

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, DECEMBER 9, 2019

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

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

A motion was made by Commissioner Carter, seconded by Commissioner Taylor, to approve items 1 and 3 through 9 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. **(Approved)**
2. **Anticipating:** Collective Bargaining Unit Working Agreement with Teamsters Local Union No. 760, Sheriff's Support Staff Unit. **(Item not ready for signature)**
3. 2020 Animal Shelter Contract between Grant County and Grant County Animal Outreach, Inc. (GCAO) to provide animal shelter services authorized by the county. Term is January 1, 2020 through December 31, 2020.
4. 2020-2022 Grant County Sheriff Towing Contract with Moses Lake Towing. **(Approved)**
5. Reimbursement Request #5 on Washington State Department of Commerce on Consolidated Homeless Grant (CHG) No. 20-46108-10, administered through Grant County Housing Authority in the amount of \$39,086.66. **(Approved)**
6. Appointment and Oath of Office of Special Deputy Prosecuting Attorney between, Garth Dano, elected Prosecuting Attorney for Grant County, and Anthony Menke of Menke Jackson Beyer, LLP to serve as a Special Deputy Prosecuting Attorney to perform and render legal assistance and counsel regarding labor law, employment law and personnel matters, and such other matters and proceedings as required by the Prosecuting Attorney or designee. Term is from date of final signature through December 31, 2020. **(Approved)**
7. 2020-2022 Grant County Sheriff Towing Contract with Agri Fix Towing. **(Approved)**
8. 2020-2022 Grant County Sheriff Towing Contract with Agri Fix II dba Beeline Towing. **(Approved)**
9. Reimbursement Request (A-19) for contract work performed by Grant Integrated Services' Prevention and Recovery Center (PARC), during September 2019 - Supplemental, in the amount of \$61.88 on Washington State Health Care Authority Contract No. K3919. **(Approved)**

9:30 a.m. – 9:50 a.m. Open Record Public Hearing, Technology Services – Surplus of Miscellaneous Computer Equipment

The Commissioners held an Open Record Public Hearing to consider the surplus of Miscellaneous Computer Equipment being held by the county Technology Services Department.

Brittany Rang, Technology Services, explained that all items have been wiped clean and will be either repurposed to another county department or given to TruRecycle for disposal.

NOTE: ALL TIMES ARE ESTIMATES TO ASSIST IN SCHEDULING AND DECEMBER BE CHANGED SUBJECT TO THE BUSINESS OF THE DAY AT THE BOARD'S DISCRETION. THE BOARD DECEMBER ADD AND/OR DELETE AND TAKE ANY ACTION ON ANY ITEM NOT INCLUDED IN THE ABOVE AGENDA. ANY SUBJECT PLACED ON THE AGENDA REGARDLESS OF HOW THE MATTER IS STATED ON THE AGENDA, DECEMBER BE ACTED UPON BY THE BOARD. AMERICANS WITH DISABILITIES ACT (ADA) ACCOMODATIONS PROVIDED UPON REQUEST.

**Grant County Commissioners Minutes
Week of December 9, 2019**

A motion was made by Commissioner Carter, seconded by Commissioner Taylor to close the public comment portion of the hearing. The motion passed with 2 Commissioners in attendance. Commissioner Carter moved to approve the items as presented. Commissioner Taylor seconded and the motion passed with 2 Commissioners in attendance. The hearing adjourned.
(Resolution No. 19-110-CC)

- 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. – 11:45 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
- 1:30 p.m. – 2:20 p.m. T Gaines, Central Services Update
- 2:30 p.m. – 2:50 p.m. J Gingrich, Veteran’s Assistance Policy Discussion

MISCELLANEOUS ITEMS

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their December 6, 2019 payroll.

TUESDAY, DECEMBER 10, 2019

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

- 9:00 a.m. – 9:50 a.m. K Eslinger, Human Resources Update

Calendar Items

- 11/12/19 – Last update meeting with the Board.*
- 12/11/19 – Medical Appointment; Work in Ellensburg the remainder of the day*

Discussion Items

1. NOVAtime Update
2. Hiring Freeze Exception Process

Authorization Requests

3. Annual Leave Carryover - Rosalinda Saenz
4. Hiring Freeze – Building Safety Specialist 1
5. Hiring Freeze – Legal Secretary 1

**Grant County Commissioners Minutes
Week of December 9, 2019**

6. Hiring Freeze – Administrative Services Coordinator
7. Hiring Freeze – Department Administrator (CDS)
8. PAR – Ken White
9. PAR – Brittany Rang

Priority Items

10. Public Works
11. Development Services

Compensation, Benefits, & Payroll

12. Major Claims Review

Employee & Department Issues

13. Development Services

Labor Relations

14. Association – *CH; DC; PW; SW; YS*
Other: Tony Menke Discussion – 12/17/19
15. Teamsters-GCSO – *Corrections*
Negotiation: Negotiations for 2020
16. Teamsters-GCSO – *Sheriff Support*
Negotiation: Negotiations for 2020
17. Teamsters-GrIS – *CM, I&C, TS, SUD*
Negotiation: Negotiations for 2020

Personnel action request (PAR) forms for the salary, wage and/or position changes for: Brittany Rang, Commissioners Office; and 2 for Ken White, Fairgrounds. **(Approved)**

Approval for Rosie Saenz of the Treasurer’s Office to carry over 2 days of annual leave into 2020 due to an employee retirement and she was unable to take leave. **(Approved)**

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

- Administrative Services Coordinator position within the Commissioner’s Office due to a retirement;
- Building Safety Specialist 1 within the Development Services Department due to a resignation; and
- Legal Secretary 1 position within the Prosecuting Attorney’s Office due to a resignation.

10:00 a.m. – 10:30 a.m. D Hooper, Development Services Update

- Workload Report
- Courthouse Association Grievance
- Port of Royal Slop Development Agreement
- Code Enforcement Meeting 12/19

10:30 a.m. – 11:00 a.m. Department Head Review

**Grant County Commissioners Minutes
Week of December 9, 2019**

- 11:00 a.m. – 11:50 a.m. C Bryan, Department of the Interior – Bureau of Land Management Update
- 1:00 p.m. – 1:20 p.m. G Dano, Prosecuting Attorney’s Office Update
- 1:30 p.m. – 2:20 p.m. Public Works Update (Items 1 through 5)

A motion was made by Commissioner Carter, seconded by Commissioner Stevens, to approve items 1 through 5 on the agenda as presented. The motion passed unanimously.

1. Recommendation to award the quote for the replacement of the Grant Orchards Shop Roof Repair to Arrowhead Roofing to furnish and install (1) 60 Mil TPO Membrane Roofing System in the amount of \$18,160.00 (not including tax or permits). **(Approved)**
2. Authorization to Call for Bids for the Fuel Management System 2019 project with a bid opening date of ~~December 31, 2019~~ January 7, 2020 at 1:30 pm. **(Approved)**
3. Exhibit A - Amendment Twenty-Three (23) Ephrata Landfill Engineering and Environmental Services with Parametrix, Inc. for providing engineering and hydrogeologic services for the Ephrata Landfill. **(Approved)**
4. Authorization to Call for Bids for the Asphalt Crack Sealant 2020 project with a bid opening date of ~~December 31, 2019~~ January 7, 2020 at 1:30 p.m.
5. Budget extension request for the County Road Fund #101 in the amount of \$1,470,000.00 and Solid Waste Fund #401 in the amount of \$535,000.00 to cover excess expenses involving the Quincy Shop Fire, additional projects, investigative drilling and remedial actions. Their fund balances will have enough monies to cover the extra expenses. **(Approved, the public hearing was scheduled for December 30, 2019 at 11:30 a.m.)**

- 2:30 p.m. – 2:50 p.m. Consent Agenda (Items 1 through 6)

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to approve items 1 through 6 on the agenda as presented. The motion passed unanimously.

COMMISSIONERS OFFICE

1. Commissioner’s Office and Public Defense Vouchers. **(Approved)**
2. Commissioners November 4, 2019 Minutes for approval. **(Approved)**
3. Resolution to amend the membership of the Grant County Board of Health and reducing the number of County Commissioner positions from three (3) members to one (1) member. **(Approved, Resolution No. 19-109-CC)**

AUDITOR’S OFFICE – ACCOUNTING DEPARTMENT

4. 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 \$874,392.66)**

**Grant County Commissioners Minutes
Week of December 9, 2019**

DEVELOPMENT SERVICES

5. Request for out of state travel for Elisabeth Lauver to attend the Esri International User Conference from July 13 – 17, 2020 in San Diego, CA. **(Approved)**
6. Request to close the Building and Fire Division's petty cash accounts (within Current Expense): Revolving Cash Fire Marshal #116 in the amount of \$50.00 and the Revolving Cash Building Department #116 in the amount of \$25.00 as they are no longer needed. **(Approved, Resolution No. 19-108-CC)**

4:00 p.m. – 5:00 p.m. T Taylor, Disability Board Meeting

MISCELLANEOUS ITEMS

The Chair of the Board was authorized to sign the Lawrence Vineyards LLC (Josh Lawrence) Lawrence Vineyard's Short Plat) File # P 19-0340 (preliminary P 19-0302); and the Raymond Bechtol (Bechtol Short Plat) File # P 19-0345 (preliminary P 19-0254) Final Plat Submission and Reviews.

WEDNESDAY, DECEMBER 11, 2019

~~10:00 a.m. – 10:30 a.m.~~ 3:00 p.m. R Stevens w/ J Knauf, Larsen Housing Area Discussion

11:00 a.m. – 11:50 a.m. BOARD OF EQUALIZATION MEETING

12:00 p.m. – 3:00 p.m. C Carter, Lodging Tax Advisory Committee (LTAC) Meeting

6:00 p.m. – 7:30 p.m. ~~Commissioners~~ R Stevens at Health Board Meeting (Public Works, Ephrata)

THURSDAY, DECEMBER 12, 2019

9:00 a.m. – 10:00 a.m. T Taylor at Multi Agency Communications Center (MACC) Board Meeting (Moses Lake)

1:00 p.m. – 3:00 p.m. R Stevens at PCC Rail Authority Meeting (WSDOT Spokane Office)

1:30 p.m. – 3:00 p.m. C Carter at Area Aging / Council of Governments Meeting (E Wenatchee Office)

**Grant County Commissioners Minutes
Week of December 9, 2019**

MISCELLANEOUS ITEMS

The Chair of the Board was authorized to sign an order form from Credible Behavioral Health, Inc. for add-on billing training consulting services with Grant Integrated Services and a one-time additional fee of \$6,800.00. This is an addition to the Letter of Intent which adds this service to their Agency's existing agreement.

FRIDAY, DECEMBER 13, 2019

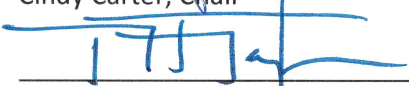
11:00 a.m. – 11:50 a.m. BOARD OF EQUALIZATION MEETING

Signed this 4TH day of FEB, 2020.

BOARD OF COUNTY COMMISSIONERS
Grant County, Washington



Cindy Carter, Chair

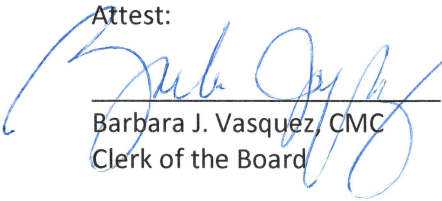


Tom Taylor, Vice-Chair



Richard Stevens, Member

Attest:



Barbara J. Vasquez, CMC
Clerk of the Board