

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, DECEMBER 26, 2016

Christmas Holiday, Courthouse Closed

TUESDAY, DECEMBER 27, 2016

The Grant County Commissioners session began at 9:00 a.m. with Commissioners Swartz and Stevens in attendance. Commissioner Carter was out and excused.

9:00 a.m. – 9:50 a.m. K Eslinger, Human Resources Update

Items discussed were: 2016 Negotiations: Sheriff Support: Pending Vote; PERC 127886-M-16 Corrections Mediation: 01/17; PERC 127-990; 127991; 127988; 127989 Association Mediation (CH, DC, PW, YS): Finalizing CBA; Settled: DS; CSS; Initial; Therapy; 2017 Negotiations: Teamster GrIS (CSS; Initial; Therapy): On Hold; Solid Waste (Fold into PW): Scheduling; No Negotiations (Assc; DS; Corrections; SS); Other Actions: Holiday Pay Grievance: Arbitration Selection; 2 on hold; PERC 128207-C-16 - Unit Clarification: Arbitration Selection; Arbitration – Assessor Grievances: Arbitration Selection Labor Disclosure for Corrections Mediation: Compiling Data; GrIS Termination Grievance: Step 2; Accounting Payroll Projects: Work Week Definitions, Holiday Pay – Eligibility and Calculation, Orientation Training for Supervisors and Managers, Healthcare Budget; and Additional Accounting/Payroll Position.

10:00 a.m. – 10:50 a.m. T Gaines, Central Services Update (**Cancelled**)

11:00 a.m. – 11:50 a.m. J Strickler, ASC Update and Misc BoCC Action

A motion was made by Commissioner Stevens, seconded by Commissioner Swartz, to approve items 7 through 9 on the agenda as presented. Items 2 through 6 and 10 were not ready for signature. The motion passed with 2 Commissioners in attendance.

1. Possible vouchers for insurance, legal services, grant administration, etc.
2. **Anticipating:** 2017 Animal Shelter Contract between Grant County and Grant County Animal Outreach, Inc. Term is January 1, 2017 to December 31, 2017. **(Item not ready for signature)**
3. **Anticipating:** 2017-2019 Davis Shows NW, Inc. Agreement with Grant County for the provision of shows, amusement rides, games and concessions during the Grant County Fair. Term is from date of final signature through September 30, 2019 (for August Fairs in 2017, 2018, and 2019). **(Item not ready for signature)**

**Grant County Commissioners Minutes
Week of December 26, 2016**

4. **Anticipating:** Interlocal Agreement between Grant Transit Authority and Grant County Regarding Emergency Services for legal framework and establishment of procedures and conditions for making limited GTA owned vehicles and GTA operators available to the Grant County Sheriff's Office Emergency Management Division. **(Item not ready for signature)**
5. **Anticipating:** Grant County Juvenile and Youth Services Snow Removal Service Contract, between Grant County, by and between Grant County Juvenile and Youth Services, and Kevin Judkins, of KJ's Lawn Care and Maintenance. Term is from date of final signature to November 15, 2017. **(Item not ready for signature)**
6. **Anticipating:** Appointment and Oath of Office for Special Deputy Prosecuting Attorney between Garth Dano, elected Prosecuting Attorney, and Leslie Nellerhoe of Nellerhoe Wrenn, PLLC for legal guidance and assistance, supervision and consultation, including advice, with respect to the Grant County Public Works Department and environmental and Landfill matters, and the provision of legal opinions regarding such matters as may be appropriate to the County, as directed by the Prosecuting Attorney's Office. Term is January 1, 2017 through December 31, 2019. **(Item not ready for signature)**
7. 2017 Marketing/Development Contract between Grant County, by and through the Grant County Tourism Commission, and Burke Marketing & Promotion. **(Approved)**
8. BOCC action on the Strategic Infrastructure Program (SIP) Advisory Committee's recommendations on the below SIP Projects:
 - a) SIP #2016-08, City of Quincy, *13th Avenue SW Industrial Sewer Main Extension*. The Port requested a \$292,000 grant; Committee recommends BOCC approval of a \$146,000 grant and a \$146,000 loan OR to just approve the \$146,000 grant (as the City of Quincy has communicated that it can seek another lender of its choosing for the loan portion);**(The Board approved just the \$146,000.00 loan)**
 - b) SIP #2016-09, Port of Hartline, *Hartline Fuel Facility* The Port requested a \$135,000 grant; Committee recommends BOCC approval of this request for a \$135,000 grant; **(Approved)**
 - c) SIP #2016-10, Port of Royal Slope, *Waterline Extension North to Short Plat*. The Port requested a \$10,000 loan and \$40,000 grant; Committee recommends BOCC approval of a \$50,000 grant; **(Approved)**
 - d) SIP #2016-11, City of George, *Industrial Park No. 5 Water System Improvements (Phase 4)*. The City requested a \$150,000 grant; Committee recommends BOCC approval of a \$100,000 grant and a \$50,000 loan; and **(Approved)**
 - e) SIP #2016-12, Town of Coulee City, *Park Master Plan*. The Town requested a \$40,000 grant; Committee recommends BOCC approval of a \$40,000 grant. **(Approved)**
9. Grant County's insurance premium payment to Washington Rural Counties Insurance Program for policy period 12/01/2016 to 12/01/2017 in the amount of \$1,159,826.68. **(Approved)**
10. **Anticipating:** Grant County Personal Services Contract, Terms and Conditions, between Grant County, by through the Grant County Treasurer, and FTN Financial. Term is date of final signature through December 31, 2017. **(Item not ready for signature)**

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 and 2 on the agenda as presented. The motion passed with 2 Commissioners in attendance.

**Grant County Commissioners Minutes
Week of December 26, 2016**

1. Exhibit A - Amendment Twenty - Ephrata Landfill Engineering and Environmental Services with Parametrix, Inc. in association with Pacific Groundwater Group, who is currently providing engineering and hydrogeologic services, preliminary engineering, new landfill design and construction services, and solid waste permitting for the Ephrata Landfill. **(Approved)**
2. Authorization to Call for Bids for the Herbicide Materials 2017 project with a proposed bid opening date of January 17, 2017 at 1:30 pm. **(Approved)**

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 10)

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

COMMISSIONERS OFFICE

1. Commissioner’s Office and Public Defense Vouchers. **(Approved)**
2. Commissioners November 28, 2016 Minutes for approval. **(Approved)**
3. Recommendation from the Lodging Tax Advisory Committee to approve the following grant fund dispersements. **(Approved)**
 - \$9,000 Columbia Basin Allied Arts
 - \$7,000 Columbia Basin Youth Baseball
 - \$3,000 Coulee City Rodeo Association
 - \$1,000 Ephrata Chamber Miracle on Main Street
 - \$10,000 Ephrata Chamber Basin Summer Sounds
 - \$1,500 Ephrata Chamber Car Show
 - \$1,000 Ephrata Chamber Wine Walk
 - \$8,000 Grand Coulee Dam Chamber
 - \$7,000 Masquers Theater
 - \$2,000 Quincy Chamber – Pikeminnow Fishing
 - \$2,000 Quincy Chamber – Trout Fishing Derby
 - \$2,000 Quincy Chamber Balloon Festival
 - \$3,000 Ridge Rider Saddle Club
 - \$1,500 Royal City Royal Fest
 - \$2,000 Sage & Sun Family Festival
 - 15 events \$60,000
4. Recommendation from the Horticultural Pest and Disease Board to appoint Patrick Hoyle to their board for a 2 year term through December 21, 2019. **(Approved)**
5. Resolution in the matter of the re-appointment of trustee of the North Central Regional Library District – Gail Huntly representing Grant County, for another 7 year term. **(Approved, Resolution No. 16-210-CC)**

FAIRGROUNDS

6. Out of state travel request for Mickey Webb to attend the Western Fairs Association (WFA) annual conference from January 15 – 18, 2017 in Reno, NV. **(Approved)**

**Grant County Commissioners Minutes
Week of December 26, 2016**

SHERIFF'S OFFICE

7. Out of state travel request for Darrik Gregg and Sandi Duffey to attend the National Radiological Preparedness Conference from April 1- 13, 2017 in Grand Rapids, MI. **(Approved)**

HUMAN RESOURCES

8. Recommendation Memorandum regarding a request from Kevin Davis in the Facilities and Maintenance Department to carry over 72.40 hours of annual leave into 2017 due to being unable to utilize his accrued vacation due to staffing, ongoing construction/renovation projects, and business necessity. The Director recommends approval. **(Approved)**
9. Personnel Action Request (PAR) for the salary, wage, and/or position changes for: Darryl Pheasant, Treasurer; Craig Morrison, Coroner; Melissa McKnight, Assessor; Michele Jaderlund, Auditor; Kimberly Allen, Clerk; Cindy Carter, Commissioner; Richard Stevens, Commissioner; and Thomas Jones, Sheriff. **(Approved)**

PUBLIC DEFENSE

10. Request to purchase a Sharp MX-5070N copy machine/printer from Business Interiors in the amount of \$11,835.00. **(Approved)**

3:30 p.m. – 4:20 p.m. Budget and Finance Committee Meeting

MISCELLANEOUS ITEMS

The Chair of the Board was authorized to sign the Health District Voucher listing in the amount of \$18,500.45.

WEDNESDAY, DECEMBER 28, 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

9:30 a.m. – 9:50 a.m. B Hill, Public Defense 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

**Grant County Commissioners Minutes
Week of December 26, 2016**

MISCELLANEOUS ITEMS

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

THURSDAY, DECEMBER 29, 2016

1:00 p.m. – 1:30 p.m. TOM TAYLOR – COMMISSIONER SWEARING IN CEREMONY
1:30 p.m. – 1:40 p.m. R Stevens – Commissioner Swearing in Ceremony

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 amount of \$24,148.06, as recorded on a listing and made available to the Board.

FRIDAY, DECEMBER 30, 2016

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

9:30 a.m. – 9:50 a.m. Open Record Public Hearing, 2016 Year End Budget Extensions

The Commissioners held an Open Record Public Hearing to consider the following year end budget extension requests:

- Grant County General Fund #001 in the amount of \$1,550,000.00 to cover excess salary/wages/overtime costs which resulted from employee step increases and retro pay and an increase in professional services.
- Mental Health Fund #108.150 in the amount of \$917,000.00 to cover excess salary, wages and overtime line items.
- Jail Concession Fund #112.154 in the amount of \$13,050.00 to cover excess Communication charges.
- Building Department Fund #138.116 in the amount of \$36,000.00 to cover excess salary, wages and interfund rental/lease line items.
- Tech Services Fund #501.179 in the amount of \$28,000.00 to cover excess software maintenance costs.

**Grant County Commissioners Minutes
Week of December 26, 2016**

- Interfund Benefits Fund #505.185 in the amount of \$1,887,000.00 to cover excess health related medical claims.
- WSU Extension on behalf of the Horticultural Pest and Disease Board Fund #571214100 in the amount of \$2,585.84 due to an increase of pest complaints in 2016.
- Public Works – Pits and Quarries Fund #560 in the amount of \$115,000.00 due to the crushing contract being higher than anticipated.

Madeline Prentice, Chief Accountant, discussed the accounting department’s initial request for budget extensions and annualized of the budgets as of November 2016. They then re-annualized as of December 29, 2016 and have new amounts to request.

As of today, they are requesting a \$1,000,000.00 budget extension to the County General Fund as the following budgets are overspent as of 12/29/16:

• Commissioners Office	\$4,000.00
• Superior Court	\$44,000.00
• Treasurer’s Office	\$10,000.00
• Sheriff	\$398,000.00
• Jail	\$268,000.00
• Human Resources	\$27,000.00
 Total	 \$751,000.00

Accounting is requesting \$1,000,000.00 as the County has 3 more weeks to hold open the 2016 expenses that will be arriving for payment. That will give them approx. \$250,000.00 for those expenses.

Commissioner Stevens asked about the amounts for the Sheriff/Jail, if those amounts reflect income? Grants? Overtime pay from the Gorge? Ms. Prentice stated she only has the expense side of their budget.

Ms. Prentice also stated they are asking for budget extensions for:

- Mental Health \$700,000.00 (lowered amount)
- Jail Concession \$13,050.00 (remain the same)
- Building Department \$0 (withdrawn)
- Technology Services \$0 (withdrawn)
- Interfund Benefits Fund \$1,887,000.00 As of 12/29 this fund was \$2,100,000.00 overspent. She would like to request a new amount of \$2,500,000.00.
- (not previously listed) Tourist Advertising (Tourism Commission) is \$24,000.00 over budget. **(Since this was not advertised, it is not able to be addressed today, but it was later determined that this was incorrect and no extension needed)**

Andy McGuire, WSU Extension Director, is speaking on behalf of the Grant County Horticultural Pest and Disease Board, stating that the Board Chair, Craig Cleveringa, is asking for their budget to be increased as they have had more pest complaints. The total they are requesting is \$2,585.84.

**Grant County Commissioners Minutes
Week of December 26, 2016**

Commissioner Carter relayed for Public Works that they are requesting \$115,000.00 for their pits and quarries budget due to the crushing contract being higher than anticipated.

Commissioner Carter relayed that the BOCC would not be able to do the budget extension for the Interfund Benefits in the amount requested that is higher than advertised. Clerk of the Board confirmed this. The Board will only be able to approve today the original amount advertised.

Dave Ponozzo, Undersheriff, discussed the Jail and Sheriff budgets. Discussion ensued between the Undersheriff and Chief Accountant.

Kirk Eslinger, Human Resources Director and Acting Chair of the Health Insurance Committee, discussed the health care reserves and the potential need for the employees of Grant County to pay back, \$1,900,000.00 from previous discussions. And now today another \$1,887,000.00 is being requested from accounting and the employees will be asking if this is another loan to the reserve fund. He discussed the flow of money through many accounts that are flowing incorrectly.

Commissioner Stevens asked Undersheriff Ponozzo about LEOFF I Claims. Discussion ensued.

Joe Carter, Technology Services, thanked accounting for relooking into their budget and reversing the request for a budget extension.

Commissioner Swartz asked about the individual budgets for each department/office. Ms. Prentice stated they are posted on the website and intranet. Michele Jaderlund, Auditor, stated they did not out budget books for the 2016 budgets as there was no time to put them together.

Commissioner Stevens clarified that these extensions will only be used if needed. If the money is not used, it just sits in the fund.

A motion was made by Commissioner Swartz, seconded by Commissioner Stevens, to close the public comment portion of this hearing. The motion passed unanimously. Commissioner Stevens moved to approve the 2016 year end budget extensions as amended by accounting:

- Grant County General Fund #001 in the amount of \$1,000,000.00 to cover excess salary/wages/overtime costs which resulted from employee step increases and retro pay and an increase in professional services.
- Mental Health Fund #108.150 in the amount of \$700,000.00 to cover excess salary, wages and overtime line items.
- Jail Concession Fund #112.154 in the amount of \$13,050.00 to cover excess Communication charges.
- Building Department Fund #138.116 in the amount of \$0 to cover excess salary, wages and interfund rental/lease line items.
- Tech Services Fund #501.179 in the amount of \$0 to cover excess software maintenance costs.

**Grant County Commissioners Minutes
Week of December 26, 2016**

- Interfund Benefits Fund #505.185 in the amount of \$1,887,000.00 to cover excess health related medical claims.
- WSU Extension on behalf of the Horticultural Pest and Disease Board Fund #571214100 in the amount of \$2,585.84 due to an increase of pest complaints in 2016.
- Public Works – Pits and Quarries Fund #560 in the amount of \$115,000.00 due to the crushing contract being higher than anticipated.

Commissioner Swartz seconded and the motion passed unanimously. The hearing adjourned.
(Approved, Resolution No. 16-211-CC)

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 amount of \$351,692.50, as recorded on a listing and made available to the Board.

Signed this 24th day of January, 2017.

BOARD OF COUNTY COMMISSIONERS
Grant County, Washington

E. Carson
Cindy Carter, Chair

Richard Stevens
Richard Stevens, Vice-Chair

Tom Taylor
Tom Taylor, Member

Attest:

Barbara J. Vasquez
Barbara J. Vasquez, CMC
Clerk of the Board