

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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### MONDAY, DECEMBER 7, 2015

The session was continued at 8:00 a.m. with all Commissioners in attendance.

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| 8:00 a.m. – 8:20 a.m. | J Taylor, 2016 Grant County Budget Discussion  |
| 8:30 a.m. – 9:00 a.m. | Elected Official Roundtable Meeting  |
| 9:00 a.m. – 9:30 a.m. | R Stevens at Canvassing Board Meeting for Recount of Election (Elections Department) |
| 9:00 a.m. – 9:20 a.m. | J Strickler, ASC Update and Misc. BOCC Action  |

A motion was made by Commissioner Carter, seconded by Commissioner Swartz, to approve items 1 through 4, 14, 15, and 18 through 20 on the agenda as presented. All other items were not ready for signature. The motion passed unanimously.

1. Possible vouchers for Interfund Communications, insurance, legal services, grant administration, etc. **(Approved)**
2. Grant County Payment Request #23 to Washington State Department of Commerce on Consolidated Homeless Grant (CHG) No. 14-46108-10, administered through the Grant County Housing Authority, in the amount of \$39,517.35. **(Approved)**
3. Memorandum of Agreement between Washington State University Extension and Grant County (subtitled "Appendix A") for the provision of \$95,722.00 in funding for the period January 1, 2016 through December 31, 2016 for an extension program. **(Approved)**
4. Department of Commerce Community Development Block Grant (CDBG) Program General Purpose Grant #15-62210-022 with Grant County for water system improvements for the Royal Water District in the amount of \$750,000. Term is August 27, 2015 to January 31, 2019. **(Approved)**
5. **Anticipating:** Resolution Authorizing Execution of Intergovernmental Agreement between Grant County and the Town of Wilson Creek regarding State Building Code administration and enforcement (see ASC Action Item #6, below).
6. **Anticipating:** Interlocal Agreement Regarding State Building Code Administration and Enforcement between Grant County, by and through the Grant County Building Department/Fire Marshal Office, and the Town of Wilson Creek for furnishing the administration and enforcement services required to carry out the purposes of the State Building Code Act. Term is from date of last signature to July 31, 2019.
7. **Anticipating:** APS Healthcare Fifth Amendment to Employee Assistance Program Agreement between APS Healthcare Bethesda, Inc. and Grant County. The amendment modifies the rate (Exhibit B, Scope of Coverage, Rates and Payments).
8. **Anticipating:** Grant County Equal Opportunity Employment Plan, 2015-2017.

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9. **Anticipating:** 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 Kentner. Term is January 1, 2016 to December 31, 2017.
10. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Conflicts/Overflow Contractor, between Grant County and Michael Felice. Term is January 1, 2016 to December 31, 2017.
11. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Conflicts/Overflow Contractor, between Grant County and N. Smith Hagopian. Term is January 1, 2016 to December 31, 2017.
12. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in the Juvenile Division of Grant County Superior Court (Juvenile Offenders Only) between Grant County and Devra Sigle Hermosilla. Term is January 1, 2016 to December 31, 2017.
13. **Anticipating:** 2016-2017 Professional Services Agreement, Conflict and Overflow Investigator, between Grant County and Marc Doney, dba Citadel Investigations. Term is January 1, 2016 to December 31, 2017.
14. 2016-2017 Professional Services Agreement, Conflict and Overflow Investigator, between Grant County and Jeff Wade, dba Wade Investigation Services. Term is January 1, 2016 to December 31, 2017. **(Approved)**
15. 2016-2017 Professional Services Agreement, Conflict and Overflow Investigator, between Grant County and Karl Calhoun, dba Calhoun Investigative Services. Term is January 1, 2016 to December 31, 2017. **(Approved)**
16. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County District Court for Appeals between Grant County and Jeff Goldstein. Term is January 1, 2016 to December 31, 2017.
17. **Anticipating:** 2016 Professional Services Agreement, Interpreter, between Grant County and Saúl Castillo, dba The Interpreter. Term is January 1, 2016 to December 31, 2016.
18. Washington State Department of Commerce Consolidated Homeless Grant (CHG) contract with Grant County, Contract #16-46108-10, in the amount of \$361,591.00 for the provision of resources to assist people who are experiencing homelessness obtain and maintain housing stability, with prioritization of unsheltered homeless households for assistance and services. Term is January 1, 2016 through June 30, 2017 and includes \$21,000 to serve Housing & Essential Needs (HEN) and Temporary Assistance for Needy Families (TANF) households in Adams County. **(Approved)**
19. National Joint Powers Alliance (NJPA) Contract #031913-SGL (Simplex Grinnell of Spokane) subcontracts with Grant County for annual fire alarm and suppression system testing, as follows:
  - 19a. NJPA #031913-SGL, Grant County, at the Grant County Justice & Jail (Law & Justice Building) with one year service beginning October 1, 2015 in the amount of \$2,167.00. **(Approved)**
  - 19b. NJPA #031913-SGL, Grant County, at Grant County Work Release with one year service beginning October 1, 2015 in the amount of \$1,005.00. **(Approved)**
  - 19c. NJPA #031913-SGL, Grant County, at the Grant County Courthouse with one year service beginning October 1, 2015 in the amount of \$991.00. **(Approved)**

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20. Washington State Department of Enterprise Services (DES) documents relating to Grant County and McKinstry contracting and subcontracting, as follows:

20a. (Exhibit A) Interagency Amendment, DES Agreement No. K2854, Project No. 2014-994, Amendment #2, between DES and Grant County, Courthouse and Annex Energy Upgrades as outlined in the McKinstry Essention, LLC Grant County Courthouse and Annex Upgrades Energy Services Proposal dated November 9, 2015. The amendment modifies: **(Approved)**

- Attachment A, Scope of Work Energy/Utility Conservation Projects Management Services and Attachment C, Scope of Work Energy/Utility Conservation Projects Monitoring Services to update the Statewide Energy Performance Contracting Program Master Energy Services Agreement number from Agreement No. 2013-133 to Agreement No. 2015-181. Period of performance is May 30, 2014 to December 31, 2019.
- Attachment B, Interagency Reimbursement Costs (to reflect current DES project management fees)
- New total agreement value is \$137,122.00.

20b. (Exhibit B) Signature on Funding Approval as required by DES Engineering & Architectural Services for the following contract: Authorization No. 2014-994 A(1), Amendment No. 3, Project Title: Courthouse and Annex Energy Upgrades, in the amount of \$2,019,275.38. **(Approved)**

20c. (Exhibit C) Signature on Funding Approval as required by DES Engineering & Architectural Services for the following: Contract No. 2014-994 H (1-1), Project Title: Courthouse and Annex Energy Upgrades, in the amount of \$6,471,288.62. **(Approved)**

9:30 a.m. – 9:50 a.m. Open Record Public Hearing, Grant County 2016 Budget Adoption, Capital Facilities Plan Adoption, and Make Tax Levies.

The Commissioners held an Open Record Public Hearing to adopt the 2016 Grant County Budget, Capital Facilities Plan, and set the Land Classifications for funding the 2016 Budget of the Grant County Noxious Weed Board.

Jake Taylor, Chief Accountant, stated the balanced budget amount of \$132,427,717.00. Current Expense amount is \$42,024,058.00 and County Road fund is \$29,170,700.00.

June Strickler, Administrative Services Coordinator, discussed the 2016-2021 Capital Facilities Plan Addendum to be adopted today.

(Although not mentioned during the hearing, the Noxious Weed Land Classifications and Assessments for 2016 will be:

Irrigated Cropland	0.21 cents per acre
Dryland	0.07 cents per acre
Range/Scabland	0.04 cents per acre
Minimum Parcels	\$10.00 per parcel

These numbers did not change from the 2015 assessments.

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Commissioner Swartz moved to close the public comment portion of the hearing. Commissioner Carter seconded and the motion passed unanimously. Commissioner Carter moved to adopt the 2016 Budget (**Resolution No. 15-076-CC**) the Capital Facilities Plan (**Resolution No. 15-077-CC**), and the Noxious Weed Board land classifications (**Resolution No. 15-078-CC**), all as presented. Commissioner Swartz seconded and 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

Mark Roylance came in today to discuss Ovenell Farms and PacifiClean and their composting in Grant County. Commissioner Carter stated she has spoken with Tom Dent and Judy Warnick and stated they are proposing new legislation so that if any new facilities like this comes into Grant County will have to go through a Department of Ag review. The current situation should have triggered a SEPA review through the Department of Ag but that was not done. The permit was suspended at first but now has been pulled. PacifiClean no longer has a permit to compost at the Ovenell Farms. Ovenell can operate, but not PacifiClean.

Commissioner Swartz stated she discussed this situation with Tom Dent and his recommendation to the Commissioners is they should write a letter to the Department of Ag to encourage them to get involved.

Mr. Roylance asked about the Quincy School system and if the Commissioners have any influence over it. The Commissioners stated no. Discussion ensued about school districts and bonds.

Mr. Roylance stated that county road workers are known to stand around a lot. The Commissioners encouraged people to call in when they see this. The Commissioners stated sometimes there are reasons they must stand and wait around. They also recommended residents call into Public Works and state their complaints.

He also mentioned he is upset over the recently passed gas tax. Commissioner Stevens stated the County will see only a little bit of the money from that tax. Commissioner Swartz also mentioned the State recently passed a Rail tax that will help get the big semi-trucks off the roads. Discussion ensued about roads and taxes. The Commissioners thanked him for coming in.

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

1:15 p.m. – 1:55 p.m.                      L Allison, Grant Integrated Services Update

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

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3:00 p.m. – 3:20 p.m. D Hooper, Planning Update

Items discussed were: VSP Workshop, December 21, 2015 at the Best Western Hotel, Moses Lake.

3:30 p.m. – 3:50 p.m. Open Record Public Hearing, Ordinance amending Grant County Code Ch. 2.16 “Planning Agencies” and Ch. 2.68 “Planning Commission Rules of Procedures”.

The Commissioners held an Open Record Public Hearing to consider an ordinance that would amend Grant County Code Chapter 2.16 titled “Planning Agencies” and Chapter 2.68 titled “Planning Commission Rules of Procedure”.

Damien Hooper, Planning Director, stated the amendment in Ch. 2.16 would reduce the planning commission members from 9 to 7; and remove the Area Advisory Committee. To his knowledge, this committee has never been used.

In Ch. 2.68 they are again reducing the number of members from 9 to 7. The Planning Commission met to consider these amendments and this generated the discussion of 1) The geographic representation of members is important but later clarified that what is more important is a broad spectrum of uses and interests and perspectives amongst whatever number of planning commission members there are versus a straight 3 commissioners per commissioner district. They were supportive of a 7 member planning commission. Mr. Hooper also mentioned how hard it is to get volunteers for boards with no compensation.

The remainder of the proposed changes takes out a number of code sections that have long since been replaced by the UDC. They are removing out of date codes and the planning commission is for these changes. There is no formal recommendation from the Planning Commission. Their thoughts are being communicated today. Douglas County recently went through the same ordinance process and Grant County is modeling after them.

Commissioner Stevens asked about compensation of the board members. Mr. Hooper stated per our Code, this Board is not approved to receive compensation, only dinner and mileage. This is referenced in our current code.

A motion was made by Commissioner Swartz, seconded by Commissioner Carter to close the public comment portion of the hearing. The motion passed unanimously. A motion was made by Commissioner Carter, seconded by Commissioner Swartz, to approve the Ordinance amending the Grant County Code as presented. The motion passed unanimously. **(Ordinance No. 15-082-CC)**

4:00 p.m. – 4:50 p.m. B Adame, Fairgrounds Update- Conference Call

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**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 amount of \$899,545.58, as recorded on a listing and made available to the Board.

The Chair of the Board was authorized to sign the Allan Halvorson (Halvorson Short Plat #2) File #14-6010 Final Plat Submission and Review.

**TUESDAY, DECEMBER 8, 2015**

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

9:00 a.m. – 4:00 p.m.	C Swartz at Target Zero Partners Meeting (Great Wolf Lodge, Centralia)
9:00 a.m. – 9:30 a.m.	Employee Performance Evaluation
10:00 a.m. – 10:20 a.m.	G Goodwin, Discussion on Chelan/Douglas/Grant County Behavioral Health Organization – Conference Call
10:30 a.m. – 10:50 a.m.	R Schneider, Emergency Management Update
11:00 a.m. – 11:50 a.m.	T Gaines, Central Services Update <b>(Cancelled)</b>
1:30 p.m. – 2:20 p.m.	J Tincher, Public Works Update

A motion was made by Commissioner Carter, seconded by Commissioner Swartz, to approve item 1 on the agenda as presented. The motion passed unanimously.

1. Request to purchase the following from Freedom Truck Centers, Inc. as part of their 2016 Equipment Expense Program, as an extension of their 2015 Dump Truck Bid:
  - o Qty. 1: 12-14 yd. Dump Truck w/ 12' two-way plow, tailgate sander and tarp system in the amount of \$233,149.46 including \$19,054.46 sales tax. **(Approved)**
  - o Qty. 1: 12-14 yd. Dump Truck w/12' two-way plow, 10 cy. body sander in the amount of \$247,439.31 including \$20,222.31 sales tax. **(Approved)**
2. The Commissioners signed a 28 Year Dedicated Service Award for Edward Bradham.

2:30 p.m. – 2:50 p.m.	G Dano, Prosecuting Attorney's Office Update
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3:00 p.m. – 3:15 p.m.

Consent Agenda (Items 1 through 21)

A motion was made by Commissioner Carter, seconded by Commissioner Swartz, to approve items 1 through 10 and 12 through 21 on the agenda as presented. Item 11 is being held for further review. The motion passed unanimously.

**COMMISSIONERS OFFICE**

1. Commissioners Office and Public Defense Vouchers for approval. **(Approved)**
2. Commissioners November 16 and 23, 2015 Minutes for approval. **(Approved)**
3. New marijuana license application for Elemental Botanicals (James and Erin Hale, and Nicholas Mayer) 5735 Rd L SE, Ste A, Moses Lake, WA 98837 (Producer Tier 3 and Processor), from the Washington State Liquor and Cannabis Board. **(Approved)**
4. Request from the Grant County Mosquito Control Board #1 for permission to perform field surveillance along with ground and aerial applications of mosquito control products within their district for mosquito abatement in 2016. **(Approved)**

**TREASURER'S OFFICE**

5. Application for Resale of Tax Title property for Parcel No. 06-0584-001 (Lot 5, Block 68, Warden 2<sup>nd</sup> Add) with a starting bid of \$1,000.00. The Treasurer recommends the County begin a Tax Title sale on this property. **(Approved)**

**GRANT INTEGRATED SERVICES**

6. Recommendation to award the bid for the leveling, grading, and new gravel to the newly leased parking lot (from United Methodist Church) to Summers Excavation, Inc. in the amount of \$7,153.77. **(Approved)**

**JUVENILE COURT AND YOUTH SERVICES**

7. *Held from the November 23, 2015 Consent Agenda:* Request to purchase two photocopiers that were budgeted in their 2015 Capital Outlay budget, from Business Interiors in the amount of \$19,740.00. Their current budget for these item are \$12,000.00 so they request to move \$6,000.00 of their unused Capital Outlay funds to the purchase of the copiers and the balance they will be able to cover within their current operating budget. **(Approved)**

**HUMAN RESOURCES**

8. Recommendation Memorandum regarding a request from Grant Integrated Services – Directions in Community Living for an exception to the annual leave maximum carryover of 151.54 hours, for Gail Goodwin. The Director recommends approval. **(Approved)**
9. Recommendation Memorandum regarding an Erika Ritchie of Grant Integrated Services who has been working outside her classification as an Employment Specialist. The Director recommends the employee is paid a stipend to bring her to the correct compensation. **(Approved)**

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10. Personnel Action Request regarding the salary, wage and/or position change for Erika Ritchie, Grant Integrated Services; and Jodi Zimbelman, Public Records Officer/Commissioners Office. **(Approved)**
11. Recommendation Memorandum regarding a request from Grant Integrated Services for a compensation review of their Peer Support Specialist position assigned to the BEST grant. The Director recommends that the GrIS hiring authority and the County Commissioners review available data to determine if the BOCC supports the request to permanently change the "Peer Support Specialist" to "Employment Specialist". **(This item is being held for further review)**

**AUDITOR'S OFFICE – ACCOUNTING DEPARTMENT**

12. Budget Extension request for New Hope Domestic Violence and Sexual Assault Services Fund #128 in the amount of \$26,900.00 to cover excess salary/wages/overtimes costs which resulted from 2015 employee step increases. **(Approved, the public hearing was set for December 29, 2015 at 10:00 a.m.)**
13. Budget Extension request for the Fairgrounds Fund 116 in the amount of \$120,000.00 to cover salary and benefits, Professional Services, and Machinery and Equipment line items. **(Approved, the public hearing was set for December 29, 2015 at 10:00 a.m.)**
14. Budget Extension request for Directions in Community Living Fund 125 in the amount of \$82,800.00 to cover excess salary/wages/overtimes costs which resulted from 2015 employee step increases. **(Approved, the public hearing was set for December 29, 2015 at 10:00 a.m.)**
15. Budget Extension request for Interfund Benefits (Health Insurance) Fund #505 in the amount of \$2,000,000.00 to cover an unanticipated increase in health related medical claims in 2015. **(Approved, the public hearing was set for December 29, 2015 at 10:00 a.m.)**
16. Budget Extension request for the Building Department Fund #138 in the amount of \$16,800.00 to cover under budgeted Interfund General Liability Insurance premiums and increase in employer's retirement payroll costs. **(Approved, the public hearing was set for December 29, 2015 at 10:00 a.m.)**
17. Budget Extension request for the Quadrennial Fund #502 in the amount of \$150,000.00 to cover capital purchases not included in the 2015 budget. **(Approved, the public hearing was set for December 29, 2015 at 10:00 a.m.)**
18. Budget Extension request for the Grant County Tourism Commission Fund #114 in the amount of \$6,000.00 to cover outstanding invoices and Travel and Trade Show Registration. **(Approved, the public hearing was set for December 29, 2015 at 10:00 a.m.)**
19. Budget Extension request for the Grant County General Fund #001 in the amount of \$3,000,000.00 to cover excess salary/wages/overtimes costs which resulted from 2015 employee step increases, increases in the employer's portion of employee's retirement benefits, legal judgement claims, and construction cost overages on capital outlay projects. This also includes authorization to transfer monies to 2 new Capital Project funds for the Fairgrounds, Courthouse and Juvenile Court and Youth Services. **(Approved, the public hearing was set for December 29, 2015 at 10:00 a.m.)**
20. Request to create two new Capital Projects Funds: #308 titled Courthouse and Juvenile Improvement Fund; and #309 titled County Fair, Sewer Connection Project Fund. **(Approved, Resolution No. 15-079-CC)**

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21. Request to close two County Road Improvement District funds: #222 (CRID 92-1 Bond) in the amount of \$15,735.21 and #223 (CRID 93-3 Bond) in the amount of \$16,616.44. These bond loans have been repaid and the unused monies can be transferred to the County Roads fund to cover capital outlay and maintenance costs for those project areas. **(Approved, Resolution Nos. 15-080-CC (Fund 223) and 15-081-CC (Fund 222))**

4:00 p.m. – 5:00 p.m. C Swartz at Moses Lake Trail Planning Team (Moses Lake City Hall)  
**(Cancelled)**

6:00 p.m. – 7:30 p.m. FAIR ADVISORY COMMITTEE MEETING **(Cancelled)**

**WEDNESDAY, DECEMBER 9, 2015**

8:30 a.m. – 9:30 a.m. C Carter at Central Safety Committee Meeting (3<sup>rd</sup> Floor Meeting Room)

9:30 a.m. – 11:00 a.m. R Stevens, Disability Board Meeting

7:00 p.m. – 8:30 p.m. C Carter and C Swartz at Health Board Meeting (Public Works Meeting Room)

12:00 p.m. – 5:00 p.m. R Stevens, Out

**THURSDAY, DECEMBER 10, 2015**

R Stevens, Out

7:00 a.m. – 8:00 a.m. C Swartz at Moses Lake Chamber Response Team Meeting (Moses Lake Chamber Office)

9:00 a.m. – 2:00 p.m. BOARD OF EQUALIZATION HEARINGS

9:00 a.m. 10:30 a.m. C Swartz at Multi Agency Communications Center (MACC) Board Meeting (Moses Lake Fire Department)

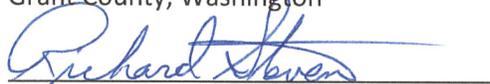
10:30 a.m. – 11:30 a.m. C Swartz at LEPC Meeting (Moses Lake Fire Department)

1:30 p.m. – 2:30 p.m. C Carter and C Swartz at New Hope Domestic Violence – Potential Office Location Site Visit (Moses Lake)

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Signed this 22nd day of December, 2015.

BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington



Richard Stevens, Chair

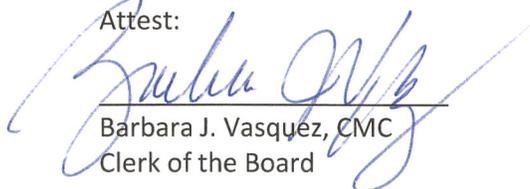


Cindy Carter, Vice-Chair



Carolann Swartz, Member

Attest:



Barbara J. Vasquez, CMC  
Clerk of the Board