

## MINUTES

### GRANT COUNTY BOARD OF COMMISSIONERS

#### MONDAY, DECEMBER 5, 2011:

The Grant County Commissioners session began at 8:30 a.m. with all Commissioners in attendance.

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

9:00 a.m. – 9:20 a.m. J Strickler, ASC Update and MISC BOCC Action

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to approve items 1, 2, 4, 5, and 7 through 10 on the ASC Agenda as presented below. The motion passed unanimously.

1. Possible vouchers for Interfund Communications, insurance, and/or grant administration. **(Approved)**
2. (Corrected) Memorandum of Understanding between U.S. Department of Energy, Richland Operations Office and Grant County for Emergency Preparedness. The MOU describes the areas of cooperation between Grant County and its incorporated jurisdictions and the DOE, Richland Operations Office, and Office of River Protection in their planning for and response to emergencies at the Hanford Site. **(Approved)**
3. **Anticipating:** Agreement Regarding Use of County Property (Amended), between Grant County and Elegy West, LLC, to use Grant County, Washington's parcel Numbers 170082000 and 170082001, commonly known as Grant County's portion of the Moses Lake Sand Dunes for the purpose of conducting a film and/or photographic project in 2011. **(Did not arrive for signature)**
4. Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Full Time Contractor, between Grant County and Robert S. Kentner. **(Approved)**
5. Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Full Time Contractor, between Grant County and Rafael A. Gonzales. Term is December 1, 2011 to December 31, 2012. **(Approved)**
6. Employment Contract, Director of Public Defense, between Grant County and Stephen Kozer, effective December 1, 2011. **(Did not arrive for signature)**
7. Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Part Time Contractor, between Grant County and Alan White. Term is December 1, 2011 to December 31, 2011. **(Approved)**
8. Grant County's Request for Reimbursement #2 on Washington State Department of Commerce Housing and Essential Needs (HEN) Grant No. 11-46204-511, administered through the Grant County Housing Authority, in the amount of \$13,040.03. **(Approved)**
9. Grant County Request #21 on Homeless Prevention and Rapid Re-Housing Program (HPRP) Contract #10-46111-608 with the Department of Commerce in the amount of \$20,266.20. **(Approved)**

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10. 2012 Eastern Washington Vacation/Travel Planner Contract between Grant County, by and through the Grant County Tourism Commission and NW Weekend Get-Aways, LLC. Term is December 1, 2011 through December 1, 2012. **(Approved)**
11. Professional Services Agreement, Conflict and Overflow Investigator for the retention of investigation services to assist the Grant County Public Defense department's defense of indigent individuals, between Grant County and James Taylor Kindred, known as Taylor Kindred of Acute Investigations. Term is January 1, 2012 through December 31, 2012. **(Approved)**
12. Professional Services Agreement, Interpreter, for the provision of interpreter services to assist the Grant County Public defense attorneys as they provide indigent defense services in the Grant County Court system, between Grant County and Mary Jane Castillo. Term is January 1, 2012 through December 31, 2013. **(Approved)**
13. Grant County Request for Reimbursement No. 4 on CDBG Public Services Grant No. 11-64100-002 with the Department of Commerce and administered through the OIC of Washington in the amount of \$11,359.69. **(Approved)**

9:30 a.m. – 9:50 a.m. Open Record Public Hearing, 2012 Grant County Budget, Tax Levies, and Capital Facilities Plan Adoption

Open Record Public Hearing for the purpose of fixing the final Grant County budget for the year 2012, making tax levies, and approving the Capital Expenditure Plan. Any interested persons may appear and be heard either for or against the proposed budgets. As the Board of County Commissioners needed more time to review the County Budget, a motion was made by Commissioner Stevens, seconded by Commissioner Carter, to continue this hearing until December 7, 2011 at 12:15 p.m. The motion passed unanimously.

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

10:30 a.m. – 10:45 a.m. Citizen Public Comment Period

Linda Tanferani- Jackson continued her discussion from the previous weeks Public Comment Period to talk about the lawsuit against her by Grant County and presented them with a letter dated December 5, 2011 to Lee Pence, Civil Deputy Attorney; a July 23, 2009 letter from Lee Pence to County Clerk Kim Allen along with an Order Staying Proceedings Case No. 03-2-1565-9; a December 29, 1969 Conditional Use Permit; and a DRAFT Declaration of Ken Norman. The Board said that Damien Hooper, Planning Manager, informed them of this situation and will look into a resolution. The Commissioners advised her to look into a binding a site plan.

11:00 a.m. – 11:50 a.m. C Barada, Spokane County RSN and NCWRSN Merger Discussion

12:00 p.m. – 1:00 p.m. Elected Official / Department Head Luncheon

1:15 p.m. – 2:00 p.m. J Christian-Stoker, Grant Integrated Services Update

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

3:00 p.m. – 3:20 p.m. J Strickler, Safety/Security Policy Review **(Rescheduled to December 6, 2011)**

4:00 p.m. – 4:30 p.m. C Swartz with J Ketchell, Health Board Discussion

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 \$151,259.37 and \$1,500,578.72, as recorded on a listing and made available to the Board.

The Chair of the Board was authorized to sign the Health District Voucher listing in the amount of \$18,098.80.

TUESDAY, DECEMBER 6, 2011:

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

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|-------------------------|--|
| 9:00 a.m. – 10:00 a.m.  | Fair Maintenance Manager Interview   |
| 10:00 a.m. – 10:20 a.m. | D Carlson, Grand Coulee Dam School District Building/Fund Raising Project and PILT Dollars                   |
| 10:30 a.m. – 10:50 a.m. | L Stoltman, Conservation District Update   |
| 11:00 a.m. – 12:00 p.m. | Fair Maintenance Manager Interview   |
| 1:30 p.m. – 2:20 p.m.   | D Pohle, Public Works Update   |
|                         | 1. Resolution for Weight Limit Restrictions on County Roads <b>(This item is being held by Public Works)</b> |
| 2:30 p.m. – 3:20 p.m.   | D Lee, Prosecuting Attorney's Office Update  |
| 3:30 p.m. – 3:45 p.m.   | Consent Agenda (Items 1 through 15)  |

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to approve items 1 through 7, and 9 through 15 on the Consent Agenda as presented below. Item 8 was denied. The motion passed unanimously.

COMMISSIONERS OFFICE

1. Commissioners Office and Public Defense Vouchers **(Approved)**
2. Commissioners November 14 and 21, 2011 Minutes for approval. **(Approved)**
3. Special Occasion license application for the Moses Lake Chamber of Commerce, 324 S Pioneer Way, Moses Lake, WA 98837, from the Washington State Liquor Control Board. **(Approved)**
4. **Resolution No. 11-088-CC** declaring that the assessment rate for the Hillcrest Lighting Districts and **Resolution No. 11-08-CC** for the Turnkey Lighting District remain unchanged for 2012.
5. Budget extension request from Grant County Tourism Commission in the amount of \$15,000.00 from their beginning fund balance to cover advertising, benefits, small tools, maps/visitor guides, and other miscellaneous items. **(Approved, the public hearing was set for December 27, 2011 at 2:00 p.m.)**

**GRANT INTEGRATED SERVICES**

6. Request to consolidate four- petty cash / revolving accounts into two – petty cash / revolving accounts. The amount within the accounts total \$2,800.00. **(Approved)**
7. Out of State travel request for Suzi Fode to attend the 2<sup>nd</sup> Annual World Conference for Domestic Violence Shelters from February 26 – March 1, 2012 in Washington DC. **(Approved)**

**HUMAN RESOURCES**

8. Personnel Action Request Recommendation regarding the Commissioners Office request to create a Part-Time Public Records Clerk Position and band it at Band 5. The Director recommends approval. **(This item was denied)**
9. Out of State travel request for the Director to attend the following in 2012: **(Approved)**
  - a. National Educational Labor and Employment Law Seminar from May 9-13, 2012 in Phoenix, AZ;
  - b. National Public Employer Labor Relations Association Annual Training Conference from April 15-19 in Orlando, FL; and
  - c. International Public Management Association for Human Resources 2012 International Training Conference and Exposition from September 8-12, 2012 in Nashville, TN.
10. Personnel Action Request for the salary, wage, and/or position changes for Michelle Haughton, Emergency Management. **(Approved)**
11. Personnel Action Request Recommendation regarding a Sheriff's Office request for:
  - a. An extended leave of absence without pay for an employee's Military leave;
  - b. To temporarily fill the vacant position via promotion from within caused by the employee's extended leave of absence; and
  - c. Temporarily fill the vacant position via promotion of a provisional employee caused by the temporary promotional assignment.The Director recommends approval for all three requests. **(Approved)**

**AUDITOR'S OFFICE, ACCOUNTING UNIT**

12. Budget transfer request in the amount of \$970,899.19 for Grant Mental Healthcare Fund #108 for salaries and benefits. **(Approved)**
13. Year end budget extension request for the following: **(Approved, the public hearing was set for December 27, 2011 at 2:00 p.m.)**
  - a. Veterans Assistance Fund #104 in the amount of \$21,500.00 due to higher demand during 2011;
  - b. First Quarter R.E.E.T. in the amount of \$150,000.00 for unanticipated expenditures during 2011;
  - c. New Hope Domestic Violence and Sexual Assault Services Fund #128 in the amount of \$125,000.00 to receive a grant from the Gates Foundation; and

- d. Interfund Insurance Fund #503 in the amount of \$35,000.00 due to actual insurance expenses being higher than expected in 2011.

**PUBLIC DEFENSE**

- 14. Budget transfer request in the amount of \$260,000.00 due to a higher caseload and more expenses than anticipated in 2011.  
**(Approved)**

**SHERIFF'S OFFICE**

- 15. Budget extension request in the amount of \$2,667.00 to reimburse Technology Services for a camera purchased in September 2010.  
**(Approved, it was determined that only a transfer is needed, not an extension.)**

4:00 p.m. – 4:20 p.m.

J Strickler, Safety/Security Policy Review

**WEDNESDAY, DECEMBER 7, 2011:**

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

7:00 a.m. – 8:00 a.m.

C Swartz at Moses Lake Chamber Response Team Meeting (ML Chamber Office)

9:00 a.m. – 10:00 a.m.

Fair Maintenance Manager Interview

10:00 a.m. – 11:00 a.m.

Fair Maintenance Manager Interview

11:00 a.m. – 12:00 p.m.

Fair Maintenance Manager Interview

12:15 p.m. – 12:30 p.m.

Continued.... Open Record Public Hearing, 2012 Budget, Tax Levies, and Capital Facilities Plan Adoption

The Commissioners continued the 2012 budget hearing from December 5, 2011. Since the levy rates were not yet available from the County Assessor, Commissioner Carter moved to continue the hearing to December 9, 2011 at 9:00 a.m. Commissioner Stevens seconded and the motion passed unanimously. The hearing adjourned.

7:00 p.m. – 9:00 p.m.

PLANNING COMMISSION

**THURSDAY, DECEMBER 8, 2011:**

8:00 a.m. – 1:00 p.m.

C Swartz at Legislative Steering Committee Meeting (County Building, Olympia)

8:30 a.m. – 9:30 a.m.

Central Safety Committee Meeting (Multi-Purpose Room)

9:00 a.m. – 12:00 p.m.

R Stevens, Courthouse/Juvenile/Public Works Union Negotiations  
**(Cancelled)**

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9:00 a.m. – 10:30 a.m. R Stevens at MACC Meeting (Moses Lake Armory Building)  
10:30 a.m. – 11:30 a.m. R Stevens at MACC Finance Meeting (Moses Lake Armory Building)  
3:00 p.m. – 4:00 p.m. C Carter at Cityview Boarding Home Ribbon Cutting Ceremony  
4:00 p.m. – 5:00 p.m. VETERANS ADVISORY BOARD MEETING  
6:00 p.m. – 7:30 p.m. C Carter at GWMA Meeting (Othello City Hall)

**FRIDAY, DECEMBER 9, 2011:**

The session was continued at 9:00 a.m. with the Commissioners Swartz and Stevens in attendance.  
Commissioner Carter

9:00 a.m. – 9:15 a.m. Continued.... Open Record Public Hearing, 2012 Budget, Tax Levies, and Capital Facilities Plan Adoption

The Commissioners continued the 2012 budget hearing from December 7, and 5, 2011. Ken Holloway, Chief Accountant stated he received the levy amount from the Assessor which is \$15,110,000.00. The final budget amount to adopt is \$122,794,026.00; Current Expense portion is \$34,965,943.00. The Capital Facilities Plan was also presented for adoption. Commissioner Stevens moved to close the public comment portion of the hearing. Commissioner Carter seconded and the motion passed unanimously. Commissioner Stevens moved to approve adoption of the 2012 Grant County budget, the tax levy amount, and the Capital Facilities Plan. Commissioner Carter seconded and the motion passed unanimously. The hearing adjourned.  
**(Resolution No. 11-090-CC adopting the 2012 Budget; and Resolution No. 11-091-CC adopting the 2012-2017 Capital Facilities Plan)**

9:00 a.m. – 12:00 p.m. R Stevens at EW COG Meeting (Davenport)  
12:00 p.m. – 2:00 p.m. C Swartz at BB RC&D Meeting (Pillar Rock Grill, Moses Lake)  
1:30 p.m. – 3:00 p.m. C Carter at Spokane County RSN and NCWRSN Potential Merger Discussion (Spokane)

Signed this 20<sup>th</sup> day of Dec., 2011.

BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

Carolann Swartz  
Carolann Swartz, Chair

Richard Stevens  
Richard Stevens

EXCUSED  
Cindy Carter

Attest:

Paula W. [Signature]  
Clerk of the Board