

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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### MONDAY, AUGUST 21, 2017

The Grant County Commissioners session began 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. J Strickler, ASC Update and Misc BOCC Action (Items 1 through 12)

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to approve items 3, and 6 through 12 on the agenda as presented. Items 2, 4 and 5 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. 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 "October 15, 2017". **(Approved)**
4. **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)**
5. Grant County Board of Commissioners Professional Services Agreement for the 2017 Fairground Bleacher Replacement Project, Project No. 16258SA in the amount of \$45,000.00 with Pacific Engineering & Design, LLC. **(Item not ready for signature)**
6. Consolidated Homeless Grant Subrecipient Agreement between Grant County and the Housing Authority of Grant County, for services under the Consolidated Homeless Grant (CHG) #17-46108-10 for the period July 1, 2017 through June 30, 2019. **(Approved)**
7. Reimbursement Request #1 on Washington State Department of Commerce on Consolidated Homeless Grant (CHG) No. 17-46108-10, administered through the Grant County Housing Authority, in the amount of \$11,818.27. **(Approved)**
8. Request for permission for use of Courthouse steps, lawn, and small area of parking lot by the American Legion Art Semro Post and Unit 28, on September 11, 2017 for special "Patriot Day" ceremony. **(Approved)**
9. **Resolution No. 17-075-CC** Authorizing Execution of Interlocal Agreement Between Grant County and Yakima County Regarding Law Enforcement Services Related to Wanapum Indian Village (ASC Action Item #10, below). **(Approved)**
10. Interlocal Agreement Between Grant County and Yakima County Regarding Law Enforcement Services Related to Wanapum Indian Village. Term is August 8, 2017 through December 31, 2019. **(Approved)**

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11. Request for release of funds on SIP #2016-06, Port of Moses Lake, *Wastewater Extension*, in the amount of \$147,270 (which comprises the \$100,000 grant and \$47,270 loan award) to the Port of Moses Lake and \$3,681.75 to the Grant County Economic Development Council for its 2.5% Admin Fee on the project. **(Approved)**
12. Grant County, by and through its Department of Public Defense, application to the Washington State Office of Public Defense for 2017 RCW 10.101 funds for the improvement of the quality of public defense services for juveniles and adults. **(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 **(No public in attendance)**

11:30 a.m. – 11:50 a.m. District Court Update

1:30 p.m. – 2:20 p.m. Grant Integrated Services Update

1. HR Update
2. Systems Change Update
3. Financial Director Recruitment
4. Travel Cards
5. Location in Mattawa
6. FIMC Update
7. Communication expectations with other Departments
8. Location in Ephrata

2:30 p.m. – 2:40 p.m. Open Record Public Hearing, Central Services Sheriff's Office, and Fairgrounds Budget Extensions

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

- Central Services Fund #308, Department #000 in the amount of \$105,740.00 to reimburse the Courthouse Improvement Bond Fund #308 for asbestos removal throughout the courthouse campus, found during the courthouse preservation project. The original amount budgeted was \$25,000.00 for asbestos removal. Total expenditure for removal was \$130,740.96.
- Central Services Fund #126, Department #168 in the amount of \$1,866.75 to pay retainage to Central Washington Asphalt for their work done on the 2016 Parking Lot "A" project.
- Sheriff's Office Fund #140, Department #114 in the amount of \$15,000.00 for the emergency purchase of fifty-one (51) AXON Body Worn Cameras and associated equipment. The funds will come from their Sheriff Surplus budget.
- Fairgrounds Fund #116, Department #159 in the amount of \$8,650.00 to pay Pacific Engineering for materials and an inspection of the Rodeo Arena Bleachers at the Fairgrounds.

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- Fairgrounds Fund #116, Department #159 in the amount of \$5,104.00 for dust control spray service using Envirotech Services, Inc. during the Grant County Fair.

Dave Ponozzo, Undersheriff, discussed their request.

Mickey Webb, Fairgrounds Director, discussed his 2 requests.

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. **(Resolution No. 17-076-CC)**

3:00 p.m. – 3:20 p.m.                      B Hill, Public Defense Update

4:00 p.m. – 5:00 p.m.                      Commissioners at Quincy Valley Medical Center Update Meeting  
(Quincy)

**MISCELLANEOUS ITEMS**

The Commissioners approved and signed the Grant County Public Works Payroll Salary Fund for the August 18, 2017 payroll.

The Chair of the Board was authorized to sign the Richard Callahan (Callahan/Davies Short Plat) File # P 17-0284 (preliminary P 16-0352); and the Frenchman Hills Holding (The Legacy Resort at Frenchman Hills PUD Phase 2) File # 07-4754-05, Final Plat Submission and Reviews.

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 \$770,083.69, as recorded on a listing and made available to the Board.

**TUESDAY, AUGUST 22, 2017**

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

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

Discussion Items	Action / Direction
1. HR Services at GriS	1. Direction Given.
Recommendations	Action / Direction
2. Stipend for Interim Duties	2. Direction Given.
Budget, Finance, & Risk	Action / Direction
3. Benefits Budget Roll-Up YTD	3. None – Informational Only.
4. Benefits Broker Presentations	4. Direction Given.
Compensation , Benefits, & Payroll	Action / Direction
5. Change in Payroll Schedule	5. None – Informational Only.
Employee & Department Issues	Action / Direction
6. Facilities-Maintenance	6. Direction Given.
Policy & Procedure	Action / Direction
7. 806 - Leave Without Pay	7. None – Informational Only.
8. 820 – Blood Donation Leave	8. None – Informational Only.
Labor Relations	Action / Direction
9. Association – <i>CH; DC; PW; SW; YS</i>	9.
<i>Negotiation:</i> Solid Waste Addendum Under Union Review	None – Informational Only.
<i>Other:</i> EEOC Filing	None – Informational Only.
10. Teamsters-GCSO – <i>Corrections</i>	10.
<i>Negotiation:</i> Corrections Mediation (PERC 127886-M-16)	None – Informational Only.

10:00 a.m. – 10:20 a.m.                      Open Record Public Hearing, Grant County Conservation District Service Area – Proposed System of Assessments

The Commissioners held an Open Record Public Hearing to consider the following proposed system of assessments (rates and charges) to be implemented in the Grant County Conservation District service area:

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**Rates to be Charged and Revenue Calculation**

Maximum Allowable Rates	Per Parcel	Per Acre
All Other Land Uses Max	\$ 5.0000	\$ 0.1000

Land Use Category	Calculated Rates		No of Charge Units		Calculated Revenues		
	Per Parcel	Per Acre	No of Parcels	No of Acres	Parcel Charge	Acreage Charge	TOTAL
1 Residential	\$ 4.9600	\$ 0.0700	34,140	40,830	\$ 169,334	\$ 2,858	\$ 172,192
2 Commercial	\$ 4.9600	\$ 0.0600	319	4,142	\$ 1,582	\$ 249	\$ 1,831
3 Transportation	\$ 4.9600	\$ 0.0600	629	11,162	\$ 3,120	\$ 670	\$ 3,790
4 Trade	\$ 4.9600	\$ 0.0600	3,080	6,943	\$ 15,277	\$ 417	\$ 15,693
5 Services	\$ 4.9600	\$ 0.0600	766	4,556	\$ 3,799	\$ 273	\$ 4,073
6 Recreational	\$ 4.9600	\$ 0.0600	428	13,188	\$ 2,123	\$ 791	\$ 2,914
7 Resources AG	\$ 5.0000	\$ 0.1000	10,500	1,152,568	\$ 52,500	\$ 115,257	\$ 167,757
8 Resources	\$ 4.9600	\$ 0.0600	82	2,822	\$ 407	\$ 169	\$ 576
9 Resource Designated Forest Land	\$ -	\$ -	-	-	\$ -	\$ -	\$ -
10 Unassigned	\$ -	\$ -	-	-	\$ -	\$ -	\$ -
11 Undeveloped/Open Space	\$ 4.9700	\$ 0.0700	3,109	438,751	\$ 15,452	\$ 30,713	\$ 46,164
<b>TOTAL</b>			<b>53,053</b>	<b>1,674,962</b>	<b>\$ 263,594</b>	<b>\$ 151,396</b>	<b>\$ 414,990</b>

Harold Cross, Associate Supervisor of the Conservation District, provided the Commissioners copies of 16 letters of support they had received. He stated the district was started in 1940 and is ran by a Board of Supervisors who are elected and appointed.

Commissioner Stevens asked which cities were in the conservation Units district. Mr. Cross said: Moses Lake, Quincy, Ephrata, Warden, and Royal City.

Marie Lotz discussed the rates being proposed (see above).

David Bailey (gave photos to the commissioners, in file) and discussed a project he worked on with the Conservation District on bank restoration.

Darryl Pheasant asked questions about the methodology on their proposed assessment rates.

Marie Lotz explained the above assessments and charges.

Darryl Pheasant discussed the software. This will affect the Assessor's Office software.

Marie Lotz stated cities that are not in their Conservation District are not in the program software to download.

Commissioner Taylor confirmed that everything that is considered to be a classified parcel in their resolution, is all properties in Grant County with the exception of any cities that are not in the district. Commissioner Taylor then asked about the appeal process and how it states that the rates appealed must be paid first. Marie Lotz stated it is.

Discussion ensued.

Harold Cross stated they discussed this with the Assessor's Office and Treasurer's Office about the process.

Richard Leitz – asked if the appellant has to pay all of the county taxes, if they are appealing the Conservation District rates?

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Commissioner Carter thought that maybe the person would pay their taxes under protest. Darryl Pheasant stated that that law doesn't pertain to this.

Marie Lotz stated the Conservation District will reimburse the appellant, for their part of the taxes.

Discussion ensued.

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 the assessment rates and charges as presented. Commissioner Taylor seconded and the motion passed unanimously. The hearing adjourned.

**(Resolution No. 17-077-CC)**

- |                         |   |
|-------------------------|---|
| 11:00 a.m. – 11:20 a.m. | W Swanson, Juvenile Court and Youth Services Update         |
| 11:30 am. 11:50 a.m.    | Department Head Review                                      |
| 12:00 p.m. – 1:00 p.m.  | Commissioners at PUD Commissioner Lunch (Tequilas, Ephrata) |
| 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. Recommendation to award the quote for Supply and Place HMA Asphalt to Granite Construction of Moses Lake, WA for the bid amount of \$29,425.00 not including sales tax. **(Approved)**
2. Resolution No. 17-080-CC for a Notice of Hearing to consider an ordinance modifying Chapter 11.32.010 "No Parking Areas". Hearing was set for September 12, 2017 at 1:45 pm. **(Approved)**

- |                       |   |
|-----------------------|---|
| 1:30 p.m. – 1:40 p.m. | Bid Opening, Endeavor Middle School Safety Project, CRP 16-01 |
|-----------------------|---|

The following bids were received:

- North East Electric \$197,500.00
- Transportation System \$188,011.00
- Neppel Electric & Controls \$116,881.00

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to turn the bids over to Public Works for their review and recommendation. The motion passed unanimously.

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2:00 p.m. – 2:20 p.m. Open Record Public Hearing, Declare Surplus County Property located at 5035 Rd. 13.9 SW, Royal City (Parcel No. 16-0083-002)

The Commissioners held an Open Record Public Hearing to declare surplus certain Grant County Property located at 5035 Road 13.9-SW, Royal City and consider the sale thereof.

Jerome Wawers, Assistant Public Works Director, discussed the project saying it is approximately 21.52-acres of minimally developed property (parcel no. 16-0083-002). It was previously a drop box located that is now closed. Public Works intention is to sell this property to the Port of Royal City.

Cathy Potter, Port of Royal City, stated this is a “win-win” situation.

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to close the public comment portion of this hearing. The motion passed unanimously. Commissioner Stevens moved to approve the surplus and consider the sale thereof as presented. Commissioner Taylor seconded and the motion passed unanimously. The hearing adjourned.  
**(Resolution No. 17-078-CC)**

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 - 10)

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to approve items 1 through 3 and 5 through 10 on the agenda as presented. Item 4 was withdrawn. The motion passed unanimously.

**COMMISSIONERS OFFICE**

1. Commissioner’s Office and Public Defense Vouchers. **(Approved)**
2. Letter of reappointment for Robert Schrom to the Housing Authority of Grant County Board for another 5 year term beginning September 13, 2017. **(Approved)**
3. Letter of reappoint for Bev Shuford, Marilyn Meseberg, Spencer Grigg, Corinne Isaak, Bob Adler and Tim Alling to the Grant County Tourism Commission for another 3 year term. **(Approved)**

**PROSECUTING ATTORNEY’S OFFICE**

4. Resubmittal of a budget extension request that was previously denied at the 8/8/17 Consent Agenda meeting. They are requesting a budget extension in the amount of \$34,483.00 to purchase Prosecutor by Karpel Software from Karpel Solutions. The amount approved for this purchase in their 2017 capital expenditure budget is \$73,150.00 and the total amount needed is \$107,633.00. This item was held from the 8/14/17 Consent Agenda. **(Withdrawn)**

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**GRANT INTEGRATED SERVICES**

5. Request for out of state travel for Leiza Tobin to attend the Relias Learning Center Conference from October 2-5, 2017 in Orlando, Florida. Travel will begin on October 1, 2017 and end either October 7 or 8, 2017. **(Approved)**
6. Amended request for out of state travel for Courtney Armstrong to attend the Positive Culture Framework Training in San Antonio, Texas. Previously approved on 6/20/17. Departure date has changed to October 14, 2017 and return October 19, 2017. **(Approved)**
7. Amended request for out of state travel for Courtney Armstrong to attend the 30<sup>th</sup> National Prevention Network Conference in Anaheim, California. Previously approved on 6/27/17. Departure date has changed to September 11, 2017 and return September 15, 2017. **(Approved)**
8. Out of state travel request Tiffany De Leon to attend the Wellness Recovery Action Plan Facilitator Training in Vancouver, Washington. This was previously approved on 8/8/17. Tiffany De Leon will be taking the place of Kim Stacy. Travel will be through Oregon on August 27 and return September 1, 2017. **(Approved)**

**DISTRICT COURT**

9. Budget transfer request in the amount of \$2,700.00 from General Professional Services Account 001102.00.0000.512404100 to Project 9002 Jury – Professional Services Account 001102.00.9002.512404100 for payment of The Masters Touch, LLC. **(Approved)**

**PLANNING DEPARTMENT**

10. **Resolution No. 17-079-CC** establishing the submittal deadline for the 2018 and 2019 Comprehensive Plan Amendment Applications pursuant to Grant County Code Section 25.12.030(e). **(Approved)**

3:30 p.m. – 4:00 p.m.                      WA State Auditor’s Office Financial Federal Audit Entrance Meeting

**WEDNESDAY, AUGUST 23, 2017**

The session was continued at 10:30 a.m. with Commissioners Carter and Taylor in attendance. Commissioner Stevens was at a Washington Rural Counties Insurance Pool (WRCIP) Board Retreat (Northern Quest, Spokane).

10:30 a.m. – 10:50 a.m.                      T Jones, Sheriff’s Office Update

11:00 a.m. – 11:50 a.m.                      K Allen, Clerk’s Office Update



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11:00 a.m. – 11:15 a.m.                    BID OPENING, JUVENILE COURT AND YOUTH SERVICES HVAC SYSTEM  
CLEANING RFP/RFB

The following bid was received:

- Pringles Power Vac, Inc.                    \$17,064.00 (Baseline)                    \$25,574.40 (Option B)

The bids were turned over to Garth Kofoed for review and recommendation.

**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 \$63,192.78, as recorded on a listing and made available to the Board.

The Commissioners approved the recommendation of the Public Works Director to award the Endeavor Middle School Safety Project to Neppel Electric and Controls LLC for the contract amount of \$116,881.00.

**THURSDAY, AUGUST 24, 2017**

R Stevens at Washington Rural Counties Insurance Pool (WRCIP) Board Retreat (Northern Quest, Spokane)

9:00 a.m. – 2:30 p.m.                    BOE HEARINGS

1:00 p.m. – 2:00 p.m.                    T Taylor at Columbia Basin Job Corps Open House and National  
Commencement (Moses Lake)

**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 \$9,367.17, as recorded on a listing and made available to the Board.

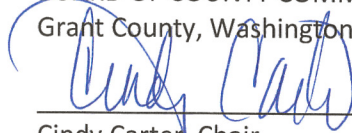
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**FRIDAY, AUGUST 25, 2017**

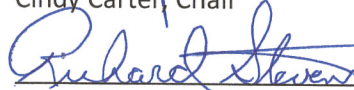
R Stevens at Washington Rural Counties Insurance Pool (WRCIP) Board Retreat (Northern Quest, Spokane)

Signed this 19th day of Sept, 2017.

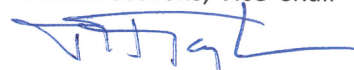
BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington



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Cindy Carter, Chair

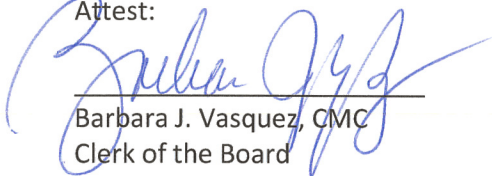


\_\_\_\_\_  
Richard Stevens, Vice-Chair



\_\_\_\_\_  
Tom Taylor, Member

Attest:



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