

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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### MONDAY, DECEMBER 16, 2019

The Grant County Commissioners session began at 9:00 a.m. with Commissioners Taylor and Stevens in attendance. Commissioner Carter was at Komaki / Toyoyama, Japan Sister City Visit (Japan) and excused.

9:00 a.m. – 9:20 a.m.                      B Rang, ASC Update and Misc BOCC Action (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.

1. Possible vouchers for insurance, legal services, grant administration, etc. **(Approved)**
2. Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Full Time Contractor, between Grant County and Robert Kentner. Term is January 1, 2020 through December 31, 2021. **(Approved)**
3. Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Full Time Contractor, between Grant County and Michael Fraser Morgan. Term is January 1, 2020 through December 31, 2021. **(Approved)**
4. Washington State Recreation and Conservation Office Agreement for Project No. ~~18-2779E~~ 18-2279E with the Grant County Sheriff's Office - Off Road Vehicle (ORV) Area Maintenance and Operation to provide education and enforcement in the Moses Lake and Beverly Sand Dunes. Term of the project is November 1, 2019 through October 31, 2021. **(Approved)**
5. Washington State Recreation and Conservation Office Agreement for Project No. 18-2280E with the Grant County Sheriff's Office - Off Road Vehicle (ORV) Area Maintenance and Operation to provide ongoing maintenance and operation to support off-road vehicle use for the Moses Lake Sand Dunes. Term of the project is November 1, 2019 through October 31, 2021. **(Approved)**
6. 2020-2022 Grant County Sheriff Towing Contract with The Royal Towing. **(Approved)**
7. Master Facilities Use Rental Agreement, WSU Contract No. 28762, between Washington State University, by and through WSU Extension and 4-H Youth Development and Grant County Fairgrounds. Includes Exhibit A "Facilities Use and Rental Agreement" to be filled out for each event date and added as a separate addendum. Term of the agreement is December 1, 2019 through December 1, 2022. **(Approved)**

9:30 a.m. – 9:50 a.m.                      T Gaines, Central Services Update

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. – 11:20 a.m.                      T Jones, Sheriff's Office Update

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

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1:00 p.m. – 1:50 p.m. Grant Integrated Services Update

- Personnel Issues
- Finances

2:00 p.m. – 2:50 p.m. S Prothman, Public Works Director/County Engineer – Recruitment Discussion Conference Call

**TUESDAY, DECEMBER 17, 2019**

The session was continued to 9:00 a.m. with Commissioners Taylor and Stevens in attendance. Commissioner Carter was at Komaki / Toyoyama, Japan Sister City Visit (Japan) and excused.

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

**Calendar Items**

*12/18/19 – Dentist Appointment  
12/26/19 thru 12/27/19 – Vacation*

**Discussion Items**

1. Review of Recent Menke Correspondence
2. HWC Wellness Program
3. ADA Grievance
4. GrIS Administrator Decision & Leadership Hiring

**Authorization Requests**

5. PAR – Suahil Palacios

**Priority Items**

6. 2020 Wage Scale Update
7. PFML Announcement & Roll-Out
8. NOVAtime

Personnel Action Request (PAR) for the salary, wage and/or position changes for Suhail Palacios, Juvenile Court and Youth Services.

10:00 a.m. – 10:50 a.m. J McKiernan, Fairgrounds Update

- Staffing status
- Budget submissions for 2020
  - Temporary Help
  - Project funding - Tourism
- Conference report – written summaries of highlights this week
- FAC appointments

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- Budget Performance
- Entertainment for Fair
- Potential additional event at Fairgrounds
- Legislative grant

11:00 a.m. – 11:20 a.m. J Gingrich, Deputy Clerk of the Board Update

BOCC:

- Update

Board of Equalization (BOE):

- Update
- Board sworn in December 11, 2019
- Roughly 250 petitions received – still processing
- Hearings tentatively scheduled to start February 2020

Tourism Commission:

- Update
- LTAC Recommendations

Disability Board:

- Update
- Change of meeting date/time

Veteran Services:

- Update
- Veterans Fair; Pasco, WA
- Policy 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 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. Request to purchase the following from Ironclad Company: 1,025 broom wafers in the amount of \$8,189.75; and 6 each -1 piece Poly Main Broom Allianz 400 in the amount of \$2,319.00. These prices include shipping but not sales tax. **(Approved)**
2. Request to purchase 700 ea. Rock Rake Teeth from Braber Equipment LTD in the amount of \$7,980.00. **(Approved)**
3. Authorization to Call for Bids: Herbicide Application Program 2020 project with a bid opening date of January 7, 2020 at 1:30 pm. **(Approved)**
4. Request to purchase four (4) 2019 Dodge Charger Police AWD Vehicles in the amount of \$114,636.00 from Northsound Dwayne Lane through the Department of Enterprise Systems contract #05916. **(Approved)**

1:30 p.m. – 1:40 p.m. Bid Opening, 2020 Crushing and Stockpiling Project

The following bids were received:

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- 4-R Equipment LLC               \$973,200.00
- Seubert Excavators             \$ No Bid

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

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

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to approve items 1 through 4 and 6 through 9 on the agenda as presented. Item 5 was held, then ultimately withdrawn. The motion passed with 2 Commissioners in attendance.

**COMMISSIONERS OFFICE**

1. Commissioners Office and Public Defense Vouchers for approval. **(Approved)**
2. Commissioners November 11 and 18, 2019 Minutes for approval. **(Approved)**
3. Out of state travel request for all 2019 travel completed by the Commissioners. **(Approved)**
4. Proclamation recognizing the Royal City Knights Football Team and their 2019 State 1A - 1<sup>st</sup> Place Title. **(Approved)**
5. Recommendation from the Central Safety Committee for the Grant County Courthouse Complex to move to a single entrance campus and closing off all current entrances and making them exit only doors. **(This item was held for further review, then withdrawn on December 18, 2019 by the Safety Committee. The intent was a support letter only.)**

**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 amount of \$871,682.20)**
7. Request to create two (2) new funds due to the passage of Proposition 1 – Sales and Use Tax for Criminal Justice funding. Fund #211.000 to be titled “Sales/Use Tax – Criminal Justice Debt Service”; and Fund #311.000 to be titled “Sales/Use Tax – Criminal Justice Construction”. **(Approved, Resolution No. 19-111-CC for Fund 311.000; and Resolution No. 19-112-CC for Fund #211.000)**

**DEVELOPMENT SERVICES**

8. Request for out of state travel for Tyler Lawrence to attend the 2020 American Planning Association Conference from April 24, - 28, 2020 in Houston, TX. **(Approved)**

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**CENTRAL SERVICES**

9. Request to enter into a professional agreement with Erlandsen and Associates from the county eligibility list for Architectural and Engineering services to review, design and engineer the campground facilities at the Fairgrounds. **(Approved)**

**MISCELLANEOUS ITEMS**

The Commissioners approved the recommendation of the Interim Public Works Director to award the bid for the 2020 Crushing and Stockpiling project to 4-R Equipment LLC in the amount of \$973,200.00.

**WEDNESDAY, DECEMBER 18, 2019**

C Carter at Komaki / Toyoyama, Japan Sister City Visit (Japan)

- |                        |  |
|------------------------|--|
| 7:00 a.m. – 8:00 a.m.  | T Taylor at Grant County Economic Development Council – Board Meeting (ATEC, BBCC) |
| 8:30 a.m. – 9:00 a.m.  | R Stevens, WRCIP Fiscal Committee Conference Call                                  |
| 9:30 a.m. – 11:00 a.m. | TOURISM COMMISSION MEETING   |

**THURSDAY, DECEMBER 19, 2019**

C Carter at Komaki / Toyoyama, Japan Sister City Visit (Japan)

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|-------------------------|--|
| 10:00 a.m. – 12:00 p.m. | Martin Hall Juvenile Center Board Meeting (Medical Lake) <b>(Cancelled)</b>                    |
| 11:00 a.m. – 12:00 p.m. | T Taylor at Multi Agency Communications Center (MACC) Personnel Committee Meeting (Moses Lake) |
| 2:00 p.m. – 3:00 p.m.   | T Taylor at Code Enforcement Final Implementation Phase Meeting (Development Services)         |

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**FRIDAY, DECEMBER 20, 2019**

No meetings held

Signed this 11<sup>TH</sup> day of Feb., 2020.

BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

EXCUSED  
Cindy Carter, Chair

TTT  
Tom Taylor, Vice-Chair

Richard Stevens  
Richard Stevens, Member

Attest:

Barbara J. Vasquez  
Barbara J. Vasquez, CMC  
Clerk of the Board