

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

---

Public meetings were held by the Grant County Commissioners via WEBEX Conference Call or Video only.

### MONDAY, MARCH 1, 2021

The Grant County Commissioners session began at 9:30 a.m. with all Commissioners in attendance.

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

9:00 a.m. – 9:30 a.m. R Jones, Public Works Management Team Meeting – Conference Call

9:30 a.m. – 10:00 a.m. J Flynn, Administrative Services Coordinator Update

10:00 a.m. – 10:30 a.m. Commissioners Office Staff Meeting

10:30 a.m. – 11:00 a.m. T Gaines, Central Services Update

- Technology Services: General Updates; Project Updates
- Interfund Communications: General Updates
- Facilities and Maintenance: General Updates; Project Updates
- Fairgrounds: Ongoing operations
- Central Services: Upcoming schedule; Current SitRep

11:00 a.m. – 11:30 a.m. S Fode, New Hope / Kids Hope Update

- Shelter update
- Funding
- Board orientation
- Personnel update

11:30 a.m. – 12:00 p.m. Filing with County Auditor the Inventory of County Capitalized Assets

Madeline Prentice, Chief Accountant, provided the annual report on the Inventory of County Capitalized Assets totaling \$4,174,712.06. The total for Public Works is \$31,668,160.13. She stated this amount is drastically changed from the previous year because Grant County updated the capital asset threshold amount to assets over \$5,000.00 and everything under \$5,000.00 is on each department's small and attractive list.

A motion was made by Commissioner Stone, seconded by Commissioner Jones, to approve the Inventory of County Capitalized Assets per RCW 36.32.210 as presented. The motion passed unanimously. **(Approved, Resolution No. 21-014-CC)**

NOTE: ALL TIMES ARE ESTIMATES TO ASSIST IN SCHEDULING AND MAY BE CHANGED SUBJECT TO THE BUSINESS OF THE DAY AT THE BOARD'S DISCRETION. THE BOARD MAY ADD AND/OR DELETE AND TAKE ANY ACTION ON ANY ITEM NOT INCLUDED IN THE ABOVE AGENDA. ANY SUBJECT PLACED ON THE AGENDA REGARDLESS OF HOW THE MATTER IS STATED ON THE AGENDA, MAY BE ACTED UPON BY THE BOARD. AMERICANS WITH DISABILITIES ACT (ADA) ACCOMODATIONS PROVIDED UPON REQUEST.

**Grant County Commissioners Agenda  
Week of March 1, 2021**

12:00 p.m. – 1:00 p.m.	WSAC Virtual Assembly
1:00 p.m. – 1:30 p.m.	G Dano, Prosecuting Attorney's Office Update
1:30 p.m. – 2:30 p.m.	K Eslinger, Human Resources Process Discussion
3:00 p.m. – 4:00 p.m.	C Carter at Grant Transit Authority – Facility and Maintenance Manager Position – Evaluations (Moses Lake)
3:30 p.m. – 4:30 p.m.	R Jones at Grant County Economic Development Council – Introduction (Moses Lake)

**MISCELLANEOUS ITEMS**

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their February 26, 2021 payroll. **(Approved)**

**TUESDAY, MARCH 2, 2021**

The session was continued to 9:45 a.m. with Commissioners Carter and Stone in attendance. Commissioner Jones was out until 9:00 a.m. and excused.

8:00 a.m. – 9:00 a.m.	R Jones, Out
8:45 a.m. – 9:00 a.m.	Potts and Associates, Legislative Session Update
9:00 a.m. – 10:30 a.m.	K Eslinger, Human Resources Update

**Calendar Items**

*03/05/21 – 03/12/21 – Vacation*

*03/09/21 – HR Update Meeting Canceled (Out-of-State Vacation)*

**Discussion Items**

1. Opening of County Offices & Services
2. HWC Recommendation re Wellness Program
3. Wage Review for Admin Services Coordinator

**Authorization Requests**

4. PAR – Jerry Gingrich
5. PAR – Janice Flynn
6. PMA – Facilities Maintenance
7. PMA – Application Specialist
8. PMA – Program Coordinator

**Compensation, Benefits, & Payroll**

9. Tech Services

**Grant County Commissioners Agenda**

**Week of March 1, 2021**

**Employee & Department Issues**

- 10. Fairgrounds
- 11. Public Works

**Labor Relations/ Legal Actions**

- 12. Labor & Legal Report Review (New Items)
  - a. ASC – Outside Resources
  - b. Document Signature
    - i. Corrections MOU
    - ii. Corrections CBA
    - iii. Deputy Sheriffs CBA
- 13. Labor & Legal Report Review (Continuing Items)
  - a. State Auditor’s Office (Rang Investigation)
  - b. Association 2021 CBA Negotiations
  - c. Corrections 2021 CBA Negotiations
  - d. Sheriff Support 2022 CBA Negotiations
  - e. Deputy Sheriff’s 2021 CBA Negotiations
  - f. GrIS Teamsters 2020 Reopener
  - g. GrIS Teamsters 2021 CBA Negotiations
  - h. PERC (COR) 131213-U-18 (Pay Schedule)
  - i. PERC 132603-P-20 (Gribble Arbitration)
  - j. PERC (Shift Rotation Arbitration)
  - k. PERC (Brissey Arbitration)
  - l. PERC (ASC) 133077-U-20 (Public Works ULP)
  - m. PERC (ASC) 133122-E-20 (AFSCME)

**HR Overview & Process**

- 16. HR Overview Process Documentation

Personnel Action Request (PAR) for the salary, wage and/or position changes for Jerry Gingrich and Janice Flynn, Commissioners Office. **(Approved)**

10:30 a.m. – 11:00 a.m. L Stoltman, Conservation District Update

11:00 a.m. – 12:00 p.m. D Hooper, Development Services Update

- Workload Report; RFP for Professional/Personal Services; Marijuana Notices from Liquor and Cannabis Board; Comprehensive Plan Amendment Cycle

12:30 p.m. – 1:30 p.m. Ephrata Landfill Remediation – Consultant Overview

1:30 p.m. – 2:00 p.m. S Castro, Public Works Update (Items 1 through 7)

A motion was made by Commissioner Stone, seconded by Commissioner Jones, to approve items 1 through 7 on the agenda as presented. The motion passed unanimously.

**Grant County Commissioners Agenda  
Week of March 1, 2021**

1. Amended Interlocal Agreement between Grant County and the Town of Wilson Creek to award a sub-grant to the Town of Wilson Creek for the purpose of funding the Town's effort to operate and maintain a yard waste collection for town residents. **(Approved)**
2. Resolution Notice of Hearing in the matter of declaring county owned property surplus and ordering the sale thereof (miscellaneous vehicles and equipment). Hearing to take place March 23, 2021 at 1:30 p.m. **(Approved, the public hearing was scheduled for March 23, 2021 at 1:30 p.m.)**
3. Request to purchase Rollup Construction Signs and Stands through Washington State Department of Enterprise Services contract #02717. Purchase amount totaling of \$17,705.00 not including sales tax from Pacific Safety Supply dba Dicke Safety. **(Approved)**
4. Authorization to Call for Bids for Stratford Road Reconstruction Project, CRP 17-06. Bid opening date to be March 23, 2021 at 1:30. **(Approved)**
5. Local Agency Real Estate Professional Services Negotiated Hourly Rate Consultant Agreement between Grant County and Universal Field Services, Inc. for project title Grape and Maple Drive for preliminary right of way activities / right of way assessment and feasibility support services. **(Approved)**
6. Local Agency Agreement between Grant County and the Washington State Department of Transportation for project on Grape Drive and Maple Drive. Work will include grading, drainage, curb and gutter, sidewalk, HMA, widening, traffic control and other items. **(Approved)**
7. Execution of Contracts between Grant County and Seubert Excavators for 2021 Crushing and Stockpiling. Contract amount is \$497,100.00. **(Approved)**

Items signed but not on Public Works agenda:

- **Resolution No. 21-016-CC** notice of hearing for Vacating Park Place and adjacent easement S 3, T 18 N, R 28 E WM. **(Approved public hearing was set for March 30, 2021 at 1:30 p.m.)**
- **Resolution No. 21-015-CC** notice of hearing for Vacating Stratford Town Plat S 10, T 22 N, R 28 E WM. **(Approved public hearing was set for March 30, 2021 at 1:30 p.m.)**

2:00 p.m. – 2:30 p.m.

Consent Agenda (Items 1 through 19)

A motion was made by Commissioner Stone, seconded by Commissioner Jones, to approve items 1 through 4, and 6 through 19 on the agenda as presented. Item 5 was held for further review. The motion passed unanimously.

**COMMISSIONERS OFFICE**

1. Commissioners Office Invoices and Public Defense Invoices for approval. **(Approved)**
2. Commissioners November 30 and December 7, 2020 Minutes for approval. **(Approved)**
3. Washington State Department of Commerce Treasury Rent Assistance Program (T-RAP) funding application for grant period March 1, 2021 through December 31, 2021. **(Approved)**
4. Letter of re-appointment for Marilyn Meseberg to the Lodging Tax Advisory Committee (LTAC) for another two-year term beginning March 2, 2021 through March 2, 2023. **(Approved)**

**Grant County Commissioners Agenda  
Week of March 1, 2021**

5. Letters of re-appointment for the following members of the Fair Advisory Committee for another three-year term beginning March 2, 2021 through March 1, 2024: **(Held for further review)**
  - a. Christy Welch
  - b. Kevin Burgess
  - c. David Dormier
  - d. David Eck
6. Budget extension request in the amount of \$400,000.00 to the Economic Enhancement Strategic Infrastructure Ending Fund Balance (113.155) for the following Strategic Infrastructure Program projects: **(Approved, the public hearing was set for March 29, 2021 at 10:30 a.m.)**
  - a. SIP 2021-01: Grant County Hospital District No. 4, McKay Healthcare, Phase 1 Capital Improvement Plan - \$350,000.00 grant
  - b. SIP 2021-02: Grant County Hospital District No. 1, Samaritan Healthcare, Infrastructure Support for Replacement Public Hospital - \$50,000.00 grant
7. Budget extension request in the amount of \$385,000.00 to the Economic Enhancement Strategic Infrastructure Ending Fund Balance (113.155) for the following Strategic Infrastructure Program projects: **(Approved, the public hearing was set for March 29, 2021 at 10:30 a.m.)**
  - a. SIP 2020-05: Port of Quincy, Industrial Park #4 Rail Extension Conceptual Plan - \$85,000.00 (\$42,500 grant / \$42,500 loan)
  - b. SIP 2020-06: Port of Quincy, Intermodal Yard Container Expansion – Phase 2 - \$300,000.00 grant
8. Okanogan County Resolution No. 165-2020 in the matter of the appointment of trustee to the North Central Regional Library Board of Trustees, Jill Sheley representing Okanogan County (replacing Jim Brucker). **(Approved)**
9. Reimbursement No. 2, Request No. 2 on the Department of Commerce CDBG Public Services Grant No. 20-62210-005 for January 2021 expenses, administered through the OIC of Washington for the amount of \$17,457.70. **(Approved)**

**AUDITOR'S OFFICE**

10. 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 \$753,953.73)**
11. Budget extension request in the amount of \$1,000,000.00 from Current Expense (#001) to the ERP Reserve Fund #312. This fund was created for the county's new ERP System. **(Approved, a public hearing was set for March 29, 2021 at 10:30 a.m.)**

**SHERIFF'S OFFICE**

12. Recommendation from Sheriff Tom Jones and the Law and Justice Council that the final site of the new jail be built at the location of the current work release facility located at 1631 Division Ave, Ephrata. **(Approved)**

**Grant County Commissioners Agenda  
Week of March 1, 2021**

**WSU EXTENSION**

13. Memorandum of Agreement between Washing State University Extension and Grant County in the amount of \$104,728,00 to provide and extension program. Term is January 1, 2021 through December 31, 2021. **(Approved)**

**GRANT INTEGRATED SERVICES**

14. 3-Administrator Change Notification form – Behavioral Health Agency Service Provider from the Washington State Department of Health / Behavioral Health Agencies, stating that Dell Anderson is the Administrator at the Grant Integrated Services facilities in Quincy, Royal City, and Mattawa. **(Approved)**
15. Reimbursement Request (A-19) for contract work performed by Grant Integrated Services' Prevention and Recovery Center (PARC), during December 2020, in the amount of \$20,143.32 on Washington State Health Care Authority Contract No. K3919.

**PUBLIC WORKS**

16. Request to purchase one (1) 2021 Ford F150 4WD Crew Cab for the Development Services Department, in the amount of \$39,125.90 (incl sales tax) from Columbia Ford through a Washington State Department of Enterprise Services contract #05916. **(Approved)**

**TECHNOLOGY SERVICES**

17. Purchase Order No. 350 in the amount of \$18,026.76 from Lenovo for Technology Services replacement towers for their employees (Quad Replacements). **(Approved)**

**TREASURER'S OFFICE**

18. Request to transfer the Trial Court Improvement monies from the Law and Justice Fund per SSB 5454. The amount is \$16,853.00. **(Approved)**

**FAIRGROUNDS**

19. Recommendation to award the bid for the Asphaltting of Stalls project to J.M. Pacific for the amount of \$58,157.50 (only bid received). The 2021 Capital budget for this project is \$45,000.00 but the director has funding within the stall installation project that can be transferred and used for this paving project. Contract with J.M. Pacific will be signed. **(Approved)**

2:30 p.m. – 3:30 p.m.

R Escure, Sand Dunes Park - Discussion

Page 7 of 7  
Grant County Commissioners Agenda  
Week of March 1, 2021

WEDNESDAY, MARCH 3, 2021

R Jones, Out

9:00 a.m. – 10:00 a.m. D Stone, Grant County Industrial Alliance (GCIA) Introduction

THURSDAY, MARCH 4, 2021

D Stone and R Jones, Out

7:00 a.m. – 8:00 a.m. R Jones, Moses Lake Chamber Response Team Meeting (ZOOM)  
(Cancelled)

10:00 a.m. – 11:00 a.m. C Carter, Columbia Basin Domestic Violence and Sexual Assault  
Consortium Meeting

10:00 a.m. – 11:00 a.m. R Jones, Lodging Tax Advisory Committee (LTAC) and Tourism  
Commission – Funding Discussion

FRIDAY, MARCH 5, 2021

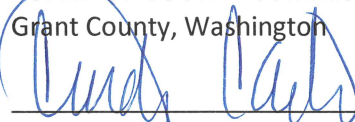
R Jones, Out

9:00 a.m. – 9:30 a.m. R Jones, North Central Region COVID call with Leadership (Cancelled)

11:00 a.m. – 12:00 p.m. D Stone, Legislative Steering Committee (LSC) Meeting

Signed this 1 day of June, 2021.

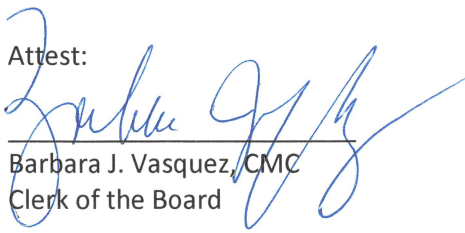
BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

  
Cindy Carter, Chair

  
Danny E. Stone, Vice-Chair

  
Rob Jones, Member

Attest:

  
Barbara J. Vasquez, CMC  
Clerk of the Board