provisions of this chapter.

(c) Whoever violates any of the provisions of this chapter shall, in addition to any penalties provided for such violation, be liable for any expense, loss or damage occasioned thereby to the County.

(d) Violation of or failure to comply with the provisions of this chapter or submit an action plan within 30 days of receipt of violation notice shall subject the offender to a fine of \$100.00 each day that any violations or failure to comply exists after 30 days of receipt. Charges to be applied as a lien on the property until work is complete to the satisfaction of the Director as addressed in the violation notice.

(e) If a citation, notice, or order was issued in error, or if penalties were assessed in error, the Director may adjust the penalties assessed. The Director shall document the circumstances under which a decision was made to adjust penalties and such a statement shall become public record unless privileged.

Section 10. Section 100, Developer reimbursement, is created to read as follows:

(1) Purpose. The purpose of this developer reimbursement section is to define the rules and regulations for executing contracts between the County and developers for those portions of public sewer system constructed and paid for by private developers, and to provide a means for partial cost recovery through a charge to later users of the systems who did not contribute to the capital costs thereof, and for establishing assessment reimbursement areas defining which property is subject to such charges.

(2) Definitions. The following definitions shall apply to this section:

(a) "Assessment reimbursement area" or "benefit area" means that area within the Clallam Bay Sekiu UGA, which area includes parcels of real estate adjacent to, or likely to require connection to or service by, the Clallam Bay Sekiu sewer system improvements

constructed by a developer who has applied to the County for a developer reimbursement agreement pursuant to this section. The boundary of an "assessment reimbursement area" shall be drawn according to Section 10(4)(a) below.

(b) "Cost of construction" means those costs incurred for permit fees, design, acquisition of right of way and/or easements, labor, materials, and installation required to create an improvement which complies with County standards. In the event of a disagreement between the County and the developer concerning the "cost of construction" in a particular situation, the determination of the Director shall be final.

(c) "Developer reimbursement agreement" means a written contract between the County, as approved and executed by the Director, and one or more property owners providing for construction of sewer system facilities and for partial reimbursement to the party causing such improvements to be made of a portion of the costs of such improvements by owners of property benefitted by the improvements, as authorized and described in RCW 36.94.190.

(d) "Developer reimbursement charge" or "assessment" means a fair pro rata charge to be paid by an owner of property within an area benefitted by the private construction of public sewer, system improvements pursuant to this section.

(e) "Sewer system improvements or facilities" means the acquisition of rights-of-way and/or easements, design, inspection, and installation of improvements to County standards and includes such things as sewer mains and manholes, pump stations, force mains, and telemetry stations.

(3) Application for developer reimbursement agreement.

(a) Any property owner, who uses private funds to construct sewer system improvements that become the property of the County where the cost of construction is greater than \$20,000.00 to connect to existing Clallam Bay Sekiu sewer for the purpose of serving the area in which the real property of such owner is located, may apply to the County to establish a developer reimbursement agreement in order to recover a pro rata share of the costs from subsequent users of the system.

(b) The application must be on a form prescribed by the Director and must be accompanied by a nonrefundable application fee of \$1,000.

(c) The Director may require the applicant to submit a certified statement by a State of Washington licensed professional engineer containing an itemization of the total projected cost of the system improvements and a copy of the design drawings and specifications.

(d) The Director is authorized to establish policies and procedures for processing applications and determining eligibility of a system for a developer reimbursement agreement consistent with the requirements of this chapter.

(e) Applicants for developer reimbursement agreements must be in compliance with all County ordinances, rules and regulations in order to be eligible for processing of such agreements and must be current with the real estate property taxes owed on any parcel or parcels which are the subject of the proposed developer reimbursement agreement.

(f) A developer reimbursement agreement application shall not be accepted for the improvement of a developer's abutting right of way.

(g) The proposed improvements must be consistent with the Clallam Bay Sekiu general sewer plan.

(h) The County must have the capability and capacity to service the sewer facilities.

(i) The application must comply with the requirements of this chapter and all other applicable County regulations.

(4) Assessment reimbursement area and charge.

(a) The Director shall formulate an assessment reimbursement area (benefit area) based upon a determination of which parcels did not contribute to the original cost of the sewer system improvement(s) and are located within 200 feet of the provided improvements (as measured along the usual or most feasible route of access as determined by the Director).

(b) The Director will determine the assessment or charges for parcels within the assessment reimbursement area by calculating the fair pro rata share of the cost of construction for each property which might be served by the system, and thus within the benefit area, on the basis of acreage.

(c) A notice containing the assessment reimbursement area boundaries, the preliminary assessments or charges, and a description of the property owner's rights and options under this chapter, including the right to request a public hearing before the Clallam County Hearing Examiner with regard to the area boundaries and assessments, will be forwarded by registered mail to the property owners of record as shown on the records of the Clallam County Assessor within the proposed assessment reimbursement area.

(d) If any property owner requests a hearing regarding their inclusion in the proposed benefit area in writing within 20 days of the mailing of the notice, a hearing shall be held before the Clallam County Hearing Examiner. Notice of such hearing shall be given to all affected property owners.

(e) All notice requirements set forth in this chapter shall be the sole responsibility of the applicant and shall be satisfied by a notarized affidavit that the applicant has mailed the notices pursuant to the requirements set forth herein.

(f) After reviewing the public hearing testimony and the preliminary determination of the Director, the Board of County Commissioners may approve, modify, or reject the assessment reimbursement area and/or charges. If a property owner requests a hearing regarding their inclusion in the proposed benefit area, the Clallam County Hearing Examiner's determination shall be final.

(g) The survey or record reflecting the assessment reimbursement area or benefit area shall be recorded with the County Auditor and shall include a listing of all parcels (by tax number) or portions of parcels that are within it.

(5) Implementation of developer reimbursement agreement.

(a) The application for developer reimbursement agreement and the non-refundable application fee shall be submitted to the Director prior to acceptance by the County of the improvements. The application shall be in compliance with the requirements of this chapter and all other applicable County regulations.

(b) After the construction has been completed and accepted by the County in accordance with the terms of the developer reimbursement agreement, the final cost of the improvements shall be reviewed against the preliminary assessments established by the Director and the agreement and charges shall be modified accordingly.

(c) The developer reimbursement agreement, as modified if necessary, and a notice of the agreement and charge shall be recorded in the County Auditor's office within 30 days of the final execution of the agreement. It shall be the sole responsibility of the applicant to record the agreement and notice and pay the applicable filing fees.

(d) The applicant shall send by registered mail a copy of the agreement and notice to each owner of record of all properties subject to the developer reimbursement charge. The

applicant shall provide a notarized affidavit that the applicant has mailed the agreement and notice.

(e) Once the agreement and notice are recorded and mailed, the developer reimbursement agreement and charge shall be binding on all owners of record within the assessment reimbursement area.

(6) Rights and non-liability of County. The County reserves the right to refuse to enter into any developer reimbursement agreement or to reject any application thereof. All applicants for developer reimbursement agreements shall be deemed to release and waive any claims for any liability of the County in the establishment and enforcement of such agreements. The County shall not be responsible for locating any beneficiary or survivor entitled to benefits under developer reimbursement agreements. Any collected funds not claimed by a developer prior to the expiration of a developer reimbursement agreement shall inure to the benefit of the Clallam Bay Sekiu sewer system fund.

(7) Term of developer reimbursement agreements. Developer reimbursement agreements shall have an initial term of 15 years from the date of final acceptance by the County. If the developer is fully reimbursed for the cost of the improvements prior to the expiration of the agreement, then further developer reimbursement charges and payments shall not be made. If the developer is not fully reimbursed for the cost of the improvements, the County may extend the term for up to an additional five (5) years upon request of the developer.

(8) Ownership of system.

(a) Upon approval of a developer reimbursement agreement and the completion and acceptance of construction, the system shall become the property of the County. The County may charge and receive fees for utility system use according to the County's established rates.

(b) A copy of the engineering "as built" plans, specifications and drawings, including all necessary rights-of-way and easement documents shall be provided to the County prior to acceptance of the sewer facilities.

(c) No connection to or other use of the facilities will be allowed or permitted until the County has officially accepted the construction.

(9) Defective work. The applicant shall be responsible for all work found to be defective within one year after the date of acceptance of the improvements by the County. The applicant shall provide the County with a "maintenance guarantee bond" or equivalent acceptable to the County in the amount of ten percent of the value of the sewer facilities to be in effect for a period of one year from the date of final approval and acceptance of the facilities. If the applicant does not correct the work within a reasonable period after notice of the defect, the County shall be reimbursed for costs of correcting such defective work either by the applicant or by the bond proceeds.

(10) Connection/use prepayment requirement.

(a) Connection to or use of the facilities shall be prohibited, and development permission shall not be granted unless the County has received payment, or acceptable assurance of payment, of the developer reimbursement charge, including interest and administration costs.

(b) The County will exercise its best efforts to assure compliance with this section; provided, however, that in no event shall the County incur liability for an unauthorized connection to or use of the facilities.

(11) Removal of unauthorized connections. Whenever any connection is made into the sewer facilities without payment being made as required by this chapter, the Director may cause to be removed such unauthorized connection and all connecting pipe located in the County right of way without any liability to the County or County officials.

(12) Interest on developer reimbursement charge.

(a) The beneficiary of a developer reimbursement agreement will receive interest in accordance with the terms of this section.

(b) If the charge is paid within 30 days from the date of execution of the agreement, no interest is payable. Otherwise, interest is payable from the date of execution of the agreement to the date of payment of the developer reimbursement charge.

(c) The rate of interest will be fixed at the Federal Reserve rate for a ten-year Treasury Note on the date the developer reimbursement agreement is recorded.

(d) Interest is calculated on the basis of a 365-day year and is not compounded.

(e) Total interest payable may not exceed the principal amount of the developer reimbursement charge.

(13) Administration costs. The County shall add five percent, but not less than \$20.00 nor more than \$500.00, to each developer reimbursement charge as reimbursement for the County's administration costs.

(14) Payments of developer reimbursement charge.

(a) Each payment of the developer reimbursement charge shall be made to the County in one lump sum including interest and administrative costs. The County will pay over the amounts due to the beneficiary within 60 days of receipt.

(b) When the developer reimbursement fee for a particular lot or parcel has been paid, at the request of the owner/payer the Director will approve a certification of payment which may be recorded by said owner.

(c) Throughout the term of the agreement the person, partnership firm or entity that is the beneficiary of the developer reimbursement agreement shall in writing certify annually in January the name(s) and address(es) of the beneficiary. The County is not responsible for locating any person who may be entitled to benefits under any agreement. Failure to receive the annual certification required under this subsection will give the County cause to refuse to make payment under the agreement, and money received may become the sole and exclusive property of the County and shall be deposited in the Clallam Bay Sekiu sewer operating fund.

Section 11. Section 110, Sewer user fees, is created to read:

(1) Each residential, commercial, industrial and RV hookup, connected to the Clallam Bay Sekiu wastewater collection, treatment and disposal system shall be charged a monthly customer charge per the table found in section 3(6)(d). ERU factor determined by Section 3(6) Table1.

(2) Residential accounts. For residential use properties such as: single family dwellings, Residential complex, RV hookups, the monthly user fee shall be as follows:

(a) Metered water supply:

(i) Base rate: \$51.00 per ERU.

- (ii) Consumption rate: \$7.00 per one hundred cubic feet of monthly water use over 700 cubic feet per month.
 - (b) Un-metered water supply: for those accounts with an un-metered water supply the monthly user fee shall be \$58.80 per ERU.
- (3) Commercial use accounts. For commercial use properties served by a single water meter, including Wholesale Accounts, the user fee shall be as follows:
 - (a) Metered water supply:
 - (i) Base rate: \$56.50 per ERU.
 - (ii) Consumption rate: \$7.00 per one hundred cubic feet of monthly water use over 700 cubic feet per month.
 - (b) Un-metered water supply: for those accounts with an un-metered water supply the monthly user fee shall be \$58.80 per equivalent residential unit.
- (4) All properties shall be charged the monthly base rate established in subsections (2) and (3) of section 110 of this chapter starting from the first full month after the date of approval of the associated sewer permit. Usage charges shall go into effect from the date of the approval to cover the side sewer by the County inspector.
- (5) Installation of water meters.
 - (a) Property owners with non-consumptive water use (water use such as irrigation that does not result in wastewater being discharged into the sewer system) may at their expense install separate meters for such non-consumptive use. Metered non-consumptive use shall not be used to determine the user fees described in this section. Installation of such meters shall be per the standard of the local utility district. Before installation of non-consumptive flow meters, property owners shall provide the Director the plumbing details and any other information deemed necessary by the Director, sufficient to demonstrate that the non-consumptive uses is separate from the consumptive use.
- (6) Liens authorized for non-payment of user fees.
 - (a) To the extent provided by RCW 36.94.150, the delinquent utility charges shall become a lien upon the real property to which the utility services have been provided. The lien shall include those amounts (including the maximum penalty amount and interest rate) provided for under RCW 36.94.150. User fees shall become “delinquent” for the purposes of this section when such fees remain unpaid for 90 days as measured from the date of the bill or invoice which notified the customer of the amount owed by that customer, OR when such user fees greater than or equal to \$300.00 remain unpaid for 30 days as measured from the date of the bill or invoice which notified the customer of the amount owed by that user.
 - (b) The Department shall certify periodically the delinquencies to the auditor of the County at which time the lien shall attach.
 - (c) The County may, at the County’s sole discretion, file and record a notice of such lien with the office of the County auditor.
 - (d) Upon the expiration of 60 days after the attachment of the lien, the County may bring suit in foreclosure by civil action in the Superior Court of the County where the property is located. Costs associated with the foreclosure of the lien, including but not limited to advertising, title report, and personnel costs, shall be added to the lien upon filing of the foreclosure action. In addition to the costs and disbursements provided by statute, the court

may allow the County a reasonable attorney's fee. The lien shall be foreclosed in the same manner as the foreclosure of real property tax liens.

(e) The lien shall have priority over all other liens and interest in the real property to the extent provided by the laws of the state.

(f) Upon payment of all delinquent fees, the County shall notify the property owner of the release of lien. If the lien has been filed with the auditor, the County will file the release of lien with the County auditor.

(g) Upon written proof of economic hardship provided to the Director and sworn to under penalty of perjury pursuant to the laws of this State, the Director may waive and remove any penalty amount and interest accrued from an amount owed the County having the status of "delinquent."

(h) After not less than two years of usage by a particular customer and timely payments, that customer may seek from the Director to pay the same amount each month ("level payments") for the next 12 months after the request is made in writing to the Director. The level payment amount to be paid by the customer requesting such payments shall be computed as follows: One Hundred Ten Percent (110%) of the total amount of the last 12 bills generated prior to the request for level bills divided by 12 (+12), rounded to the next highest dollar. For successive years, the computation will be made annually based on 110% of what the bills would have been for the 12 prior months if a level payment plan had not been in place.

Section 12. Section .112, Repeal of prior fees, is created to read as follows:

The fees set in this chapter supersede any prior fees set by ordinance or resolution, specifically Ordinance No. 914 adopted November 22, 2016, for the administrative services covered herein.

Section 13. Section .112, Repeal of prior fees, is created to read as follows:

If any provision of this chapter is held invalid by a court of competent jurisdiction, the remaining provisions shall remain valid.

Section 14. Section .114, Effective date, is created to read as follows:

This chapter shall take effect (i.e., the effective date shall be) 90 days from adoption of the ordinance codified in this chapter. The existing CCC 13.04 which is repealed and replaced by this ordinance shall remain in full force and effect until the effective date of this new ordinance. The new rates shall take effect upon the first day of the first month following the adoption of the ordinance codified in this chapter.

ADOPTED this _____ day of _____ 2023

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias, Chair

ATTEST:

Randy Johnson

Loni Gores, CMC, Clerk of the Board

Mike French