

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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### MONDAY, MARCH 5, 2018

The Grant County Commissioners session began at 8:30 a.m. with all Commissioners in attendance.

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

9:00 a.m. – 9:20 a.m. J Hammond, ASC Update and Misc BOCC Action (Items 1 through 6)

A motion was made by Commissioner Carter, seconded by Commissioner Taylor, to approve items 3 through 6 on the agenda as presented. Item 2 was not ready for signature. The motion passed unanimously.

1. Possible vouchers for insurance, legal services, grant administration, etc.
2. **Anticipating:** Addendum to the 2018 – 2019 Professional Services Agreement for Legal Representation of Indigent Individuals in the Juvenile Division of Grant County Superior Court (Juvenile Offenders Only), between Grant County and Dovie Sigle. **(Item not ready for signature)**
3. Grant County Request for Reimbursement for No. 2 on CDBG Public Services Grant No. 17-62210-005 for the period November 2017 – January 2018, with the Department of Commerce and administered through the OIC of Washington in the amount of \$16,736.63. **(Approved)**
4. Memorandum of Understanding for participation in the Whole Person Care Collaborative Learning Community between Grant County, by and through its Grant Integrated Services Department and North Central Accountable Community Health. Term shall be effective from date of signature and continue until the change plan is submitted to NCACH or the learning activating comes to completion, whichever comes last. **(Approved)**
5. 2018 Agreement Regarding Use of County Property for Public Use between Grant County and the Autism Society of Grant County on Saturday, May 19, 2018 from 9:00 a.m. to 3:00 p.m. for the Autism Society's Awareness Walk. **(Approved)**
6. 2018 Professional Services Agreement for Legal Representation of Indigent Individuals in the Juvenile Division of Grant County Superior Court (Juvenile Offenders Only), Conflicts Contractor, between Grant County and Lyliane Couture dba Couture Law Firm Inc.. **(Approved)**

9:30 a.m. – 9:50 a.m. Inventory of County Capitalized Assets filed with County Auditor

The Commissioners signed **Resolution No. 18-033-CC** adopting the annual county inventory of capitalized assets for 2017.

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)**

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11:00 a.m. – 11:20 a.m. S Fode, New Hope Update (**Cancelled**)

1. Shelter update
2. Budget Extension for Verizon contract
3. April is Child Abuse Prevention Awareness Month, request for pinwheel garden on Courthouse lawn
4. Safety/Risk Assessment project
5. Lease agreement for CAC portion of our office

12:00 p.m. – 1:00 p.m. Elected Official and Department Head Monthly Luncheon

1:00 p.m. – 3:00 p.m. R Stevens at PCC Rail Authority Meeting (Davenport)

1:30 p.m. – 1:50 p.m. Columbia Basin Dispute Resolution Center (CBDRC) Annual Update

The CBDRC submitted a Grant County Commissioners 2017 Report as a summary of the year.

2:00 p.m. – 2:30 p.m. T Taylor w/ K Eslinger, Courthouse Security Discussion (Human Resources)

**MISCELLANEOUS ITEMS**

The Commissioners signed **Resolution No. 18-034-CC** approving the following budget extensions that were approved at a public hearing that was held on February 27, 2018 at 10:00 a.m.:

- New Hope Fund #128, Department #170 in the amount of \$15,000.00 to purchase a new Dodge Grand Caravan. This request was originally approved on October 2, 2017 but the van was not delivered until 2018 and the funds were not carried forward to their 2018 budget.
- Central Services Fund #001 Department #112 in the amount of \$11,132.11 to receive insurance reimbursement funds due to equipment damages caused by recent power outages.
- Juvenile Court and Youth Services Fund #001, Department #117 in the amount of \$524,153.27 for salaries and benefits that were not calculated correctly in their 2017 budget and for expenses related to the transition to Martin Hall Detention Center that were not budgeted.

**NOTE:** The Sheriff's Office presented a budget extension request in the amount of \$14,100.00 to complete a Jail Camera project but it was determined that this was not needed and funds will be transferred from the Jail Concessions Fund #112.154 instead.

The Commissioners approved and signed the Grant County Public Works Payroll Salary Fund for the March 2, 2018 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 \$508,159.95, as recorded on a listing and made available to the Board.

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**TUESDAY, MARCH 6, 2018**

The session was continued at 8:45 a.m. with all Commissioners in attendance.

8:45 a.m. – 9:00 a.m.                    Z Kennedy, Legislative Session Update

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

Discussion Items

1. Meal Reimbursement Policy
2. Training Program

Recommendations

3. PAR – Trisha Stevens
4. PAR – Irene Garza
5. PAR – Suhail Palacios
6. Hiring Freeze – GAL Volunteer Coordinator

Budget, Finance, & Risk

7. Investigation Update

Compensation, Benefits, & Payroll

8. HWC - Benefits Audit

Labor Relations

9. Association – *CH; DC; PW; SW; YS*  
*Grievance:* District Court Grievance

Legal Actions

10. EEOC Complaint

Personnel action request (PAR) for the salary, wage and/or position changes for: Irene Garza, Grant Integrated Services; Suhail Palacios, Juvenile Court and Youth Services; and Trisha Stevens, Auditor's Office – Elections Department. **(Approved)**

Hiring Freeze Exception Form for a GAL Volunteer Coordinator at Juvenile Court and Youth Services. **(Approved)**

10:00 a.m. – 10:20 a.m.                J Bishop, Port of Moses Lake – Sister City Relationships Discussion

10:30 a.m. – 10:50 a.m.                L Stoltman, Conservation District Update

11:00 a.m. – 11:50 a.m.                D Hooper, Development Services Update

Items to discuss were: Permit Activity; New Position; Health District/Development Services Memo; 2018 Comprehensive Plan Update; and Moses Pointe.



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12:00 p.m. – 1:15 p.m. C Carter at North Central WorkForce Development Committee Meeting (SkillSource, Moses Lake)

1:30 p.m. – 2:20 p.m. J Tincher, Public Works Update (Items 1 through 6)

A motion was made by Commissioner Carter, seconded by Commissioner Taylor, to approve items 1 through 6 on the agenda as presented. The motion passed unanimously.

1. Request from Juvenile Court and Youth Services to downsize the number of vehicles assigned to their office, the following is recommended:

Part 1:

Remove the listed downsized vehicles out of the ER & R fleet. Collected cumulative reserves will be refunded to the General Fund (001) via inter-fund transfer: **(Approved)**

#644, '02 Ford Taurus,	\$28,864.66
#665, '06 Ford Taurus,	\$23,440.74
#671, '07 Chevrolet, Express Van,	<u>\$33,185.09</u>
<b>TOTAL</b>	<b>\$85,490.49</b>

Part 2:

Sell vehicle #671, '07 Chevrolet, Express Van to County Roads for \$6,000.00 through an inter-fund transfer from County Roads to ER & R and then subsequently transferred to the General Fund per RCW 36.34.

Surplus vehicle #644, '02 Ford Taurus & #665, '06 Ford Taurus, \$23,440.74 along with other motor-pool vehicles will be disposed of through the Washington State Department of Enterprise Services (DES) administered public auction at a later date. For each vehicle the proceeds, less any costs or fees will be distributed as follows:

#644 and #665, the proceeds shall be transferred to the General Fund (001) after receipt from DES.

2. Recommendation to award the 58,000 lb Truck Chassis purchase to Freightliner Northwest to furnish and deliver two (2) 2019 Western Star Model 4900FA truck chassis for the bid amount of \$252,300.00 excluding sales tax. **(Approved)**
3. Request to the County Road Department for Reimbursable Work between the City of Quincy and Grant County to do ditching work on 10-NW Road. Work to be done up to the maximum of \$4,999.00. **(Approved)**
4. Request to the County Road Department for Reimbursable Work between City of Ephrata and Grant County to sealcoat the city section of Martin Road. Work to be done up to the maximum of \$5,000.00 and completed no later than October 31, 2018. **(Approved)**
5. Request to create and maintain a social media page with Facebook for employment recruitment, public information, road improvements and processes, and to engage and promote their agency. **(Approved)**
6. Authorization to call for Bids: Asphalt Material 2018 with a bid opening date of March 27, 2018 at 1:30 (no contract). **(Approved)**

1:30 p.m. – 1:40 p.m. Bid Opening, 28-SW Road Reconstruction Project, CRP 17-03 **(Cancelled)**

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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 Carter, seconded by Commissioner Taylor, to approve items 1 through 10 and 12 through 15 on the agenda as presented. Item 11 was held to confirm partial State funding of the project. The motion passed unanimously.

**COMMISSIONERS OFFICE**

1. Commissioner's Office and Public Defense Vouchers. **(Approved)**
2. Commissioners February 19, 2018 Minutes for approval. **(Approved)**
3. Personnel Action Request (PAR) for the wages, salary and/or position changes for June Strickler, Commissioners Office. **(Approved)**
4. Finance Committee recommendation to amend the registered warrant caps for the following entities: **(Approved)**
  - a. McKay Healthcare and Rehabilitation Center / Hospital District #4 from \$1.5 million to \$500,000.00
  - b. Coulee Medical Center / Hospital District #6 from \$4.7 million to \$4 million.

**AUDITOR'S OFFICE -- ACCOUNTING DEPARTMENT**

5. Request to allow the County Treasurer to invest excess reserve funds held in the Healthcare Reserve Fund (Fund #525). **(Approved)**
6. Request to transfer cash balances for the following funds: **(Approved)**
  - a. Emergency Services Fund #102 will become a project under the Sheriff's Office Fund #001.114 and transfer \$65,489.31 to this fund and close fund #102. **(Resolution No. 18-036-CC)**
  - b. Central Services Fund #523 will be rolled into the Current Expense Fund #001 and transfer \$10,709.65 to that fund and close fund #523. **(Resolution No. 18-035-CC)**

**AUDITOR'S OFFICE -- ELECTIONS DEPARTMENT**

7. Request to purchase a Sharp MX-3050N photocopier/fax/copier from Business Interiors in the amount of \$5,775.30. This was not budgeted in their 2018 budget so a budget extension is being requested as well. **(Approved, the public hearing was scheduled for April 2, 2018 at 2:00 p.m.)**

**FAIRGROUNDS**

8. Recommendation to appoint Deanna Martinez and David Dormier to the Fair Advisory Committee for a 3 year term beginning March 6, 2018 through March 5, 2021. **(Approved)**
9. Request to obtain a demolition permit to demolish the current grandstand seating sections (Northwest/Southwest/Southeast) at the rodeo arena. **(Approved)**

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- 10. Request to award the Request for Bids (RFP) and proceed with the tree stump removal project in the amount of \$11,059.75 using Storwick Family Contracting. This was approved in their capital expenditure budget. **(Approved)**
- 11. Request to purchase two (2) horizontal beam grandstands (bleachers) sections in the amount of \$864,943.62 using a King County Directors Association (KCDA) who holds the contract with Allplay Sports. **(This item is being held to confirm State funding for the partial funding of the project)**

**NEW HOPE**

- 12. Request for out of state travel for Suzi Fode to attend the National Children’s Alliance leadership conference from June 10-13 in Washington D.C. **(Approved)**
- 13. Request for budget extension in the amount of \$8,367.00 to receive Verizon Foundation funds received from a contract with WSCADV. Funds will be spent on wages, mileage, and client non-food supplies. **(Approved, the public hearing was scheduled for April 2, 2018 at 2:00 p.m.)**

**PUBLIC DEFENSE**

- 14. Request to purchase 6 – Apple Ipad Pro Smart units in the amount of \$7,241.40 from CDW through the Department of Technology Services. This amount is \$1,445.08 more than the approved amount in their Capital Expenditures budget. The Department’s budget is able to accommodate the extra expense. **(Approved)**

**CENTRAL SERVICES**

- 15. Request for out of state travel for Cori Woodiwiss of the Sheriff’s Office to attend the Facility Dude University from March 18-21, 2018 in San Diego, CA. **(Approved)**

- 3:30 p.m. – 4:20 p.m.                      M Webb, Fairgrounds Update
- 4:30 p.m. – 5:00 p.m.                      Commissioners at Technology Services Data Center Tour  
(TS Department)

**MISCELLANEOUS ITEMS**

Commissioner Richard Stevens was authorized to sign the Health District Voucher listing in the amount of \$7,667.36.

**WEDNESDAY, MARCH 7, 2018**

No meetings held



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**THURSDAY, MARCH 8, 2018**

- 9:00 a.m. – 10:00 a.m. T Taylor at Multi Agency Communications Center (MACC) Board Meeting (Moses Lake Office)
- 1:30 p.m. – 3:30 p.m. C Carter at Area Aging / Council of Governments Meeting (E Wenatchee Office)

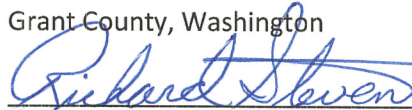
**FRIDAY, MARCH 9, 2018**

C Carter, Out

8:00 a.m. – 12:00 p.m. TREASURER'S OFFICE MOBILE HOME DISTRAINT SALE

Signed this 27<sup>th</sup> day of March, 2018.

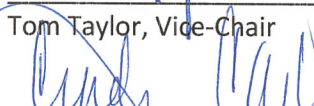
BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington



Richard Stevens, Chair

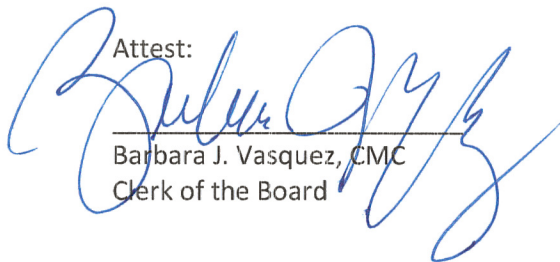


Tom Taylor, Vice-Chair



Cindy Carter, Member

Attest:



Barbara J. Vasquez, CMC  
Clerk of the Board