

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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**Public meetings were held via WEBEX Conference Call or Video (info below) AND “in-person”, with a room capacity of 18 individuals. Masks are required, social distancing enforced, and sanitizing capabilities are available.**

### **MONDAY, APRIL 19, 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. C Carter, 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. J Carter, Technology Services Update

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: Project Updates; General Updates
- Fairgrounds: Ongoing Operations
- Central Services: Upcoming Schedule

11:00 a.m. – 11:30 a.m. T Jones, Sheriff’s Office Update (**Cancelled**)

11:30 a.m. – 12:00 p.m. District Court Update

12:00 p.m. – 1:00 p.m. WSAC Virtual Assembly

1:00 p.m. – 2:00 p.m. Commissioners Roundtable – Miscellaneous Discussion

- Revisit travel
- Letters of Support
- Webex Events – Commissioner’s Meetings
- Staffing in BOCC Office
- BOCC Meeting /Days in session

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2:00 p.m. – 3:00 p.m. Meeting to discuss Phase 3 - Ephrata Landfill Next Steps

Pursuant to RCW 42.30.110(1)(i) Commissioner Carter called an Executive Session to order at 2:04 p.m. to go until 2:55 p.m. regarding litigation. In attendance were Commissioners Carter, Stone and Jones, Sam Castro, Public Works Director; Sam Dart, Assistant Public Works Director; Kevin McCrae and Philamin Yonani, Prosecuting Attorney's Office; and Leslie Nellermoe, Nossaman LLP. Commissioner Carter closed the session at 2:55 p.m.

**MISCELLANEOUS ITEMS**

Commissioners Carter and Jones signed a letter of support to Congressman Dan Newhouse for the Community Project Funding request submitted by the Columbia Basin Development League for a federal investment of \$18,525,000.00 in the Odessa Ground Water Replacement Program to preserve ground water resources.

Commissioners Carter and Jones signed a letter in support of the \$12 million in funding for the SR 253 Pavement Preservation and Shoulder Rebuild Project that is included in the "Miles Ahead" House Transportation project.

**TUESDAY, APRIL 20, 2021**

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

8:45 a.m. – 9:00 a.m. Potts and Associates, Legislative Session Update

9:00 a.m. – 10:00 a.m. K Eslinger, Human Resources Update

**Discussion Items**

1. Signature Process
2. UC Advantage Invoice

**Authorization Requests**

3. PAR – Brittany Lutz
4. PAR – Cathy Carranco
5. PAR – Evelyn Zepeda
6. PMA – Admin Specialist/Claims Processor
7. Seasonal Fair Office Hiring
8. Sick Leave Donation Request

**Compensation, Benefits, Payroll, & Leave**

9. Compensation Review

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10. New Washington State Holiday (Juneteenth)
  - a. RCW 1.16.050(6) - Nothing in this section may be construed to have the effect of adding or deleting the number of paid holidays provided for in an agreement between employees and employers of political subdivisions of the state or as established by ordinance or resolution of the local government legislative authority.

11. COBRA Disability Extension

Employee & Department Issues

12. Fairgrounds
13. Grant Integrated Services

Labor Relations/ Legal Actions

14. Labor & Legal Report Review

Association – CH; DC; PW; SW; YS

*Grievance:* Grievance ASC20210408

*Negotiation:* ASC 2021

*Other:* MOU – Payment of Interim Wages

Non-Represented

*Other:* EEOC/HRC

Memorandum of Understanding, payment of Interim Wages with the Grant County Public Employees Association, representing the recognized employees of the Public Works Unit, for additional compensation to three (3) members of the Public Works bargaining unit for an interim period of time. **(Approved)**

Personnel Action Request (PAR) for the salary, wage and/or position changes for Cathy Carranco, Evelyn Zepeda, and Brittany Lutz, Public Works. **(Approved)**

Recommendation Memorandum regarding a request from the Sheriff's Office to initiate the County sick leave donation policy for Barbara Buchmann (Recipient 21-01). The Director recommends approval. **(Approved)**

10:00 a.m. – 11:00 a.m. J McKiernan, Fairgrounds Update

Staffing status

- Seasonal position posted Monday

Budget look

- Revenue is starting to come in
- Comparative look
- Use of ARPA funds
- Discussion about facilities planning group

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Fair Planning

- Nervous about capacity limits for our large musical acts
- Everything else appears to be a go

Status of Projects

- New stalls for Barn 46 and 47 should be arriving soon
- Goat Barn excavation – sent to you for consent
- Wood floors in Barn 44 – To be done in Fall
- Asphalt contract for stalls has been awarded
- Southfield lighting project is complete
- Trees have been purchased (11) and will be planted
- New Tractor with attachments due????
- Water tank proposals received – Rebidding at some point this year
- Debris removal on hold (Reason)
- Pig show rings have been ordered
- New building signage has been installed
- New ATV's have been ordered
- Commercial restrooms – Tom awarded the design contract
- Stall mats – Waiting on new stalls to purchase
- Economic Impact Study – Materials sent to Consultant

**Upcoming events**

4/22	WAHSET District 5, Meet 2 – 100 horses
4/24	Mass Covid Vaccination site
4/29 – 5/2	Quarter Horse event
4/30 – 5/2	Fode family event
5/13 – 5/16	WAHSET District 5, Meet 3 – 100 horse
5/14 – 5/16	Canales Wedding
5/15	Mass vaccination site

11:00 a.m. – 11:30 a.m.

J Gingrich, Deputy Clerk of the Board Update

**BOCC Update:**

- Budget Update
- Staffing
- Deputy Clerk Position Description
- Public Records Officer Position

**Board of Equalization (BOE) Update:**

- Budget Update
- 2020-2021 Session

**Disability Board:**

- Budget Update

**Tourism Commission:**

- Budget Update
- LTAC Grants Update
- Meeting to be scheduled with Tourism

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Veteran Services:

- Overall Budget Update
- Direct Veteran Assistance Budget Update
- Veteran Service Officer (VSO) position
- Vet Corps

1:00 p.m. – 1:30 p.m. G Dano, Prosecuting Attorney's Office Update

1:30 p.m. – 2:30 p.m. S Castro, Public Works Update (1 Item)

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

1. Request to purchase Rollup Construction Signs and Stands from Pacific Safety Supply dba Dicke Safety through Washington State Department of Enterprise Services Contract #02717 in the amount of \$12,702.50 not including tax. **(Approved)**.

2:30 p.m. – 3:00 p.m. Consent Agenda (Items 1 through 15)

A motion was made by Commissioner Stone, seconded by Commissioner Jones, to approve items 1 through 4 and 6 through 14 on the agenda as presented. Items 5 and 15 were held for further review. The motion passed unanimously.

**COMMISSIONERS OFFICE**

1. Commissioners Office and Public Defense Vouchers for approval. **(Approved)**.
2. Commissioners January 18, 25, and February 1 and 8, 2021 Minutes for approval. **(Approved)**.
3. Agreement amending Washington State Department of Commerce Community services and House Division, Housing Assistance Unit Shelter Program Grant, Subrecipient Agreement with HopeSource dated October 4, 2020. This amendment is to Contract No. 21-4610C-104 Amendment A and updates the Scope of Works and adjusts the budget. **(Approved)**.
4. Washington State Department of Commerce, Treasury Rent Assistance Unit, Subrecipient Agreement with HopeSource for their Treasury Rent Assistance Program (TRAP) Grant Agreement, Grant Contract No. 21-4616C-108 and shall begin on March 1, 2021 through December 31, 2021. **(Approved)**.
5. Washington State Department of Commerce, Treasury Rent Assistance Unit, Subrecipient Agreement with Opportunities Industrialization Center of Washington (OIC) for their Treasury Rent Assistance Program (TRAP) Grant Agreement, Contract No. 21-4616C-108 and shall begin on March 1, 2021 through December 31, 2021. **(Held for review)**.
6. Washington State Department of Commerce, Treasury Rent Assistance Unit, Subrecipient Agreement with Housing Authority of Grant County for their Treasury Rent Assistance Program (TRAP) Grant Agreement, Grant Contract No. 21-4616C-108 and shall begin on March 1, 2021 through December 31, 2021. **(Approved)**.
7. Request for release of funds on Strategic Infrastructure Program SIP Project No. 2020-05, Port of Quincy – Industrial Park #4 Rail Extension Conceptual Plan in the amount of \$42,500.00 (Grant) and \$42,500.00 loan. **(Approved)**.

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8. CDBG Urgent Need National Objective Certification form stating that Grant County is seeking CDBG funding for Mental Health Services based on the CDBG Urgent Need national objective. **(Approved).**

**AUDITOR'S OFFICE**

9. 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 \$6,443.24 and \$1,045,290.20. The Board also approved Grant Integrated Services lunches that went over the per diem limit).**

**FAIRGROUNDS**

10. Recommendation to waive the table and chair rental fees for a Moses Lake High School senior event (graduation) in which they will rent both the Commercial and 4-H Buildings. **(Approved).**
11. Request to finish the Goat Barn project and award the bid to Pour Boys Concrete in the amount of \$4,043.43 for the excavation of the barn. They will be donating their time for the pour and will have the concrete donated to complete the project. Funding is from REET funds left over from the stall purchase. **(Approved).**

**CENTRAL SERVICES**

12. Request to implement an internship program to provide support to Technology Services during certain times of the year and are asking for a budget extension in the amount of \$16,000.00 to fund these intern positions. **(Approved, the public hearing was set for June 1, 2021 at 8:45 a.m.)**
13. Recommendation to award the Architect for the Fairgrounds Bathroom project to MJ Neal and Associates. Funding will be paid from the Facilities and Maintenance budget. **(Approved).**

**GRANT INTEGRATED SERVICES**

14. Real Estate Lease with Jose M Rodriguez M for 4 office spaces located at 221 Government Rd., Mattawa WA. Term is April 15, 2021 through April 30, 2023 for \$1,400.00 per month. **(Approved).**
15. *Held from the April 13, 2021 Consent Agenda:* Agreement for Partnership with the Moses Lake Community Coalition – City of Moses Lake and Grant Integrated Services for Community Mental Health, Suicide Prevention, and Active Youth Mentorship services. Term is January 1, 2021 through December 31, 2021 in the amount of \$10,000.00. **(Held for review).**

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3:00 p.m. – 4:00 p.m. T Gaines, Personnel Discussion

Pursuant to RCW 42.30.110(1)(f) Commissioner Carter called an Executive Session to order at 3:03 p.m. to go until 3:30 p.m. regarding Personnel Disciplinary Matter. In attendance were Commissioners Carter, Stone and Jones, Kirk Eslinger, Human Resources Director, and Tom Gaines, Central Services Director. The session was continued to 3:40 p.m. Commissioner Carter closed the session at 3:40 p.m.

**MISCELLANEOUS ITEMS**

The Chair of the Board was authorized to sign the Jerome Brotherton (Brotherton Short Plat No. 2) File # P 21-0004 (preliminary P 20-0333); and the Nancy Latham (Latham Short Plat) File # P 21-0054 (preliminary P 20-0387) Final Plat Submission and Reviews.

**WEDNESDAY, APRIL 21, 2021**

7:00 a.m. – 8:00 a.m. R Jones, Grant County Economic Development Council Board Meeting

9:00 a.m. – 10:00 a.m. C Carter, WRCIP Fiscal Committee Conference Call

9:30 a.m. – 11:30 a.m. TOURISM COMMISSION MEETING

10:30 a.m. – 11:30 a.m. R Jones at Health District (Moses Lake)

11:00 a.m. – 11:30 a.m. R Jones, North Central Region COVID Call with Leadership

12:00 p.m. – 2:30 p.m. R Jones at Road District #1 Road Trip (Dist #1)

1:00 p.m. – 2:30 p.m. C Carter, Grant County Suicide Prevention Taskforce (GCSPT) Meeting

2:00 p.m. – 3:00 p.m. Carter, Newhouse Community Project Funding Advisory Board Meeting (Zoom)

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THURSDAY, APRIL 22, 2021

9:00 a.m. – 4:00 p.m. BOARD OF EQUALIZATION HEARINGS  
7:00 p.m. – 8:00 p.m. R Jones, Moses Lake School District Board Meeting (Zoom)

FRIDAY, APRIL 23, 2021

10:00 a.m. – 11:00 a.m. R Jones at Columbia Basin Cancer Foundation (Moses Lake)  
11:00 p.m. – 1:00 p.m. D Stone, Legislative Steering Committee (LSC) Meeting

Signed this 5th day of Sept, 2021.

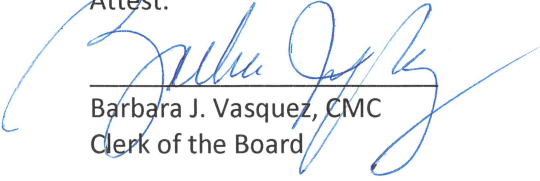
BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

  
Cindy Carter, Chair

  
Danny E. Stone, Vice-Chair

  
Rob Jones, Member

Attest:

  
Barbara J. Vasquez, CMC  
Clerk of the Board