

## MINUTES

### GRANT COUNTY BOARD OF COMMISSIONERS

#### MONDAY, JUNE 13, 2011:

The Grant County Commissioners session began at 8:30 a.m. with Commissioners Swartz and Stevens in attendance. Commissioner Carter was out and excused.

C Carter, Out

8:30 a.m. – 9:00 a.m. Elected Official Roundtable Meeting

9:00 a.m. – 9:50 a.m. J Strickler, ASC Update and MISC BOCC Action

A motion was made by Commissioner Stevens, seconded by Commissioner Swartz, to approve items 3 and 4 on the ASC Agenda as presented below. There were no vouchers and item 2 did not arrive. The motion passed with 2 Commissioners in attendance.

1. Possible vouchers for Interfund Communications, insurance, and/or grant administration. **(No vouchers)**
2. **Anticipating:** Grant County Integrated Services, by and through New Hope Domestic Violence and Sexual Assault Services, Proposal (with Proposed Budget) for the Bill & Melinda Gates Foundation, Empire Health Foundation, and the Washington State Coalition against Domestic Violence (WSCADV) for the next phase of the Domestic Violence Housing First project. **(Did not arrive for signature)**
3. Grant County Request #15 on Homeless Grant Assistance Program (HGAP) Contract #08-46108-S01 with the Department of Commerce in the amount of \$15,982.49. **(Approved)**
4. Grant County Request #1 on Homeless Prevention and Rapid Re-Housing Program (HPRP) Contract #10-46111-608 with the Department of Commerce in the amount of \$17,414.78. **(Approved)**

10:00 a.m. – 10:15 a.m. Commissioners Office Safety Meeting

10:30 a.m. – 10:45 a.m. Citizen Public Comment Period **(No public in attendance)**

11:00 a.m. – 11:30 a.m. Commissioners at Road Supervisor Meeting (Public Works)

1:30 p.m. – 1:50 p.m. L Grammer, Assessor's Office Update **(Cancelled)**

2:00 p.m. – 2:50 p.m. T Hechler, Human Resources Update

3:00 p.m. – 4:30 p.m. J Christian-Stoker, Grant Integrated Services - Service Needs

#### TUESDAY, JUNE 14, 2011:

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

10:00 a.m. – 10:20 a.m. B Adler, Washington State Tourism Alliance

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- 11:00 a.m. – 11:20 a.m. V Cummings, Facilities and Maintenance Update
- 11:30 a.m. – 1:30 p.m. C Carter at HR Law for Supervisors Seminar (ATEC)
- 1:30 p.m. – 2:20 p.m. D Pohle, Public Works Update
1. Resolution for a Budget Amendment to Fund 101 in the amount of \$611,403.00 / Property Tax Revenue **(Did not arrive for signature)**
  2. Resolution for a Budget Amendment to Fund 510 in the amount of \$958,900.00 / Interfund Rental Revenue **(Did not arrive for signature)**
  3. Authorization to Call for Bids for the Fairgrounds and Valley Road Sidewalk project. **(Did not arrive for signature)**
  4. Authorization to Call for Bids for the Dry Coulee Road project (CRP 10-02) Bid opening date set for July 5, 2011 at 1:30 pm. **(Approved)**
- 2:00 p.m. – 2:20 p.m. Open Record Public Hearing, Ordinance amending Ch. 8.28.190 of the Grant county Code titled Solid Waste Disposal – Unsecured Load Fee

The Commissioners held an open record public hearing to consider an Ordinance amending Ch. 8.28.190 of the Grant County Code titled Unsecured Load Fee. The Clerk of the Board advertised this hearing in the paper of record as required but forgot to add it to the Commissioners calendar. Therefore, proper notice was not posted. Commissioner Stevens moved to continue this public hearing to July 11, 2011 at 11:30 a.m. for proper advertising. Commissioner Carter seconded and the motion passed unanimously. **(The Clerk of the Board checked the calendar and noticed that this date and time would not work. The hearing was rescheduled to July 12, 2011 at 2:00 p.m.)**

- 2:30 p.m. – 3:20 p.m. D Lee, Prosecuting Attorney's Office Update
- 3:00 p.m. – 3:30 p.m. GRANT COUNTY REDISTRICTING MEETING (Annex Meeting Room)
- 3:30 p.m. – 3:45 p.m. Consent Agenda (Items 1 through 11)

A motion was made by Commissioner Carter, seconded by Commissioner Stevens, to approve items 1 through 5, 7 and 8, and 10 through 12 on the Consent Agenda as presented below. Items 6 and 9 were held pending further review. The motion passed unanimously.

### COMMISSIONERS OFFICE

1. Commissioners Office Vouchers **(Approved)**
2. Commissioners May 30, 2011 Minutes for approval. **(Approved)**

### JUVENILE COURT AND YOUTH SERVICES

3. The following bids were received for a replacement HVAC System:
  - a. Divco \$22,115.18
  - b. Basin Refrigeration \$19,030.32
  - c. Polhamus \$18,912.71

All bids include tax. The Detention Manager recommends awarding the project to Polhamus Heating and Air Conditioning. This item is budgeted in the 2011 Capital Outlay fund in the amount of \$16,185.00. A JABG grant will be used to cover the extra expense. **(Approved)**

GRANT INTEGRATED SERVICES

4. Out of state travel request for the Jalane Christian-Stoker, Executive Director, to attend Central Oregon's Integration Project bi-monthly meeting on July 13, 2011 in Redmond, OR. **(Approved)**
5. County Program Agreement between Washington State Department of Social and Health Services and New Hope Domestic Violence and Sexual Assault Services for Emergency Domestic Violence Shelter and Supportive Services in the amount of \$265,353.00 for July 1, 2011 through June 30, 2012. **(Approved)**
6. Approving stipends within current contracts **(Item was held pending further review. This item was then denied on June 16, 2011.)**

AUDITOR'S OFFICE, ACCOUNTING UNIT

7. Budget extension request in the amount of \$8,000.00 for the Grant County Museum advertising budget from the Grant County Tourism Commission. **(Approved, the hearing was set for July 5, 2011 at 10:00 a.m.)**

SHERIFF'S OFFICE

8. Budget extension request in the amount of \$2,115.00 for a travel reimbursement from the Washington State Parks. Deputy Wade Hilliard traveled to assist in the delivery of "Law Enforcement Boat Operator's" courses and attended an "Instructor Level Close Quarters Boat Control Course". **(Approved, the hearing was set for July 5, 2011 at 10:00 a.m.)**

HUMAN RESOURCES

9. Personnel Action Request Recommendation regarding a request from the Prosecuting Attorney's Office for an exemption to the County Step Freeze that is currently in place for all County Departments/Offices, for Douglas Mitchell, Deputy Prosecutor. The Director does not recommend approval. **(Item was held pending further review. On June 16, 2011 the Commissioners approved the recommendation to deny the request.)**
10. Personnel Action Request Recommendation regarding a request from the Assessor's Office for an exception to the hiring freeze to hire 1 - Appraiser. The Director recommends approval. **(Approved)**

FACILITIES AND MAINTENANCE

11. The following bids were received and opened on May 25, 2011 for the re-roofing of the Law and Justice Building and the Courthouse Annex:

- Icon Corporation \$229,000.00 tax included
  - Add \$24,000.00 if metal flashings are needed
- J.R. Swigart Co. \$167,678.00 tax included
- T&T Roofing \$154,602.00 tax included
- Arrowhead Roofing \$129,480.00 tax included
- All Surface Roofing \$232,170.00 tax included

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- Professional Flat Roof \$140,345.53 tax included

After review, the Facilities Manager recommends awarding the bid to Arrowhead Roofing in the amount of \$129,480.00. This project was budgeted in Capital Outlay. **(Approved)**

12. Change Order No. 2 from H&H Steel Buildings in the amount of \$9,063.60 for the Grant County Museum building replacement. **(Approved)**

**MISCELLANEOUS ITEMS**

As of this date, the Board, by a majority vote, does approve for payment those 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, in the amounts of \$1,522,713.66, \$200.00, \$89.76, \$1,501.26, and \$632,240.84, as recorded on a listing and made available to the Board.

**WEDNESDAY, JUNE 15, 2011:**

- 7:00 a.m. – 8:00 a.m. C Swartz at Grant County Economic Development Council Board Meeting (ATEC, BBCC)
- 8:30 a.m. – 1:00 p.m. C Swartz at Meeting with C Labra, Secretary of State Office regarding Elections (Elections Office)
- 10:00 a.m. – 10:30 a.m. C Swartz at Spirit of Soap Lake Pow Wow (Soap Lake)
- 9:30 a.m. – 12:00 p.m. TOURISM BOARD
- 10:00 a.m. – 12:00 p.m. R Stevens WSAC Columbia River PAG Meeting (Best Western Lake Front, Moses Lake) **(Rescheduled to June 30, 2011)**
- 12:00 p.m. – 1:00 p.m. R Stevens, OIC of Washington Conference Call **(Not participating in call)**
- 7:00 p.m. – 8:30 p.m. PLANNING COMMISSION

**MISCELLANEOUS ITEMS**

The Chair of the Board was authorized to sign the L-5 Form for Lobbying by State and Local Government Agencies, for James "Jim" Potts for first quarter 2011.

**THURSDAY, JUNE 16, 2011:**

The session was continued at 2:00 p.m. with all the Commissioners in attendance.

- 8:00 a.m. – 12:00 p.m. R Stevens at Emergency Management Department of Energy Exercise (DEM Facility, Moses Lake)
- 10:00 a.m. – 12:00 p.m. C Carter at Quadco Meeting (Public Works)
- 11:30 a.m. – 1:00 p.m. C Swartz at Grant County EDC Luncheon (ATEC)

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- 12:00 p.m. – 1:30 p.m. C Carter at Columbia Basin Domestic Violence and Sexual Assault Meeting (Samaritan Hospital)
- 2:00 p.m. – 3:00 p.m. MJ Neal, Community Development Architect Interview
- 3:00 p.m. – 4:00 p.m. Bernardo Wills, Community Development Architect Interview
- 4:00 p.m. – 5:00 p.m. Traho, Community Development Architect Interview
- 7:00 p.m. – 8:30 p.m. C Swartz at Grant Transit Authority Board Meeting (Moses Lake Facility)

**MISCELLANEOUS ITEMS**

The Commissioners approved and signed the Grant Public Works County Payroll Salary Fund for June 17, 2011.

The Commissioners approved and signed the June 10, 2011 Payroll Authorization Sheet.

Commissioners Stevens and Carter signed an “Exercise Only” Resolution No. 11-044-CC in the matter of the declaration of a radiological emergency.

**FRIDAY, JUNE 17, 2011:**

- 12:00 p.m. – 2:00 p.m. Commissioners at Grant Transit Authority New Operations and Maintenance Facility Open House (Moses Lake)

Signed this 28<sup>th</sup> day of June, 2011.

BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

Carolann Swartz  
Carolann Swartz, Chair

Richard Stevens  
Richard Stevens

Cindy Carter  
Cindy Carter

Attest:

Richard W. B.  
Clerk of the Board