

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, MAY 13, 2019

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

9:00 a.m. – 9:20 a.m. T Gaines, Courthouse Security Discussion

9:30 a.m. – 9:50 a.m. J Hammond, ASC Update and Misc BOCC Action (Items 1 through 7)

1. Possible vouchers for insurance, legal services, grant administration, etc. **(Approved)**
2. Recommendation from the Strategic Infrastructure Program (SIP) Advisory Committee on the following SIP Projects:
 - SIP Project #2019-02: Port of Mattawa – Wahluke Industrial Park: 2019 Rock Excavation, Earth Moving & Grading Project for denial for the Port’s request for \$39,800 grant **(Approved the recommendation to deny the grant request)**
 - SIP Project #2019-03: Port of Moses Lake – Sewer Extension to Grant County International Airport Infield from Westside Employment Center for approval of \$150,000 in grant funding **(Approved)**
 - SIP Project 2019-04: City of George – Well No. 3 Generator for approval of \$122,500 in grant funding and approval of \$52,500 in loan funding **(Approved)**
 - SIP Project 2019-05: Port of Quincy – Industrial Park No. 4 Tract 6 Frontage Improvements for approval in \$133,500 grant funding and deny loan funding request **(Approved)**
3. **Resolution No. 19-040-CC** re Strategic Infrastructure Project (hereafter “SIP”) Advisory Committee Recommendations for Funding (SIP Nos 2019-02 through 2019-05 above). **(Approved)**
4. Performance Excellence NW – Washington State Quality Award (WSQA) Lite Assessment as required by RCW 43.185C.210 and RCW 43.185C.240, (document recording fees) requires eligible organizations to apply for an independent assessment of its quality management, accountability, and performance system. **(Approved)**
5. 2019 Agreement Regarding Use of County Property for Public Purpose between Grant County and Ephrata Chamber of Commerce for its Car and Toy Show and Shine event on July 20, 2019 for utilization of a portion of the Courthouse and surrounding area, etc. **(Approved)**
6. Reimbursement Request #22 on Washington State Department of Commerce on Consolidated Homeless Grant (CHG) No. 17-46108-10, administered through Grant County Housing Authority, in the amount of \$30,335.04. **(Approved)**
7. Memorandum of Understanding between Grant County and HopeSource (Ellensburg) for the Youth Homeless Demonstration Project through the Department of Commerce, Office of Homeless Youth Prevention and Protection. Grant County will be a sub-recipient of HopeSource. **(Approved)**

10:00 a.m. – 11:00 a.m. C Carter at Port of Moses Lake Commissioner Meeting (Port of Moses Lake Office)

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- 10:00 a.m. – 10:15 a.m. Commissioners Office Safety Meeting
- 10:30 a.m. – 10:45 a.m. Citizen Public Comment Period
- 11:00 a.m. – 11:50 a.m. Commissioners at Public Works Road Supervisor Meeting (Public Works, Ephrata)
- 1:00 p.m. – 1:20 p.m. M McKnight, Assessor’s Office Update **(Cancelled)**
- 1:30 p.m. – 1:50 p.m. B Vasquez, Clerk of the Board Update
- Recap of WACCC Conference in Columbia County
 - Going paperless and electronic signatures
 - Scanning
 - Burn Ban/Restrictions Reminder
- 6:00 p.m. – 8:00 p.m. Commissioners at Komaki, Japan – Sister City Welcome Dinner (Porterhouse Restaurant, Moses Lake)

MISCELLANEOUS ITEMS

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their May 10, 2019 payroll.

TUESDAY, MAY 14, 2019

The session was continued at 9:00 a.m. with all Commissioners in attendance.

- 8:15 a.m. – 8:45 a.m. T Taylor w/ M Slininger at Juvenile Court and Youth Services (Ephrata Office)
- 9:00 a.m. – 9:50 a.m. K Eslinger, Human Resources Update

Calendar Items

- 05/08/19 – Response to State Auditor Team*
- 05/09/19 – Meeting with the State Auditor Team*
- 05/09/19 – Completion of Corrections Timesheet Audit*
- 05/15/19 – Demand to Bargain – Corrections Shift Rotation*
- 05/16/19 – Start of Sheriff Support Timesheet Audit*

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Discussion Items

1. Board of Equalization Clerk
2. Settlement Process and Documentation
3. 2018 Audit Process & Results

Authorization Requests

4. Hiring Freeze – Legal Intern
5. Grant County EEOP
6. Donated Sick Leave for PW
7. Menke Jackson Expense Allocation

Request from the Public Defense Director for an exception to the Hiring Freeze to hire a Legal Intern for approximately three (3) months. **(Approved)**

Adoption of the Grant County Equal Employment Opportunity Plan (EEOP) as submitted by the Human Resources Director. **(Approved)**

10:00 a.m. – 10:30 a.m. Department Head Review

11:00 a.m. – 11:50 a.m. T Gaines, Central Services Update

- Technology Services: NSTR
- Interfund Communications: Mail equipment working well
- Facilities and Maintenance: GrIS: Update on Maintenance flow; certifications; project updates
- Fairgrounds: Personnel updates; Project updates
- Central Services: Purchasing policies; Amazon

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

1:30 p.m. – 3:30 p.m. C Carter at Grant PUD Meeting to discuss Summer Concert Season Crowd Management (PUD, Ephrata)

1:30 p.m. – 2:20 p.m. J Tincher, Public Works Update (Items 1 through 4)

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to approve items 1 through 4 on the agenda as presented. The motion passed with 2 Commissioners in attendance.

1. Washington State County Road Administration Board (CRAB) Rural Arterial Program Project Agreement for Construction Proposal on H-SE Road (12-SE to SR 262) in the amount of \$1,665,000.00. **(Approved)**
2. Washington State County Road Administration Board (CRAB) Rural Arterial Program Project Agreement for Construction Proposal on Stratford Road for \$750,000.00. **(Approved)**
3. Washington State Department of Transportation Local Agency Agreement for the 5-NW Road and U-NW Road overlay project in the amount of \$2,325,000.00. **(Approved)**

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4. **Resolution No. 19-041-CC** notice of hearing in the matter of declaring surplus and ordering the sale thereof the below named vehicles. The public hearing was scheduled for June 4, 2019 at 1:45 p.m. **(Approved)**

<u>SURPLUS VEHICLES & EQUIPMENT 2019</u>					
<u>VEHICLE or EQUIPMENT</u>	<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>SERIAL NUMBER</u>	<u>MILEAGE or HOURS</u>
7053	2013	DODGE	CHARGER	2C3CDXAT1DH670648	139,966
7046	2012	DODGE	CHARGER	2C3CDXAT1CH234266	147,645
7060	2013	CHEVEROLET	TAHOE	1GNLC2ZE04DR307446	136,052
7056	2013	DODGE	CHARGER	2C3CDXAT1DH670651	144,797
7063	2013	CHEVEROLET	TAHOE	1GHSKZE00DR308575	146,524
3810	2010	BROCE	BROOM	406843	3000 HRS
0073	2005	BROCE	BROOM	405114	2238 HRS
2230	1999	STERLING	DUMP TRUCK	2FZNN5YB3XAA76132	224,994
402	2006	FORD	F150 4X4	1FTRX14W96KC90372	85,593

1:30 p.m. – 1:40 p.m. Bid Opening, Road 3-NE Reconstruction Project, Phase 1 (CRP 14-07) AND Baseline.5-SE Road Reconstruction Project (CRP 18-02)

Bids received for the 3-NE Reconstruction Project were:

- Advanced Excavation \$1,266,903.20
- North Central Construction \$1,118,888.88
- Tapani, Inc. \$1,374,033.00
- Tommer Construction \$1,274,765.00
- Granite Construction \$1,258,430.25

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to turn the bids over to Public Works for their review and recommendation. The motion passed with 2 Commissioners in attendance.

Bid received for the Baseline.5-SE Reconstruction Project were:

- Advanced Excavation \$188,203.00
- North Central Construction \$243,093.80
- HLT Construction \$246,616.30

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to turn the bids over to Public Works for their review and recommendation. The motion passed with 2 Commissioners in attendance.

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2:30 p.m. – 2:50 p.m.

Consent Agenda (Items 1 through 7)

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to approve items 1 through 7 on the agenda as presented. The motion passed with 2 Commissioners in attendance.

COMMISSIONERS OFFICE

1. Commissioner's Office and Public Defense Vouchers. **(Approved)**

AUDITOR'S OFFICE – ACCOUNTING DEPARTMENT

2. 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 \$876,341.83)**

GRANT INTEGRATED SERVICES

3. Request for out of state travel for Gail Goodwin, Bethany Escamilla, Robert West, Darray Becker-Smogger, Lisa Hamilton, William Fode, Jared DeTrolino and Thomas Mitchell to attend the Washington Behavioral Healthcare Conference from June 11 – 14, 2019 in Vancouver, WA. They will be driving through Oregon. **(Approved)**

HUMAN RESOURCES

4. Recommendation Memorandum regarding a request from Public Works to initiate the County sick leave donation policy for Cameron Melseth (Recipient 19-01). The Director recommends approval. **(Approved)**

SHERIFF'S OFFICE

5. Request for budget extension in the amount of \$13,146.30 to purchase 15 - Liberator headsets from ProForce Law Enforcement that will be used with their FLIR LS-X 60 Hz handheld thermal units for the Tactical Response Team (TRT). Funding will come from a Homeland Security Grant Program and Law Enforcement Terrorism Prevention Activity funding grant no. E17-074. **(Approved, the public hearing was scheduled for June 3, 2019 at 11:30 a.m.)**

AUDITOR'S OFFICE – ELECTIONS DEPARTMENT

6. Authorization of Canvassing Board Representatives - Auditor's Staff, to act under authority given in RCW 29A.60 for Trisha Stevens, Dedra Osborn and Michele Blondin to act as representatives for the County; and for Maria Lugar and Karrie Stockton to handle the ballots through the mail room process for the Primary Election to be held August 6, 2019. **(Approved)**
7. Designation of County Commissioner Tom Taylor to serve as the County Legislative Authority on the Canvassing Board for the Primary Election to be held on August 6, 2019. **(Approved)**

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MISCELLANEOUS ITEMS

The Chair of the Board was authorized to sign the Quincy Orchard Holdings LLC (Quincy Orchard Holdings FU 109 Short Plat) File # P 19-0091 (preliminary P 19-0039) Final Plat Submission and Review.

WEDNESDAY, MAY 15, 2019

7:00 a.m. – 8:00 a.m.	T Taylor at Grant County Economic Development Council – Board Meeting
9:00 a.m. – 9:30 a.m.	C Carter w/ Area Aging – State Auditor (C Carter Office)
9:30 a.m. – 11:00 a.m.	Komaki, Japan – Sister City Delegation Visit and Courthouse Tour
9:30 a.m. – 11:00 a.m.	TOURISM COMMISSION MEETING
11:00 a.m. – 5:00 p.m.	T Taylor at National Association of Counties (NACO Western Interstate Region (WIR) Annual Conference (Davenport Grand Hotel, Spokane)

THURSDAY, MAY 16, 2019

T Taylor at National Association of Counties (NACO Western Interstate Region (WIR) Annual Conference (Davenport Grand Hotel, Spokane)

9:00 a.m. – 4:00 p.m.	BOARD OF EQUALIZATION HEARINGS
2:00 p.m. – 5:00 p.m.	R Stevens at Transportation Improvement Board Meeting (Holiday Inn Express, Sequim)
6:30 p.m. – 8:00 p.m.	T Taylor at Grant Transit Authority board Meeting (Moses Lake Facility) (Did not attend)

MISCELLANEOUS ITEMS

The Commissioners approved the recommendation of the Public Works Director to award the bid for the Baseline.5-SE Road Reconstruction project to Advanced Excavation in the amount of \$188,203.00.

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FRIDAY, MAY 17, 2019

T Taylor at National Association of Counties (NACO Western Interstate Region (WIR) Annual Conference (Davenport Grand Hotel, Spokane)

9:00 a.m. – 11:00 a.m. R Stevens at Transportation Improvement Board Meeting (Holiday Inn Express, Sequim)

Signed this 28TH day of May, 2019.

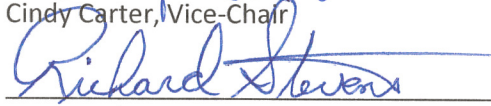
BOARD OF COUNTY COMMISSIONERS
Grant County, Washington



Tom Taylor, Chair

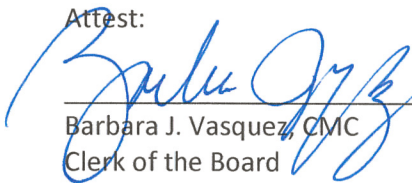


Cindy Carter, Vice-Chair



Richard Stevens, Member

Attest:



Barbara J. Vasquez, CMC
Clerk of the Board