

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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**All public meetings were held via a WEBEX Conference Call system. All three (3) Commissioners participated via this system.**

### **MONDAY, MARCH 30, 2020**

The Grant County Commissioners session began at 11:00 a.m. with all Commissioners in attendance via WEBEX Conference Call.

11:00 a.m. – 11:10 a.m.                      Open Record Public Hearing, Tourism and REET 1 Budget Extensions for Fairgrounds Projects

The Commissioners held an Open Record Public Hearing to consider a budget extension request in the total amount of \$90,000.00 to the Grant County Tourism Fund (\$60k) and REET 1 Funds (\$30k) for the Fairgrounds - Fair Entertainment, Barn 46 Floor rebuild; and Campground Signage.

Madeline Prentice, Chief Accountant, stated that budget extensions are needed for Tourism Advertising (114) and Fairgrounds (116) both in the amount of \$60,000. A budget transfer is also needed to those accounts so that their budgets remain balanced.

Also, REET (126) will be funding the Barn 46 Floor Rebuild in the amount of \$30,000.

A motion was made by Commissioner Taylor, seconded by Commissioner Stevens to close the public comment portion of the hearing. The motion passed unanimously. Commissioner Taylor moved to approve the budget extension and transfer as presented. Commissioner Stevens seconded and the motion passed unanimously. The hearing adjourned. **(Resolution No. 20-036-CC)**

11:15 a.m. – 11:30 a.m.                      B Rang, ASC Update and Misc BOCC Action (Items 1 through 13)

A motion was made by Commissioner Taylor, seconded by Commissioner Stevens, to approve items 1 through 5 and 7 through 11 on the agenda as presented. Item 6 was withdrawn and item 12 was denied. The motion passed unanimously.

1. Possible vouchers for insurance, legal services, grant administration, etc. **(Approved)**
2. Reimbursement Agreement with Grant County Public Hospital District No. 1 / Samaritan Healthcare through the Coroner's Office for architect development of the plans for a new morgue facility. Term is from the Effective Date and shall continue until the county completes payment of the Costs to Samaritan. **(Approved)**
3. Grant County Reimbursement No. 8 on CDBG Public Services Grant No. 19-62210-005 for the period February 1, 2020 through February 29, 2020, with the Department of Commerce and administered through the OIC of Washington for \$17,801.77. **(Approved)**

**Grant County Commissioners Minutes  
Week of March 30, 2020**

4. Terms of Acceptance for the Washington State Parks and Recreation Commission Recreational Boating Safety Federal Financial Assistance Grant through the Sheriff's Office for the amount of \$15,994.87. Term is March 1, 2020 to September 30, 2020. **(Approved)**
5. Contract Amendment No. 1 for Washington State Department of Social and Health Services (DSHS) contract number 1912-61860 for WorkFirst Onsite Family Violence Services through New Hope for the following: **(Approved)**
  - a. Exhibit B, Statement of Work, Section 1, Purpose, is amended to read as follows:
    - i. Provide a qualified Domestic Violence Advocate to provide on-site or telephone Family Violence Services for the DSHS Community Services Office to:
      1. Assist DSHS staff in determining appropriate WorkFirst activities for referred clients who experience family violence
      2. Provide referred clients community resource referrals and linkages appropriate to the family's needs.
      3. Provide empowerment-based advocacy to referred clients who experience family violence.
  - b. Exhibit B, Statement of Work, Section 4, Staffing is amended to read as follows:
    - i. The Contractor shall provide the services of a qualified Domestic Violence Advocate to the Moses Lake Community Service Office for up to 14.88 hours per week and 774 hours per year.
    - ii. The services may be provided in person at a Community Service Office or by telephone.
    - iii. If the Contractor cannot provide in person services they shall notify the Community Service Office and the DSHS Contact.
    - iv. If the Contractor can provide the services by telephone they shall notify the Community Service Office and the DSHS Contact.
    - v. Actual scheduling and manner in which the services will be provided will be negotiated between the Contractor and the Community Service Office.
  - c. Exhibit B, Statement of Work, Section 8, Compensation is amended to read as follows:
    - i. DSHS shall pay \$40.00 per hour for the Family Violence Services provided for a Community Service Office.
    - ii. Payment will be limited to actual hours worked by Domestic Violence Advocates and shall be prorated to 30-minute intervals.
6. *Held from the March 24th consent agenda:* Request to contract JDB Enterprises for ice vending at the Fairgrounds. The dispensary machine would be installed like a vending machine and vend ice with payment by credit card. **(Withdrawn)**
7. Request to reject all bids for the building of a Horse Stall Structure at the Fairgrounds as the sole bid was \$15,232.04 over the budgeted amount. The Fairgrounds is requesting to re-evaluate the plan and resubmit for bids at a later time. **(Approved)**
8. Request to award the contract for the Repair of the Agriculture buildings envelope at the Fairgrounds to Stan's Construction with a bid total of \$89,981.00, as they were the lowest, responsible bidder. The total budget for this project was \$100,000 and the savings will be applied towards the new HVAC for the same building. **(Approved)**
9. Request to reject all bids for the building of a shaving cage structure at the Fairgrounds as the sole bid was \$56,638.10 over the budgeted amount. Central Services is requesting to re-evaluate the plan and resubmit for bids at a later time. **(Approved)**

**Grant County Commissioners Minutes  
Week of March 30, 2020**

10. Reimbursement Request (A-19) for contract work performed by Grant Integrated Services' Prevention and Recovery Center (PARC), during October 2019 Supplemental #1, in the amount of (\$42.31) on Washington State Health Care Authority Contract No. K3919. **(Approved)**
11. Reimbursement Request (A-19) for contract work performed by Grant Integrated Services' Prevention and Recovery Center (PARC), during January 2020, in the amount of \$11,769.11 on Washington State Health Care Authority Contract No. K3919. **(Approved)**
12. Letter from the Port of Royal Slope stating the necessity to repair a small canal boarding the Public Works facility in Royal City. The port has received a quote from the Quincy Columbia Irrigation District for their portion of the repair costs totaling \$53,410.50 and is requesting to split to the costs with the county. **(Denied)**
13. CHG & CDBG Grants Discussion.

12:00 p.m. – 1:00 p.m.                    C Carter, US Environmental Protection Agency, Moses Lake Wellfield Superfund Site Redevelopment Project – Discussion **(Not a public meeting)**

**MISCELLANEOUS ITEMS**

The Commissioners approved the request of the Facilities and Maintenance Manager to accept the bid for the Asphalt Maintenance RFB (FM2001) project to MOE Asphalt Patching and Sealcoating, Inc. for the amount of \$51,263.94.

Amendment No. 1 to Interlocal Cooperation Agreement with Adams County regarding services of a licensed professional engineer, extended through July 31, 2020. **(Approved)**

Grant County Economic Development Council recommendation that the April 2020 Strategic Infrastructure Program round of applications be postponed through July, 2020. **(Approved)**

**TUESDAY, MARCH 31, 2020**

The session was continued to 10:00 a.m. with Commissioners Taylor and Stevens in attendance. Commissioner Carter was out in the morning and excused.

10:00 a.m. – 10:10 a.m.                    Grant County Paper of Record for Legal Notices - Bid Opening

The following bid was received:

- Columbia Basin Herald                    \$5.50/column inch

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to turn the bid over to the Clerk of the Board and bring back to the Board for the contract award on April 7, 2020. The motion passed with 2 Commissioners in attendance.

**Grant County Commissioners Minutes  
Week of March 30, 2020**

- 11:30 a.m. – 12:00 p.m. C Carter, Finance Committee Meeting **(Not a public meeting)**
- 1:00 p.m. – 1:20 p.m. G Dano, Prosecuting Attorney’s Office Update
- 1:30 p.m. – 2:00 p.m. Public Works Update (Items 1 through 4)

A motion was made by Commissioner Stevens, seconded by Commissioner Taylor, to approve items 2 through 4 on the agenda as presented. Item 1 was not ready for signature. The motion passed unanimously.

1. Execution of Contracts: Road Stabilization 2020 awarded to Envirotech Services, Inc. of Greeley, CO to furnish and place 769 tons of Magnesium Chloride (30%) in the amount of \$122,847.75. **(Item not ready for signature)**
2. Execution of Contract with Mascott Equipment Co. for the Fuel Management System 2019 project for the amount of \$90,207.99. **(Approved)**
3. Pacific Groundwater Group - Scope of Work and Budget for evaluation of flooding along Goodrich Road and Stacey Drive in Moses Lake. Estimated cost for this project is \$6,084.00. **(Approved)**
4. Recommendation to award the Asphalt Materials 2020 project as follows: **(Approved)**
  - Item 1A - Furnish up to 5,500 tons of HFE 150 Liquid Asphalt F.O.B., Spokane Valley, WA Terminal; Item 1B - Furnish up to 650 tons of HFE 90 Liquid Asphalt F.O.B., Spokane Valley, WA Terminal - Award the bid to the low bidder meeting specifications: Western States Asphalt, 4327 N. Thor St., Spokane, WA 99217 to furnish up to 5,500 tons of HFE 150 Liquid Asphalt at the unit bid price of \$296 per ton in the amount of \$1,772,892 including in sales tax. To furnish up to 650 tons of HFE 90 Liquid Asphalt at the unit bid price of \$296 per ton in the amount of \$209,523.60 including in sales tax. The transport will be performed by JJ Williams, Spokane Valley, WA
  - Item 2A – Furnish up to 7,000 tons of HMA Class ½” PG 64-28 and/or Item 2B – Furnish up to 7,000 tons of HMA Class 3/8” PG 64-28 F.O.B., HMA plant within 10 miles of Moses Lake WA - Award the bid to the low bidder meeting specifications: Central Manufacturing, Inc., P.O. Box 939, Moses Lake, WA 98837 to furnish up to 7,000 tons of HMA Class ½” PG 64-28 at the unit bid price is \$46 per ton in the amount of \$347,438 including in sales tax. And/or to furnish up to 7,000 ton of HMA Class 3/8” PG 64-28 at the unit bid price of \$48 per ton in the amount of \$362,544 including sales tax.

- 1:30 p.m. – 1:40 p.m. Open Record Public Hearing, Public Works Declaring Surplus Miscellaneous Vehicles and Ordering the Sale Thereof

The Commissioners held an Open Record Public Hearing to consider a request from Public Works to surplus the following vehicles:

<u>VEHICLE#</u>	<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>SERIAL NO.</u>	<u>MILEAGE</u>
7007	2009	FORD	EXPLORER 4X4	1FMEU73809 UA33165	123,855
7008	2009	FORD	EXPLORER 4X4	1FMEU73829 UA33166	113,785

**Grant County Commissioners Minutes  
Week of March 30, 2020**

7029	2010	FORD	CROWN VICTORIA	2FABP7BV4A X131219	109,529
7061	2013	CHEVROLET	TAHOE 4X2	1GNLC2E0XD R310674	131,313
7064	2013	CHEVROLET	TAHOE 4X4	1GNSK2E00D R313615	144,600
7065	2013	CHEVROLET	TAHOE 4X4	1GNSK2E05D R308474	111,523
7081	2015	DODGE	CHARGER AWD	2C3CDXKT7F H820134	146,781

Sam Dart, Interim Public Works Director, described his request.

A motion was made by Commissioner Taylor, seconded by Commissioner Stevens to close the public comment portion of the hearing. The motion passed unanimously. Commissioner Stevens moved to approve surplus of vehicles as presented. Commissioner Taylor seconded and the motion passed unanimously. The hearing adjourned. **(Resolution No. 20-037-CC)**

2:00 p.m. – 2:20 p.m. Consent Agenda (Items 1 through 9)

A motion was made by Commissioner Taylor, seconded by Commissioner Stevens, to approve items 1 through 9 on the agenda as presented. The motion passed unanimously.

**COMMISSIONERS OFFICE**

1. Commissioners Office Vouchers for approval. **(Approved)**
2. Special occasion liquor license application for Ridge Riders Inc. and their May 30, 2020 event at their rodeo grounds, from the Washington State Liquor and Cannabis Board. **(Approved)**

**AUDITOR'S OFFICE – ACCOUNTING DEPARTMENT**

3. 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 amounts of \$337,437.17 and \$0.49)**

**SHERIFF'S OFFICE**

4. Request to purchase qty. 2 Milnor 60lb Rigid Mount Washer-Extractor machines and qty. 2 Milnor 75lb Capacity Electric Heated Dryers in the total amount of \$40,639.92 from Western State Design. These were approved in their capital outlay budget. **(Approved)**

**FAIRGROUNDS**

5. Request to purchase qty. 2 canopies in the amount of \$8,538.32 from KD Canopy. This was approved in their capital budget. **(Approved)**

**Grant County Commissioners Minutes  
Week of March 30, 2020**

6. Request to purchase stall mats in the amount of \$5,999.00 from Basin Feed. This was approved in their capital outlay budget. **(Approved)**

**CENTRAL SERVICES**

7. Memorializing the emergency repair of equipment at the Fairgrounds Commercial Building – qty. 2 Air Handling Units. The cost of the work was \$12,600.00 and completed by McKinstry. This was approved by the Chair, Cindy Carter. **(Approved)**
8. Memorializing a conversation with the Commissioners for authorization to move forward and purchase Cisco products during the COVID-19 pandemic for WebEX meetings, etc. **(Approved)**

**GRANT INTEGRATED SERVICES**

9. Request for a commitment letter to Medicare stating Grant County/Grant Integrated Services ability to provide services to individuals covered by Medicare and that we are legally and financially responsible in the event that there is any outstanding debt owed to Centers for Medicare and Medicare Services. **(Approved)**

2:30 p.m. – 3:20 p.m.

K Eslinger, Human Resources Update

**Discussion Items**

1. Update to Policy Exception Resolution
  - a. Probationary Employees
  - b. Ability to Choose LWOP & Order of Leave
  - c. Leave Buy-Back
2. Update to Directive Resolution
  - a. COVID Leave
  - b. Additional COVID Compensation
3. Use of Federal COVID Leave
  - a. Medical Documentation
4. Additional COVID Discussion
  - a. Available Work
  - b. Monitoring Temperatures

**Authorization Requests**

5. None

**Recruitment / Civil Service**

6. Exceptions to Hiring Freeze:
  - a. Area Grader Operator (1)
  - b. Certified Elections Administrator (1)
  - c. Community Living Support Aid (3-4)
  - d. Corrections Officer (CS)
  - e. Crisis Intervention Specialist (1)
  - f. Deputy Prosecutor (1-2)
  - g. Deputy Sheriff (CS)
  - h. Public Works Director (1)
  - i. Truck Driver (4)
7. Public Works Director

**Grant County Commissioners Minutes**

**Week of March 30, 2020**

**Labor Relations/ Legal Actions**

- 8. Security Cameras
- 9. Fire Call Standby
- 10. Association Negotiations Mediation
- 11. GrIS Negotiations
- 12. COVID Issues
  - a. Assessor's Office
  - b. District Court
  - c. Public Works

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their March 27, 2020 payroll.

**WEDNESDAY, APRIL 1, 2020**

No meetings held

**THURSDAY, APRIL 2, 2020**

7:00 a.m. – 8:00 a.m. T Taylor, Moses Lake Chamber Response Team Meeting via ZOOM

2:00 p.m. – 3:00 p.m. C Carter, COVID-19 CHG Housing Grant Discussion via WEBEX

**MISCELLANEOUS ITEMS**

The Chair of the Board was authorized to sign the Scott Teuber (Teuber Short Plat No. 2) file # P 19-0408 (preliminary P 19-0296) Final Plat Submission and Review.

The Commissioners wrote to Governor Inslee and recommended he reconsider the moratorium of construction on single family homes and that they should remain an essential function during the Stay Home, Stay Healthy order.

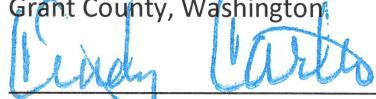
Page 8 of 8  
Grant County Commissioners Minutes  
Week of March 30, 2020

FRIDAY, APRIL 3, 2020

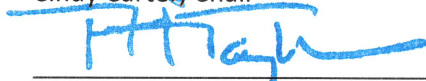
No meetings held

Signed this 14<sup>th</sup> day of April, 2020.

BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

  
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Cindy Carter, Chair

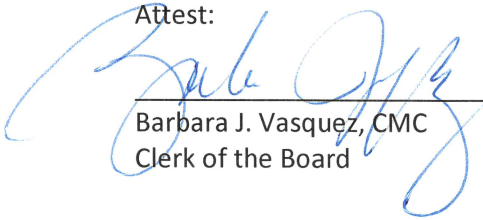
  
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Tom Taylor, Vice-Chair

  
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Richard Stevens, Member

Attest:

  
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Barbara J. Vasquez, CMC  
Clerk of the Board