

MINUTES

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, MARCH 30, 2015

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 Swartz, seconded by Commissioner Carter, to approve items 1 through 7 on the ASC Agenda as presented. The motion passed unanimously.

1. Possible vouchers for Interfund Communications, insurance, and/or grant administration. **(Approved)**
2. Request for release of Installment #1 on Strategic Infrastructure Project No. 2014-02, Airport District #1 (Desert Aire), Widening of Airport Runway, in the amount of \$4,878.86 to the District and the installment's 2.5% Administrative Fee to the Grant County Economic Development Council in the amount of \$121.97. **(Approved)**
3. Grant County Request for Reimbursement No. 8 on CDBG Public Services Grant No. 14-65400-005 for the month of January, 2015, with the Department of Commerce and administered through the OIC of Washington, in the amount of \$4,937.63. **(Approved)**
4. Revision 150300 to Washington State Department of Social & Health Services, Supported Living Contract No. 1363-80163's Exhibit with Grant Integrated Services – Directions in Community Living. Revision reflects transition to Provider 1 payment systems which will change the program provider number, revision number format, and client identification numbers. Effective date: January 1, 2015. **(Approved)**
5. Revision 150301 to Washington State Department of Social & Health Services, Supported Living Contract No. 1363-80163's Exhibit C with Grant Integrated Services – Directions in Community Living. Revision adds client #00867261WA back into the program. Effective date: January 1, 2015. **(Approved)**
6. Revision 150302 to Washington State Department of Social & Health Services, Supported Living Contract No. 1363-80163's Exhibit C with Grant Integrated Services – Directions in Community Living. Revision modifies nearly all contract rates from February 18, 2015 forward. Effective date: April 1, 2015. **(Approved)**
7. Grant County Board of County Commissioners Administrative Policy No. 15-01, Municipal Research and Services Center (MRSC) Roster Bidder Eligibility. **(Approved)**

9:30 a.m. – 9:50 a.m. J Gingrich, Fairgrounds Discussion on a possible Non-profit Food Vendor Rate Increase

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)**

**Grant County Commissioners Minutes
Week of March 30, 2015**

- 11:00 a.m. – 11:50 a.m. D Foster, National Park Service Introduction and General Updates
- 1:30 p.m. – 1:50 p.m. Bid Opening, Grant County Paper of Record for Legal Notices

The following bids were received:

- | | |
|--------------------------|------------------------|
| 1. Grant County Journal | \$5.75 per column inch |
| 2. Columbia Basin Herald | \$2.45 per column inch |

A motion was made by Commissioner Swartz, seconded by Commissioner Carter, to accept both bids for review. The bid award will be made on April 6, 2015 at 11:00 a.m. The motion passed unanimously.

- 2:00 p.m. – 2:50 p.m. K Eslinger, Human Resources Update

MISCELLANEOUS ITEMS

The Commissioners authorized Commissioner Carolann Swartz to sign a letter of support from the Adams and Grant Counties Economic Development Council's, and Adams, Franklin, and Grant County Commissioners, to Representative Susan Fagan for the City of Connell's request for an increase in funding the House Transportation Package for the Connell Interchange Improvement Project.

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 \$25,762.61 and \$483,194.30, as recorded on a listing and made available to the Board.

The Commissioners approved and signed the Grant County Payroll Authorization form for the March 20, 2015 payroll.

TUESDAY, MARCH 31, 2015

The session was continued at 1:30 p.m. with all Commissioners in attendance.

- 9:15 a.m. – 12:00 p.m. C Swartz at CDBG General Purpose Grant Application Workshop (ATEC, BBCC)
- 1:30 p.m. – 2:20 p.m. J Tincher, Public Works Update

1. Quote Award Recommendation Letter: (1) Towable Rock Rake awarded to Sunbelt Rentals, Inc. of Airway Heights, WA for a quote amount of \$8,505.00. **(Approved)**

**Grant County Commissioners Minutes
Week of March 30, 2015**

2. Quote Award Recommendation Letter: (1) 2,000 gallon Skid Tank awarded to Superior Steel Products, Inc. of Caldwell, ID for a quote amount of \$15,316.56. **(Approved)**
3. Authorization to Call for Bids: (3) Dump Trucks with a bid opening date of April 14, 2015 at 1:45 pm. **(Approved, although the bid opening date was listed on the agenda as April 14, the actual signed Call for Bids lists an amended bid opening date: April 21, 2015 at 1:45 pm.)**
4. Reimbursable Work Agreement between Grant County and Grant Transit Authority (GTA) for Engineering Services of an ADA compliant and accessible bus stop concrete deployment pad, not to exceed a maximum of \$1,500.00. **(Approved)**
5. Quote Recommendation Letter: Automatic Traffic Counters awarded to JAMAR Technologies, Inc. of Hatfield, PA for a total quote amount of \$14,037.00. **(Approved)**

1:45 p.m. – 1:55 p.m. Bid Opening, Asphalt Hauling and Dispatch Services for 2015

Bids were received from the following companies (various prices on numerous products):

1. Haney Truck Line
2. James J. Williams
3. LTI, Inc.

A motion was made by Commissioner Swartz, seconded by Commissioner Carter, to turn over the bids to Public Works for their review and recommendation. The motion passed unanimously.

2:30 p.m. – 2:50 p.m. G Dano, Prosecuting Attorney's Office Update

3:00 p.m. – 3:15 p.m. Consent Agenda (Items 1 through 17)

A motion was made by Commissioner Swartz, seconded by Commissioner Carter, to approve items 1 through 3, and 5 through 17 on the Consent Agenda as presented. Item 4 is being held until after a meeting with non-profit food vendors on April 9, 2015. The motion passed unanimously.

COMMISSIONERS OFFICE

1. Commissioners Office and Public Defense Vouchers. **(Approved)**
2. Commissioners October 6, 2014 REVISED minutes, December 22, 2014 REVISED minutes, and February 2, 2015 REVISED minutes for approval. **(Approved)**
3. New marijuana license applications, from the Washington State Liquor Control Board, for:
 - The T.H.C. Corperation (*sic*) LLC (Jeff and Deborah Lynn Johnson, and Adam and Amanda Leone) 1824 Road N NE, Unit 1, Moses Lake, WA 98837 (Producer Tier 3); **(Approved)**
 - The Rabbit Hole (High Intensity Hydroponics LLC: Ricky Rey Padron and Joshua Joe Stedman) 13960 Rd 1.9 NE, Ste C, Moses Lake, WA 98837 (Producer Tier 3 and Processor); **(The Commissioners approved the applicant and the location of the production, but denied the processing location because it is not permitted in that location without a Conditional Use Permit)**
 - San Juan Sun Grown (David and Gina Rice) 4290 State Route 281 N, Lot 4, Quincy, WA 98848-9749 (Producer Tier 3 and Processor). **(Approved)**

**Grant County Commissioners Minutes
Week of March 30, 2015**

FAIRGROUNDS

4. *Held from the March 24, 2015 Consent Agenda:* Request for non-profit food vendor rate increase from 12.5% to 15% due to increased costs directly associated with operation of non-profit food vendors, i.e. garbage, power and sewer. **(This item is being held until after a meeting with non-profit food vendors on April 9, 2015)**
5. Request to utilize the county's bidding process to contract with a lawn mowing service to maintain, mow, mulch, edge, weed and clean around the Fairgrounds. **(Approved)**
6. Request for out of state travel for Jerry Gingrich to attend the International Fairs and Expositions (IAFE) Management Conference from April 29 – May 3, 2015 in Buffalo, NY. **(Approved)**

TECHNOLOGY SERVICES

7. Request for out of state travel for Bent Myrick to attend VDI Training from April 7 - April 10, 2015 in Portland, OR. **(Approved)**

HUMAN RESOURCES

8. Personnel Action Request (PAR) for the salary, wage, and/or position changes for Garth Dano, Prosecuting Attorney. **(Approved)**
9. Recommendation Memorandum regarding a request from the Fairgrounds to review the compensation band for their Groundskeeper position. After review, the Director recommends placing the position at a Band 5. **(Approved)**

GRANT INTEGRATED SERVICES

10. Request for letter of support for their application for funding the "A New Road" project to address gang issues in Grant County. **(Approved)**
11. Request to purchase miscellaneous computer equipment items for the multiple departments with GrIS. The amount is \$13,239.00 plus tax and shipping and this has been budgeted. **(Approved)**
12. Request to proceed with the quote received for new flooring in the Directions in Community Living Office located in Moses Lake, from Cost Less Carpet in the amount of \$9,400.73 including tax. **(Approved)**

AUDITOR'S OFFICE

13. Request to allow the County Treasurer to invest excess reserve funds currently held as cash within the following funds: **(Approved)**

| | |
|-------------------------------------|--------------------|
| • Dental Self-Insurance (Fund 507) | \$501,373.57 |
| • Other Payroll Benefits (Fund 508) | \$415,662.27 |
| • Vision Self-Insurance (Fund 509) | <u>\$20,534.84</u> |
| Total | \$937,570.68 |

**Grant County Commissioners Minutes
Week of March 30, 2015**

FACILITIES AND MAINTENANCE

14. Request to proceed with the quote received from Business Interiors for office furniture in the Assessor's office, in the amount of \$29,013.00. **(Approved)**
15. Request to purchase a laptop computer through Technology Services in the amount not to exceed \$3,000.00. **(Approved)**

EMERGENCY MANAGEMENT

16. Request for out of state travel for Sandi Duffey to attend the National Emergency Management Leaders Academy Cohort VI from December 7-11, 2015 and July 11-15, 2016 in Emmitsburg, MD. **(Approved)**

JUVENILE COURT AND YOUTH SERVICES

17. Request to purchase RiteTrack Database and Web Client software and RiteTrack Juvenile Justice Module for hosting of their Case Management system; and Commissioner signature on the RiteTrack Software Hosting Agreement (Quote No. 65950). This has been budgeted in their Capital Expenditures fund in the amount of \$80,000.00. **(Approved)**

WEDNESDAY, APRIL 1, 2015

R Stevens, Out

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|-----------------------|---|
| 3:00 p.m. – 5:00 p.m. | C Carter at Technology Services Help Desk Clerk Interviews (Human Resources Department) |
| 6:00 p.m. – 8:00 p.m. | C Swartz at Legislative Steering Committee Roundtable Meeting (WSAC Office, Olympia) |

THURSDAY, APRIL 2, 2015

R Stevens, Out

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|-------------------------|---|
| 8:00 a.m. – 3:00 p.m. | C Swartz at Legislative Steering Committee Meeting (WSAC Office, Olympia) |
| 10:00 a.m. – 11:00 a.m. | C Carter at Meeting with the Port of Mattawa (Port Office) |

**Grant County Commissioners Minutes
Week of March 30, 2015**

Signed this 14th day of April, 2015.

BOARD OF COUNTY COMMISSIONERS
Grant County, Washington

ERUSED

Richard Stevens, Chair

Cindy Carter
Cindy Carter, Vice-Chair

Carolann Swartz
Carolann Swartz

Attest:

Barbara J. Vasquez
Barbara J. Vasquez, CMC
Clerk of the Board