

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, MARCH 25, 2013

The Grant County Commissioners session began at 8:30 a.m. with Commissioners Swartz and Stevens in attendance. Commissioner Carter was out and excused.

8:30 a.m. – 9:00 a.m. Elected Official Roundtable Meeting

9:00 a.m. – 9:50 a.m. J Strickler, ASC Update and Misc. BOCC Action

A motion was made by Commissioner Stevens, seconded by Commissioner Swartz, to approve items 1 through 10 on the ASC Agenda as presented. The motion passed with 2 Commissioners in attendance.

1. Possible vouchers for Interfund Communications, insurance, and/or grant administration. **(Approved)**
2. Contract Amendment: Mental Health Services Program between Spokane County, by and between the Spokane Regional Support Network, a Division of Spokane County Community Services, Housing, and Community Development Department and Grant County, by and through Grant Integrated Services. The amendment start date is 04/01/13 and end date is 09/30/13. Amendment incorporates Section 1 (Term of Agreement) and Section 7 (Funding). **(Approved)**
3. Grant County Request for Reimbursement No. 10 on CDBG Public Services Grant No. 12-65400-002 with the Department of Commerce and administered through the OIC of Washington, in the amount of \$11,157.07. **(Approved)**
4. Letter of Engagement between Grant County, by and through the Board of County Commissioners, and Paulette Burgess for Superior Court Conflicts Cases. **(Approved)**
5. **Anticipating:** Letter of Engagement between Grant County, by and through the Board of County Commissioners, and Patrick Earl for Superior Court Conflicts Cases. **(Did not arrive for signature)**
6. **Anticipating:** Letter of Engagement between Grant County, by and through the Board of County Commissioners, and Tyson Lang for Superior Court Conflicts Cases. **(Did not arrive for signature)**
7. **Anticipating:** Letter of Engagement between Grant County, by and through the Board of County Commissioners, and Bradley Thoney for Superior Court Conflicts Cases. **(Did not arrive for signature)**
8. **Anticipating:** Letter of Engagement between Grant County, by and through the Board of County Commissioners, and Devra Sigle-Hermosilla for Superior Court Conflicts Cases. **(Did not arrive for signature)**
9. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only) Overflow/Conflicts Contractor, between Grant County and Dovie Sigle. Term is March 25, 2013 through December 31, 2014. **(Did not arrive for signature)**

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10. County Program Agreement between the Washington State Department of Social & Health Services (DSHS) and Grant County, by and through Grant Integrated Services, entitled "Let's Draw the Line". This is a \$2,000.00 grant with a start date of 03/12/13 and end date of 05/31/13. **(Approved)**

10:00 a.m. – 10:15 a.m. Commissioners Office Safety Meeting

10:30 a.m. – 10:45 a.m. Citizen Public Comment Period

Tim Mandelas from Moses Lake came today to discuss an incident that happened to him and how he was a victim of a crime and treated unfairly by the Sheriff's Office and the Prosecuting Attorney's Office. The Commissioners stated they will discuss this with the Prosecuting Attorney Tuesday at his weekly update.

11:00 a.m. – 11:50 a.m. Budget and Finance Update

1:30 p.m. – 1:50 p.m. Bid Opening, County Paper of Record

The following bids were received:

1. Grant County Journal \$5.90 per column inch
2. Columbia Basin Herald \$2.25 per column inch

A motion was made by Commissioner Stevens, seconded by Commissioner Swartz, to take this information under advisement and pursuant to RCW 36.72.075, at its first April meeting, the county legislative authority shall let a contract to a legal newspaper qualified under this section to serve as the official county newspaper for the term of one year beginning the first day of July following. This meeting is scheduled for April 1, 2013 at 11:00 a.m. The motion passed with 2 Commissioners in attendance.

2:00 p.m. – 2:50 p.m. T Hechler, Human Resources Update

3:00 p.m. – 3:20 p.m. Open Record Public Hearing, CDBG Public Services Grant 2013
Application and 2012 Close out

The Commissioners held an Open Record Public Hearing to review community development and housing needs, inform citizens of the availability of funds and eligible uses of the state Community Development Block Grant (CDBG) funds, and receive comments on proposed activities, particularly from low and moderate income persons and persons residing in the Grant, Adams, and Lincoln County areas. \$127,253.00 will be available to Opportunities Industrialization Center of Washington (OIC of WA) to fund public service activities that principally benefit low and moderate income persons. This hearing is to also close out 2012 CDBG grant 12-65400-002.

June Strickler, Administrative Services Coordinator, discussed the proposed and notified the Commissioners that all hand outs are available in English and Spanish and that a Spanish interpreter is here to assist if necessary.

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Available handouts: (1) Community Development Block Grant Program description, (2) Federal Regulations 24 CFR 570.486(a), (3) Public Participation Plan (PPP), and a (4) Grant County’s adopted CDBG Grievance Procedure form (an attachment to the PPP). Ms. Strickler has a resolution for signature with certifications of compliance for CDBG public services grant only.

Candi Jaeger discussed the 2012 Energy Assistance Program and the Prosperity Center. She also stated that their programs are looking to outreach other areas (other than Moses Lake) for the upcoming 2013 year.

Commissioner Stevens moved to close the public comment portion of the hearing. Commissioner Swartz seconded and the motion passed with 2 Commissioners in attendance. Commissioner Stevens moved to approve the 2012 Grant Closeout as presented. Commissioner Swartz seconded and the motion passed with 2 Commissioners in attendance. Commissioner Stevens moved to approve the 2013 Grant Application in the amount of \$127,253.00 as presented. Commissioner Swartz seconded and the motion passed with 2 Commissioners in attendance. The hearing adjourned. **(Resolution No. 13-022-CC)**

3:30 p.m. – 3:40 p.m. Open Record Public Hearing, Strategic Infrastructure Program Budget Extension

Open Record Public Hearing regarding a budget extension request from the Administrative Services Coordinator in the amount of \$749,000.00 for Strategic Infrastructure Projects as listed below:

Project	Amount/Type	Transfer to:
SIP #2012-07: City of Moses Lake, <i>Utility Infrastructure for Project Jackson</i>	\$ 100,000 Grant	113155-00-9974-538052000 (Grant)
	\$ 60,000 Loan	113155-00-9974-538052001 (Loan)
SIP #2012-08: Port of Coulee City (GC Port District #4), <i>Coulee City Marina Boat Dock Expansion</i>	\$ 70,000 Grant	113155-00-9975-572752000 (Grant)
	\$ 30,000 Loan	113155-00-9975-572752001 (Loan)
SIP #2012-09: Port of Grand Coulee (GC Port District #7), <i>Banks Lake Golf Course RV Sites</i>	\$ 7,500 Grant	113155-00-9905-576652001
SIP #2012-10: City of Soap Lake, <i>Soap Lake Main Avenue Improvement Project</i>	\$ 56,500 Grant	113155-00-9976-595352000 (Grant)
	\$ 25,000 Loan	113155-00-9976-595352001 (Loan)
SIP #2013-01: City of Warden, <i>(Emergency) Water System Improvement, Phase 2</i>	\$ 400,000 Grant	113155-00-9977-538052000 (Grant)
TOTAL	\$ 749,000.00	

Commissioner Stevens moved to close the public comment portion of the hearing. Commissioner Swartz seconded and the motion passed with 2 Commissioners in attendance. Commissioner Stevens moved to approve the budget extension as presented. Commissioner Swartz seconded and the motion passed with 2 Commissioners in attendance. The hearing adjourned. **(Resolution No. 13-023-CC)**

4:00 p.m. – 4:30 p.m. Department Head Review

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MISCELLANEOUS ITEMS

As of this date, the Board, by a majority vote, does approve for payment those vouchers certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified by the auditing officer as required by RCW 42.24.090, in the amounts of \$734,842.46, \$158,112.74, \$659,881.12, and \$129.53, as recorded on a listing and made available to the Board.

The Commissioners approved and signed the Grant Public Works County Payroll Salary Fund for March 22, 2013 payroll.

TUESDAY, MARCH 26, 2013

The session was continued at 9:00 a.m. with all Commissioners in attendance.

9:00 a.m. – 9:30 a.m.	J Potts, Legislative Update Conference Call
9:30 a.m. – 9:50 a.m.	C Price, WSU extension Master Gardner Position Discussion
10:00 a.m. – 10:30 a.m.	Department Head Review
11:00 a.m. – 11:20 a.m.	W Swanson, Juvenile Court and Youth Services Update
11:30 a.m. – 12:00 p.m.	Dispute Resolution Center Update
1:30 p.m. – 2:20 p.m.	D Pohle, Public Works Update

1. Execution of Contracts: (1) Sorting Conveyor for Ephrata Landfill awarded to The C S Bell Co. of Tiffin, Ohio for the bid amount of \$12,788.31 including sales tax. **(Not ready for signature)**
2. 2012 Annual Certification to the Washington State County Road Administration Board. **(Approved)**
3. Authorization to Call for Bids: Landfill Glass Pulverizer Concrete Pad with a bid opening date of April 16, 2013 at 1:30 pm. **(Approved)**

2:30 p.m. – 2:50 p.m.	D Lee, Prosecuting Attorney's Office Update
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Pursuant to RCW 42.30.110(1)(i) Commissioner Carter called an Executive Session to order at 2:30 p.m. to go until 2:50 p.m. regarding Potential Litigation – Tax Liens. In attendance were Commissioners Stevens, Carter, Swartz, and Lee Pence, Civil Deputy Prosecuting Attorney. The session was then continued to 3:00 p.m. then continued again until 3:10 p.m. Commissioner Carter closed the session at 3:10 p.m.

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3:00 p.m. – 3:15 p.m.

Consent Agenda (Items 1 through 8)

COMMISSIONERS OFFICE

1. Commissioners Office and Public Defense Vouchers. **(Approved)**
2. New license application for CI Midway Shell, 16010 Rd. 1 NW, Quincy, Washington, 98848, from the Washington State Liquor Control Board. **(Approved)**

PROSECUTING ATTORNEY'S OFFICE

3. Recommendation by District Court Districting Committee to approve the amended 2013 districting plan. **(Approved)**

HUMAN RESOURCES

4. Personnel Action Request Recommendation regarding a request from District Court for an exception to the hiring freeze to hire a Deputy Clerk II due to a recent resignation. The Director recommends approval. **(Approved)**
5. Personnel Action Request Recommendation regarding request to re-organize the Department of Community Development. **(Approved were the following:**
 - a. **Remove Planning from the Supervision and Budget of the Department of Community Development**
 - b. **Create a Planning Department**
 - c. **Remove GIS Division from the Supervision of the Department of Community Development**
 - d. **Re-name the Planning Manager to Planning Director**
 - e. **Planning Director will supervise the GIS Division**
 - f. **Director of Community Development will supervise the Code Enforcement Division**
 - g. **Split the Salary of the Code Enforcement Officer (60% Planning, 40% Building)**
 - h. **Split the Salary of the Secretary/Receptionist (80% Building, 20% Planning)**

GRANT INTEGRATED SERVICES

6. Request for authorization to purchase two (2) replacement workstations at approximately \$900 each and purchase five (5) replacement monitors at approximately \$150 each. These items are routine replacement and one of the workstations to be replaced is now broken. There are sufficient funds budgeted for these items. **(Approved)**

CORONERS OFFICE

7. Request for out of state travel for Craig Morrison to attend the Annual International Association of Coroners and Medical Examiners Training in Las Vegas, Nevada, June 23 – 29, 2013. This is required for accreditation of the coroner's office. **(Approved)**

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EMERGENCY MANAGEMENT

8. Request for approval to use \$21,000.000 of Homeland Security grant funds dedicated to the FFY10 Homeland Security Grant Project #5205 for the purchase of security gate located on the Grant County Fairgrounds. These funds must be spent by June 30, 2013. Emergency Management has received two bids and request bid be awarded to J&M Electric of Moses Lake. Total amount of \$34,712.51 including tax. The additional remaining funds will be supplied by the Grant County Fairgrounds bond money, \$13,712.51. **(Denied due to a conflict of interest)**

3:30 p.m. – 4:30 p.m. P Harris, Veterans Advisory Board Presentation for Service Officer Position

MISCELLANEOUS ITEMS

The Chair of the Board was authorized to sign the Harold Lewis (Lewis Farm Unit 84 Short Plat) File #12-5747-01, Final Plat Submission and Review.

WEDNESDAY, MARCH 27, 2013

The session was continued at 9:00 a.m. with all Commissioners in attendance.

9:00 a.m. – 9:20 a.m.	B Hill, Public Defense Update
9:30 a.m. – 9:50 a.m.	S Kozzer, Public Defense Update
10:00 a.m. – 10:20 a.m.	G Baker, Technology Services Update
10:30 a.m. – 10:50 a.m.	T Jones, Sheriff's Office Update
11:00 a.m. – 11:20 a.m.	K Allen, Clerk's Office Update
11:30 a.m. – 12:00 p.m.	C Carter, Finance Committee Meeting
1:00 p.m. – 3:00 p.m.	C Swartz at PCC Rail Authority Meeting (Davenport)
2:30 p.m. – 5:00 p.m.	DISTRICT COURT JUDGE CANDIDATE REVIEW COMMITTEE

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THURSDAY, MARCH 28, 2013

R Stevens at Transportation Improvement Board (TIB) Meeting (Olympia)

8:00 a.m. – 9:30 A.m. ASSESSOR’S OFFICE STAFF MEETING

9:30 a.m. – 4:00 p.m. BOARD OF EQUALIZATION HEARINGS

10:00 a.m. – 11:30 a.m. C Carter at Homeless Task Force Meeting (**Cancelled**)

6:00 p.m. – 8:00 p.m. R Stevens at GWMA Administrative Board Meeting (Othello City Hall)

FRIDAY, MARCH 29, 2013

R Stevens at Transportation Improvement Board (TIB) Meeting (Olympia)

9:00 a.m. – 3:30 p.m. BOARD OF EQUALIZATION HEARINGS

11:00 a.m. – 3:00 p.m. R Stevens at EW COG Meeting (Lincoln County Courthouse, Davenport)
(Unable to attend)

5:30 p.m. – 9:00 p.m. C Swartz at Grant County EDC 2013 Annual Banquet (ATEC, BBCC)

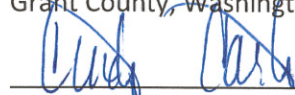
SATURDAY, MARCH 30, 2013

2:00 p.m. – 5:00 p.m. C Carter at Washington DOT Meeting regarding Roundabout in Mattawa
(Desert Aire) **(Unable to attend)**

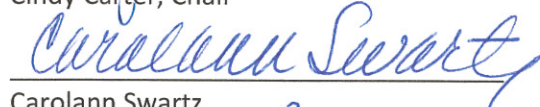
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Signed this 22nd day of April, 2013.


BOARD OF COUNTY COMMISSIONERS
Grant County, Washington



Cindy Carter, Chair

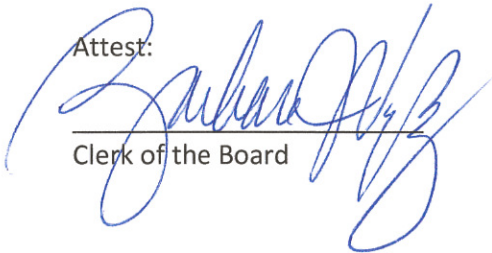


Carolann Swartz



Richard Stevens

Attest:



Clerk of the Board