

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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### MONDAY, DECEMBER 28, 2015

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

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 Carter, seconded by Commissioner Swartz, to approve items 1 and 2 on the agenda as presented. Items 3 through 5 did not arrive for signature. The motion passed with 2 Commissioners in attendance.

1. Possible vouchers for Interfund Communications, insurance, legal services, grant administration, etc. **(Approved)**
2. Grant County Equal Employment Opportunity Plan, 2016-2017. **(Approved)**
3. **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. **(Did not arrive for signature)**
4. **Anticipating:** Memorandum of Understanding, School Resource Officer (SRO), Wahluke School District No. 73, between Grant County, by and through the Grant County Sheriff's Office, and the Wahluke School District. Term is from date of final signature to the end of the 2019 school year. **(Did not arrive for signature)**
5. **Anticipating:** 2016 Marketing/Development Contract between Grant County, by and through the Grant County Tourism Commission, and Burke Marketing & Promotion. Term is January 1, 2016 through December 31, 2016. **(Did not arrive for signature)**

10:00 a.m. – 10:20 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. – 11:50 a.m.                      Budget and Finance Update

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

Items discussed were: Ritchie PAR; Superior Court; and Equal Employment Opportunity Plan.

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**TUESDAY, DECEMBER 29, 2015**

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

9:00 a.m. – 9:50 a.m. R Allen, Public Hospital District #4 Financial Discussion

10:00 a.m. – 10:20 a.m. Open Record Public Hearing, Grant County Year End Budget Extensions

The Commissioners held an Open Record Public Hearing to consider the 2015 Year End budget extensions.

Jacob Taylor, Chief Accountant, discussed the following requests:

1. 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.
2. Fairgrounds Fund #116 in the amount of \$120,000.00 to cover salary and benefits, Professional Services, and Machinery and Equipment line items;
3. 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.
4. 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.
5. 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.
6. Quadrennial Fund #502 in the amount of \$150,000.00 to cover capital purchases not included in the 2015 budget.
7. Grant County Tourism Commission Fund #114 in the amount of \$6,000.00 to cover outstanding invoices and Travel and Trade Show Registration.
8. 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.

A motion was made by Commissioner Carter, seconded by Commissioner Stevens to close the public comment portion of the hearing. The motion passed with 2 Commissioners in attendance. A motion was made by Commissioner Carter, seconded by Commissioner Stevens, to approve the budget extensions as presented. The motion passed unanimously. **(Approved, Resolution No. 15-085-CC)**

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11:00 a.m. – 11:20 a.m. Appointment of Grant County Commission Chair and Vice-Chair for 2016

A motion was made by Commissioner Stevens, seconded by Commissioner Swartz that Commissioner Carter be elected as Chair of the Board of County Commissioners for the calendar year 2016. The motion passed unanimously.

A motion was made by Commissioner Carter, seconded by Commissioner Stevens that Commissioner Swartz be elected as Vice-Chair of the Board of County Commissioners for the calendar year 2016. The motion passed unanimously. **(Commissioner Swartz participated via conference call)**

1:30 p.m. – 2:20 p.m. J Tincher, Public Works Update

A motion was made by Commissioner Carter, seconded by Commissioner Stevens, to approve item 1 on the agenda as presented. The motion passed with 2 Commissioners in attendance.

1. Authorization to Call for Bids: Miscellaneous Equipment 1-2016 with bid opening date of January 19, 2016 at 1:30 pm. **(Approved)**

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 8)

A motion was made by Commissioner Carter, seconded by Commissioner Stevens, to approve items 1 through 6 and 8 on the agenda as presented. Item 7 is being held for further review. The motion passed with 2 Commissioners in attendance.

**COMMISSIONERS OFFICE**

1. Commissioner's Office and Public Defense Vouchers. **(Approved)**
2. Commissioners December 14, 2015 Minutes for approval. **(Approved)**
3. **Resolution No. 15-087-CC** in the matter of establishing the effective date of salaries and benefits for non-union and non-association personnel. **(Approved)**
4. **Resolution No. 15-086-CC** in the matter of the 2016 appointments for the Grant County Commissioners to certain Boards and Committees. **(Approved)**
5. Pursuant to Resolution No. 86-128-CC, approval of a 3% wage increase for the Board of County Commissioners, effective January 1, 2016. **(Approved)**
6. New marijuana license application for Tetra Consulting (Russell Stebbins) 1512 Rd 2 NW, Ste 3, Moses Lake, WA 98837 (Producer Tier 2 and Processor) from the Washington State Liquor and Cannabis Board. **(Approved)**

**FAIRGROUNDS**

7. Out of state travel request for Brenda Adame and Spencer Biallas to attend the 2016 Institute of Fair Management Summit from February 16 – 29, 2016 in San Antonio, TX. **(Hold for further review)**

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**PUBLIC DEFENSE**

8. *Held from the December 21, 2015 Consent Agenda:* Request to purchase 3 new telephones along with expansion modules from CDW-G in the amount of \$1,782.00. **(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 \$270.72 and \$422,739.03, 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 \$6,247.23.

The Commissioners wrote a letter of support of the Port of Quincy's funding request to help create a multi-use business and conference center facility in Quincy, WA that will support meetings, conferences, educational and job training opportunities for the residents and businesses in Quincy and surrounding areas.

**WEDNESDAY, DECEMBER 30, 2015**

11:30 a.m. – 12:00 p.m.                      R Stevens, Finance Committee Meeting

Items discussed were: Investment Activity- Purchases and Maturities; Registered Warrant Balances Review; and Revenues Comparisons for prior month or year ago.

**THURSDAY, DECEMBER 31, 2015**

No Meetings Scheduled

**FRIDAY, JANUARY 1, 2016**

New Year's Day Holiday, Courthouse Closed

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Signed this 18<sup>th</sup> day of Jan, 2016.

BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

ERUSED

Cindy Carter, Chair

Carolann Swartz

Carolann Swartz, Vice-Chair

Richard Stevens

Richard Stevens, Member

Attest:

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