

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

All public meetings were held by the Grant County Commissioners via WEBEX Conference Call only.

MONDAY, JUNE 29, 2020

T Taylor, Out

8:30 a.m. – 9:00 a.m. Grant County COVID-19 Healthcare and Public Health Briefing (ZOOM Meeting)

9:00 a.m. – 10:00 a.m. C Carter, Public Works Management Team Meeting – Conference Call

MISCELLANEOUS ITEMS

Commissioner Stevens was authorized to sign the Grant County Health District voucher listing in the amount of \$10,985.43.

TUESDAY, JUNE 30, 2020

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

8:45 a.m. – 8:55 a.m. Open Record Public Hearing, Development Services Budget Extension

The Commissioners held an Open Record Public Hearing to consider a budget extension request from Development Services in the amount of \$2,000.00 (Fund #001, Department #111) to cover the county's obligation to the state-wide aerial imagery program for 2020.

Damien Hooper, Director of Development Services, discussed 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 the budget extension as presented. Commissioner Taylor seconded and the motion passed unanimously. The hearing adjourned. **(Resolution No. 20-052-CC)**

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9:00 a.m. – 9:50 a.m.

K Eslinger, Human Resources Update

Discussion Items

1. COVID Situation Update
 - a. Board Instruction re COVID
 - b. ESD SharedWork Update
 - c. Mask Signage

Authorization Requests

2. Association Settlement

Priority Items

3. COVID-Related Leave Audits
4. ESD SharedWork Application
5. Labor Relations Documentation

Employee & Department Issues

6. Leadership Expectations

Recruitment / Civil Service

7. Exceptions to Hiring Freeze:
 - a. Deputy Clerk (1)
 - b. WISE Coordinator (1)
 - c. WISE Peer Support - Youth (1)

Labor Relations/ Legal Actions

8. Labor & Legal Report Review

Arbitration Settlement Agreement by and between Grant County, Grant County Department of Public Works, Grant County Public Employees Association – Public Works Unit and Patrick Wortham.

10:00 a.m. – 10:30 a.m.

Elected Official / Department Head COVID-19 and CARES Act Discussion

The Commissioners discussed with Grant County Elected Officials and Department Heads how the virus is impacting their office.

10:30 a.m. – 10:50 a.m.

T Gaines, Central Services Update

Pursuant to RCW 42.30.110(1)(b) Commissioner Carter called an Executive Session to order at 10:48 a.m. to go until 10:53 a.m. regarding Real Estate Acquisition. In attendance were Commissioners Taylor, Carter and Stevens, Tom Gaines, Central Services Director; and Jim McKiernan, Fairgrounds Director. Commissioner Carter closed the session at 10:53 a.m.

11:00 a.m. – 11:30 a.m.

C Carter, Finance Committee Meeting

1:00 p.m. – 1:20 p.m.

G Dano, Prosecuting Attorney's Office Update

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1:30 p.m. – 2:00 p.m.

S Castro, Public Works Update (Items 1 through 5)

A motion was made by Commissioner Taylor, seconded by Commissioner Stevens, to approve items 2, 3, and 4 on the agenda as presented. Items 1 and 5 were not ready for signature. The motion passed unanimously.

1. Reimbursable Work Request with the City of Quincy for shoulder patch work on M St. NE to Columbia Way and Rd. 11 Intersection to Irrigation District Bridge. **(Item not ready for signature)**
2. Interlocal Cooperation Agreement between Grant County (Public Works Department) and Ferry County (Public Works Department) regarding the cooperative use of facilities, equipment, materials and personnel. **(Approved)**
3. Award Letter for Alternate Daily Cover 2020: After examining the bids submitted for this project and due to the appearance that none of the bidders can be determined to be “responsible bidders”, Public Works recommends rejecting all bids received on this project. **(Approved)**
4. Recommendation from the Solid Waste Advisory Committee to proceed with the Phase 3 construction at the Ephrata Landfill. **(Approved)**
5. Solid Waste Budget Amendment **(Item not ready for signature)**

2:00 p.m. – 2:50 p.m.

Consent Agenda and Misc BOCC Action (Items 1 through 23)

A motion was made by Commissioner Taylor, seconded by Commissioner Stevens, to approve items 1 through 5, 8 through 11, and 13 through 23 on the agenda as presented. Items 7 and 12 were held for further review. Item 6 is being amended as shown below. The motion passed unanimously.

COMMISSIONERS OFFICE

1. Possible vouchers for Commissioners Office, insurance, legal services, grant administration, etc.
2. Commissioners June 15, 2020 Minutes for approval.
3. **Held from June 23rd agenda:** Interlocal Cooperation Agreement with the Health District for grant funding through the Coronavirus Relief Fund (CRF) Cares Act Grant for COVID-19 related expenses from March 1st, 2020 through October 31st, 2020 not to exceed \$1.4 million dollars. **(Approved)**
4. Interlocal Cooperation Agreement with the Grant County Fire District Number 3 for grant funding through the Coronavirus Relief Fund (CRF) Cares Act Grant for COVID-19 related expenses from March 1st, 2020 through October 31st, 2020 not to exceed \$10,000 dollars. **(Approved)**
5. Interlocal Cooperation Agreement with the City of George for grant funding through the Coronavirus Relief Fund (CRF) Cares Act Grant for COVID-19 related expenses from March 1st, 2020 through October 31st, 2020 not to exceed \$10,000.00 dollars. **(Approved)**
6. Recommendation for the following budget allocation for the Coronavirus Relief Funds (CRF through the CARES Act Grant: **(Approved as amended below)**
 - \$1,000,000.00 allocated to Grant County Expenses
 - \$1,400,000.00 allocated to Health District Expenses
 - \$100,000.00 allocated to Taxing & Special District Expenses

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- ~~\$2,000,000.00~~ \$2,500,000.00 allocated to grants for small businesses & non-profit organizations within unincorporated Grant County
 - ~~\$500,000.00 allocated to grants for small businesses & non-profit organizations within cities in Grant County~~
7. Recommendation to contract with the Grant County Economic Development Council for Coronavirus Relief Funds (CRF) through CARES Act Grant for the administration of the combined 2.5 million dollars allocated towards small business & non-profit organization grants for a 10% administration fee totaling \$250,000.00. **(Item held for further review)**
 8. Washington State Department of Commerce Homeless Housing Funding Application for the CARES Act Emergency Solutions Grant COVID-19 (ESG-CV) for \$278,466.00 for the grant period July 15, 2020 through September 30, 2022. This is a pass through Grant in coordination with the Housing Authority of Grant County. **(Approved)**
 9. Grant County Reimbursement No. 11 on CDBG Public Services Grant No. 19-62210-005 for the period May 1, 2020 through May 31, 2020, with the Department of Commerce and administered through the OIC of Washington for \$38,665.02. **(Approved)**
 10. Request for authorization to amend county policy 1202 titled Travel Authorization and Expense Reimbursement, suspending all Out-of-County and Out-of-State training & travel in order to safeguard the employees of Grant County effective July 1, 2020. **(Approved)**
 11. Recommendation from the Lodging Tax Advisory Committee (LTAC) to roll over previously awarded 2020 grant funds that have not been reimbursed and the event has been canceled due to COVID-19 to the 2021 budget. **(Approved)**
 12. **Anticipating:** Interlocal agreement with the Grant County Fire District 10 for the utilization of Public Works fueling facilities to be tracked and billed monthly by the Public Works Department. Term of the agreement is June 30, 2020 until canceled. **(Item placed on hold)**

AUDITORS OFFICE

13. 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 \$430,021.72)**

CLERK'S OFFICE

14. Request to surplus and dispose of the following assets to the county landfill: **(Approved)**
 - 2008 ScanPro Microfilm Reader (Asset# 102801) – broken
 - 2005 HP Computer (Asset# 103025) – Obsolete

GRANT INTEGRATED SERVICES

15. Reimbursement Request (A-19) for contract work performed by Grant Integrated Services' Prevention and Recovery Center (PARC), during April 2020, in the amount of \$21,436.31 on Washington State Health Care Authority Contract No. K3919. **(Approved)**

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16. AIA Document G802-2007, Amendment No. 2 to Professional Services Agreement between Owner (Grant Integrated Services) and Design West Architects, for residential treatment facility for the construction drawings of the seclusion room as defined by the Department of Health requirements for a lump sum fee of \$4,700.00. **(Approved)**
17. Amendment Number 1 for the Washington State Health Care Authority, Client Services Contract, Criminal Justice Treatment Account (CJTA) Funded Treatment and Recovery Support Services, through Grant Integrated Services, Contract No. K3958 extending the contract term to July 1, 2020 to June 30, 2021 in the amount of \$168,327.00. **(Approved)**

NEW HOPE

18. Contract Amendment No. 2 for the Domestic Violence Prevention Account-Intervention Services Contract No. 1863-31475 with Department of Social & Health Services (DSHS) for New Hope to provide domestic violence services through outreach to under/un-served victims in rural areas of Grant and Adams Counties. Amended period of performance is July 1, 2020 through June 30, 2021 with an increase in the amount of \$137,645.00 to a new total of \$407,126.003. **(Approved)**

SHERIFF'S OFFICE

19. Budget extension request in the amount of \$7,608.01 to purchase a Steamer using Law and Justice Funds. A like steamer was purchased in 2019 for the amount of \$5,982.37 but needed to be returned due to the incorrect item being purchased. This amount was credited back to the Sheriff's Office and now needs to be transferred as revenue under Fund #121.163. Also being requested is a budget transfer in the amount of \$5,982.37 for revenue (credit) received from the incorrect steamer and transferred to Fund# 121.163. **(Approved)**

TREASURER'S OFFICE

20. Request to convey the following parcels to the Bureau of Reclamation, Public Works, and the City of Grand Coulee. He would like to deed these parcels for the cost of the deed, affidavit fees and recording fees borne by the grantees: **(Approved)**
 - Bureau of Reclamation:
 - 01-0761-010
 - 01-0764-000
 - 01-0765-000
 - 01-0766-000
 - 01-0778-000
 - 01-1340-000
 - 01-1326-000
 - 01-1341-000
 - 01-1350-000
 - 01-1352-000
 - 01-1353-000
 - 01-1375-000
 - 01-1376-000
 - 14-1365-000

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14-17 84-000

17-1293-000

- Public Works

12-1138-233

14-1739-001

17-0502-000

18-1303-001

- Grand Coulee

01-0762-000

01-1393-000

TECHNOLOGY SERVICES

21. Purchase Order No. 319 request to authorize the purchase of a licensing upgrade to the existing Multi Factor Authentication (MFA) through SHI in the amount of \$13,623.17. **(Approved)**
22. Purchase Order No. 320 requesting to purchase the annual renewal for the site license & Magnet AXIOM upgrade through MAGNET Forensics in the amount of \$3,305.12. **(Approved)**

FACILITIES AND MAINTENANCE

23. Request to purchase Polycarbonate / Lexan Sheets in the amount of \$6,460.18 from West Coast Fabrication to build sneeze guards to place throughout various county departments, spaces and buildings. **(Approved)**

WEDNESDAY, JULY 1, 2020

9:30 a.m. – 10:00 a.m. T Taylor, REC Settlement Discussion Pre-Meeting

10:00 a.m. – 11:00 a.m. T Taylor, REC Settlement Discussion Meeting

THURSDAY, JULY 2, 2020

7:00 a.m. – 8:00 a.m. T Taylor, Moses Lake Chamber Response Team Meeting **(Cancelled)**

8:30 a.m. – 9:00 a.m. Grant County COVID-19 Healthcare and Public Health Briefing (ZOOM Meeting)

MISCELLANEOUS ITEMS

Department of Commerce Contract Management System Access Request Form for access to the Secure Access Washington (SAW Account) for the Coronavirus Relief Funds (CRF) grant contract #20-6451C-013.

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FRIDAY, JULY 3, 2020

Fourth of July Holiday – Courthouse Closed

Signed this 21st day of July, 2020.

BOARD OF COUNTY COMMISSIONERS
Grant County, Washington

ERASED
Cindy Carter, Chair

[Signature]
Tom Taylor, Vice-Chair

[Signature]
Richard Stevens, Member

Attest:

[Signature]
Barbara J. Vasquez, CMC
Clerk of the Board