

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, JANUARY 25, 2016

The Grant County Commissioners session began at 8:30 a.m. with all Commissioners in attendance.

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

9:00 a.m. – 9:20 a.m. J Strickler, ASC Update and Misc BOCC Action

A motion was made by Commissioner Swartz, seconded by Commissioner Stevens, to approve items 3 through 8 on the agenda as presented. Item 2 was not ready for signature. The motion passed unanimously.

1. Possible vouchers for Interfund Communications, insurance, legal services, grant administration, etc.
2. **Anticipating:** Memorandum of Understanding, School Resource Officer (SRO), Wahluke School District No. 73, between Grant County, by and through the Grant County Sheriff's Office, and the Wahluke School District. Term is from date of final signature to the end of the 2019 school year. **(Did not arrive for signature)**
3. Amendment to Interlocal Cooperative Agreement Between Chelan County, Douglas County, and Grant County Re: North Central Washington Behavioral Health, which created a joint operation of the Counties to provide for integrated mental health treatment and chemical dependency treatment services in accordance with E2SSB 6312, RCW Chapter 71.24, RCW Chapter 71.36 and RCW 70.69A, effective and commencing April 1, 2016, which was signed by the Grant County Commissioners on December 14, 2015 and adopted by Ordinance. **(Approved)**
4. Commercial Premises Lease Agreement between Grant County, by and through New Hope Domestic Violence & Sexual Assault Services and The Cutting Edge Salon, LLC, for premises located at 604 West Third Avenue, Suite B, Moses Lake, WA, to be used as the staff offices for New Hope DV/SA. The term of the lease shall be for five years commencing on or after the 1st day of February, 2016, and shall terminate on the 31st day of January, 2021. **(Approved)**
5. Signature Authorization Form, Washington State Military Department, for Grant County-MACC 911's Contract #E16-039 for the FY16 E911 County Contract. **(Approved)**
6. Point & Pay, LLC E-Payment Services Agreement with Grant County, by and through the Grant County Treasurer, for electronic payment services. Term is from January 25, 2016 through January 25, 2019. **(Approved)**
7. State of Washington Department of Corrections Contract No. K11005 with Grant County, by and through Grant Integrated Services' Prevention and Recovery Center (PARC), for the provision of DOSA (Discussion-Oriented Organizational Self-Assessment) Assessments. Term is January 1, 2016 through June 30, 2020. **(Approved)**
8. Grant County Request for Reimbursement No. 3 on CDBG Public Services Grant No. 15-62210-005 for the period December 1 – December 31, 2015, with the Department of Commerce and administered through the OIC of Washington, in the amount of \$2,111.36. **(Approved)**

10:00 a.m. – 10:20 a.m. Commissioners Office Safety Meeting

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- 10:30 a.m. – 10:45 a.m. Citizen Public Comment Period (**No public in attendance**)
- 11:00 a.m. – 11:50 a.m. Budget and Finance Update (**Rescheduled to 1/27/16 at 10:30 a.m.**)
- 2:00 p.m. – 2:50 p.m. K Eslinger, Human Resources Update

Items discussed were: Association (Courthouse/Youth Services/Public Works) 2016; Deputy Sheriffs 2015 (Mediation); Letter from Teamsters re: Representation for Therapists; Evaluations/PAR's for Direct Reports; Assessor's Office; Emergency Management; PARC; Youth Services; and Barracuda Access for HR Staff.

- 3:00 p.m. – 3:20 p.m. D Pitts, Grant County Democrats – Building at the Fairgrounds Discussion
- 3:30 p.m. – 4:20 p.m. L Allison, Grant Integrated Services – Union Discussion

MISCELLANEOUS ITEMS

The Commissioners approved and signed the Grant County Public Works Payroll Salary Fund for the January 22, 2016 payroll.

The Chair of the Board was authorized to sign the Jacob Silva (Silva Short Plat) File #P 15-0170 Final Plat Submission and Review.

The Commissioners wrote a letter to the State Legislators of District 12 and 13, voicing their non-support for SB 2926 and HB 1571 which authorizes manufacturers selling paint in Washington to provide a take-back and recycling program for unwanted latex and oil-based architectural paint. Purchasers of paint in Washington would be required to pay a fee to fund the take-back program (Paint Stewardship Program).

TUESDAY, JANUARY 26, 2016

The session was continued at 9:45 a.m. with all Commissioners in attendance.

- 9:45 a.m. – 10:00 a.m. Z Kennedy, Legislative Session Update
- 10:30 a.m. – 10:50 a.m. T Jones, Sheriff's Office Update
- 11:00 a.m. – 11:20 a.m. W Swanson, Juvenile Court and Youth Services Update (**Cancelled**)
- 11:30 a.m. – 11:50 a.m. G Goodwin, Discussion on Chelan/Douglas/Grant County Behavioral Health Organization – Conference Call

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12:00 p.m. – 1:00 p.m. Commissioners at PUD Commissioner Luncheon (PUD Office, Ephrata)

1:30 p.m. – 2:20 p.m. J Tincher, Public Works Update

A motion was made by Commissioner Stevens, seconded by Commissioner Swartz, to approve items 1 through 7 on the agenda as presented. The motion passed unanimously.

1. Recommendation to award the Herbicide Materials contracts as follows:
 - Items 6, 1/3 of 9, 11, ½ of 12, 19, – Furnish and deliver Herbicide Materials F.O.B. Grant County WA to Crop Production Services Inc. to furnish and deliver the listed items in the amount of \$49,559.80 not including sales tax. **(Approved)**
 - Items 2, 3, 5, 7B, 1/3 of 9, 15, 21A, 22A, 23A –Furnish and deliver Herbicide Materials F.O.B. Grant County WA to Helena Chemical Company to furnish and deliver the listed items in the amount of \$217,594.44 not including sales tax. **(Approved)**
 - Items 1, 1/3 of 9, ½ of 12, 14B, 16, 17, 20 – Furnish and deliver Herbicide Materials F.O.B. Grant County WA to Wilbur-Ellis Company to furnish and deliver the listed item in the amount of \$27,676.75 not including sales tax. **(Approved)**
 - Items 4, 8, 10, 13, 18 – Furnish and deliver Herbicide Materials F.O.B. Grant County WA to Wilbur-Ellis Company through a Washington State Department of Enterprise Services Contract to furnish and deliver the listed items in the amount of \$3,035.62 not including sales tax. **(Approved)**
2. Request to purchase 4,176 ounces of MSM - Metsulfuron methyl (60%) in the amount of \$11,275.20 excluding sale tax from Wilbur-Ellis Company through a Washington State Department of Enterprise Services contract. **(Approved)**
3. Recommendation to award the Miscellaneous Equipment 1-2016 contracts as follows:
 - Item No. 16-01 – Furnish and deliver one (1) 3,600 Gallon Skid Tank for Water F.O.B. Grant County WA to Superior Steel Products, Inc. to furnish and deliver one (1) 3,600 Gallon Skid Tank for Water in the amount of \$21,602.66 including sales tax. The unit price bid was \$20,021.00. **(Approved)**
 - Item No. 16-02 – Furnish and deliver two (2) Roller Packer Motor Grader Attachment F.O.B. Grant County WA to Rowand Machinery Company to furnish and deliver two (2) Roller Packer Motor Grader Attachments in the amount of \$49,903.75 including sales tax. The unit price bid was \$23,125.00. **(Approved)**
 - Item No. 16-03 – Furnish and deliver Telescoping Square Tubing F.O.B. Grant County WA to National Barricade and Sign to furnish and deliver one (1) lot of 2,500 Telescoping Square Tubing in the amount of \$41,647.50 including sales tax. The unit price bid was \$38,562.50. **(Approved)**
4. Resolution notice of hearing to declare surplus seven (7) Sheriff Vehicles thru the State of Washington Department of Enterprise Services contract. **(Item not ready for signature)**
5. Authorization to Call for Bids: 2016 Crushing and Stockpiling with a bid opening date of February 16, 2016 at 1:30 pm. **(Approved)**
6. State of Washington County Road Administration Board (CRAB) Road Levy Certification Form for 2016. **(Approved)**
7. Washington State Department of Transportation Local Programs State Funding Agreement for the Endeavor Middle School Sidewalks project, in the maximum authorized amount of \$135,200.00. **(Approved)**

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2:30 p.m. – 2:50 p.m. G Dano, Prosecuting Attorney’s Office Update

3:00 p.m. – 3:15 p.m. Consent Agenda (Items 1 through 13)

A motion was made by Commissioner Swartz, seconded by Commissioner Stevens, to approve items 1 through 13 on the agenda as presented. The motion passed unanimously.

COMMISSIONERS OFFICE

1. Commissioner’s Office and Public Defense Vouchers. **(Approved)**
2. Commissioners January 11, 2016 Minutes for approval. **(Approved)**
3. New marijuana license application for Flying Eagle Farm (Keum and Seon Kim) 6256 SW Frenchman Hills Rd, Royal City, WA 99357 (Producer Tier 2) from the Washington State Liquor and Cannabis Board. **(Approved)**
4. Letters of appointment for Larry Williamson and Helen Fancher to the Board of Equalization. **(Approved)**

HUMAN RESOURCES

5. Recommendation Memorandum regarding a request from Grant Integrated Services for a Compensation Review of their Peer Support position within the Best Grant. The HR Director recommends the establishment of an additional Employment Specialist Position working under the BEST grant. **(Approved)**
6. Recommendation Memorandum to implement a 1% cost of living adjustment (COLA) for non-represented (non-bargaining) position wages scales and to allow for available step increases per the following table: **(Approved)**

Employee Group	Recommendation on COLA (Cost of Living Adjustment)	Recommendation on Increases
Non-Exempt	1.0% COLA applied to all wage scales retroactive to 01/01/16. Standard calculation process applied to existing wage scales calculated from the hourly rate of Step 1.	Apply available step increases, effective on the 1st day of the pay period following the anniversary of the position date. Probationary increases available for those hired at step 1.
Exempt		
Public Defenders		
Prosecuting Attorneys		
Unique Scales		
Manager – Supervisor		
Department Head		
Elected Official	Will be reviewed separately by the Board of County Commissioners.	

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Hourly	Processed on a case-by-case basis recommended by the Elected Official or Department Head, with the concurrence of the County Commissioners.
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7. Personnel Action Request for the salary, wage and/or position changes for Marla Webb, Clerk's Office. **(Approved)**

CENTRAL SERVICES

8. Request to begin the bid process for the Window Coverings project #CSD1607 for the Courthouse and Annex. **(Approved)**
9. Request to begin the bid process for the Parking Lot Replacement project #CSD1604 for the Juvenile Court and Youth Services building. **(Approved)**
10. Request to begin the bid process for the Parking lots "A" and "G" project #CSD1603 for the Courthouse Complex. **(Approved)**

FAIRGROUNDS

11. Recommendation to approve the following rental rate changes for 2016: **(Approved)**
 - a. Commercial Building from \$500.00 to \$600.00 (including kitchen access)
 - b. 4-H Building from \$700.00 to \$750.00 (including kitchen access)
 - c. Kitchen Access from \$100.00 to \$0.00 (no charge)

PROSECUTING ATTORNEY'S OFFICE

12. Request to purchase a Sharp MX-5141N copier in the approximate amount of \$12,112.00 from Business Interiors. This item was approved in their 2016 capital expenditures budget. They also request to surplus their Sharp 550N copier (Asset Tag No. 102587). **(Approved)**
13. Request to surplus 2 IBM Wheelwriter Typewriters (Asset Tag Nos. 100464 and 100465). **(Approved)**

MISCELLANEOUS ITEMS

The Commissioners approved and signed the Grant County Payroll Authorization form for the January 22, 2016 payroll.

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 \$405,864.83 and \$34,436.30, as recorded on a listing and made available to the Board.

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WEDNESDAY, JANUARY 27, 2016

The session was continued at 9:30 a.m. with all Commissioners in attendance.

- 8:30 a.m. – 9:30 a.m. C Carter at Central Safety Committee Meeting (3rd Floor Meeting Room)
- 9:00 a.m. – 9:30 a.m. R Stevens, WRCIP Fiscal Committee Conference Call
- 9:30 a.m. 9:50 a.m. B Hill, Public Defense Update

The Commissioners were given copies of Criminal Defense Caseload spreadsheets.

- 10:00 a.m. – 10:20 a.m. C Potter, Port of Royal Slope Update
- 10:30 a.m. – 10:50 a.m. Budget and Finance 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
- 6:00 p.m. – 7:00 p.m. R Stevens at McKay/Hospital District #4 Board Meeting (Soap Lake)

MISCELLANEOUS ITEMS

The Chair of the Board was authorized to sign the Health District Voucher listing in the amount of \$620.01 and \$16,454.23.

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 amount of \$205,620.82, as recorded on a listing and made available to the Board.

THURSDAY, JANUARY 28, 2016

- 9:30 a.m. – 3:00 p.m. BOARD OF EQUALIZATION HEARINGS
- 11:30 a.m. – 1:00 p.m. C Swartz at Grant County Economic Development Council – Investment Council Meeting (Pillar Rock Grill, Moses Lake)

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FRIDAY, JANUARY 29, 2016

- 11:00 a.m. – 3:00 p.m. R Stevens at Eastern Washington Council of Governments – EW COG Meeting (Davenport)
- 1:30 p.m. – 3:30 p.m. C Swartz, Legislative Steering Committee Conference Call/Webinar

Signed this 16th day of Feb., 2016.

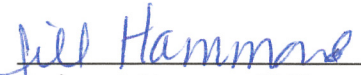
BOARD OF COUNTY COMMISSIONERS
Grant County, Washington


Cindy Carter, Chair


Carolann Swartz, Vice-Chair


Richard Stevens, Member

Attest:


Barbara J. Vasquez, CMC
Clerk of the Board
Deputy