

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, MARCH 27, 2017

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

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

9:00 a.m. – 9:45 a.m. J Strickler, ASC Update and Misc BOCC Action

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to approve items 2 and 4 through 12 on the agenda as presented. Item 3 was not ready for signature. The motion passed with 2 Commissioners in attendance.

1. Possible vouchers for insurance, legal services, grant administration, etc.
2. Update to Grant County, Washington Policy No. 1100, *Health, Safety & Security*. Effective date is anticipated to be March 23, 2017. **(Approved)**
3. **Anticipating:** 2017 Agreement Regarding Use of County Property for Public Purpose between Grant County and the Autism Society of Grant County on Saturday, May 20, 2017 from 9:00 a.m. to 3:00 p.m. **(Item not ready for signature)**
4. Appointment and Oath of Office of Special Deputy Prosecuting Attorney between Garth Dano, elected Prosecuting Attorney for Grant County, and Michael McFarland, Esq., of Evans Craven & Lackie, P.S. to serve as a Special Deputy Prosecuting Attorney to perform and render legal assistance and advice relative to litigation relating to *Jasman v. Grant County*. **(Approved)**
5. Recommendation by Tom Gaines, Central Services Director, for BOCC approval to have purchasing policy update go to the Policy Advisory Committee to include purchasing cooperatives such as U.S. Communities, the National Joint Powers Alliance (NJPA), King County Directors' Association (KCDA), and the Government Services Administration (GSA). **(Approved)**
6. Reimbursement Request (A-19) for contract work performed by Grant County, by and through Grant Integrated Services, for one client service fee (tendered on Jan. 23, 2017) on Washington State Department of Corrections contract in the amount of \$228.75. **(Approved)**
7. Grant County Request for Reimbursement No. 5 on CDBG Public Services Grant No. 16-62210-005 for the period February, 2017, with the Department of Commerce and administered through the OIC of Washington, in the amount of \$14,440.46. **(Approved)**
8. For signature: Grant County application forms for Washington State Department of Commerce Community Development Block Grant (CDBG), 2017 Public Services Grant No. 17-62210-005 for \$120,948, which will be administered through the Opportunities Industrialization Center (OIC) of Washington: **(Approved)**
 - a) *Project Summary* form;
 - b) *Title VI Certification* form; and
 - c) *Public Services Environmental Review* form.

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9. City of Royal City request for deadline extension on Strategic Infrastructure Project (SIP) # 2015-04, Camelia Street Northeast Water System Improvements Project, from December 31, 2017 to December 31, 2018. There are extenuating circumstances detailed in the written request by the City. The deadline is for the City to submit to the County a completed *Grant County Strategic Infrastructure Program – Project Certification* form that is accompanied by an invoice for the project reimbursement. (If a deadline requirement is not met, the grant award in the amount of \$52,000 automatically expires.) **(Approved)**
10. Grant County Port District #4, Port of Coulee City, request for deadline extension on Strategic Infrastructure Project (SIP) # 2016-03, Coulee City Clinic Building, from April 11, 2017 to June 30, 2018. There are extenuating circumstances detailed in the written request by the City. This deadline is for the Port to submit to the County a completed *Grant County Strategic Infrastructure Program – Project Certification* form that is accompanied by an invoice for the project reimbursement. (If a deadline requirement is not met, the grant award in the amount of \$100,000 automatically expires.) **(Approved)**
11. Update to Grant County, Washington Policy No. 200, *General Standards for Employees*, Section 204, Disability & Reasonable Accommodation (being changed to Disability Support & Reasonable Accommodation). Effective date is anticipated to be March 30, 2017. **(Approved)**
12. Update to Grant County, Washington Policy No. 700, *Hours and Attendance*, Section 708, Emergency Conditions and Inclement Weather. Effective date is anticipated to be March 30, 2017. **(Approved)**

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| 10:00 a.m. – 10:15 a.m. | Commissioners Office Safety Meeting |
| 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 |
| 1:30 p.m. – 1:40 p.m. | Bid Opening, Grant County Paper of Record for Legal Notices |

The following bids were received:

- Columbia Basin Herald in the amount of \$3.49 per column inch
- Grant County Journal in the amount of \$5.75 per column inch

Per RCW 36.72.075 the County Legislative Authority shall let a contract to a legal newspaper on the first April meeting. A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to turn the bids over to the Clerk of the Board. The motion passed with 2 Commissioners in attendance.

The bid award was scheduled for April 3, 2017 at 1:30 p.m.

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2:00 p.m. – 2:20 p.m.

Open Record Public Hearing, Ordinance Amending Grant County Code Chapters 22.04 (Land Division).

The Commissioners held an Open Record Public Hearing to consider a unanimous recommendation from the Planning Commission for the approval of and procedural amendments to Grant County Code Ch. 22.04 (Land Division), Ch. 23.04 (Zoning District), Ch. 23.08 (Performance and Use Standards), and Ch. 25.08 (Conditional Uses and Variances) File # P 17-0027.

Damien Hooper, Planning Director, discussed the project. These amendments remove all of the permit submittal requirements from the code so they can consolidate all of their permit applications into a single application page and have individual application instructions for every permit type they do. It will allow them to amend the submittal requirements without having to go through code amendment processes. They are also trying to go paperless; the current code says the applicants have to bring in numerous copies.

The CH. 23.08 amendment has to do with storage and sale of fertilizer and pesticides, herbicides, soil sterilant and fumigants, and the current code requires 10 acres for the site to do these activities. There are currently fertilizer types and storage methods that might yield the ability to have smaller site than 10 acres. There are a few remnant parcels throughout the County that people are trying to do this work on and it created permitting problems. They need to get a variance. This amendment says they can have less than 10 acres, but no less than 5 acres, provided the building code and fire code support these uses.

Commissioner Carter stated confirmed that these amendments are making the permitting process easier for the applicant and the Planning Department.

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to close the public comment portion of this hearing. The motion passed with 2 Commissioners in attendance. Commissioner Stevens moved to approve the code amendments as presented. Commissioner Carter seconded and the motion passed with 2 Commissioners in attendance. The hearing adjourned. **(Approved, the Ordinance was signed 4/10/17)**

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 \$646,519.57, as recorded on a listing and made available to the Board.

The Chair of the Board was authorized to sign the Gary Kehl (Kehl Farm Unit 92 Short Plat) File # P 17-0043 (Preliminary P 16-0368) Final Plat Submission and Review.

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TUESDAY, MARCH 28, 2017

The session was continued at 9:00 a.m. with Commissioners Carter and Stevens in attendance. Commissioner Taylor was out and excused.

9:00 a.m. – 9:50 a.m.

K Eslinger, Human Resources Update

Recommendations

1. PMA: Director – Planning Department
2. PAR: Damien Hooper

Budget, Finance, & Risk

3. Changes to 2017 Budget
4. HR Staffing Needs

Compensation , Benefits, & Payroll

5. Update on Healthcare Reserve Audit
6. Department Head Compensation
7. Wage Survey for GrIS

Employee & Department Issues

8. Youth Services
9. Grant Integrated Services

Policy & Procedure

10. Appeal Process

Labor Relations / Legal Action

11. Association – *CH; DC; PW; SW; YS*

Negotiation: Solid Waste TAed; HR Update Documents

Grievance: District Court Snow Day; Step 1 Response

PERC 128207-C-16 - Unit Clarification: Settled

PERC:

Arbitration – Assessor Grievances: Settled

Other: Meeting with Custodial Staff 04/03

12. Association – *Deputy Sheriff*

PERC: Holiday Pay Arbitration: May 3rd & 4th

13. Teamsters-GCSO – *Corrections*

PERC: Corrections Mediation (PERC 127886-M-16)

Labor Disclosure for Corrections Mediation

Other:

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14. Teamsters-GCSO – *Sheriff Support*

Negotiation: Tentative Agreement; HR Update Documents

15. Teamsters-GrIS – *CSS, Initial Svcs, Therapy Svcs*

Negotiation: 03/23 Session Held; Next Session 04/06

Grievance: GrIS Termination Grievances: Settled

Personnel Action Request (PAR) for the salary, wage and/or position changes for Damien Hooper, Planning Department.

Position Management Approval (PMA) for the Planning Director position.

10:00 a.m. – 10:15 a.m. Z Kennedy, Legislative Session Update

11:00 a.m. – 11:20 a.m. W Swanson, Juvenile Court and Youth Services Update

11:30 a.m. – 12:00 p.m. C Carter, Finance Committee Meeting

Items discussed were: Approval of 2/28/17 minutes; Investment Activity – Purchases and Maturities; Registered warrant balances review; Revenue comparisons for prior month or year ago; and Investment software search.

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

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to approve items 1, 3, 4 and 6 on the agenda as presented. Item 2 was on the agenda in error and item 5 was not ready for signature. The motion passed with 2 Commissioners in attendance.

1. Recommendation to award the Road Stabilization 2017 to EnviroTech Services, Inc. of Greeley, Colorado in the amount of \$108,621.00 not including sales tax. The unit price bid was \$149.00 per ton. **(Approved)**
- ~~2. Recommendation to award the Survey Hubs and Lath to Vanhorn & Watson Co., of Colville, Washington in the amount of \$5,088.02 (not including sales tax). **(Signed 3/21/17)**~~
3. Execution of Contracts with Selland Construction, Inc. for the Stratford Road Re-Alignment project (CRP 13-06). **(Approved)**
4. Washington State County Road Administration Board (CRAB) Digital Submittal Certification form (due April 1). **(Approved)**
5. Resolution/Notice of Hearing: ORV Park-Sunland Estates. **(Item not ready for signature)**
6. Recommendation to sell the Noxious Weed Control Board –County Vehicle #0035, a 2004 Ford F-350 and associated truck equipment for the amount of \$5,000.00. **(Approved)**

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

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3:00 p.m. – 3:20 p.m.

Consent Agenda (Items 1 through 7)

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to approve items 1 through 7 on the agenda as presented. The motion passed with 2 Commissioners in attendance.

COMMISSIONERS OFFICE

1. Commissioners Office and Public Defense Vouchers. **(Approved)**
2. Recommendation from the Veterans Advisory Board to appoint Rex Rodgers for a 4 year term: March 29, 2017 through March 28, 2021 and reappoint the following members for another 4 year term: Ken Slininger for the term March 29, 2017 through March 28, 2021; David Ristrom for the term March 29, 2017 through March 28, 2021, and Roderick Davis for the term April 23, 2017 through April 22, 2021. **(Approved)**
3. Special occasion liquor license for Fraternal Order of Eagles 2622, from the Washington State Liquor and Cannabis Board. Their event will be held at the Grant County Fairgrounds, Moses Lake, WA. **(Approved)**

TREASURER

4. Application from Ty Sween for Resale of Tax Title property for Parcel No. 15-1765-000 with a starting bid of \$1,500.00. The Treasurer recommends approval of the offer and begin a Tax Title sale on this parcel. **(Approved, the Chair of the Board was authorized to sign a County Commissioners Order)**

SHERIFF'S OFFICE

5. Request for out of state travel for Deputy Tyson Voss and Corporal Ricardo Char to travel to Denver, Indiana April 4 to April 7, 2017 to pick and acquire the departments next K9. **(Approved)**

PUBLIC DEFENSE

6. Request for Law Library Westlaw subscription replacement. The current contract will expire in 2018. The monthly cost for the new program is \$2,563.76. There will not be an increase for a year, with an increase for the next two annual renewals of 1%. Current monthly cost is \$2,538.37. **(Approved)**

TECHNOLOGY SERVICES

7. Request to purchase the service of Archive Social in order to properly archive all county social media content. Archive Social would replace SMARSH. Switching to Archive Social would be more cost effective and easier to use. The cost of Archive Social is \$4,788 including tax. This was approved in the 2017 budget process. **(Approved)**

**Grant County Commissioners Minutes
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3:30 p.m. – 3:40 p.m.

Open Record Public Hearing, Sheriff's Office and Fairgrounds Budget Extensions

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

- Fairgrounds Fund #001, Department #142 and Fund #116, Department #159 in the amount of \$29,635.00 to purchase EventPro facility management software developed by Profit Systems, Inc (\$22,794.00); and 2 -star shaped tension fabric tents made by KD Kanopy (\$6,841.00).
- Sheriff's Office Fund #001, Department #114 in the amount of \$23,254.88 to purchase Speed Feedback signs, Lidar Units, Sector Scanners and Printers, using a Traffic Safety Equipment Grant from the Washington Association of Sheriffs and Police Chiefs (WASPC).

Dave Ponozzo, Undersheriff discussed their request and noted that no current expense funds will be used.

Mickey Webb, Fairgrounds Director, discussed their request and stated that current expense funds will be needed for these purchases.

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to close the public comment portion of this hearing. The motion passed with 2 Commissioners in attendance. Commissioner Stevens moved to approve the budget extensions as presented. Commissioner Carter seconded and the motion passed with 2 Commissioners in attendance. The hearing adjourned. **(Approved, Resolution No. 17-031-CC)**

MISCELLANEOUS ITEMS

Request from the Public Works Director to authorize him a purchase limit between \$2,500.00 and \$20,000.00 for the purchase/bidding on a snow blower on the Washington Public Surplus Auction website. **(Approved)**

The Commissioners signed Ordinance No. 17-030-CC for a notice of hearing adding a new Chapter 11.36 to the Grant County Code titled 11, Vehicles and Traffic, allowing the use of wheeled all-terrain vehicles (WATV) upon designated county roads; specifically in Sunland Estates. The hearing was set for April 18, 2017 at 1:45 p.m.

The Commissioners paid the 2017 Tax Statement (Tax ID# GRAN2350) 81 parcels in the amount of \$24,583.18, under protest.

Commissioner Richard Stevens was authorized to sign the Health District Voucher listing in the amount of \$16,263.06.

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WEDNESDAY, MARCH 29, 2017

T Taylor, Out

8:30 a.m. – 9:30 a.m.	CENTRAL SAFETY COMMITTEE MEETING
9:00 a.m. – 10:30 a.m.	R Stevens at Public Officials Liability, Creating Balance Workshop (Public Works)
6:00 p.m. –8:30 p.m.	C Carter and R Stevens at Association of Grant County Cities & Towns Meeting and Dinner (ML Civic Center)

THURSDAY, MARCH 30, 2017

T Taylor, Out

9:00 a.m. – 10:30 a.m.	C Carter at Homeless Strategic Planning Meeting (Red Door, Moses Lake)
10:00 a.m. – 12:15 p.m.	R Stevens at Columbia River “Commissioners” Policy Advisory Group Meeting (Ramada Inn, Moses Lake)
1:30 p.m. – 4:00 p.m.	C Carter at Governor Inslee and Japanese Ambassador to US Visit (Port of Moses Lake)

FRIDAY, MARCH 31, 2017

T Taylor, Out

1:30 p.m. – 3:00 p.m.	R Stevens, Legislative Steering Committee Webinar
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MISCELLANEOUS ITEMS

Washington State Department of Social and Health Services DSHS Agreement No. 1663-70098, Amendment No. 01, for Grant Integrated Services- County Program Agreement Amendment – Job Services and IL Service Contract.

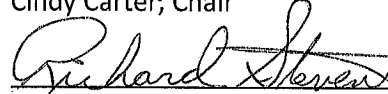
**Grant County Commissioners Minutes
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Signed this 18th day of April, 2017.

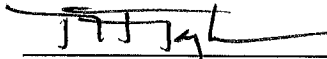
BOARD OF COUNTY COMMISSIONERS
Grant County, Washington



Cindy Carter, Chair

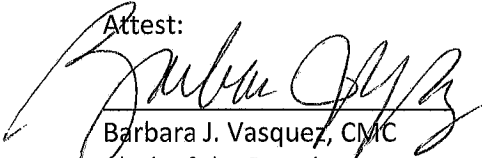


Richard Stevens, Vice-Chair



Tom Taylor, Member

Attest:



Barbara J. Vasquez, CMC
Clerk of the Board