

**GRANT COUNTY BOARD OF COMMISSIONERS  
MEETING MINUTES**

**Week of July 19-23, 2021**

Grant County Courthouse/Commission Chambers  
35 C Street NW, 1<sup>st</sup> Floor, Room 101  
Ephrata, WA 98823

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Public meetings were in person with a WEBEX Conference Call/Video option available.

**MONDAY, JULY 19, 2021**

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

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

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

- Grants/Insurance/Miscellaneous

10:00 a.m. – 11:00 a.m. Commissioners Roundtable – Miscellaneous Discussion

- DocuSign (Tom Gaines)

11:00 a.m. – 11:30 a.m. T Jones, Sheriff's Office Update

1:00 p.m. – 2:00 p.m. T Adkinson, Grant County Health District Update

2:00 p.m. – 2:30 p.m. T Gaines, Central Services Update

2:00 p.m. – 2:30 p.m. R Jones at Moses Lake Food Bank Distribution Center - Groundbreaking Ceremony (Hwy 17 & Grape Drive, Moses Lake)

**MISCELLANEOUS ITEMS**

Letter of support to Senator Maria Cantwell for the inclusion of adequate funding for Water Infrastructure for Agriculture.

**TUESDAY, JULY 20, 2021**

The session was continued to 9:00 a.m. with all Commissioners in attendance.

**Grant County Commissioners Minutes**

**Week of July 19, 2021**

9:00 a.m. – 10:00 a.m.

K Eslinger, Human Resources Update

**Discussion Items**

- 1. NOVAtime Examples
- 2. Discipline Risk Review
- 3. Monthly Department Head Meeting
  - a. Training: When and How to Counsel an Employee
  - b. Training: Progressive Discipline
  - c. Training: Seven Tests of Just Cause
  - d. Training: Colors Training for Leadership Group
  - e. Discussion: Board Expectation Regarding Leadership
  - f. Discussion: Measuring Environmental Health
- 4. Hiring Stipend

**Authorization Requests**

- 5. Public Works Admin Position Compensation
- 6. Joe Kriete Longevity Pay
- 7. PAR – Brian Gwinn
- 8. Compression Adjustment to Command Staff Positions
- 9. PMA – Fairgrounds Coordinator
- 10. PMA – SUD Professional Trainee
- 11. PMA – Community Coalition Specialist
- 12. PMA – Finance Coordinator

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

- 13. 2022 COLA Estimate

**Recruitment / Civil Service**

- 14. Deputy Clerk

**Labor Relations/ Legal Actions**

- 15. Labor & Legal Report Review  
 Association – CH; DC; PW; SW; YS  
*Negotiation:* Negotiations (2021)  
 Association – Deputy Sheriff  
*Issue:* Payroll Impacts  
*Negotiation:* Negotiations (2022)

**Executive Session**

Start: 9:42 AM	Length: 10 min	End: 9:52 AM
Reason:	Receipt/evaluation of complaints/charges against a public officer/employee.  Labor Relations: planning/adoption of strategy/position re collective bargaining, negotiations, grievance or mediation.	

**Grant County Commissioners Minutes  
Week of July 19, 2021**

Pursuant to RCW 42.30.140(4)(a) - negotiations and RCW 42.30.110(1)(g) – Job Applicant/Evaluation, Commissioner Carter called an Executive Session to order at 9:40 a.m. to go until 9:50 a.m. In attendance were Commissioners Carter, Stone and Jones, and Kirk Eslinger, Human Resources Director. The session was continued to 9:55 a.m. Commissioner Carter closed the session at 9:55 a.m.

Compression Adjustment to Command Staff Positions at the Grant County Sheriff's Office.  
**(Approved)**

Personnel Action Request (PAR) for the salary, wage and/or position change for Brian Gwinn, District Court Judge. **(Approved)**

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

Staffing status

Temp started yesterday

Our new EC

Budget look

- Revenue is starting to come in
- Comparative look
- Use of ARPA funds for the Commercial kitchen – Red Cross relief center?

Fair Planning

- Sponsorship look
- Entertainment look
- Vendor look
- Merchandise

Status of Projects

- New stalls for Barn 46 and 47 are done – Mats still need to be installed
- Goat Barn excavation – should start soon
- Wood floors in Barn 44 – To be done in Fall
- Trees have been purchased (11) and have been planted
- New Tractor with attachments has arrived
- Debris removal waiting for property purchase – out for bid
- Pig show rings have been ordered and should be delivered July 15
- New ATV's have been ordered
- Commercial restrooms – Tom awarded the design contract (Commercial Kitchen)
- Economic Impact Study – Materials sent to Consultant

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Other potential projects

- Fixing up the Burger Barn
- Painting the Beer Garden building – Neon signs?
- Community Day plans
- Valley sign replacement – can we do it this year (\$30,000)
- Commercial Kitchen
- Sprinkler buildings (Ag and Commercial)

11:00 p.m. – 11:30 p.m.	Weed District #51A Discussion
11:30 p.m. – 12:00 p.m.	K McCrae, Drug Court Discussion
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 (Items 1 through 4)

**Solid Waste**

**Action Items:**

1. Solid Waste Management Community Litter Cleanup Program Agreement No. SWMCLCP-2123-GrCoPW-00044 between Washington State Department of Ecology and Grant County Public Works in the amount of \$101,500.00 to remove litter and illegally dumped material from public lands and/or provide litter and illegal dump prevention education to citizens and other organizations. **(The Commissioners approved the Public Works Director to sign this agreement as a SAW Eagle Account is required).**

**Discussion Items:**

- Job Review Solid Waste Coordinator (Sam C)
- Mattawa Drop Box Remaining Open (Letter To Community) (Sam C)
- FTE Requests (Sam C)
  - Heavy Equipment Mechanic
  - 2<sup>ND</sup> Solid Waste Foreman
- Pre & Post Liability Fund (Sam C)
- Grant County Health District Solid Waste Fund; \$0.15 Per Ton (Sam C)
- Grant County Abatement Fund \$0.85 Per Ton (Sam C)
- Fair Booth Education (Sam C)
- Crushing Update (Sam D)

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**Public Works General Update**

**Action Items:**

2. Authorization to Purchase Herbicide through Washington State Department of Enterprise Services Contract #02917. Total purchase amount is \$98,973.22 including sales tax. **(Approved).**

**Discussion Items:**

- Clothing Allowance (Sam C)
- Safety/Training Officer (Sam C)
- Planning Public Works Rodeo (Sam C)
- Career Day at Local High Schools/College Update (Sam C.)
- Salary Study CDL Driver (Sam D)

**Public Works Engineering/Roads**

**Action Items:**

3. Resolution Notice of Hearing to consider an ordinance modifying certain sections of Ch. 11.04 of the Grant County Code titled "Maximum Speed Limits". Specifically, to decrease the speed limit on Road 14.6 NW from 35mph to 25 mph from Dodson Road to the end (.150 miles). **(Approved, Resolution No. 21-076-CC setting the public hearing date for August 3, 2021 at 3:35 p.m.)**
4. Recommendation that Grant County not take the roll as lead agency on the Moses Lake Bridge Interlocal Agency Agreement project with the Port of Moses Lake, City of Moses Lake and the ASPI Group. **(Approved).**

**Discussion Items:**

- CRAB Engineer Training (Keith)
- Adams Rd. Easement (Keith)
- McAtee Easement (Keith)
- WATV Discussion (Keith)
- TIP Open Houses Tentative Dates August 17,18, 19 In Each District (Keith)
- Major Projects/Chip Seal Update (Keith)
- Accidents Update (Keith)

2:30 p.m. – 3:00 p.m.

Consent Agenda (Items 1 through 12)

A motion was made by Commissioner Stone, seconded by Commissioner Jones, to approve items 1 through 12 on the agenda as presented. The motion passed unanimously.

**COMMISSIONERS OFFICE**

1. Commissioners Office and Public Defense Vouchers for approval. **(Approved).**

**Grant County Commissioners Minutes**

**Week of July 19, 2021**

2. Special occasion liquor license application for the Columbia Basin Rodeo Association and their event at the Grant County Fairgrounds August 17 – 21, 2021, from the Washington State Liquor and Cannabis Board. **(Approved).**
3. Special occasion liquor license application for Highrollers and their event at Sun Lakes Park Resort on September 17-18, 2021, from the Washington State Liquor and Cannabis Board. **(Approved).**
4. Letter of re-appointment for Sandra Marcusen to the Tourism Commission for another 3-year term beginning July 18, 2021 – July 19, 2024. **(Approved).**
5. Washington State Department of Commerce, Community Services and Housing Division, Consolidated Homeless Grant (CHG) sub-recipient agreement with the Housing Authority of Grant County for CHG contract no. 22-46108-10 with a term of July 1, 2021 – June 30, 2023 for the amount of \$1,188,395.00. **(Approved).**

**AUDITOR'S OFFICE**

6. 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 \$82,771.08 and \$1,264,540.27).**

**FACILITIES AND MAINTENANCE**

7. Recommendation to award the bids for the Juvenile Court and Youth Services- Moses Lake exterior project (FM2111 in the amount of \$56,769.08) and the Health District Part 2 exterior project (FM2112 in the amount of \$72,953.20) to the low bidder Stan's Construction. Budget approved for these 2021 capital projects is \$60,000.00. They would like to utilize \$45,000 from the water heater project. If approved, a budget extension is needed for the amount of \$39,527.17 and recommending using REET funds. **(Approved, the public hearing was set for August 24, 2021 at 3:00 p.m.)**
8. Contract with A 1 Asbestos, LLC for the Grant County Tunnel Abatement project (FM2107) for the removal, packaging and disposal of the soil and debris containing asbestos in the areas under the courthouse and annex. **(Approved).**

**TECHNOLOGY SERVICES**

9. Purchase Order No. 373 in the amount of \$20,370.53 to CDW-G to purchase VEEAM Availability Suite Universal License and VEEAM Premium Technical Support – Renewals. **(Approved).**

**JUVENILE COURT AND YOUTH SERVICES**

10. Budget extension request in the amount of \$46,381.00 to receive a Washington State Department of Commerce VOCA grant funds no. F19-31219-456 for wages/salaries. **(Approved, the public hearing was set for August 24, 2021 at 3:00 p.m.)**

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**Week of July 19, 2021**

**SHERIFF'S OFFICE**

11. Amendment No. 6 to State of Washington Department of Corrections Contract No. K9412 which extends the term of the agreement to December 31, 2021, increases the per diem rate to \$82.73, and updates other terms and conditions. **(Approved)**.

**DEVELOPMENT SERVICES**

12. Service agreement with Stericycle, Inc. dba Shred-It to provide shredding services for their department. **(Approved)**.

3:00 p.m. – 3:10 p.m.                      Open Record Public Hearing, Sheriff's Office Surplus of Jetski and Trailer, and ordering the sale thereof

The Commissioners held an Open Record Public Hearing to consider the surplus request from the Sheriff's Office for a 2007 SeaDoo Jetski (Asset# 102729) and a 2007 Karavan Jetski Trailer. These items have an estimated value of \$3,800.00 and will be sold at auction and the funds will be used to offset the purchase of a new jetski and trailer in 2022.

A motion was made by Commissioner Jones, seconded by Commissioner Stone, to close the public comment portion of the hearing. The motion passed unanimously. A motion was made by Commissioner Stone, seconded by Commissioner Jones to approve the surplus the jetski and trailer as presented. The motion passed unanimously. **(Resolution No. 21-075-CC)**

3:15 p.m. – 4:15 p.m.                      S Davis, WRCIP Insurance Claims History Review

**MISCELLANEOUS ITEMS**

Washington State Department of Transportation Local Agency Agreement for the U-SE Road Overlay project for the resurface of existing HMA pavement with overlay, shoulder finishing, guardrail, etc. **(Approved)**

Washington State Department of Transportation Local Agency Agreement for the Dodson Road Overlay project for the resurface of existing HMA pavement with overlay, shoulder finishing, guardrail, etc. **(Approved)**

Commissioner Stone was authorized to sign the Grant County Health District voucher listings in the amounts of \$458, 821.34 and \$150,634.35.

**WEDNESDAY, JULY 21, 2021**

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

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- 7:30a.m. – 8:30 a.m. R Jones, OGWRP Funding Steering Committee Meeting (Zoom)
- 9:00 a.m. – 9:30 a.m. C Carter, WRCIP Fiscal Committee Conference Call
- 9:30 a.m. – 11:30 a.m. TOURISM COMMISSION MEETING
- 1:00 p.m. – 2:30 p.m. C Carter, Grant County Suicide Prevention Taskforce (GCSPT) Meeting

**MISCELLANEOUS ITEMS**

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their July 16, 2021 payroll.

**THURSDAY, JULY 22, 2021**

- 7:00 p.m. – 8:00 p.m. R Jones, Moses Lake School District Board Meeting (Zoom)

**MISCELLANEOUS ITEMS**

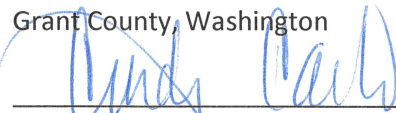
The Chair of the Board was authorized to the Andrey Demchuk (Demchuk Short Plat #2) File # P 21-0186 (preliminary P 21-0103) Final Plat Submission and Review.

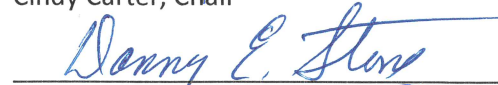
**FRIDAY, JULY 23, 2021**


- 3:00 p.m. – 4:00 p.m. C Carter, Jail Diversion / Behavioral Health “Commissioner” Meeting

Signed this 23rd day of September, 2021.

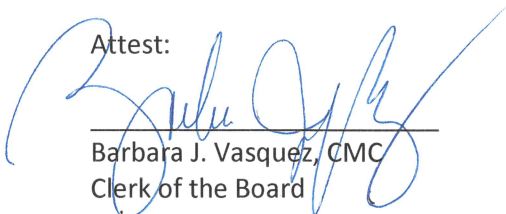
BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

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

  
\_\_\_\_\_  
Danny E. Stone, Vice-Chair

  
\_\_\_\_\_  
Rob Jones, Member

Attest:

  
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Barbara J. Vasquez, CMC  
Clerk of the Board