

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, SEPTEMBER 3, 2018

Labor Day Holiday, Courthouse Closed

TUESDAY, SEPTEMBER 4, 2018

The Grant County Commissioners session began at 9:00 a.m. with all Commissioners in attendance.

9:00 a.m. – 9:20 a.m. J Hammond, ASC Update and Misc BOCC Action (Items 1 through 8)

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

1. Possible vouchers for insurance, legal services, grant administration, etc. **(Approved)**
2. Memorandum of Understanding regarding Community Truancy Boards between the Ephrata School District and Grant County, by and through Grant County Juvenile Court and Youth Services. Term is September 1, 2018 through August 31, 2019. **(Approved)**
3. Washington Rural Counties Insurance Program 2018-2019 Renewal Application and its accompanying Privacy and Network Supplemental Application. **(Approved)**
4. Simplifile Electronic Recording Procedures Statement for an electronic recording program for Treasurer's Office, Auditor's Office and the Assessor's Office. **(Approved)**
5. Interlocal Procurement Agreement between Grant County and Clallam County for the purpose of the parties' mutual interest to jointly bid the acquisition of goods and services where effort can be planned in advance and to authorize the acquisition of goods and services and the purchase or acquisition of goods and services under contract where a price is extended by either party's bidder to other governmental agencies. Specifically for the Auditor's Office – Elections Department to purchase a Clear Ballot Voting System. **(Approved)**
6. **Resolution No. 18-084-CC** Authorizing Execution of Interlocal Agreement with Clallam County regarding procurement. **(Approved, see #5)**
7. City of Warden 2nd request for extension of time on Strategic Infrastructure Project (SIP) 2016-05, Wastewater Collection System, from September 1, 2018 to August 1, 2019. **(Approved)**
8. 2018 Annual Installment for Big Bend Community College ATEC Expansion (from rural sales and use tax funds) in the amount of \$140,000.00. **(Approved)**

10:00 a.m. – 10:20 a.m. S Fode, New Hope Update

- Shelter census update
- BOCC orientation of Sexual Assault services
- Man Up Crusade report

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- Personnel updates
- Rotary Project sign ups

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; Electronic Plan Review; and Planning Commission Replacement Member.

1:00 p.m. – 1:20 p.m. G Dano, Prosecuting Attorney's Office Update

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 unanimously.

1. Execution of Contracts for the Randolph Road Grind and Overlay project (CRP 17-02) awarded to Central Washington Asphalt of Moses Lake, WA for the bid amount of \$768,459.00. **(Approved)**
2. Request to surplus miscellaneous Small Assets with the intent to sell them via online auction through the Department of Enterprise Services website or dispose of those items with zero value. **(Approved)**

2:30 p.m. – 2:50 p.m. Consent Agenda (Items 1 through 9)

A motion was made by Commissioner Carter, seconded by Commissioner Taylor, to approve items 1 through 9 on the agenda as presented. The motion passed unanimously.

COMMISSIONERS OFFICE

1. Commissioner's Office and Public Defense Vouchers. **(Approved)**
2. New liquor license application for Chato's Chelas, 29045 E. 4th Street, Mattawa, WA 99349, from the Washington State Liquor and Cannabis Board. **(Approved)**
3. Special occasion liquor license applications for: Columbia River Basin Cancer Foundation and their event at the Grant County Fairgrounds on February 2, 2019; and REVISED application for the Boys and Girls Club of the Columbia Basin and their event at Big Bend Community College on October 6, 2018, from the Washington State Liquor and Cannabis Board. **(Approved)**
4. Budget extension request from the Administrative Services Coordinator for the Grants Administration Fund (190.001) for the Washington State Department of Commerce CDBG Public Services Grant No. 18-62210-005 in the amount of \$121,097.00 for pass through funding for the OIC of Washington. **(Approved, the public hearing was scheduled for October 2, 2018 at 10:00 a.m.)**

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5. Budget extension request from the Administrative Services Coordinator to the Economic Enhancement Strategic Infrastructure Ending Fund Balance (113.155) for the following:
(Approved, the public hearing was scheduled for October 2, 2018 at 10:00 a.m.)

Project	Amount/Type
SIP Project #2018-09: City of George – Frontage Road Infrastructure Extensions	\$47,000 (Grant)
SIP Project #2018-10-: Port of Quincy – Industrial Park No. 4 Tract 6 Sewer Main Extension	\$87,500 (Grant)
SIP Project #2018-10-: Port of Quincy – Industrial Park No. 4 Tract 6 Sewer Main Extension	\$87,500 (Loan)
SIP Project #2018-11: Port of Mattawa – Sentinel Gap Industrial & Commercial Water Study	\$39,000 (Grant)
SIP Project #2018-12: Port of Moses Lake – Sewer Line Extension	\$0 (Rescinded)
TOTAL for SIP Projects	\$ 261,000.00
ADDITIONAL REQUEST	\$660.00
TOTAL BUDGET EXTENSION	\$261,660.00

AUDITOR'S OFFICE

6. Budget extension request in the amount of \$362,175.00 to the Economic Enhancement (Fund #133, Department #184) to pay for the 2018 bond principals and interest. **(Approved, the public hearing was scheduled for October 2, 2018 at 10:00 a.m.)**
7. 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 in the amount of \$501,883.23)**

TECHNOLOGY SERVICES

8. Request to purchase technical support in the amount of \$4,500.00 (excluding tax) from ASI (GP Software support VAR) to modify the asset general window and customize the Smart List reports. **(Approved)**

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PUBLIC DEFENSE

9. Pursuant to RCW 27.24.040, submittal of the 2017 Annual Report and 2017 Financial Report for the Grant County Law Library. **(Approved)**

3:00 p.m. – 3:50 p.m.

K Eslinger, Human Resources Update

Calendar Items

09/05/18 – Fairground Director Interviews

09/06/18 – Work in Ellensburg

09/11/18 – No HR Update Meeting

09/12/18 – Work in Ellensburg

Authorization Requests

1. PMA – Wage Adjustment for DCL Staff
2. PMA – Clerk’s Office Reorganization
3. PAR – Shannon Collins
4. PAR – Randi Herrin
5. PAR – Renee Marthini
6. PAR – Claudia Mills
7. PAR – Miranda Pratt
8. PAR – Shelly Spencer
9. PAR – Michelle Slininger
10. PAR – Pepper Teterud
11. 09/01 Increases Tied to the WCCSEO

Employee & Department Issues

12. Facilities – Maintenance
13. Treasurer’s Department

Recruitment / Civil Service

14. Fairgrounds Director

Position Management Approval (PMA) for wage adjustments to the Directions in Community Living staff of Grant Integrated Services; and for the Clerk’s Office reorganization.

Personnel Action Request (PAR) for the salary, position and/or wage changes for the following: Miranda Pratt, Shannon Collins, Renee Marthini, Shelly Spencer, Randy Herrin and Claudia Mills of the Clerk’s Office; Michelle Slininger and Pepper Teterud of Juvenile Court and Youth Services; Stephen Kozer and Brett Hill of Public Defense; Garth Dano and William Alan White of the Prosecuting Attorney’s Office; John Antosz, David Estudillo, John Knodell and Thomas Middleton of Superior Court (Judge/Commissioner); and Richard Fitterer, Janis Whitener-Moberg, Tyson Hill and Brian Barlow of District Court (Judge/Commissioner).

MISCELLANEOUS ITEMS

Commissioner Richard Stevens was authorized to sign the Health District Voucher listing in the amount of \$65,419.92.

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The Commissioners approved and signed the Grant County Public Works Payroll Salary Fund for the August 31, 2018 payroll.

The Chair of the Board was authorized to sign the Andrey Demchuck (Demchuk Short Plat) File# P 18-0085 Final Plat Submission and Review.

Request to purchase eight (8) licenses of Bluebeam Revu for the Building Division of Development Services to offer electronic plan submittal and electronic plan review services. The amount is \$7,254.72 and will require a budget transfer from Planning Division "Professional Services" to the Building Division "Office and Oper Supplies" for this purchase. **(Approved)**

WEDNESDAY, SEPTEMBER 5, 2018

9:00 a.m. – 10:00 a.m.	C Carter at Desert Aire Owners Association – Safety/Security Meeting (Desert Aire Community Pool Meeting Room)
12:00 p.m. – 1:00 p.m.	T Taylor at Security Committee Meeting (Multi-Purpose Room) (Did not attend)
1:00 p.m. – 3:00 p.m.	Grant County Fair Director Interviews

THURSDAY, SEPTEMBER 6, 2018

7:00 a.m. – 8:00 a.m.	"Tentative" T Taylor at Moses Lake Chamber Response Team Meeting (Moses Lake Chamber Office) (No meeting held)
9:00 a.m. – 4:00 p.m.	BOARD OF EQUALIZATION HEARINGS
9:30 a.m. – 1:00 p.m.	R Stevens at Columbia River Policy Advisory Group Meeting (Hal Holmes Center, Ellensburg)

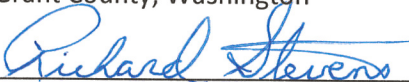
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FRIDAY, SEPTEMBER 7, 2018

No meetings held

Signed this 9th day of Oct, 2018.

BOARD OF COUNTY COMMISSIONERS
Grant County, Washington



Richard Stevens, Chair

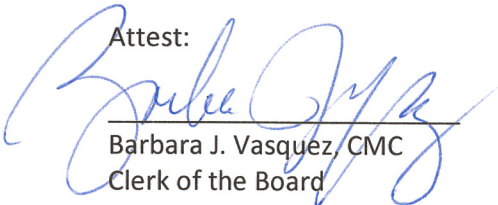


Tom Taylor, Vice-Chair

EXCUSED

Cindy Carter, Member

Attest:



Barbara J. Vasquez, CMC
Clerk of the Board