

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, DECEMBER 4, 2017

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

9:00 a.m. – 9:20 a.m. J Strickler, ASC Update and Misc BOCC Action (Items 1 through 20)

A motion was made by Commissioner Taylor, seconded by Commissioner Stevens, to approve items 5, and 14 through 20 on the agenda as presented. Items 2 through 4, and 6 through 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:** BOCC signature on Appointment and Oath of Office of Special Deputy Prosecuting Attorney between Garth Dano, Prosecuting Attorney, and Leslie Nellerhoe of Nossman, LLP 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 from date of final signature through December 31, 2019. **(Item not ready for signature)**
3. **Anticipating [Note: Name of the agreement and details yet to be determined].** Regarding the City of Quincy agreeing with Grant County for payment of a portion of the Quincy Valley Medical Center debt (*registered warrants for hospital*). **(Item not ready for signature)**
4. **Anticipating [Note: Name of the agreement and details yet to be determined]:** Grant County Museum Lease Agreement between Grant County, Washington, and the Grant County Historical Museum for the property located at 742 Basin Street NW, Ephrata, Washington. **(Item not ready for signature)**
5. Hartline Police Protection and Law Enforcement Services Agreement between Grant County, by and through the Grant County Sheriff's Office, and the Town of Hartline. Term is from date of final signature to August 31, 2018. **(Approved)**
6. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Conflicts/Overflow Contractor, between Grant County and Michael V. Felice. Term is January 1, 2018 through December 31, 2019. **(Item not ready for signature)**
7. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Conflicts/Overflow Contractor, between Grant County and N. Smith Hagopian. Term is January 1, 2018 through December 31, 2019. **(Item not ready for signature)**
8. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Conflicts/Overflow Contractor, between Grant County and Clarke Tibbits. Term is January 1, 2018 through December 31, 2019. **(Item not ready for signature)**

NOTE: ALL TIMES ARE ESTIMATES TO ASSIST IN SCHEDULING AND MAY BE CHANGED SUBJECT TO THE BUSINESS OF THE DAY AT THE BOARD'S DISCRETION. THE BOARD MAY ADD AND/OR DELETE AND TAKE ANY ACTION ON ANY ITEM NOT INCLUDED IN THE ABOVE AGENDA. ANY SUBJECT PLACED ON THE AGENDA REGARDLESS OF HOW THE MATTER IS STATED ON THE AGENDA, MAY BE ACTED UPON BY THE BOARD.

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9. **Anticipating:** 2018-2019 Professional Services Agreement, Conflicts/Overflow Investigator, between Grant County and Gary T. Way, known as Way Investigations. Term is January 1, 2018 through December 31, 2019. **(Item not ready for signature)**
10. **Anticipating:** 2018 Animal Shelter Contract between Grant County, Washington, and Grant County Animal Outreach, Inc. Term is January 1, 2018 through December 31, 2018. **(Item not ready for signature)**
11. **Anticipating through the Human Resources Department [Note: Name of the agreement and details may slightly differ from this entry]:** Agreement between Grant County and Healthcare Management Administrators (HMA), the County's new Third-Party Administrator. The agreement serves to replace Premera as the County's claims processor and Infinisource as the County's COBRA administrator, permitting the County to unbundle its healthcare services. **(Item not ready for signature)**
12. **Anticipating through the Human Resources Department [Note: Name of the agreement and details may slightly differ from this entry]:** Agreement between Grant County and Renalogic, a specialty medical provider for End-Stage Renal Disease (ESRD). **(Item not ready for signature)**
13. **Anticipating:** 2018 Marketing/Development Contract between Grant County, by and through the Grant County Tourism Commission, and Burke Marketing & Promotion. Term is January 1, 2018 through December 31, 2018 with a contract cap of \$310,000 (for both materials and services). **(Item not ready for signature)**
14. BOCC Chair signature on Equal Employment Opportunity Commission State and Local Government Information (EEO-4) form for Grant County's administrative employee data on the Washington State Department of Commerce Community Development Block Grant (CDBG) Program's *Public Services Grant* No. 17-62210-005. **(Approved)**
15. Letter of Intent (LOI) between Grant County and Credible Behavioral Health Software on behalf of Grant Integrated Services for its new electronic health records management. Contract term is seven (7) years, not including the implementation period which begins after signature of the LOI. **(Approved)**
16. BOCC signature on Washington State Department of Social & Health Services (DSHS) Contractor Intake form for Grant County, by and through Grant Integrated Services. **(Approved)**
17. Reimbursement Request #5 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 \$23,434.72. **(Approved)**
18. Washington State Department of Commerce Grant Agreement with Grant County, by and through New Hope Domestic Violence and Sexual Assault Services, for Services for Victims and Survivors: Addressing Unmet Victim Service Needs (VOCA), Grant No. F17-31219-511 for funding in the amount of \$93,095.00 with a term of November 1, 2017 through June 30, 2019. **(Approved)**
19. Washington State Department of Commerce Grant Agreement with Grant County, by and through New Hope Domestic Violence and Sexual Assault Services, for FFY 2017 Violence Against Women STOP Grant Program, Grant No. F17-31103-047 for funding in the amount of \$33,178.00 with a term of January 1 through December 31, 2018. **(Approved)**
20. **Anticipating:** Interlocal Investment Services Agreement with the Columbia Basin Hydropower, to participate in the County Investment Pool. Term of the agreement is from date of signature to December 31, 2022. **(Approved)**

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

Items discussed were: Budget adoption – Capital Facilities Plan. The Director recommended to the Commissioners to change the name of the Planning Department, Building Department and Fire Marshal’s office to an integrated name of “Development Services”. The Board approved this recommendation.

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. S Fode, New Hope Update

- Shelter update
- Project with local Rotary clubs
- Shelter Security

Pursuant to RCW 42.30.110(1)(a)(ii) “Data Security Breach” - Commissioner Stevens called an Executive Session to order at 11:05 a.m. to go until 11:10 a.m. to consider information regarding the infrastructure and security of computer and telecommunications , etc. In attendance were Commissioners Stevens and Taylor, and Suzi Fode, Director of New Hope. Commissioner Stevens closed the session at 11:10 a.m.

11:00 a.m. – 1:00 p.m. KIETH SIEBERT GOING AWAY PARTY (Multi-Purpose Room)

11:30 a.m. – 11:50 a.m. W Swanson, Juvenile Court and Youth Services Update

Pursuant to RCW 42.30.110(1)(f) Commissioner Carter called an Executive Session to order at 11:31 a.m. to go until 11:41 a.m. to receive and evaluate complaints or charges brought against a public officer or employee. In attendance were Commissioners Carter (via conference call), Stevens and Taylor, and Warren Swanson, Juvenile Court and Youth Services Administrator. Commissioner Carter closed the session at 11:41 a.m.

1:30 p.m. – 2:00 p.m. Open Record Public Hearing, 2018 Grant County Budget Adoption, Capital Facilities Plan Adoption, and Make Tax Levies

The Commissioners held an Open Record Public Hearing to adopt the 2018 Budget, Make Tax Levies, and Adopt the Capital Facilities Plan.

Michele Jaderlund, Auditor, stated the proposed 2018 budget amount is \$121,325,418.00 and the Current Expense/General Fund amount within that budget is \$40,753,087.00. **(Resolution No. 17-106-CC)**

Barbara J. Vasquez, Clerk of the Board, stated that the Levy Certification for the current expense fund was in the amount of \$18,700,000.00. The Ordinance/Resolution will request a 1% increase from last year’s levy in the amount of \$179,651.45. **(Resolution No. 17-105-CC)**

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Jeff Tincher, Public Works Director, stated the Levy Certification for the County Road Fund is \$9,450,000.00. The Ordinance/Resolution will request a 1% increase from last year's levy in the amount of \$92,357.00. **(Resolution No. 17-104-CC)**

Damien Hooper, Development Services Director, presented the Capital Facilities Plan for the years 2018-2023. **(Resolution No. 17-103-CC)**

Commissioner Stevens stated that we are also here to set the land classification and assessments for funding the 2018 Budget of the Grant County Noxious Weed Board. They are as follows: **(Resolution No. 17-107-CC)**

- Irrigated Cropland \$.21 cents per acre
- Dryland \$.07 cents per acre
- Range/Scabland \$.04 cents per acre
- Minimum Parcels \$10.00 per parcel

A motion was made by Commissioner Taylor, seconded by Commissioner Stevens, to adopt the 2018 Grant County Budget, Make Tax Levies, Adopt the Capital Facilities Plan, and set the land classification and assessments for funding the 2018 Budget of the Grant County Noxious Weed Board. The motion passed with 2 Commissioners in attendance. **(See Resolutions above)**

3:00 p.m. – 4:30 p.m.

T Taylor at North Central Washington Behavioral Health Organization Meeting (GrIS, Moses Lake)

MISCELLANEOUS ITEMS

Commissioners Stevens and Taylor signed the Galen and Sheila Bierlink (Desert Slope Farms Short Plat) File # P 17-0168 (preliminary 17-0062) Final Plat Submission and Review.

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 \$1,020,029.52, as recorded on a listing and made available to the Board.

The Commissioners signed a Standard Employer Application for HRAs and FSAs with HealthEquity for the county Flexible Spending Account administrators.

TUESDAY, DECEMBER 5, 2017

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

**Grant County Commissioners Minutes
Week of December 4, 2017**

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| 9:00 a.m. – 9:50 a.m. | K Eslinger, Human Resources Update |
| 10:30 a.m. – 10:50 a.m. | L Stoltman, Conservation District Update |
| 12:00 p.m. – 1:00 p.m. | T Taylor at Grant County Mosquito Control District No. 1 Board Meeting (Porterhouse Restaurant, Moses Lake) |
| 1:30 p.m. – 2:20 p.m. | J Tincher, Public Works Update |
| 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 15) |

A motion was made by Commissioner Taylor, seconded by Commissioner Stevens, to approve items 1 through 3, and 5 through 15 on the agenda as presented. Item 4 was denied. The motion passed with 2 Commissioners in attendance.

COMMISSIONERS OFFICE

1. Commissioners Office and Public Defense Vouchers. **(Approved)**

TREASURER'S OFFICE

2. Request to transfer the Trial Court Improvement monies from the Law and Justice Fund per SSB 5454. The amount is \$17,435.00. **(Approved)**

WSU EXTENSION

3. Request for out of state travel throughout 2018 for their employees to travel to WSU in Hermiston, OR and Moscow, ID. Employees frequently travel to these locations to conduct their jobs. This blanket approval will be in place of requesting travel for each individual travel date. **(Approved)**

JUVENILE COURT AND YOUTH SERVICES

4. *Held from the November 21, 2017 Consent Agenda:* Recommendation to award the bid for the Moses Lake Satellite Security System to Advanced Protection Services in the amount of \$12,433.27. This project was approved in their capital expenditures budget for the amount of \$8,000.00. If approved, they request to transfer unused Trial Court Improvement monies to this project. **(Denied)**

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AUDITOR'S OFFICE – ELECTIONS DEPARTMENT

5. Authorization of Canvassing Board Representatives - Auditor's Staff, to act under authority given in RCW 29A.60 for Trisha Stevens, Dedra Osborn and Michele Blondin to act as representatives for the County; and for Maria Lugar and Karrie Stockton to handle the ballots through the mail room process. This is for the Special Election to be held on February 13, 2018. **(Approved)**
6. Designation of County Commissioner Richard Stevens to serve as the County Legislative Authority on the Canvassing Board for the General Election to be held on February 13, 2018. **(Approved)**

FAIRGROUNDS

7. Letter of reappointment for Terry Sell to the Fair Advisory Committee for another 3 year term, ending October 17, 2020. **(Approved)**

CENTRAL SERVICES

8. Request for out of state travel for Tom Gaines, Kevin Davis, and Pete Wyatt to attend the 2018 Facility Dude Conference from March 18 – 21, 2018 in San Diego, CA. **(Approved)**

TECHNOLOGY SERVICES

9. Request for signature on Property Transaction Form to surplus a Tablet – Asus Transformer T100TA Hybrid. This item was lost and department has been unable to locate it. **(Approved)**

DISTRICT COURT

10. Request for signature on Property Transaction form to surplus a Fax – Panafax UF 585 Laser Fax Machine. This item is outdated and no longer used. **(Approved)**

AUDITOR'S OFFICE – ACCOUNTING DEPARTMENT

11. Request for signature on Property Transaction form to surplus a Check Form Signer. This item was lost/misplaced during construction to the accounting office. **(Approved)**
12. Request for signature on Property Transaction form to surplus Equipment – Binding Machine. This item was lost/misplaced during construction to the accounting office. **(Approved)**
13. Request for signature on Property Transaction form to surplus a Bar Code Scanner. This item is broken and unusable. **(Approved)**

SHERIFF'S OFFICE

14. Request for budget extension in the amount of \$10,300.00 to purchase a new Crossmatch Ten-Print Palm Print Livescan. Funding will come from the Sheriff's Surplus budget (140-000). **(Approved, the public hearing was scheduled for December 27, 2017 at 11:30 a.m.)**

Grant County Commissioners Minutes

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GRANT INTEGRATED SERVICES

15. Request to surplus miscellaneous computer equipment items to be delivered to TruRecycle for disposal. If approved, a public hearing will be scheduled. **(Approved, the public hearing was scheduled for December 26, 2017 at 10:30 a.m.)**

MISCELLANEOUS ITEMS

Request for budget extensions for the following Grant County Funds/Departments: **(Approved, the public hearing was scheduled for December 27, 2017 at 11:30 a.m.)**

- Grants Administration Fund# 190 Department #001 in the amount of \$120,948.00 from the Washington State Department of Commerce on CDBG Public Services Grant No. 1-62210-005 for pass through funding for the OIC of Washington.
- Grant County Tourism Commission Fund# 114 Department #156 in the amount of \$7,000.00 to cover the extra expense for the 2018 visitor guides and fishing inserts. Funds will come from the Hotel/Motel Tax Revenues.
- Economic Enhancement Strategic Infrastructure Ending fund Balance Fund# 113 Department #155 in the amount of \$211,908.67 to fund SIP projects as follows:
 - #2017-01: City of Soap Lake, Paul Lauzier Community Park Renovation \$72,700.00 (Grant)
 - #2017-02: Port of Hartline, Hartline Fuel Facility Upgrade \$39,208.67 (Grant)
 - #2017-03: City of George, Industrial Part No. 5 Water System Improvements (Reallocation) \$100,000.00 (this is a reallocation from #2015-06)
- Sheriff Surplus Fund #140.114 in the amount of \$80,298 to establish the beginning fund balance. In late December, 2016, a resolution was approved to establish this fund, but a budget was not prepared and the resolution did not establish the beginning fund balance.
- Courthouse Improvement Bond Fund #308.000 in the amount of \$1,372,000.00 for 2017 unbudgeted expenses. There were remaining bond funds available at the end of 2016, but a 2017 budget was not prepared at budget time for this fund.
- Quadrennial Fund #502.180 in the amount of \$97,500.00 to cover excess equipment purchases.

WEDNESDAY, DECEMBER 6, 2017

C Carter and R Stevens, Out

12:00 p.m. – 1:00 p.m.

T Taylor at Court Security Committee Meeting (Multi-Purpose Room)
(Did not attend)

7:00 p.m. – 9:00 p.m.

PLANNING COMMISSION

Grant County Commissioners ^{MINUTES} Agenda
Week of December 4, 2017

THURSDAY, DECEMBER 7, 2017

No meetings held

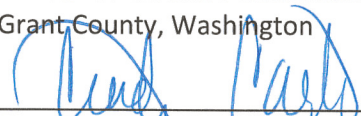
6:00 p.m. – 7:30 p.m. FAIR ADVISORY COMMITTEE MEETING (Fairgrounds)

FRIDAY, December 8, 2017

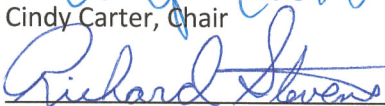
No meetings held

Signed this 26th day of Dec, 2017.

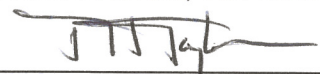
BOARD OF COUNTY COMMISSIONERS
Grant County, Washington



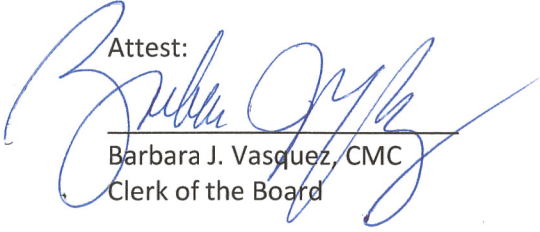
Cindy Carter, Chair



Richard Stevens, Vice-Chair



Tom Taylor, Member

Attest:


Barbara J. Vasquez, CMC
Clerk of the Board