

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, APRIL 30, 2018

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

9:00 a.m. – 9:20 a.m. ASC Update and Misc BOCC Action (Items 1 through 4)

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

1. Possible vouchers for insurance, legal services, grant administration, etc.
2. **Anticipating:** Phoenix Protective Corporation (PPC); Security Service Agreement between Grant County, on behalf of Superior Court and Grant County Juvenile Court & Youth Services for the provision of two uniformed guards at the Law & Justice Building and two uniformed guards at Juvenile Court and Youth Services Building (Monday and Tuesdays only). Term is May 1, 2018 through December 31, 2018. **(Item not ready for signature)**
3. License for Use of Resources (Facilities, Equipment and Services) with the Columbia Basin Rodeo Association for their Moses Lake Roundup Rodeo and Demolition Derby to be held at the Fairgrounds. Term is from March 1, 2018 – December 31, 2022. **(Approved)**
4. Memorandum of Understanding between the Washington State Patrol and Grant County Juvenile Court and Youth Services (Contract No. K13315) to set forth the policy to ensure the protection of criminal history record information (CHRI) between these entities and the Federal Bureau of Investigation (FBI). This agreement becomes effective on the date of the last signature and continues for three (3) years. **(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)**

11:00 a.m. – 11: 10 a.m. Open Record Public Hearing, District Court Budget Extensions

The Commissioners held an Open Record Public Hearing to consider the following requests from District Court:

- Fund #127, Department #169 in the amount of \$6,135.25 to purchase speakers, microphones and support equipment for Courtrooms 202, 301 and Moses Lake. These items are needed to work with the BIAMP system (already purchased). This will be funded from the Trial Court Improvement fund.
- Fund #127, Department #169 in the amount of \$2,715.89 to purchase a laptop via Technology Services for Courtroom 209, using Trial Court Improvement Funds.

Tifini Fairbanks, Administrator, District Court, discussed her request.

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Joe Carter, Assistant Director of Technology Services, stated the cost of the laptop has been decreased as they were able to buy in bulk and reduce the cost. The new cost is \$2,336.75. This cost includes the laptop, docking station, RAM upgrade to 16mb, and Microsoft Office 2013 Pro.

Commissioner Carter moved to close the public comment portion of the hearing. Commissioner Taylor seconded and the motion passed with 2 Commissioners in attendance. Commissioner Carter moved to approve the budget extensions noting the new amount for the laptop is \$2,336.75. Commissioner Taylor seconded and the motion passed with 2 Commissioners in attendance. The hearing adjourned. **(Approved, Resolution No. 18-046-CC)**

MISCELLANEOUS ITEMS

The Commissioners approved and signed the Grant County Public Works Payroll Salary Fund for the April 27, 2018 payroll.

TUESDAY, MAY 1, 2018

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

9:00 a.m. – 9:50 a.m.

K Eslinger, Human Resources Update

Discussion Items

1. Schedule: Work in Ellensburg 05/02
2. Training Program
 - a. Suicide Prevention
 - b. First Aid/CPR

Recommendations

3. Hiring Freeze – Corrections Officer
4. Hiring Freeze – Corrections Officer
5. Hiring Freeze – Records Specialist
6. PAR – Suhail Palacios
7. PAR – Lori Kinzel

Budget, Finance, & Risk

8. Lincoln Financial Audit
9. Benefit Vendor Audits

Compensation, Benefits, & Payroll

10. HWC Update (04/26 Meeting)
 11. Benefits Budget Review
 12. Clerk of the Board Comp Review
 13. HR Director Comp Review
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Employee & Department Issues

14. Fairgrounds

Policy & Procedure

15. 409.2 – Promotions/Transfers/Demotions

16. 803 – Sick Leave Donation

Recruitment / Civil Service

17. Code Enforcement Officer

Labor Relations

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

Grievance: Assessor's Office Grievance

19. Teamsters-GCSO – *Corrections*

Negotiation: Corrections Mediation Arbitration

Grievance: Corrections – Pay Schedule Change

20. Teamsters-GCSO – *Sheriff Support*

Negotiation: Negotiations for 01/01/19

Grievance: Holiday Pay Grievance (SS)

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

Negotiation: Negotiations for 01/01/18

Hiring Freeze Exception Form for the following positions: **(Approved)**

- Sheriff's Office – Corrections Officer
- Sheriff's Office – Corrections Officer
- Sheriff's Office – Records Specialist

Personnel Action Request (PAR) for the salary, wage and/or position changes for Lori Kinzel, Auditor's Office; and Suhail Palacios, Juvenile Court and Youth Services.

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

10:30 a.m. – 10:50 a.m. L Stoltman, Conservation District Update **(Cancelled)**

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

Items discussed were: Permit Activity; Permit Tech Replacement; Health District/Development Services Meeting; 2018 Comprehensive Plan Update/Commerce Comments; and Code Enforcement.

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

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

1. Authorization to Purchase: Computer Equipment - Six (6) each Lenovo ThinkPad laptops, five (5) each HP Workstations and accessories in the amount of \$27,703.14 not including sales tax, facilitated by Grant County Technology Services through DES, National Association of State Procurement Officers, Value Point Contract No. 05815 & National Intergovernmental Purchasing Alliance Contract No. 130733. **(Approved)**
2. Washington State Department of Transportation Local Agency Agreement No. LA8740 Supplemental No. 1 for the Cochran Road and Ottmar Road project. **(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 8)

A motion was made by Commissioner Carter, seconded by Commissioner Taylor, to approve items 1 through 8 on the agenda as presented. The motion passed with 2 Commissioners in attendance.

COMMISSIONERS OFFICE

1. Commissioner's Office and Public Defense Vouchers. **(Approved)**
2. Commissioners April 16, 2018 Minutes for approval. **(Approved)**
3. Proclamation recognizing May 6 – 12, 2018 as Municipal Clerk's Week. **(Approved)**
4. Special occasion liquor license application for Desert Aire Mens Club, 504 Clubhouse Way W, Mattawa, WA for their event to be held at the Snack Shack at the Golf Course on May 19 and 20, 2018, from the Washington State Liquor and Cannabis Board. **(Approved)**

ASSESSOR'S OFFICE

5. Recommendation to approve a manifest error correction exceeding three years for Donald H. Entzel (61-3490-000). These parcels were still on the tax rolls and should not have been as they were involved in a fire in 2013. Per RCW 84.69.030, the County Legislative Authority has the authorization to approve such recommendation. **(Approved)**

FAIRGROUNDS

6. Request to use previously approved 2018 Capital Expenditure funds that were not used for the projects specified, as the projects were less than anticipated. This amount is approximately \$15,047.10 and if approved, the Director would like to redirect the funds to purchase a PA System and for the removal of the South Field Stage. **(Approved)**
7. Request for signature of approval on the Grant County Fair Arena Bleachers / Grandstand project - structural plans. **(Approved)**

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AUDITOR'S OFFICE – ACCOUNTING DEPARTMENT

8. Payment of 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, as recorded on a listing and made available to the Board. **(Approved for the amount of \$365,485.61)**

4:00 p.m. – 4:30 p.m. T Taylor meeting w/ D Anderson

MISCELLANEOUS ITEMS

Commissioners Taylor and Carter signed the Health District Voucher listing in the amount of \$8,725.51.

WEDNESDAY, MAY 2, 2018

R Stevens, Out

8:30 a.m. – 9:30 a.m. SHERIFF'S OFFICE SWEARING IN

7:00 p.m. – 9:00 p.m. PLANNING COMMISSION

THURSDAY, MAY 3, 2018

R Stevens, Out

7:00 a.m. – 8:00 a.m. "Tentative" T Taylor at Moses Lake Chamber Response Team Meeting
(Moses Lake Chamber Office)

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

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FRIDAY, MAY 4, 2018

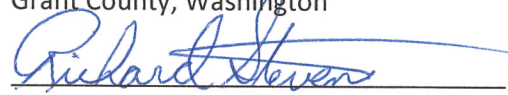
R Stevens, Out

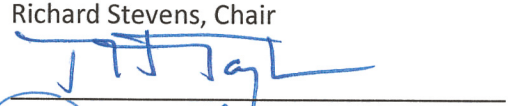
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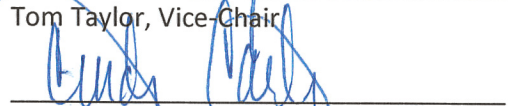
T Taylor at Canvassing Board Precertification of Election (Elections Department)

Signed this 5th day of June, 2018.

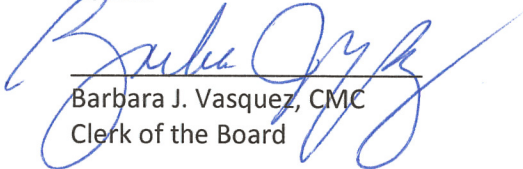
BOARD OF COUNTY COMMISSIONERS
Grant County, Washington


Richard Stevens, Chair


Tom Taylor, Vice-Chair


Cindy Carter, Member

Attest:


Barbara J. Vasquez, CMC
Clerk of the Board