

## MINUTES

### GRANT COUNTY BOARD OF COMMISSIONERS

#### MONDAY, MAY 28, 2012:

MEMORIAL DAY HOLIDAY, COURTHOUSE CLOSED

#### TUESDAY, MAY 29, 2012:

The Grant County Commissioners session began at 9:00 a.m. with all Commissioners in attendance.

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

A motion was made by Commissioner Carter, seconded by Commissioner Stevens, to approve items 1 through 3 on the ASC Agenda. The motion passed unanimously.

1. Possible vouchers for Interfund Communications, insurance, and/or grant administration. **(Approved)**
2. Agreement for Services between Grant County, by and through the Prevention and Recovery Center (PARC) and John Porter, dba Pegasus Training and Consulting to provide consultation services to PARC staff for the development and writing of treatment curriculum. Term is June 4 -7, 2012. **(Approved)**
3. Reimbursement Agreement between Adams County and Grant County for the provision of reimbursement to Grant County Developmental Disabilities to purchase supports for adults who are Adams County residents but receive developmental disability support services from an agency contracted with Grant County. **(Approved)**

10:00 a.m. – 10:50 a.m. T Hechler, Human Resources Update

11:00 a.m. – 11:50 a.m. Budget and Finance Meeting

11:30 a.m. – 12:00 p.m. C Carter at Meeting to Discuss Smoke Free Fairgrounds (Health District Office, Ephrata)

1:30 p.m. – 2:20 p.m. D Pohle, Public Works Update

2:30 p.m. – 2:50 p.m. D Lee, Prosecuting Attorney's Office Update

Pursuant to RCW 42.30.110(1)(i) Commissioner Stevens called an Executive Session to order at 2:45 p.m. to go until 3:00 p.m. regarding REC Litigation, Albert Lin Litigation, and Negrete Potential Litigation (Land Use). In attendance were Commissioners Stevens, Carter, Swartz, and Lee Pence, Civil Deputy Attorney. Commissioner Stevens closed the session at 3:00 p.m.

3:00 p.m. – 3:15 p.m. Consent Agenda (Items 1 through 10)

A motion was made by Commissioner Swartz, seconded by Commissioner Carter, to approve items 1 through 10 on the Consent Agenda. The motion passed unanimously:

**COMMISSIONERS OFFICE**

1. Commissioners Office and Public Defense Vouchers**(Approved)**
2. Special Occasion license from Ridge Riders Saddle Club, 2209 Alcan Rd. NE, Grand Coulee, Washington for events on June 30, 2012 and September 22, 2012, from the Washington State Liquor Control Board. **(Approved)**

**HUMAN RESOURCES**

3. Personnel Action Request Recommendation regarding a request from the Prosecutor's Office for an exception to the hiring freeze for one Legal Secretary due to a recent resignation. The Director recommends approval. **(Approved)**
4. Personnel Action Request Recommendation regarding a request from the Maintenance and Facilities Dept. for an exception to the hiring freeze for 1 - Maintenance I position due to a recent resignation. The Director recommends approval. **(Approved)**
5. Personnel Action Request Recommendation regarding a request from Youth Services for an exception to the hiring freeze for one Detention Monitor due to a recent promotion/transfer. The Director recommends approval. **(Approved)**
6. Personnel Action Request Recommendation regarding a request from Grant Integrated Services - PARC to rename and reband the Data Entry Clerk to a Data Entry Specialist and band it at band 6. The Director recommends approval. **(Approved)**

**GRANT INTEGRATED SERVICES**

7. Request to purchase a laptop computer with broadband Verizon access in the amount of \$692.10. **(Approved)**
8. Request to purchase projector in the amount of \$1,099.00 plus tax and shipping, plus additional light bulbs in the amount of \$169.00 each. **(Approved)**
9. Request to purchase signature pads for use with the Anasazi Software to electronically attach client signatures to treatment plans and other forms in the system in the amount of \$8,638.00. **(Approved)**
10. Request to purchase additional equipment for the VOIP phone system to eliminate echo feedback on some phone calls in the amount of \$1,110.00 and \$110.00 for installation/labor for a total of \$1,220.00. **(Approved)**

3:30 p.m. – 4:30 p.m.

Open Record Public Hearing, Amendment to the Grant County Unified Development Code regarding Hearings Examiner

The Commissioners held an Open Record Public Hearing to consider 4 changes to the Grant County Code – Unified Development Code regarding Hearings Examiner. Dorothy Black, Planning Department, discussed the proposal from the before the Commissioners today:

**#1 - Planned Unit Developments, Variances & Preliminary Subdivision to be heard by Hearing Examiner**

23.04.040 (e) - Land Use Regulations - Allowable, Administrative, Conditional and Prohibited Uses;

23.04.120 - Temporary Uses (a) (5) (E) & (G) – Temporary farm labor camps;  
25.02.030 - Definitions – sections B, F;  
25.04.060 -Project Permit Types – Defined (b)(3);  
25.04.080 Table 2 – Summary of Administrative Review of Project Permit Applications; 25.04.270(a) – Type III Procedure – Quasi Judicial Decision;  
25.04.270(b) – Planning Commission Recommendation;  
25.04.280(a) – Type IV Procedure – Final Plat;  
25.04.310(b) – Order of Proceedings;  
25.04.410(a) – Administrative Appeals of Permit Decisions;  
25.04.510(a) –Hearing Examiner Review Available.

Currently, PUD's and Preliminary Subdivisions are heard by the Planning Commission and they make a recommendation to the BOCC. Variances are currently heard by the Board of Adjust, who are a decision making Board.

**#2 - Reasonable Use Exception changing from a Type III process to a Type II process**

23.04.170 (c), (d), (e), (f) - Reasonable Use Exception;  
25.04.060 (b)(2), (b)(3) Project Permit types – Defined;  
25.04.080 Table 1 - Project Permit Classification;  
25.04.080 Table 2 - Summary of Administrative Review of Project Permit Applications.

The Type III process is the Planning Commission making recommendations to the BOCC. Type II process is an administrative process, this would make the process faster.

**#3 - Removal of the Building Board of Appeals and insertion of other appropriate appeal body as specified in Grant County Code.**

25.04.100 (a) - Administrative Interpretations.

Currently the language states appeals go to a "Building Board of Appeals"; Grant County does not have such Board. The language change would clarify where the appeal would be sent.

**#4 - Clarification regarding method of Public Notice for Preliminary Short Subdivision**

25.04.200(a) Method of Public Notice of Application by Application Type - Table 3.

Currently the process requires Staff send out notices to agencies of jurisdiction only. The change would include neighbors within 300 ft, posted on the property and in the paper of record.

The Planning Commission recommends approval of the following changes proposed:

- RUE changing from Type III to Type II process
- Removal of Building Board of Appeals and insertion of "other appropriate appeal body" language
- Increasing the public notice for short subdivisions

Amended changes as follows:

- Variances of less than 25% of the numeric standard be handled administratively by staff and request 25% be heard by the Board of Adjustment or other body as appointed by the BOCC
- Preliminary subdivisions and PUD continue to be heard by Planning Commission, not hearings examiner.

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If this is approved as presented by Staff, the Planning Commission would still hear Minor Zone Changes, Comprehensive Plan Amendments, and Unified Development Code changes. The Hearings Examiner would hear variances, subdivisions, Conditional Use Permits, and Planned Unit Developments.

The Board of Adjustment, unless the BOCC has it do something else, would not be needed. They only currently hear Variances. The option would be to disband this board.

Damien Hooper, Planning Manager, clarified that if the original proposal is approved, the Board of Adjustment would not necessarily be disbanded, that would be a separate action that would need to be taken by the BOCC. Commissioner Swartz asked if the proposed would stream line the planning process. Damien stated yes.

Commissioner Stevens asked if anyone in attendance would like to speak. No one came forth. Discussion ensued.

Commissioner Swartz moved to close the public comment portion of the hearing. Commissioner Carter seconded and the motion passed unanimously.

For discussion purposes only: Commissioner Swartz moved to approve the original proposal by the Planning Department Staff. Commissioner Carter seconded and the motion passed unanimously, for discussion only.

Commissioner Swartz commented that she wants to make sure that the citizens are being heard through any process chosen by the Board. Damien gave clarification on the discussion item stating the purposes of the amendments are for public involvement. His experience with the Hearings Examiner is that he is very open to public comment. Commissioner Carter stated she is unsure about the Planning Commission recommendation to split the Variance process. Damien Hooper stated if there is any hesitation in making the Variance Application process split as recommended by the Planning Commission, he recommends do not do it now. Give Staff direction to put together an administrative Variance Code Amendment for criteria and a process. Commissioner Stevens reiterated the motion on the floor to approve the Planning Department recommendation. Commissioner Stevens asked if the BOCC understood the motion on the table and called for the question. The motion passed unanimously to approve the Planning Departments original proposal. The hearing adjourned.

**WEDNESDAY, MAY 30, 2012:**

- |                         |   |
|-------------------------|---|
| 9:00 a.m. – 4:00 p.m.   | BOARD OF EQUALIZATION HEARINGS  |
| 11:30 a.m. – 12:00 p.m. | R Stevens, Finance Committee Meeting (Small Meeting Room)   |
| 12:00 p.m. – 1:00 p.m.  | R Stevens at Sheriff's Deputy Union Negotiations (Annex Meeting Room)<br><b>(This meeting was moved to 1pm and Commissioner Stevens was unable to attend)</b> |

**MISCELLANEOUS ITEMS**

The Commissioners appointed Gary Mann to the Board of Equalization for a 3 year term beginning June 1, 2012 through May 31, 2015.

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 \$714,315.19, \$19,369.26, \$1,450.39, and \$614,018.63, as recorded on a listing and made available to the Board.

Commissioner Swartz was authorized to sign the Health District Voucher listing in the amount of \$27,245.94.

**THURSDAY, MAY 31, 2012:**

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|-------------------------|--|
| 8:00 a.m. – 9:30 a.m.   | ASSESSOR'S OFFICE STAFF MEETING  |
| 9:15 a.m. – 11:00 a.m.  | C Swartz at Safe Kids Bike Helmet Rodeo (Peninsula Elementary, Moses Lake)   |
| 10:00 a.m. – 10:10 a.m. | J Gingrich, Request for increase to the Grant County Fairgrounds Petty Cash Fund (116) from \$150.00 to \$1,000.00. <b>(Approved. Resolution No. 12-034-CC)</b>  |
| 10:15 a.m. – 10:30 a.m. | Bid Opening, RFQ for Grant County Fairgrounds Sewage Engineering Evaluation (Small Meeting Room)   |
|                         | Only 1 bid was received: Gray and Osborne, Inc. A motion was made by Commissioner Carter, Seconded by Commissioner Stevens, to turn over the bids to Jerry Gingrich, Fairgrounds Maintenance Manager, Kevin Lindsay, GSI, and Derek Pohle, Public Works Director, for their review and recommendation. The motion passed with 2 Commissioners in attendance. |
| 9:30 a.m. – 3:30 p.m.   | BOARD OF EQUALIZATION HEARINGS   |
| 12:00 p.m. – 1:00 p.m.  | BOB SKIDMORE EVENT   |

**MISCELLANEOUS ITEMS**

The Commissioners approved and signed the Grant County Payroll Authorization form for the May 25, 2012 payroll.

The Commissioners approved and signed the Grant Public Works County Payroll Salary Fund for June 1, 2012.

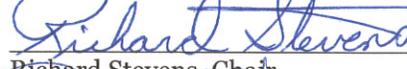
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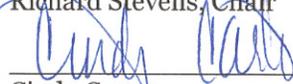
**FRIDAY, JUNE 1, 2012**

9:00 a.m. – 4:00 p.m.            BOARD OF EQUALIZATION HEARINGS  
11:00 a.m. – 1:00 p.m.        R Stevens at EWCOG Meeting (Davenport)

Signed this 26th day of June, 2012.

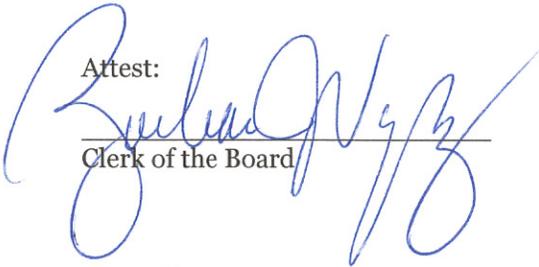
BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

  
Richard Stevens, Chair

  
Cindy Carter

  
Carolann Swartz

Attest:

  
Clerk of the Board