

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, DECEMBER 3, 2018

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

9:00 a.m. – 9:20 a.m. J Hammond, ASC Update and Misc BOCC Action (Items 1 through 11)

1. Possible vouchers for insurance, legal services, grant administration, etc. **(Approved)**
2. **Anticipating:** Grant County Juvenile and Youth Services Snow Removal Service Contract between Kevin Judkins of KJ's Lawn Care and Maintenance, and Grant County Youth Services department. **(Item not ready for signature)**
3. **Anticipating:** Amendment to Contract between Grant County and Del-Sol, Inc. adding custodial duties at Grant Integrated Services). The Contract is administered through the County's Central Services Department. **(Item not ready for signature)**
4. **Anticipating:** Interlocal Agreement between Grant County and the Soap Lake School District Regarding a loan to the Soap Lake School District in the amount of \$116,000 for a new school bus. **(Item not ready for signature)**
5. **Anticipating:** Resolution Authorizing Execution of Interlocal Agreement between Grant County and the Soap Lake School District Regarding a loan to the school district in the amount of \$116,000 for a new school bus. **(Item not ready for signature)**
6. For signature by the BOCC, United States Department of the Interior Bureau of Reclamation, Columbia Basin Project, and Grant County Tourism, license to install and maintain an information kiosk on Bureau of Reclamation land at Banks Lake. Term is date of signature for a period of ten years. **(Approved)**
7. Reimbursement Request (A-19) for contract work performed by Grant County, by and through Grant Integrated Services, during June, 2018 in the amount of \$228.75 and October, 2018 in the amount of \$457.50 for a total of \$686.25 on Washington State Department of Corrections (DOSA) contract. **(Approved)**
8. **Anticipating:** 2019 Animal Shelter Contract between Grant County and Grant County Animal Outreach, Inc. Term is January 1, 2019 through December 31, 2019. **(Did not arrive for signature)**
9. Amendment Number A to Washington State Department of Commerce Grant Agreement with 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. The purpose of the amendment is modify the budget by shifting funds between line items. There is no increase or decrease in grant funding. **(Approved)**
10. Amendment No. 3 to Washington State Health Care Authority Contract No. 1763-94250, which adds Quincy Prevention to the Grant Integrated Services contract. Total contract amount will be \$295,827.00. Amendment start date is November 1, 2018 and contract ends on June 30, 2019. **(Approved)**
11. AIA Document G802-2007, Amendment No. 1 to Professional Services Agreement between Owner (Grant Integrated Services) and Design West Architects, for residential treatment facility – exam room and emergency power revisions. **(Approved)**

Grant County Commissioners Minutes

Week of December 3, 2018

9:30 a.m. – 10:00 a.m. Open Record Public Hearing, 2019 Grant County Budget Adoption, Capital Facilities Plan Adoption, Make Tax Levies and set Noxious Weed Board Land Classifications

The Commissioners held an Open Record Public Hearing to adopt the 2019 Grant County Budget, Capital Facilities Plan, Make Tax Levies, and Set the Land Classification and Assessments for funding the Noxious Weed Board.

Michele Jaderlund, Auditor, stated the total county budget to be adopted is \$133,587,514.00. The current expense budget is 43,518,284.00. **(Resolution No. 18-115-CC)**

Damien Hooper, Director of Development Services, stated that the Capital Facilities Plan includes inventory of capital assets, approved list of capital projects and previously adopted Transportation Improvement Program. Mr. Hooper stated that there was questions about Fairgrounds Restroom No. 1 and it is on the capital facilities list and shows that it was not budgeted for and not funded. If the Board would like amend this, in the motion would need to reflect this. **(Resolution No. 18-116-CC)**

Commissioner Stevens stated that yes, the Board would like to add Restroom 1 and the approximate amount is \$240,000.00 and to come from REET 1 funds. Mr. Hooper will make the amendment.

Barbara J. Vasquez, Clerk of the Board, stated that the Current Expense levy for 2019 will reflect a 1% increase \$186,339.90. **(Resolution No. 18-117-CC)** The Road Fund levy for 2019 will reflect a 1% increase in the amount of \$94,340.00 as submitted by Jeff Tincher, Public Works Director. **(Resolution No. 18-118-CC)**

Craig Hintz, Noxious Weed Board, stated they submitted a capital expenditure for a truck and that the assessments will remain the same amount as 2018: **(Resolution No. 18-119-CC)**

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

Commissioner Carter moved to close the public comment portion of the hearing. Commissioner Stevens seconded and the motion passed with 2 Commissioners in attendance. Commissioner Carter moved to approve the 2019 Grant County Budget, Capital Facilities Plan, Make Tax Levies, and Set the Land Classification and Assessments for funding the Noxious Weed Board as presented with an amendment to the Capital Facilities Plan, Fairgrounds Restroom 1 . Commissioner Stevens seconded and the motion passed with 2 Commissioners in attendance. The hearing adjourned. **(See above for Resolution numbers)**

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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Week of December 3, 2018

11:00 a.m. – 11:20 a.m. S Fode, New Hope Update

- Shelter update
- Accreditation Final report
- Domestic Violence Housing First Longitudinal Study
- Courthouse Facility Dog
- Waiver for New Hope's HR fees

11:30 a.m. – 11:40 a.m. Open Record Public Hearing, Sheriff's Office and Auditor's Office Budget Extensions

The Commissioners held an Open Record Public Hearing to consider the following budget extension requests:

- Auditor's Office – Current Expense in the amount of \$1,500,000.00 for the short term loan that was approved by the Commissioners on April 17, 2018 from the Solid Waste Fund #401 to the Current Expense Fund #001 to cover payroll and expenses.
- Sheriff's Office Fund #001, Department #114 in the amount of \$52,223.00 to cover the costs associated with the transfer of the Code Enforcement position from the Planning Department to the Sheriff's Office. This will cover salaries and benefits.
- Sheriff's Office Fund #001, Department #114 in the amount of \$5,086.49 to cover the costs associated with the purchase of miscellaneous equipment for their K-9 program, using private donations through the Columbia Basin Foundation.
- Sheriff's Office Fund #001, Department #114 in the amount of \$9,120.00 to cover the cost associated with the purchase of miscellaneous traffic safety equipment, using reimbursement funds from the Washington Association of Sheriffs and Police Chiefs (WASPC) through their annual Traffic Safety Equipment Grant program.
- Sheriff's Office Fund #001, Department #114 in the amount of \$157,344.00 (\$148,211.00 to the Sheriff's Budget and \$9,133.00 to the Jail Budget) to cover the costs associated with overtime and mileage/vehicle fees related to their work at the Gorge Amphitheater, reimbursed by Live Nation.
- Sheriff's Office Fund #001, Department #114 in the amount of \$250,086.00 to cover the costs associated with the wages and benefits for three deputies and the costs associated with providing them with patrol vehicles and equipment specific to their assignment. This will be reimbursed from the Washington Traffic Safety Commission (WTSC) through a Traffic Safety Team grant, passed though from the United States Department of Transportation National Highway Traffic Safety Administration.

Commissioner Stevens read into the record the five budget extension requests from the Sheriff's Office.

Michele Jaderlund, County Auditor, brought it to the Board's attention that the wording in the advertisement for the Auditor's Office should not read Elections Department, but should say Current Expense. That change will be made.

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Week of December 3, 2018

Commissioner Carter moved to close the public comment portion of the hearing. Commissioner Stevens seconded and the motion passed with 2 Commissioners in attendance. Commissioner Carter moved to approve the budget extensions, replacing the Elections Department with Current Expense. Commissioner Stevens seconded and the motion passed with 2 Commissioners in attendance. The hearing adjourned. **(Resolution No. 18-120-CC)**

1:00 p.m. – 1:30 p.m.

Open Record Public Hearing, Vacation of 2 Parcels within the Schawana Plat Common Area – Lots 9 and 10 / Block 15

The Commissioners held an Open Record Public Hearing to consider the vacation of a portion of two undeveloped parcels within the Schawana Plat Common Area (Park) Lots 9 and 10 of Block 15 (Parcel Nos. 071945000 and 071946000). If approved, the properties will be surplus and sold at the Treasurer's Office Surplus Auction on December 7, 2018 at 9:00 a.m. at the Courthouse Complex.

Damien Hooper, Director of Development Services, stated that pursuant to RCW 58.17.212, the commissioners are vested to vacate all or a portion of a subdivision that exists. Today's lots were dedicated as "public parks" on the face of the plat and the vacation will remove that title. Mr. Hooper highly recommends that the Board seek a title report before doing any surplus action.

1:06:25 Darryl Pheasant, Treasurer, stated that no title searches were done on any of the Schawana plats that the Board intends to surplus. The Commissioners can remove the 2 parcels from the surplus sale if they choose to. Mr. Pheasant stated that the Assessor's Office records shows that Grant County has owned these parcels for decades.

1:11:36 Lori Davis, resident of Schawana, stated that her Aunt and Uncle (Lester and Gertrud Morrison) gave these parcels to the county for the purpose of a park. She's wondering why her family would donate parcels to the County when there was never an intent to build a park.

Commissioner Carter stated that she believed that former Commissioner Deborah Moore had the desire to see a park in the Schawana area. Commissioner Stevens stated that Grant County does not have a parks department and never planned to maintain these parcels as a park.

Lori Davis is wondering if these parcels would go back to the Morrison family and wonders if that is on the title of the plat. These parcels were donated for that specific purpose.

Damien Hooper asked if there were any provisions of the gift. Were there clauses? He believes a title report is necessary.

Darryl Pheasant, Treasurer, discussed the issues. And said he's going to take a look at the plat and ask some questions of a Title Company.

Commissioner Carter moved to continue the hearing to January 15, 2019 at 3:00 p.m. after looking at the recorded plat and possibly ordering a title report. Commissioner Stevens seconded and the motion passed with 2 Commissioners.

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Week of December 3, 2018

1:30 p.m. – 2:00 p.m.

Public Defense Update

- Renewal/changes of the expiring public defense professional services agreements in both District and Juvenile Courts:
 - Increase in amounts to cover cost of living increase
 - Duration
 - Specific providers
 - Updating clauses and term to conform to past convention
 - Any other concerns.
- Support Staff needs, hiring
- Attorney needs, temporary needs, staff attorneys
- Caseload compliance updates, compliance with Standards of Public Defense
- Award of grant funds and agreement for use with Washington State Office of Public Defense
- Participation on/with various defense organizations.
- General Public Defense issues and discussion

TUESDAY, DECEMBER 4, 2018

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

9:00 a.m. – 9:50 a.m.

K Eslinger, Human Resources Update

Discussion Items

1. Development Services (Planning)
2. Open Enrollment

Authorization Requests

3. PAR – Tracy Williams.
4. Hiring Freeze – Maintenance 4
5. Hiring Freeze – Legal Secretary 1
6. Treasurer’s Office - ½ time position added to staff

Budget, Finance, & Risk

7. 2019 Comp & Benefit Decisions
8. Change in Voluntary Benefits Broker

Compensation, Benefits, & Payroll

9. Court Commissioner Leave

Grant County Commissioners Minutes

Week of December 3, 2018

Labor Relations

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

Negotiation: Negotiations for 2019

11. Association – *Deputy Sheriff*

Negotiation: Negotiations for 2018-20

12. Teamsters-GCSO – *Corrections*

PERC: Holiday Pay Grievance

13. Teamsters-GCSO – *Sheriff Support*

Negotiation: Negotiations for 2019

Personnel Action Request for the salary, wage and/or position changes for Tracy Williams, Sheriff's Office.

Hiring Freeze Exception Form for a Maintenance 4 position in the Facilities and Maintenance department due to a separation.

Hiring Freeze Exception form for a Legal Secretary 1 position in Public Defense due to a resignation.

10:00 a.m. – 10:10 a.m. Open Record Public Hearing, Pubic Defense and Auditor's Office Budget Extensions

The Commissioners held an Open Record Public Hearing to consider the following budget extension requests:

- Public Defense Fund #110, Department #152 in the amount of \$5,340.60 to purchase a new copy machine / printer from Business Interiors and Equipment for the Law Library.
- Auditor's Office request for the current expense Fund #001 Department #000 in the amount of \$116,000.00 for a loan to the Soap Lake School District to purchase a school bus with levied funds.

As no departments were in attendance, Commissioner Stevens read into the record the requests.

Commissioner Carter moved to close the public comment portion of the hearing. Commissioner Stevens seconded and the motion passed with 2 Commissioners in attendance. Commissioner Carter moved to approve the budget extensions as presented. Commissioner Stevens noted that the interest on this loan for 365 days based on a .0175% rate is \$2,030.00 and will be paid by both the Assessor's Office and Auditor's Office. Commissioner Stevens seconded and the motion passed with 2 Commissioners in attendance. The hearing adjourned. **(Resolution No. 18-121-CC)**

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Week of December 3, 2018

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

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 discussed were: WA Department of Transportation Projects; RAP Projects; Desert Aire Sealcoat; and Winter Sanding.

2:30 p.m. – 2:50 p.m. Consent Agenda (Items 1 through 11)

A motion was made by Commissioner Carter, seconded by Commissioner Stevens, to approve items 1, 2 and 4 through 11 on the agenda as presented. Item 3 was not signed. The motion passed with 2 Commissioners in attendance.

COMMISSIONERS OFFICE

1. Commissioner's Office and Public Defense Vouchers. **(Approved)**
2. Commissioners November 5 and 12, 2018 Minutes for approval. **(Approved)**
3. Resolution to declare surplus Grant County Property located within the Schawana Plat: Parcel #071945000 Lot 9, Block 15; and Parcel #071946000 Lot 10, Block 15.
4. Letters of appointment for Trinidad Pena and Shelly Lewis to the Fair Advisory Committee for 3 year terms beginning January 1, 2019 – December 31, 2022. **(Approved)**
5. Surplus Request form from Veterans Services for an EZ Pro Audio Sound System (Asset ID# 105339) to repurpose to the American Legion Post 157, Electric City. **(Approved)**

AUDITOR'S OFFICE – ACCOUNTING DEPARTMENT

6. 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 \$1,531,909.72 and \$27.63)**
7. Request for the following year-end budget extensions: **(Approved, the public hearing was scheduled for December 31, 2018 at 9:30 a.m.)**
 - a. Jail Concessions Fund #112.154 in the amount of \$10,000.00 to cover excess expenses incurred during 2018.
 - b. Fairground Fund #116.159 in the amount of \$116,000.00 to cover excess wages/benefits and operating expenses incurred during 2018.
 - c. Affordable Housing Fund #129.171 in the amount of \$10,845.00 to cover additional expenses due to a fee increase that was not included in the 2018 budget.
 - d. Homeless Housing Fund #130.172 in the amount of \$80,925.00 to cover additional expenses due to a fee increase that was not included in the 2018 budget.
 - e. Dispute Resolution Fund #136.187 in the amount of \$3,500.00 for excess external legal services incurred during 2018.

Grant County Commissioners Minutes

Week of December 3, 2018

- f. Building Department Fund #138.116 in the amount of \$50,000.00 to cover excess wages/benefits and operating expenses incurred during 2018.
- g. Courthouse Improvement Fund #308.000 in the amount of \$167,963.41 for the difference in the 2018 budgeted amount and the balance that should have been carried forward for this fund.

CENTRAL SERVICES

- 8. Request for permission to publish an RFQ for Architectural and Engineering Services (On-Call) for fee services less than \$75,000.00. This would provide Grant County with a list of qualified architectural firms for departments to select from. **(Approved)**

CORONER'S OFFICE

- 9. Surplus Request form for their LEER Truck Canopy (Asset ID# 105604) that was sold through a Public Works auction. **(Approved)**

FAIRGROUNDS

- 10. Surplus Request form for a Scale – Toledo Overhead Lever, Dial Head (Asset ID# 101404) that will be disposed of via the landfill. **(Approved)**

SHERIFF'S OFFICE

- 11. Surplus Request form for a Weapon – Glock Semi-Automatic Pistol, Serial Number VSL749 (Asset ID# 105184) to be sold through Old World Trading. **(Approved)**

7:00 p.m. – 8:00 p.m.

R Stevens and C Carter at Homelessness Public Forum (Moses Lake City Council Chambers)

WEDNESDAY, DECEMBER 5, 2018

T Taylor at Japan Sister Cities Visit (Japan)
No Meetings Held

THURSDAY, DECEMBER 6, 2018

T Taylor at Japan Sister Cities Visit (Japan)
R Stevens, Out

Grant County Commissioners Minutes

Week of December 3, 2018

11:00 a.m. – 12:00 p.m. C Carter at Sheriff's Office Grant Award Presentation from WA Traffic Safety Commission and Central Basin Traffic Safety Task Force (Sheriff's Substation, Moses Lake)

6:00 p.m. – 7:30 p.m. FAIR ADVISORY BOARD MEETING

MISCELLANEOUS ITEM

Commissioner Carter signed and Commissioner Taylor authorized the Clerk of the Board to sign the Ronald Guy and Robert Guy (Guy's Westshore Short Plat (File # P 18-0293 (preliminary P 18-0186) Final Plat Submission and Review.

FRIDAY, DECEMBER 7, 2018

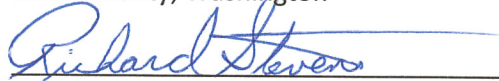
R Stevens, Out

9:00 a.m. – 10:00 a.m. C Carter at Desert Aire Homeowners Association Security Committee Meeting (Desert Aire Club House)

1:30 p.m. – 3:00 p.m. C Carter at Kittitas County Commissioner Obie O'Brien Retirement Celebration (Ellensburg)

Signed this 18th day of Dec, 2018.

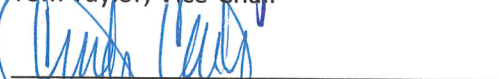
BOARD OF COUNTY COMMISSIONERS
Grant County, Washington



Richard Stevens, Chair

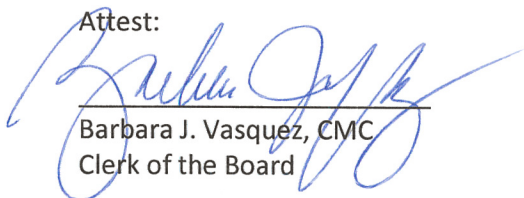


Tom Taylor, Vice-Chair



Cindy Carter, Member

Attest:


Barbara J. Vasquez, CMC
Clerk of the Board