

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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### MONDAY, MARCH 16, 2020

The Grant County Commissioners session began at 8:30 a.m. with all Commissioners in attendance.

5:00 a.m. – 6:00 a.m. T Taylor at Road 7 and Stratford Road Intersection – Traffic Count Meeting (Moses Lake) **(Cancelled)**

8:30 a.m. – 9:00 a.m. Grant County Discussion on COVID-19

The Commissioners (BOCC) met with the Elected Officials and Department Heads of Grant County to discuss the effects of the COVID-19 virus will have on county facilities and its employees. The BOCC is leaving it up to each department/office to determine essential/non-essential personnel within their office. The Grant County website will be continuously updated to assist the public.

9:00 a.m. – 9:20 a.m. B Rang, ASC Update and Misc BOCC Action (Items 1 through 6)

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

1. Possible vouchers for insurance, legal services, grant administration, etc. **(Approved)**
2. Reimbursement Request (A-19) for contract work performed by Grant Integrated Services, during February, 2020 in the amount of \$457.50 on Washington State Department of Corrections (DOSCA) contract. **(Approved)**
3. Request for release of funds on Strategic Infrastructure Program SIP Project No. 2016-05, City of Warden, Wastewater Collection System Extension in the amount of \$167,770.79 (Grant) to the City of Warden. **(Approved)**
4. Reimbursement Request #20-8 on Washington State Department of Commerce on Consolidated Homeless Grant, (CHG) No. 20-46108-10, administered through the Housing Authority of Grant County, in the amount of \$28,855.56. **(Approved)**
5. 2020 Grant County Tax Statement in the amount of \$12,975.37 (full tax). This amount includes the delinquent tax of \$9,585.55 for the Moses Lake Irrigation & Rehabilitation District assessment. **(Approved)**
6. Payment Under Protest letter regarding 2020 Moses Lake Irrigation & Rehabilitation District tax amount to Darryl Pheasant, Grant County Treasurer. **(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 **(Did not attend)**

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

- Employee Appreciation BBQ
  - Has it been scheduled for this year
  - Judicial Conference is May 31<sup>st</sup> to June 3rd

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

- Personnel
- DDA Update
- Signatory Authority

2:00 p.m. – 2:20 p.m. Consent Agenda (Items 1 through 14)

A motion was made by Commissioner Taylor, seconded by Commissioner Stevens, to approve items 1 through 14 on the agenda as presented. The motion passed unanimously.

**COMMISSIONERS OFFICE**

1. Commissioners Office and Public Defense Vouchers for approval. **(Approved)**
2. Letter of reappointment for Craig Cleveringa to the Horticultural Pest and Disease Board for another 2 year term beginning February 20, 2020 through February 19, 2022. **(Approved)**
3. Letter of appointment for Doris Long to the Health and Wellness Committee and represent the Development Services Department as the primary, voting member from March 17, 2020 through March 16, 2023. **(Approved)**
4. New liquor license application for Oregon Beverage Services, Moses Lake, WA from the Washington State Liquor and Cannabis Board. **(Approved)**
5. Letter of support for Grant County Fire District No. 7 to apply for a grant from FEMA to purchase Air Packs. **(Approved)**
6. Multi-Agency Communications Center MACC Bond Claims Payment Request (Batch 01-95) in the amount of \$90,514.23. **(Approved)**
7. On March 2, 2020, the Health and Wellness Committee submitted a recommendation to the BOCC in regards to changing the current membership process in the HWC Bylaws. This was approved. Due to a vote tally miscalculation, the HWC leadership is resubmitting the previously approved recommendation with a new vote tally. The recommendation still remains the same. **(Approved)**

**GRANT INTEGRATED SERVICES**

8. Request to purchase 15 iPad Tablets in the amount of \$9,435.00 through Technology Services. **(Approved)**
9. Out of state travel for Tina Bjerke, Veronica Gonzalez, and Karina Santana to attend the PEERPOCALYPSE training from April 19 - 23, 2020 in Seaside, OR. **(Approved, noting the dates of the conference has changed to July 20, 2020 – July 23, 2020)**

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**PROSECUTING ATTORNEY**

10. Request to surplus their Sharp MX-X5141N Copier (Asset ID# 500019) and trade it in for a Sharp MX-5071 Copier, from Business Interiors and Equipment in the amount of \$10,707.50 plus tax. **(Approved, Resolution No. 20-029-CC)**

**FAIRGROUNDS**

11. Recommendation to award the Request for Proposal (RFP) for an Economic Impact Study for the Fairgrounds to CAI Consulting for an amount not to exceed \$35,000.00. **(Approved)**
12. Recommendation to implement a policy for fees for any potential cancelled events in the extenuating circumstances of the COVID-19 virus: "For events cancelled in 2020 as a result of limitations on large gatherings or cautionary measures taken by promoters, it is the recommendation to reimburse all fees in effort to lessen the impact to the customers as a result of the COVID-19 Virus. **(Approved)**
13. Request to purchase two (2) signs for the Gold Gate from Marshall Signs in the amount of \$1,568.90. This was approved in their capital outlay budget. **(Approved)**
14. Request to purchase Sheep Barn Pens in the amount of \$22,798.82 from Triton Barn Systems. This was approved in their capital outlay budget. **(Approved)**

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 \$839,318.12)**

**MISCELLANEOUS ITEMS**

The Commissioners signed **Executive Order No. 2020-01** adjusting county operations during the COVID-19 event. During this event, and while the county is not closed by Emergency Declaration, county operations shall limit as many "in-person" services as possible by start of business March 18, 2020.

Sheriff's Office request to authorize procurement of a new Jail Inmate Kiosk system and recognizing it as an emergency for the COVID-19 pandemic response, foregoing the competitive bid process pursuant to RCW 38.52. **(Approved)**

Grant Agreement with the Washington State Department of Commerce through their Housing Assistance Unit for the Washington State COVID-19 Outbreak Emergency Housing Grant. The amount of the agreement is \$388,462.00 with a term beginning March 15, 2020 through September 30, 2020. **(Approved)**

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their March 13, 2020 payroll.

The Chair of the Board was authorized to sign the Pedro and Maria Flores (Maria Flores Short Plat) File # P 20-0015 (preliminary P 19-0364) Final Plat Submission and Review.

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The Commissioners sent out a Public Service Announcement (PSA) regarding the closure of certain departments/offices and asking the public to visit the county website for information in the upcoming days.

**TUESDAY, MARCH 17, 2020**

The session was continued to 8:45 a.m. with all Commissioners in attendance.

8:45 a.m. – 8:55 a.m.                    Z Kennedy / Potts and Associates, Legislative Session Update

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

**COVID-19 Update**

1. Human Resources Plan
  - a. Ability to assign all staff to other locations with full access to phones and technology.
  - b. Implemented department “social distancing” protocol by creating a front counter area.
  - c. Implemented regular disinfectant of “common touch” areas.
  - d. Participating in Webex updates.
2. HR Resources
  - a. COVID-19 Guidelines 03/12/20
  - b. COVID-19 Employee Guidelines (Pending)
3. Potential Revisions to Healthcare Coverage
4. Policy Decisions
5. Interim Decision Making

10:00 a.m. – 10:30 a.m.                C Carter at Canvassing Board Precertification of Election (Elections Department)

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

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

**BOCC:**

- Update

**Board of Equalization (BOE):**

- Update
  - 164 registered appeals

**Tourism Commission:**

- Update



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THURSDAY, MARCH 19, 2020

No meetings held

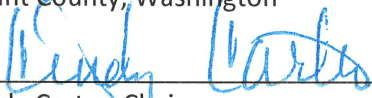
FRIDAY, MARCH 20, 2020

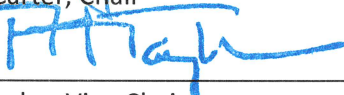
1:00 p.m. – 1:30 p.m.

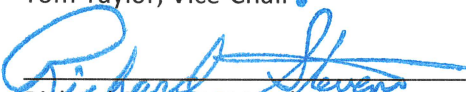
C Carter at Canvassing Board Certification of Election (Elections Department)

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

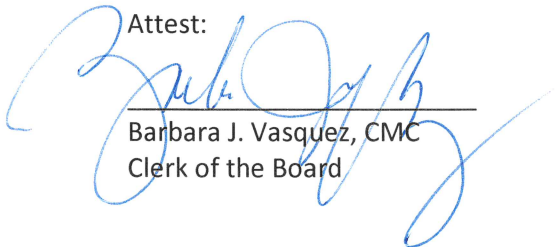
BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

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

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

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

Attest:

  
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Barbara J. Vasquez, CMC  
Clerk of the Board