

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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### MONDAY, MARCH 2, 2020

The Grant County Commissioners session began at 8:45 a.m. with Commissioners Taylor and Stevens in attendance. Commissioner Carter arrived late and was excused.

8:30 a.m. – 9:00 a.m. Elected Official Roundtable

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

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to approve items 1 through 9 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. Amendment #5 to Beacon facility agreement for Grant Integrated Services, which amends Exhibit B-2.A4 Maximum Contract Amounts to add \$20,000 from the Dedicated Marijuana Account fund source and add \$35,500 from the Substance Abuse Block Grant fund source. Amendment changes were effective January 1, 2020. **(Approved)**
3. Memorandum of Understanding with Amerigroup Washington, Inc. through Grant Integrated Services (GrIS) for the distribution of available Enhancement Funds in accordance with ESHB 1109, HCA guidance and direction based on GrIS' total accepted encounters and the total number of providers in such region who are eligible under the program. Term of the MOU is March 2, 2020 through March 2, 2021. **(Approved)**
4. Interlocal cooperation agreement with the Town of Wilson Creek for cooperative purchasing and the improvement of certain County-owned infrastructure around Town owned property through the Public Works department. **(Approved)**
5. **Resolution No. 20-019-CC** Authorizing Execution of Interlocal Agreement between the Town of Wilson Creek and Grant County for cooperative purchasing and the improvement of certain County-owned infrastructure around Town owned property. **(Approved)**
6. Grant County Reimbursement No. 7 on CDBG Public Services Grant No. 19-62210-005 for the period January 1, 2020 through January 30, 2020, with the Department of Commerce and administered through the OIC of Washington for \$19,044.01. **(Approved)**
7. **Resolution No. 20-020-CC** providing for an interim County Public Works Director and appointing Samuel Dart. **(Approved)**
8. Reimbursement Request (A-19) for contract work performed by Grant Integrated Services' Prevention and Recovery Center (PARC), during November 2019, in the amount of \$16,855.41 on Washington State Health Care Authority Contract No. K3919. **(Approved)**
9. Reimbursement Request (A-19) for contract work performed by Grant Integrated Services' Prevention and Recovery Center (PARC), during December 2019, in the amount of \$6,704.46 on Washington State Health Care Authority Contract No. K3919. **(Approved)**

9:30 a.m. – 10:20 a.m. T Gaines, Central Services Update

- Technology Services: Current Sit-Rep

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- Facilities and Maintenance: Current Sit-Rep, Project Updates; Personnel Matters
- Interfund Communications: Current Sit-Rep; Personnel Matters
- Fairgrounds: Current Sit-Rep, Project Updates; Personnel Matters
- Central Services: Current Sit-Rep; GrIS Update; PPC Update/use of guards; Ag Building Update; Grants Update; Corona Awareness

10:30 a.m. – 10:45 a.m. Citizen Public Comment Period **(No public in attendance)**

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

- Shelter update
- Heaters and diffusers- safety committee update
- Facility Dog update

11:30 a.m. – 11:40 a.m. Inventory of County Capitalized Assets filed with County Auditor  
**(Approved by Resolution No. 20-021-CC. This list will be kept in the Accounting Department)**

11:45 a.m. – 12:15 p.m. M Morrison, Public Works Director Position – Application Discussion

1:00 p.m. – 1:30 p.m. T Taylor at Meeting with Emergency Management (Law and Justice Building)

**MISCELLANEOUS ITEMS**

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their February 28, 2020 payroll.

**TUESDAY, MARCH 3, 2020**

The session was continued to 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**

*02/25/20 – Corrections Negotiations*

*02/27/20 – HWC Meeting*

*02/28/20 – Off for Medical Appointment*

*03/04/20 – Work in Ellensburg*

*03/05/20 – GrIS Negotiations*

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Discussion Items

1. HWC Update
2. Volunteer Tracking

Authorization Requests

3. PMA – DCL Supervisor
4. PMA – DCL Trainer
5. PMA – Childcare Provider (Grant)

Priority Items

6. NOVAtime Testing
7. PFML Guidance Documents
8. Negotiations Planning

Compensation, Benefits, & Payroll

9. Accounting Request to Pay Stipends by Percentage
10. Clerk of the Board

Employee & Department Issues

11. Auditor's Office – Elections

Policy & Procedure

12. Security Cameras
13. Use of Exempt Time
14. Animals in the Workplace

Labor Relations/ Legal Actions

15. Labor & Legal Report Review

Position Management Approval (PMA) for a Childcare Provider position at Grant Integrated Services. This is a new seasonal project position funded by a special project grant.

Pursuant to RCW 42.30.140(4)(a) Commissioner Carter called an Executive Session to order at 9:43 a.m. to go until 9:50 a.m. regarding negotiations. In attendance were Commissioners Taylor, Carter and Stevens, and Kirk Eslinger, Human Resources Director. Commissioner Carter continued the session to 9:52 a.m. Commissioner Carter closed the session at 9:52 a.m.

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|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| 10:30 a.m. – 10:50 a.m. | L Stoltman, Conservation District Update <b>(Cancelled)</b>                                                                                        |
| 11:00 a.m. – 11:50 a.m. | D Hooper, Development Services Update                                                                                                              |
|                         | <ul style="list-style-type: none"><li>• Workload report; Courthouse Association Grievance; Landfill; Chief Deputy FM; Building Inspector</li></ul> |
| 12:00 p.m. – 1:30 p.m.  | C Carter at North Central WorkForce Development Committee Meeting (SkillSource, Moses Lake)                                                        |
| 1:00 p.m. – 1:20 p.m.   | G Dano, Prosecuting Attorney's Office Update                                                                                                       |

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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 2 and 3 on the agenda as presented. Items 1 and 4 were not ready for signature. The motion passed with 2 Commissioners in attendance.

1. Execution of Contracts: Fuel Management System awarded to Mascott Equipment Co. for the bid amount of \$90,207.99. **(Item not ready for signature)**
2. Authorization to Call for Bids for the Asphalt Materials 2020 with a bid opening date of March 24, 2020 at 1:30 pm. **(Approved)**
3. Request to sell motor pool vehicle #7073, a 2014 Ford F-150 Crew Cab pickup truck (VIN 1FTFW1EF1EKE41031) to the Sheriff’s Office for the amount of \$8,500.00. **(Approved)**
4. Resolution notice of hearing declaring certain county-owned property surplus and ordering the sale thereof. Public hearing to be scheduled for March 31, 2020 at 1:30 p.m. **(Item not ready for signature)**

VEHICLE#	YEAR	MAKE	MODEL	SERIAL NUMBER	MILEAGE
7007	2009	FORD	EXPLORER 4X4	1FMEU73809 UA33165	123,855
7008	2009	FORD	EXPLORER 4X4	1FMEU73829 UA33166	113,785
7029	2010	FORD	CROWN VICTORIA	2FABP7BV4AX 131219	109,529
7061	2013	CHEVROLET	TAHOE 4X2	1GNLC2E0XDR 310674	131,313
7064	2013	CHEVROLET	TAHOE 4X4	1GNSK2E00DR 313615	144,600
7065	2013	CHEVROLET	TAHOE 4X4	1GNSK2E05DR 308474	111,523
7081	2015	DODGE	CHARGER AWD	2C3CDXKT7FH 820134	146,781

1:30 p.m. – 1:40 p.m.                      Open Record Public Hearing, Intermountain Infrastructure Group LLC – Franchise Application

The Commissioners held an Open Record Public Hearing to consider an application from Intermountain Infrastructure Group for a franchise to enter upon, construct, operate and maintain telecommunication facilities for the purpose of providing wholesale telecommunications services upon County Roads within Grant County. Location is West side of Road O.2-NW and along the south side of Martin Road, to the west side of Road R-NW, then south to Road 11-NW, within S 1, T 20, R 23; S 4, 5, 6 and 8, T 20, R 24; and S 8, T 20, R 24 EWM.

Sam Dart, Interim Public Works Director, discussed the project and stated that Public Works recommends approval of the project.

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor to close the public comment portion of the hearing. The motion passed with 2 Commissioners in attendance.

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Commissioner Stevens moved to approve the franchise as presented. Commissioner Taylor seconded and the motion passed with 2 Commissioners in attendance. The hearing adjourned.  
**(The Commissioners signed the Order Granting Franchise)**

2:30 p.m. – 2:50 p.m.                      Consent Agenda (Items 1 through 17)

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to approve items 1 through 17 on the agenda as presented. The motion passed unanimously.

**COMMISSIONERS OFFICE**

1. Commissioner's Office and Public Defense Vouchers. **(Approved)**
2. Commissioners January 20 and 27, 2020 Minutes for approval. **(Approved)**
3. Letter of appointment for Vanessa Brown to the Health and Wellness Committee representing Central Services as their primary, voting member. **(Approved)**
4. New liquor license application for Judy's Great Food, Royal City, WA from the Washington State Liquor and Cannabis Board. **(Approved)**
5. Request from the Board of Equalization to rescind their request to the Commissioners dated January 7, 2020 for an exception to the travel policy as it was determined that the BOE does not require any special considerations and will adhere to the new policy number 1202 dated February 6, 2020. **(Approved)**
6. Recommendation from the Health and Wellness Committee to amend their by-laws as follows: **(Approved)**

Member Selection Process:

Voting Members and Alternate Members should be recommended by the employees they represent. Members are selected in the following manner:

Department/Elected Office Representatives:

- a) The Chairperson shall request a list of eligible representatives from the Department Head/Elected Official. Eligibility is determined by the Department Head/Elected Official.
- b) In the event there are multiple eligible representatives for one position, the Chairperson shall hold an election for the department/office.
- c) If an election was held, the Chairperson shall notify the Department Head/Elected Official of the selection.
- d) The Chairperson shall notify the BOCC of the selection.
- e) The BOCC shall issue a written response approving or denying the recommendation.

Labor Organization Representatives:

- a) The Chairperson shall contact the current representative and/or an officer of the labor organization and request that an eligible representative be named. Eligible means that the representative is a Grant County employee and has received approval from their Department Head/Elected Official to participate.
- b) The Chairperson shall notify the BOCC of the selection.

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- c) The BOCC shall issue a written response approving or denying the recommendation.

**AUDITOR'S OFFICE – ACCOUNTING DEPARTMENT**

7. 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 \$606,152.15)**

**AUDITOR'S OFFICE – ELECTIONS DEPARTMENT**

8. 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 Presidential Primary Election to be held March 10, 2020; and the April 28, 2020 Special Election.
9. Designation of County Commissioner Cindy Carter to serve as the County Legislative Authority on the Canvassing Board for the Presidential Primary Election to be held on March 10, 2020; and the April 28, 2020 Special Election.

**FAIRGROUNDS**

10. Request to implement a policy regarding unclaimed Fair premiums from exhibitors. Exhibitors have 180 days to cash their premium check. After one year, the Fair will void all unclaimed premium checks and use these surplus Washington State Department of Agriculture (WSDA) funds for fair prizes/ribbons/premiums for the following year's Fair, in an amount under \$5,000.00. **(Approved)**
11. Recommendation to award the Request for Purchase (RFP) for an LED Reader Board in the Ardell Pavilion to Ramsay Signs in the amount of \$44,930.00. **(Approved)**
12. Request to purchase a Leaf Vacuum from Cyclone Rake (Z-10) in the amount of \$3,675.61. This is \$175.61 over their approved capital outlay budget and will be paid out of surplus funds from another project. **(Approved)**
13. Recommendation to award the bid for sound and lights during the Fair for entertainment to Cascade Sound in the amount of \$16,726.95. **(Approved)**

**CENTRAL SERVICES**

14. Recommendation to award the bid to purchase HVLS fans to Rite-Hite in the amount of \$29,722.00. **(Approved)**

**GRANT INTEGRATED SERVICES**

15. Out of state travel request for Thomas Mitchel and Jared DeTrollo to attend the PEERPOCALYPSE conference from April 19 – 23, 2020 in Seaside, OR. **(Approved)**

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16. Request to purchase Network Hardware (Routers, Gateways and Switches) for all of their Grant County Facilities, through Technology Services in the amount of \$15,000.00. **(Approved)**

**SHERIFF'S OFFICE**

17. Request to award the bid to for the removal and installation of two Roof Top Air Conditioning Units for the Work Release Facility to Basin Refrigeration and Heating in the amount of \$22,737.00 (excluding tax). This was approved in their capital outlay budget. **(Approved)**

3:30 p.m. – 3:50 p.m.                      A Williams, City of Moses Lake – New City Manager Introduction

4:00 p.m. – 5:30 p.m.                      C Carter at Royal REACH Meeting (Royal High School Library)

**WEDNESDAY, MARCH 4, 2020**

6:00 p.m. – 8:00 p.m.                      T Taylor at WSAC Legislative Steering Committee Roundtable (WSAC Downstairs Conference Room, Olympia) **(Did not attend)**

**MISCELLANEOUS ITEMS**

The Chair of the Board was authorized to sign the Assignment of Public Right-of-Way Easement Rights and Public Right of Way Easement between Grant County (Public Works) and the Port of Moses Lake / Port District No. 10 for Parcel Nos. 171024004, 171024005, and 170981000 located within S 30 and 18, T 20 N, R 28 E, WM.

**THURSDAY, MARCH 5, 2020**

7:45 a.m. – 1:00 p.m.                      T Taylor at WSAC Legislative Steering Committee Meeting (Washington Room – Pritchard Bldg, Olympia) **(Did not attend)**

9:00 a.m. – 10:00 a.m.                      T Taylor at Multi Agency Communications Center (MACC) Personnel Committee Meeting (Ephrata Fire Department)

10:00 a.m. – 11:00 a.m.                      R Stevens at WRCIP Meeting (ClearRisk, Ephrata)

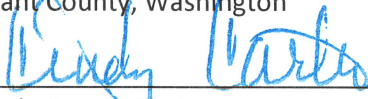
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FRIDAY, MARCH 6, 2020

No meetings held

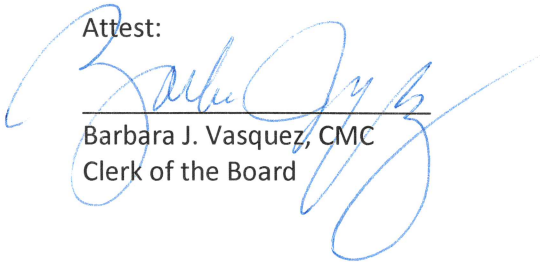
Signed this 7<sup>th</sup> day of April, 2020.

BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

  
\_\_\_\_\_  
Cindy Carter, Chair

  
\_\_\_\_\_  
Tom Taylor, Vice-Chair

Attest:

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

  
\_\_\_\_\_  
Richard Stevens, Member