

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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### MONDAY, NOVEMBER 19, 2018

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

9:00 a.m. – 9:20 a.m. J Hammond, ASC Update and Misc. BOCC Action (Items 1 through 10)

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to approve items 1 through 10 on the agenda as presented. The motion passed with 2 Commissioners in attendance.

1. Possible vouchers for insurance, legal services, grant administration, etc. **(Approved)**
2. 2019 Eastern Washington Vacation/Travel Planner Agreement between Grant County Tourism Commission and NW Weekend Get-Aways, LLC dba Harry Hayter. Term is December 1, 2018 through November 30, 2019. **(Approved)**
3. 2019 Grant County Fishing Map Insert Agreement between Grant County Tourism Commission and NW Weekend Get-Aways, LLC, dba Harry Hayter. Term is December 1, 2018 through November 30, 2019. **(Approved)**
4. *Held from November 13, 2018* - BOCC action on the Strategic Infrastructure Program (SIP) Advisory Committee's recommendations on the following SIP Projects: **(Approved)**
  - *SIP Project #2018-13: City of Quincy - Wastewater Reuse Project* for approval of \$75,000 in SIP grant funding; and
  - *SIP Project #2018-14: Port of Mattawa – Industrial Wastewater Treatment Facility Surge Protection* for approval of \$15,645.50 in SIP grant funding; and
  - *SIP Project 2018-15: Grant County Fire District #3 – New Fire Station in Trinidad/Crescent Bar* for approval of \$125,000 in SIP grant funding.
5. **Resolution No. 18-112-CC** in re: Strategic Infrastructure Program (hereafter "SIP") Advisory Committee Recommendations for Funding (SIP Nos. 2018-13 through 2018-15). **(Approved, see #4 above)**
6. Release of funds on SIP #2017-01, City of Soap Lake, Paul Lauzier Community Park Renovation in the amount of \$32,986.30 to the City of Soap Lake and \$1,817.50 to the Grant County Economic Development Council for its 2.5% Admin Fee. **(Approved)**
7. 2019 Marketing/Development Contract between Grant County Tourism Commission, and Burke Marketing & Promotion (Bill Burke). Term is January 1, 2019 through December 31, 2019 with a contract cap of \$350,000 (for both materials and services). **(Approved)**
8. Release of funds on SIP #2015-04, City of Royal City, Camelia Street NE Water System Improvements in the amount of \$225,000.00 to the City of Royal City and \$5,625.00 to the Grant County Economic Development Council for its 2.5% Admin Fee. **(Approved)**
9. CORRECTED Reimbursement Request (A-19) for contract work performed by Grant Integrated Services' Prevention and Recovery Center (PARC), during July, 2018 on Washington State Department of Social & Health Services' Division of Behavioral Health and Recovery Contract No. 1763-94250 in the amount of \$14,334.70. **(Approved)**

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10. 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. 18-62210-005. **(Approved)**

9:30 a.m. – 9:50 a.m. M Lotz, Grant County Conservation District – Code Amendment Discussion

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. – 11:30 a.m. R Stevens at Canvassing Board Precertification of Election (Elections Department)

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

- Community Service Sites and L&I
- Judge Fitterer's Retirement Party Wednesday, Nov 28<sup>th</sup> from 1 – 3 pm in Courtroom 209
- Brian Barlow will be sworn in as Judge on Friday, November 30<sup>th</sup> at 4 pm in Courtroom 301

1:00 p.m. – 1:20 p.m. J Gingrich, Deputy Clerk of the Board Update

- BOCC: FAC Vacancy; Signage around Courthouse; Budget Reconciliation
- Board of Equalization (BOE): Equalization of Crescent Bar; 250 appeals for 2018 (estimated)
- Tourism Commission: Vacancy, District 1- Potential
- EFSP: Phase 35
- Disability Board: Commissioner Appointment
- Veteran Services: Monthly Update; Exception Requests

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

- Behavioral Health Training Day – December 5<sup>th</sup>
- HR Revenue
- City View Update
- Directions in Community Living Financials
- Request exception to HR charges for Directions in Community Living
- September Behavioral Health Financials
- Change Plan
- HR Update

**MISCELLANEOUS ITEMS**

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their November 9, 2018 payroll.

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The Chair of the Board signed the Stanley Cox (Cox Farm Unit 135 Short Plat) File # P 18-0326 (preliminary P 18-0256) Final Plat Submission and Review.

Commissioner Stevens was authorized to sign the Grant County Health District voucher listing in the amount of \$15,637.15.

**TUESDAY, NOVEMBER 20, 2018**

9:00 a.m. – 9:50 a.m.

K Eslinger, Human Resources Update

Calendar Items

*11/20/18 – Comp & Benefits Budget (4:30 PM)*

Discussion Items

1. Budget Process
  - a. Final Decisions re 2019 Comp
  - b. Final Decisions re 2019 Benefits
  - c. Request for Approved Staffing
2. Leave Time for Court Commissioners

Authorization Requests

3. PAR – Tracy Williams
4. Hiring Freeze – Probation Officer
5. Hiring Freeze – Deputy Clerk 1

Budget, Finance, & Risk

6. 2018 HR Budget & Legal Attorney Expense
7. 2018 Benefits Budget Roll-Up

Employee & Department Issues

8. Employee Grievance – Public Works
9. Fairgrounds Team Meeting

Labor Relations

10. Teamsters-Gris – *CM, I&C, TS, SUD*  
PERC 130859-G-18 (10/16)  
*PERC:*  
PERC 130971-G-18 (10/16)

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Legal Actions

11. Tort Claim
12. Whistleblower Action
13. Janus v AFSME Decision Impacts

Pending Items

14. Paid Family Medical Leave Implementation
15. Equal Employment Opportunity Plan
16. ADA Plan
17. NOVAtime Implementation
18. LEOFF 1 Retiree Coverage
19. Compensation Work Group
20. DRS Payback
21. Security Cameras in the Clerk's Office  
Laserfiche Implementation (NEOGov Expense)

Hiring Freeze Exception Form for a Probation Officer position within District Court due to a resignation. **(Approved)**

Hiring Freeze Exception Form for a Deputy Clerk 1 position within the Clerk's Office due to a resignation. **(Approved)**

Memorandum of Understanding (See miscellaneous items, page 7)

10:00 a.m. – 11:20 a.m.            J McKiernan, Fairgrounds Update

- Staffing status
- Foundation plan
- Stall fees discussion
- Calf roping folks wanting to use the Ardell and necessary equipment
- New campground forms
- Exhibitor guide changes
- FAC openings
- Blue Gate Plan
- Barn 39 and 41 plan
- Barn 28 Plan
- Catering sponsor list
- Second event possibility

11:30 a.m. – 12:00 p.m.            Budget and Finance Update

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

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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 Taylor, seconded by Commissioner Carter, to approve items 1 and 2 on the agenda as presented. The motion passed unanimously.

1. Request to the County Road Department for Reimbursable Work with the Washington State Parks and Recreation Commission (Sun Lakes/Dry Falls) - Repair of cable style guardrail caused by motor vehicle accident on Park Lake Road up to a maximum of \$10,750.00 to be completed no later than 6/30/19. **(Approved)**
2. Request to the County Road Department for Reimbursable Work with the Washington State Parks and Recreation Commission (Sun Lakes/Dry Falls) - Repair of cable style guardrail to bring up to safety standards on Park Lake Road up to a maximum of \$4,500.00 and to be completed no later than 6/30/19. **(Approved)**

2:30 p.m. – 2:50 p.m.

Consent Agenda (Items 1 through 11)

A motion was made by Commissioner Carter, seconded by Commissioner Taylor, to approve items 1 through 5 and 7 through 11 on the agenda as presented. Item 6 was denied. The motion passed unanimously.

**COMMISSIONERS OFFICE**

1. Commissioner's Office and Public Defense Vouchers. **(Approved)**
2. Special occasion liquor license for Columbia Basin Allied Arts for their event at the ATEC Building at Big Bend Community College on February 8, 2019, from the Washington State Liquor and Cannabis Board. **(Approved)**
3. **Resolution No. 18-113-CC** to declare surplus Grant County property located within the Schawana Plat, Block 10, Parcel #071879000 – Lot 7 and Parcel #071880000 – Lot 8. It is the intent to sell these parcels at the Treasurer's Office surplus sale on December 7, 2018 at 9:00 a.m. **(Approved)**

**AUDITOR'S OFFICE**

4. Request approval to process a loan for the Soap Lake School District in the amount of \$116,000.00 so they can purchase a school bus with levied funds. If approved, they are requesting a budget extension for this expense. **(Approved, the public hearing was scheduled for December 4, 2018 at 9:30 a.m.)**

**AUDITOR'S OFFICE – ACCOUNTING DEPARTMENT**

5. 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 amounts of \$346,149.69 and \$74,940.24)**

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6. Request for an operating transfer in the amount of \$501,420.20 for the Fairgrounds. It was originally budgeted from the Current Expense Operating Transfer department (001.142) but it has been determined that this transfer should have been made from the REET 1 Fund (126-168). The transfer will be from REET 1 to Current Expense. **(This item is being denied. It was discovered that REET 1 funds could not be used)**

**NEW HOPE**

7. Request for approval of corrected and revised sections of their Policies and Procedures (previously approved on 10/30/18) for the following sections: **(Approved)**
  - a. R1-Confidentiality Policy and Procedure
  - b. R3-Mandated Reporting of Abuse/Neglect Policy and Procedure
  - c. C4-Provision of Services Policy-Diversity Plan
  - d. HR11-Background Check Policy and Procedure

**TREASURER'S OFFICE**

8. Application from Steve Ralph for Resale of Tax Title property for Parcel No. 16-1781-000 with a starting bid of \$3,500.00. The Treasurer recommends approval of the offer and allow this parcel to be sold at public auction. **(Approved, the Chair signed a County Commissioners Order)**

**FAIRGROUNDS**

9. Recommendation for the following amendment to their fee schedule: **(Approved)**
  - a. For events grossing more than \$10,000.00 per event, charge a stall rate of \$18.00 with a 10% discount for more than 50 stalls rented; and charge \$25.00 per night for dry camping (two nights).

**GRANT INTEGRATED SERVICES**

10. Request for out of state travel for Michael Lopez and Juan Padilla to attend the Behavioral Health Management Summit from January 31 – February 1, 2019 in Las Vegas, NV. **(Approved)**

**DEVELOPMENT SERVICES**

11. Request for out of state travel for Elisabeth Lauver to attend the Esri International User Conference from July 8 – July 12, 2019 in San Diego, CA. **(Approved)**

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| 3:00 p.m. – 3:50 p.m. | T Adkinson, Health District Budget Discussion            |
| 4:00 p.m. – 4:20 p.m. | M Jaderlund, Law and Justice 2019 Budget Item Discussion |
| 4:30 p.m. – 5:00 p.m. | K Eslinger, Benefit Budget Discussion                    |

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**MISCELLANEOUS ITEMS**

Memorandum of Understanding (Settlement Agreement), PERC Case #130859-G-18 and PERC Case #130971-G-19 by and between Teamsters Local No. 760, representing the recognized employees of the Case Management Unit, Initial and Crisis Services Unit, Therapy Services Unit and SUD Counselors Unit.  
**(Approved)**

**WEDNESDAY, NOVEMBER 21, 2018**

8:30 a.m. – 9:00 a.m.

R Stevens WRCIP Fiscal Committee Conference Call

**THURSDAY, NOVEMBER 22, 2018**

Thanksgiving Holiday, Courthouse Closed

**FRIDAY, NOVEMBER 23, 2018**

Thanksgiving Holiday, Courthouse Closed

Signed this 11TH day of Dec., 2018.

BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

EXCUSED

Richard Stevens, Chair

Tom Taylor, Vice-Chair

Cindy Carter, Member

Attest:

Barbara J. Vasquez, CMC  
Clerk of the Board