

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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### MONDAY, AUGUST 7, 2017

The Grant County Commissioners session began at 9:00 a.m. with Commissioners Carter and Taylor in attendance. Commissioner Stevens was out from 8:00 a.m. – 12:00 p.m.

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

A motion was made by Commissioner Taylor, seconded by Commissioner Carter, to approve items 6 through 11 on the agenda as presented. Items 2 through 5, 12 and 13 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:** The American Red Cross Shelter Agreement between the Red Cross and Grant County, by and through the Grant County Fairgrounds, for use of the facility as an emergency shelter during a disaster. Term is from the date of final signature to December 31, 2019. **(Item not ready for signature)**
3. **Anticipating** – 2017 Grant County and Thyssenkrupp Elevator Corporation Contract Extension (which is Amendment #2 to the contract between Grant County and Thyssenkrupp Elevator Corporation signed by the Board of County Commissioners on March 20, 2017). The amendment extends the contracts' Date of Completion from "on or before June 2017" to "September 30, 2017". **(Item not ready for signature)**
4. **Anticipating** – 2017 Grant County and Cost Less Carpet Contract Extension (which is **Amendment #1** to contract between Grant County and Cost Less Carpet signed by the Board of County Commissioners on April 17, 2017). The amendment extends the contracts' date of substantial completion from "on or before June 31, 2017" to "August 31, 2017". **(Item not ready for signature)**
5. **Anticipating** – Grant County Fairgrounds – KJ's Lawn Care Service Contract between Grant County, by and through the Grant County Fairgrounds, and Kevin Judkin, d/b/a KJ's Lawn Care. Term is January 1, 2018 through December 31, 2020. **(Item not ready for signature)**
6. Reimbursement Request (A-19) for contract work performed by Grant County, by and through Grant Integrated Services' PARC department, during June of 2017 on Washington State Department of Social & Health Services' Division of Behavioral Health and Recovery *Parent-Child Assistance Program (PCAP)* in the amount of \$14,624.00. **(Approved)**
7. Washington State Department of Commerce, Community Services and Housing Division, Housing Assistance Unit, Consolidated Homeless Housing Grant (CHG) Contract No. 17-46108-10 with Grant County. Funding is in the amount of \$886,231.00 with a term of July 1, 2017 through June 30, 2019. **(Approved)**
8. Washington State Department of Social & Health Services *CBDVP – Emergency Shelter & Supportive Services* Contract Amendment No. 01 on DSHS Contract No. 1763-95601 with Grant County, by and through its New Hope Domestic Violence and Sexual Assault Services department. The amendment modifies Exhibit D-1, Budget, and increases the grant by \$85,802.00 for a new grant total of \$487,541.00. **(Approved)**

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9. Reimbursement Request (A-19) for contract work performed by Grant County, by and through Grant Integrated Services, during July of 2017 on Washington State Department of Corrections contract in the amount of \$1,143.75. **(Approved)**
10. Amendment A to Washington State Military Department Grant Agreement No. E17-106 with Grant County, by and through the Grant County Sheriff's Office Department of Emergency Management. The amendment serves to replace the original budget, Exhibit E, with a revised budget, Exhibit E which moves \$10,000 from the "Planning/Consultants/ Contractors" category to "Salaries and Benefits". **(Approved)**
11. 2017-19 Biennium Contract No. K1814 between the Washington State Conservation Commission and Grant County for Voluntary Stewardship Program Work Plan Development and Implementation, by and through the Grant County Planning Department. Term is July 1, 2017 through June 30, 2019. **(Approved)**
12. **Anticipating:** Resolution Authorizing Execution of Intergovernmental Cooperation Agreement between Grant County and the Grant County Conservation District for Voluntary Stewardship Program. **(Item not ready for signature)**
13. **Anticipating:** Intergovernmental Cooperation Agreement between Grant County and the Grant County Conservation District for Voluntary Stewardship Program (for the next funding cycle). **(Item not ready for signature)**

9:30 a.m. – 9:50 a.m. D Hooper, Planning Department Update

Items discussed were: Site Specific Comprehensive Plan Amendments 2018 (?); Live Nation MPR Traffic; Code Enforcement; and Credit Cards.

10:00 a.m. – 10:15 a.m. Commissioners Office Safety Meeting **(Cancelled)**

10:30 a.m. – 10:45 a.m. Citizen Public Comment Period **(No public in attendance)**

11:00 a.m. – 11:20 a.m. S Fode, New Hope Update

Items to discuss are:

1. Shelter update
2. New Hope's Man Up Campaign for Rodeo Weekend-wear purple Friday and Saturday at the fair
3. Upcoming Site Visits
4. Service project possibility
5. Budget Extension coming
6. Vehicle issues
7. Business license for state and city

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1:30 p.m. – 1:50 p.m.

Open Record Public Hearing, Columbia Basin Dispute Resolution Center request to increase the District Court Small Claims Action Fees

The Commissioners held an Open Record Public Hearing to consider a request from the Columbia Basin Dispute Resolution Center, pursuant to RCW 7.75, to increase the current small claims actions in District Court to \$10.00 per filing fee.

Clint Opheikens, CBDRC Executive Director, read into the record the following letter:

*My name is Clint Opheikens and I am here today representing the Columbia Basin Dispute Resolution Center. Our center would like to thank the commissioners for this opportunity to correct our mistake in our last hearing requesting an increase in the fees authorized by RCW 7.75.035.*

*It was our intention to request that the five-dollar fee be increased for both the civil and small claims filings. Unfortunately, we did not make this clear in our request and you were only able to increase the civil fees. That increase we are very grateful for. It is our belief that it would be more convenient for the district court clerks if the fees for both civil and small claims were same amount as they have been in the past.*

*As we stated at the last hearing the Columbia Basin Dispute Resolution Center has been very successful in fulfilling the reason the legislator created DRC's. The intent was to give lower income families access to legal proceedings and reduce the overcrowding of the court dockets. We have accomplished that by successfully mediating 65 cases in 2016 and saving the court \$260,000. This was done with only 73 contacts offering possible mediations. So far, this year in the first seven months we have had 74 contacts surpassing the contacts for all last year and we are experiencing the same rate of closure.*

*The Columbia Basin Dispute Resolution Center is having good success in accomplishing the intent of the legislature to provide access to legal proceedings for the lower income families. Thus, showing there is a need for our services here in Grant County. However, we are operating on dollar values authorized in 1990. Expenses are greater today which has made it necessary for us to request an increase in funding, by asking you to increase the surcharge for small claims court from \$5.00 to \$10.00 per filing.*

*The CBDRC has enjoyed working with the court system in Grant County and with your help we are looking forward to serving Grant County far into the future. Again we thank you for your time and consideration in this hearing.*

A motion was made by Commissioner Taylor, seconded by Commissioner Stevens, to close the public comment portion of this hearing. The motion passed unanimously. Commissioner Stevens moved to approve increase to the District Court Small Claims Action fees as presented. Commissioner Taylor seconded and the motion passed unanimously. The hearing adjourned.  
**(Resolution No. 17-068-CC)**

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- 3:00 p.m. – 4:30 p.m. T Taylor at North Central Washington Behavioral Health Meeting (GrIS, Moses Lake)
- 3:00 p.m. – 3:20 p.m. C Sears, McKay Healthcare Quarterly Status Report Meeting

**MISCELLANEOUS ITEMS**

The Commissioners approved and signed the Grant County Public Works Payroll Salary Fund for the August 4, 2017 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 amount of \$1,375,070.93, as recorded on a listing and made available to the Board.

**TUESDAY, AUGUST 8, 2017**

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

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|---|
| Recommendations                                       |
| 1. New Hope – Foreign Language Aptitude & Proficiency |
| Budget, Finance, & Risk                               |
| 2. Benefit Budget Mid-Year Audit                      |
| Compensation , Benefits, & Payroll                    |
| 3. Self-Pay on FMLA and/or LWOP                       |
| 4. Benefits Broker Review                             |
| Employee & Department Issues                          |
| 5. Grant Integrated Services                          |
| Recruitment / Civil Service                           |
| 6. Director – Financial Services                      |
| Labor Relations                                       |
| 7. Association – CH; DC; PW; SW; YS                   |
- Negotiation:* Solid Waste Addendum – 08/17
- Grievance:* District Court Recruitment – Step 2

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8. Association – *Deputy Sheriff*  
*PERC:* Holiday Pay Arbitration (DS) – 08/11
  
9. Teamsters-GCSO – *Corrections*  
*Negotiation:* Corrections Mediation (PERC 127886-M-16)

The Commissioners signed and approved a Recommendation Memorandum regarding a request from New Hope to give a 2% salary increase for those employees what can prove foreign language aptitude and proficiency in a second language. The Director recommends approval.

10:00 a.m. – 10:20 a.m. J Gingrich, Veterans Services Coordinator Update

Open Items:

- WDVA Certification Update
- County Veteran Service Officer location
- VAB By-Laws

New Items:

- Current Projects:
  - Updating policy and procedures for Assistance Fund
    - New Process – VSO Requesting Assistance from County
    - Step-by-step training for VSO's
  - County outreach program
    - By geographical area working with local organizations
  - Veterans Services Coordinator Job Description
    - Inaccurate – updating with HR
- Upcoming Events
  - Stand-Down Inventory
    - August 10, 2017
  - 2017 Grant County Fair
    - Reserved booth space
  - Veterans Stand-Down Event
    - Fairgrounds
    - September 12, 2017
  - Veteran Service Officer Information Session
    - September 20, 2017

11:00 a.m. – 11:50 a.m. T Gaines, Central Services Update

Items discussed were:

- Technology Services – Quads and funding; Discussions with Auditor about quad; billings and budgets

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- Fairgrounds – Maintenance staff at Fairgrounds; Swamp coolers; Lighting project; DWx.
- Facilities and Maintenance – AHU 4; AHU 2; HVAC in general; Law and Justice Building Update; Ongoing construction.

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

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to approve items 1 and 2 on the agenda as presented. The motion passed unanimously.

1. Execution of Contracts: F-SW and 10-SW Project awarded to Wheeler Excavation of Benton City, WA for the bid amount of \$207,379.00. **(Approved)**
2. Authorization to Call for Bids: 3-NE Overlay Project – CRP 17-04 with a bid opening date of September 5, 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. – 3:20 p.m. Consent Agenda (Items 1 through 11)

A motion was made by Commissioner Taylor, seconded by Commissioner Stevens, to approve items 1 through 5 and 7 through 11 on the agenda as presented. Item 6 – the sole source purchase was approved but the budget extension was not. The motion passed unanimously.

**COMMISSIONERS OFFICE**

1. Commissioner's Office and Public Defense Vouchers. **(Approved)**
2. Commissioners July 24, 2017 Minutes for approval. **(Approved)**
3. Special occasion liquor license application for Desert Aire Mens Club. Their event is October 7, 2017 at the Snack Shack Golf Course, Mattawa, WA. **(Approved)**
4. Letter of reappointment for David Stevens to the Water Conservancy Board for another 6 year term beginning September 3, 2017. **(Approved)**
5. Resolution repealing and Replacing Resolution No. 17-063-CC dated July 17, 2017, which approved a budget extension request for the Central Services Department. This resolution will correct a fund number that was typed as Fund 309 for the amount of \$4,963.00, and the fund number should have been 308. **(Approved, Resolution No. 17-071-CC)**

**PROSECUTING ATTORNEY'S OFFICE**

6. Request to purchase Prosecutor by Karpel Software from Karpel Solutions in the amount of \$107,633.00. This is a sole source purchase. Also, request for budget extension in the amount of \$34,483.00 as only \$73,150.00 was budgeted for this purchase. **(The Commissioners approved the sole source purchase (Resolution No. 17-072-CC) of this software but did not approve the budget extension portion)**

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**JUVENILE COURT AND YOUTH SERVICES**

7. Request for out of state travel for 2 employees (Vince Cardeil and one still to be determined) to return a youth from a treatment program in Vancouver, WA (travel through Oregon). The travel date will be either August 9 or 16, 2017. **(Approved)**

**GRANT INTEGRATED SERVICES**

8. Request for out of state travel for Kim Stacy, Agapito Gonzales, and Bethany Escamilla to attend a Wellness Recovery action Plan Facilitator Training from August 27 – September 1, 2017 in Vancouver, WA. This requires travel through Oregon. **(Approved)**

**CENTRAL SERVICES**

9. Request to purchase furniture from Contract Design Associates (US Communities Cooperative Purchase contract #4400003403) in the amount of \$41,549.45 for the District Court Prosecutors Office. Funding will come from the Construction Bond Fund. **(Approved)**

**SHERIFF'S OFFICE / JAIL**

10. Request to purchase 20 Uniform Transition (Jumpsuits) for the Jail from Galls (formerly known as Blumenthal Uniforms) in the amount not to exceed \$13,000.00. This purchase is from a sole source provider and was approved in their capital expenditure budget. **(Approved, sole source Resolution No. 17-073-CC)**
11. Request to purchase the following equipment that was approved in their Sheriff's capital expenditures budget: **(Approved, sole source Resolution No. 17-070-CC)**
  - Interview Case Cracker System (Case Cracker Interview Room Solution) purchased from Centurion Building Services, LLC in the amount not to exceed \$10,855.00. This is a sole source purchase product from Cardinal Peak.
  - 20 Ballistic Vests from Municipal Emergency Services in the amount not to exceed \$22,000.00. This purchase is from the Washington State contract.
  - 10 Taser Smart Weapons Packages from AXON (formerly known as Taser) in the amount not to exceed \$16,610.00. This is a sole source purchase.
  - 20 Jumpsuits (Uniform Transition) from Galls (formerly known as Blumenthal Uniforms) in the amount not to exceed \$13,000.00. This is a sole source purchase.
12. Request to surplus the following equipment: **(Approved, surplus Resolution No. 17-069-CC)**
  - 2007 Honda ST1300P  
VIN: JH2SC51767M500098  
Grant County Asset#: 105316
  - 2007 Honda ST1300P  
VIN: JH2SC517X7M5000105  
Grant County Asset#: 105317

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- Stalker Dual SL Radar  
Serial#: DC093929  
Grant County Asset #102243
- Stalker Dual SL Radar  
Serial#: DC095286  
Grant County Asset #102304

With the intent to trade these items to Lewis County Sheriff's Office for the following:

- 2010 Humvee Truck Utility  
VIN: 609139  
Allocation #: 2YTGPB-3346-6337
- 2007 Forest River Cargo Mate trailer
- VIN: 5NHUBLV268T414253

4:00 p.m. – 5:00 p.m.                      T Taylor at Moses Lake Trails Planning Team Meeting (Moses Lake City Hall Annex)

**WEDNESDAY, AUGUST 9, 2017**

9:30 a.m. – 11:00 a.m.                      R Stevens, Disability Board Meeting

4:00 p.m. – 5:00 p.m.                      VETERANS ADVISORY BOARD MEETING

7:00 p.m. – 8:30 p.m.                      C Carter and R Stevens at Health Board Meeting (Public Works Meeting Room)

**THURSDAY, AUGUST 10, 2017**

9:00 a.m. – 2:00 p.m.                      BOARD OF EQUALIZATION HEARINGS AND ANNUAL MEETING

9:00 a.m. – 10:30 a.m.                      T Taylor at Multi Agency Communications Center (MACC) Board Meeting (Moses Lake Office) **(Did not attend)**

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**FRIDAY, AUGUST 11, 2017**

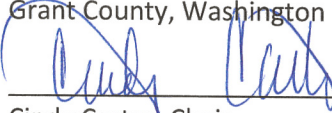
9:00 a.m. – 9:30 a.m. SPECIAL MEETING ADDED – Commissioners at Building Department – Hours Discussion (Building Department)

To discuss the implications of the Building Department staying open to the public until 5:00 p.m., instead of closing the doors to the public at 4:00 p.m.

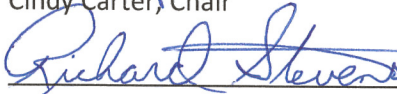
10:00 a.m. – 10:30 a.m. C Carter at Canvassing Board Precertification of Election (Elections Department)

Signed this 5<sup>th</sup> day of Sept, 2017.

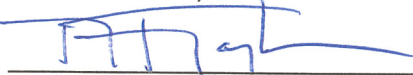
BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

  
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Cindy Carter, Chair

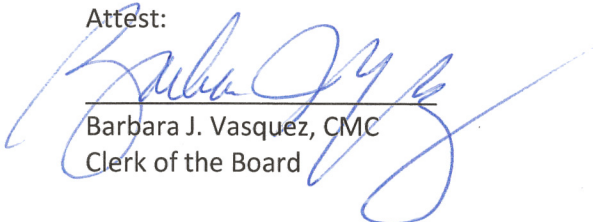
  
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Richard Stevens, Vice-Chair

  
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Tom Taylor, Member

Attest:

  
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Barbara J. Vasquez, CMC  
Clerk of the Board