

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, JANUARY 20, 2020

Martin Luther King Day Holiday, Courthouse Closed

TUESDAY, JANUARY 21, 2020

The Grant County Commissioners session began at 8:45 a.m. with all Commissioners in attendance.

8:45 a.m. – 9:00 a.m. Z Kennedy / Potts and Associates, Legislative Session Update

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

Calendar Items

01/23/20 – Drs Appointment (Ellensburg)

01/23/20 – HWC Meeting

01/23/20 – GrIS Teamsters Negotiations

Discussion Items

1. NOVAtime/Payroll Discussion

Authorization Requests

2. PAR – Dell Anderson
3. PARs – Elected Officials (Jan Increases)
4. COLA Approval
5. PMA – Traffic Technician
6. PMA – Fairgrounds Coordinator
7. Affidavit of Lost Receipt

Employee & Department Issues

8. Development Services
9. Central Services

Labor Relations

10. Association Grievance
11. Corrections Grievance
12. GrIS Teamster Negotiations
13. Corrections Teamster Negotiations

Personnel Action Request (PAR) for the salary, wage and/or position changes for: Richard Stevens, Tom Taylor, and Cindy Carter, Commissioners Office; Kim Allen, Clerk; Michele Jaderlund, Auditor; Tom Jones, Sheriff; Melissa McKnight, Assessor; Craig Morrison, Coroner; Darryl Pheasant, Treasurer; and Dell Anderson, Grant Integrated Services. **(Approved)**

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Position Management Approval (PMA) for the Fairgrounds to change the Office Assistant position title to Fairgrounds Coordinator. **(Approved)**

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

- Staffing status
- Budget submissions for 2020
 - Additional item for Portable Milking Machine – Milking Parlor status
- FAC appointments
- Entertainment for Fair
- Insurance requirements change
- Potential additional event at Fairgrounds
- Legislative grant
- Legislative Day January 30
- Rodeo Pavilion

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

BOCC:

- Update
- New Copier
- Coin

Board of Equalization (BOE):

- Update

Tourism Commission:

- Update
- Trade Shows

Disability Board:

- Update
- Meeting date change for February

Veteran Services:

- Update
- VSO location

11:30 p.m. – 11:50 a.m. B Rang, ASC Update and Misc BOCC Action (Items 1 through 7)

A motion was made by Commissioner Taylor, seconded by Commissioner Stevens, to approve items 1, 3, 4 and 7 on the agenda as presented. Items 2 and 6 were held. The motion passed unanimously.

1. Possible vouchers for insurance, legal services, grant administration, etc. **(Approved)**
2. *Held from January 6th Agenda:* Request from Coulee City asking for reconsideration of the contingency placed upon them on November 18, 2019 that required a Letter of Support from the Soap Lake Hospital District for Strategic Infrastructure Program SIP Project #2019-12: Port of Coulee City – Coulee City Medical Clinic for approval of \$169,000 grant funding. **(Item held)**

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3. Reimbursement Request (A-19) for contract work performed by Grant Integrated Services, during December, 2019 in the amount of \$1,143.75 on Washington State Department of Corrections (DOS) contract. **(Approved)**
4. Through the Professional Services agreement, Central Services requests to approve task order one (1) for Erlandsen & Associates for the design and engineering of campsites at the "East Campground" at the County Fairgrounds. **(Approved)**
5. Reimbursement Request (A-19) for contract work performed by Grant Integrated Services' Prevention and Recovery Center (PARC), during September 2019, in the amount of \$13,677.64 on Washington State Health Care Authority Contract No. K3919. **(Approved)**
6. **"Anticipating"** Purchasing Policy for Goods and Services – for approval. **(Not ready for signature)**
7. City of Warden request for extension of time on Strategic Infrastructure Project (SIP) 2016-05, Wastewater Collection System, from February 1, 2020 to April 1, 2020. **(Approved)**

1:00 p.m. – 2:00 p.m. T Taylor at Multi Agency Communications Center (MACC) Personnel Committee Meeting (Moses Lake)

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 3)

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to approve item 3 on the agenda as presented. Items 1 and 2 were not ready for signature. The motion passed with 2 Commissioners in attendance.

1. Execution of Contracts: Fuel Management System award the contract to the low bidder meeting specifications: Fleet Data Systems, 655 Skyway Rd. #118, San Carlos, CA 94070 to supply materials and installation of a Fuel Management System in the amount of \$88,360.00 not including sales tax. **(Not ready for signature)**
2. Execution of Contracts: Herbicide Application 2020 award the contract to the low bidder meeting specifications: Basin Tree Service, 1302 Highway 28 West, Ephrata, WA 98823 to apply soil residual and foliar herbicides on approximately 17,400 acres, of County Rights of Way in the amount of \$696,484.50. **(Not ready for signature)**
3. Request to purchase one (1) each Walk – n – Roll compactor in the amount of \$31,718.82 not including sales tax from PAPE Machinery through Sourcewell contract #032515-JDC. **(Approved)**

2:30 p.m. – 2:50 p.m. Consent Agenda (Items 1 through 10)

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to approve items 1 through 9 on the agenda as presented. Item 10 was not ready for signature. The motion passed with 2 Commissioners in attendance.

COMMISSIONERS OFFICE

1. Commissioners Office and Public Defense Vouchers for approval. **(Approved)**

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2. Special occasion liquor license for Columbia Basin Allied Arts and their event to be held on February 21, 2020 at Big Bend Community College. **(Approved)**
3. Letters of appointment for the following individuals to the Health and Wellness Committee: **(Approved)**
 - a. Jared Rang representing the Grant County Public Employees Association as the primary, voting member;
 - b. Karen Maedke representing Public Works as the primary, voting member;
 - c. Joe Wester representing the Deputy Sheriffs as the primary, voting member.

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 \$53,799.42)**

AUDITOR'S OFFICE

5. Request to purchase a photocopier from Business Interiors in the amount of \$4,598.00. This was approved in their 2020 Capital Expenditures budget. **(Approved)**

FAIRGROUNDS

6. Surplus request forms for the following items that are on their inventory equipment list but cannot be found: **(Approved)**
 - a. Desk – Hon Asset ID# 105046
 - b. Desk – Bush Enterprise Asset ID# 104467
 - c. Desk – Executive Desk – McCormick Asset ID# 102427

TREASURER'S OFFICE

7. Annual adoption of the County Investment Policy as provided by the Finance Committee and adopted by their Resolution No. 2017-1 on August 29, 2017. There were no changes to the policy in 2019. **(Approved)**
8. Request to transfer the Trial Court Improvement monies from the Law and Justice Fund per SSB 5454. The amount is \$16,865.00. **(Approved)**

HUMAN RESOURCES

9. Recommendation Memorandum from the Human Resources Director regarding a request from the Sheriff's Office - Corrections to initiate the County sick leave donation policy for Barbara Buchmann (Recipient 20-01). The Director recommends approval. **(Approved)**

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SHERIFF'S OFFICE

10. Anticipating: Surplus request for the following equipment: **(Not ready for signature)**

Asset ID	Description	Class	Acquisition cost	Location	Serial #
102640	Sony Handy Cam	INET Drug Tools	661.22	INET	416349
102641	Sony Handy Cam	INET Drug Tools	661.22	INET	364786
102715	Sony Handy Cam	INET Drug Tools	661.22	INET	416946
102820	Body wire & Equip	CE Equip	15382.84	INET	None on inventory list
102944	Motorola Portable Radio	INET Drug Tools	2900.99	INET	407CKF22936
102945	Motorola Portable Radio	INET Drug Tools	2900.98	INET	407CKF2937
102946	Motorola Portable Radio	INET Drug Tools	2900.98	INET	407CKF2938
102947	Motorola Portable Radio	INET Drug Tools	2900.98	INET	407CKF2939
102948	Motorola Portable Radio	INET Drug Tools	2900.98	INET	407CKF2940
102950	Motorola Portable Radio	INET Drug Tools	2900.98	INET	407CKF2941
104073	Sony Handy Cam	INET Drug Tools	661.22	INET	425566

3:00 p.m. – 3:50 p.m.

D Anderson, Grant Integrated Services Update

- Mattawa Office
- Personnel Update
- Moss Adams

MISCELLANEOUS ITEMS

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their January 17, 2020 payroll.

WEDNESDAY, JANUARY 22, 2020

The session was continued to 8:30 a.m. with all Commissioners in attendance.

8:30 a.m. – 9:20 a.m.

K McCrae, Sheriff's Office SCAAP Grant Discussion

9:30 a.m. – 10:15 a.m.

B Hill, Public Defense Update

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10:30 a.m. – 10:50 a.m. K Allen, Clerk's Office Update

- Benefits of Court Facilitator Program
- Update on Security Camera installations
- General Update

11:00 a.m. – 11:20 a.m. S Palacios, Juvenile Court and Youth Services Update

- Financial
- Intakes
- Courts
 - Offender/Diversion
 - Truancy
 - Dependency
- Security
- Martin Hall
- Administration

11:30 p.m. – 12:00 p.m. E Wash, County Travel Policy Discussion

6:00 p.m. – 8:00 p.m. T Taylor at WSAC Legislative Steering Committee Roundtable (WSAC Downstairs Conference Room, Olympia)

THURSDAY, JANUARY 23, 2020

8:00 a.m. – 1:00 p.m. T Taylor at WSAC Legislative Steering Committee Meeting (Washington Room – Pritchard Bldg, Olympia)

10:00 a.m. – 12:00 p.m. Martin Hall Juvenile Detention Center – Board Meeting (Medical Lake)
(Meeting rescheduled to January 30, 2020)

3:00 p.m. – 5:00 p.m. SHELLEY SLININGER FAIRWELL PARTY (Juvenile Court Lobby)

MISCELLANEOUS ITEMS

Commissioner Stevens was authorized to sign the Grant County Health District voucher listing in the amount of \$12,938.42 (for 2019 expenses) and \$32,246.57 (for 2020 expenses).

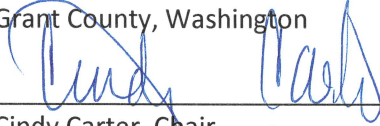
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FRIDAY, JANUARY 24, 2020


10:00 a.m. – 11:00 p.m. T Taylor, Fairgrounds Insurance Discussion (**Did not attend**)

Signed this 3rd day of March, 2020.

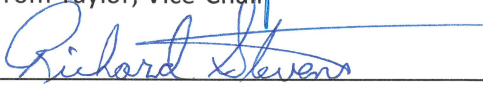
BOARD OF COUNTY COMMISSIONERS
Grant County, Washington



Cindy Carter, Chair

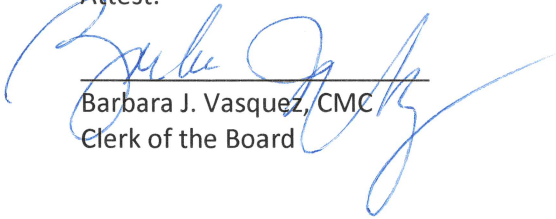


Tom Taylor, Vice-Chair



Richard Stevens, Member

Attest:



Barbara J. Vasquez, CMC
Clerk of the Board