

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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### MONDAY, MARCH 7, 2016

The Grant County Commissioners session began at 8:30 a.m. with Commissioners Carter and Stevens in attendance. Commissioner Swartz 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 Swartz, seconded by Commissioner Carter, to approve items 2 through 5, 7, and 10 on the agenda as presented. Item 6 is no longer being signed by the BOCC and item 8 is not ready for signature. The motion passed with 2 Commissioners in attendance.

1. Possible vouchers for Interfund Communications, insurance, legal services, grant administration, etc.
2. Update to Grant County, Washington Policy Number 1500, *General Financial Policies*, Section 1503.11.2(d). **(Approved)**
3. Master Services Agreement between Grant County, by and through Grant Integrated Services, and BHR Worldwide, Inc. regarding call center services. Term is April 1, 2016 with one year automatic renewal. **(Approved)**
4. Grant County Request for Reimbursement No. 4 on CDBG Public Services Grant No. 15-62210-005 for the period January 1 – January 31, 2016, with the Department of Commerce and administered through the OIC of Washington, in the amount of \$12,642.29. **(Approved)**
5. Grant County Payment Request #2 to Washington State Department of Commerce on Consolidated Homeless Grant (CHG) No. 16-46108-10, administered through the Grant County Housing Authority, in the amount of \$30,193.98. **(Approved)**
6. **Anticipating:** Grant County application to the Washington State Department of Social & Health Services, Division of Vocational Rehabilitation, by and through Grant Integrated Services, for supported employment services to individuals with mental illness. The term is July 1, 2016 through June 30, 2018. **(Not being signed by BOCC)**
7. Services Agreement between Grant County, by and through Grant County Superior Court, and Mary Jane Castillo, dba Bi-Lingual Services, for the provision of interpreter services for Superior Court. Term is March 1, 2015 through February 28, 2017. **(Approved)**
8. BOCC signature on Appointment and Oath of Office of Special Deputy Prosecuting Attorney between Garth Dano, Prosecuting Attorney, and Anthony Menke of Menke Jackson Beyer, LLP to serve as a Special Deputy Prosecuting Attorney to perform and render legal assistance and counsel regarding labor law, employment law and personnel matters, and such other matters and proceedings as required by the Prosecuting Attorney or designee. Term is from final signature through December 31, 2016. **(Not ready for signature)**
9. 2016-2017 Professional Services Agreement, Conflict and Overflow Investigator, between Grant County and Gary T. Way, doing business as Way Investigations. Term is March 1, 2016 through December 31, 2016. **(Approved)**

NOTE: ALL TIMES ARE ESTIMATES TO ASSIST IN SCHEDULING AND MAY BE CHANGED SUBJECT TO THE BUSINESS OF THE DAY AT THE BOARD'S DISCRETION. THE BOARD MAY ADD AND/OR DELETE AND TAKE ANY ACTION ON ANY ITEM NOT INCLUDED IN THE ABOVE AGENDA. ANY SUBJECT PLACED ON THE AGENDA REGARDLESS OF HOW THE MATTER IS STATED ON THE AGENDA, MAY BE ACTED UPON BY THE BOARD.

**Grant County Commissioners Minutes  
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- 9:30 a.m. – 9:50 a.m. D Hooper, Planning Department Update
- 10:30 a.m. – 10:45 a.m. Citizen Public Comment Period **(No public in attendance)**
- 11:00 a.m. – 11:20 a.m. Adoption – Inventory of County Capitalized Assets per RCW 36.32.210

The Commissioners, pursuant to RCW 36.32.210, on the first Monday of March, filed with the auditor of the county a statement showing a full and complete inventory of all capitalized assets for the twelve months period ending December 31<sup>st</sup> of the preceding year, as prepared by the Accounting Department. **(Approved, Resolution No. 16-018-CC)**

- 12:00 p.m. – 1:00 p.m. Elected Official and Department Head Monthly Luncheon
- 2:00 p.m. – 2:10 p.m. Open Record Public Hearing, Strategic Infrastructure Program Budget Extension (Commissioner Carter to participate via conference call)

The Commissioners held an Open Record Public Hearing to consider a budget extension request from the Administrative Services Coordinator for the Economic Enhancement Strategic Infrastructure Program (Fund #113) projects:

- SIP# 2015-05: Port of Quincy, 13<sup>th</sup> Avenue NW Infrastructure Improvements, \$150,000 (Grant) and \$75,000 (Loan)
- SIP# 2015-06: City of George, Industrial Park No. 5 Street and Infrastructure Improvements, \$100,000 (Grant)

June Strickler, Administrative Services Coordinator, discussed the projects.

Commissioner Stevens moved to close the public comment portion of this hearing. Commissioner Carter seconded and the motion passed with 2 Commissioners in attendance. Commissioner Stevens moved to approve the budget extension as presented. Commissioner Carter seconded and the motion passed with 2 Commissioners in attendance. The hearing adjourned. **(Approved, Resolution No. 16-019-CC)**

- 2:00 p.m. – 3:00 p.m. C Carter at North Central Washington Behavioral Health Organization Meeting (Columbia Station, Wenatchee)
- 3:00 p.m. – 4:30 p.m. C Carter at Chelan/Douglas Regional Support Network Meeting (Columbia Station, Wenatchee)

**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 \$813,228.70, \$182,112.02 and \$362,348.57, as recorded on a listing and made available to the Board.

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The Commissioners approved and signed the Grant Public Works County Payroll Salary Fund for the March 4, 2016 payroll.

The Chair of the Board was authorized to sign the Bill Watson (Watson FU 354 Short Plat) File #P 15-0045 Preliminary (Final Review P15-0159); and the Bill Watson (Watson FU 70 Short Plat) File #14-6008, Final Plat Submission and Reviews.

The Commissioners approved and signed the Grant County Payroll Authorization form for the February 19 and March 4, 2016 payrolls.

**TUESDAY, MARCH 8, 2016**

The session was continued at 10:00 a.m. with Commissioners Carter and Stevens in attendance. Commissioner Swartz was out and excused.

9:00 a.m. – 9:50 a.m.                      K Eslinger, Human Resources Update

Items discussed were: Sheriff Support Comp Review Work Group (3/8); HR Office Closed (3/9); Colonial Life Presentation (3/14); Amy Umburger and Willow Conley PAR's; Therapy Services Manager; Labor Relations Discussion: Association 2016 Medication; Corrections 2016 Mediation; Deputy Sheriffs 2015 Mediation; Sheriff Support 2016 Comp Work Group; Solid Waste 2016 Pending Filing Date; Teamster GrIS 2016 first session; District Court Grievance Request for Arbitration; Holiday Pay Grievances; Sheriff Deputy Arbitration; Special Counsel/Special Deputy Prosecutor Appointment; GrIS Stipend – Pay Back; Healthcare Reserves Audit of Benefits Deducted; Youth Services; GrIS Therapy Services; ADA Self-Evaluation; and HR Strategic Planning.

9:45 a.m. – 10:00 a.m.                      Z Kennedy, Legislative Session Update – Conference Call

10:00 a.m. – 10:20 a.m.                      G Goodwin, Discussion on Chelan/Douglas/Grant County Behavioral Health Organization

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

Items discussed were:

- Technology Services- VOIP Phones; Terra Scan Update; and Facility Dude for Sheriff.
- Facilities/Central Services – Fairgrounds Sewer Update; Historic Update; Evidence Storage RFQ; Juvenile Status; Jail Coolers; and Wheeler Facility.
- Interfund Communications – Scan Billing/Postage Billing and Mail Room Move.

**Grant County Commissioners Minutes  
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1:30 p.m. – 2:20 p.m. J Tincher, Public Works Update

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

1. Execution of Contracts for the Herbicide Materials 2016 to Crop Production Services Inc. for the following Items: 6, 1/3 of 9, 11, 1/2 of 12, 19, in the amount of \$49,559.80 not including sales tax.  
**(Approved)**

1:30 p.m. – 1:40 p.m. Bid Opening, Miscellaneous Equipment 2 – 2016 (Item 16-01 Double Drum Compactor; Item 16-02 Moldboard Mount Asphalt Cutter; and Item 16-03 Bulk Oil System)

The following bids were received:

1. Central Machinery	Item 16-01	\$234,360.00
2. Modern Machinery Co	Item 16-01	\$269,583.00/\$278,502.00
3. NC Machinery Company	Item 16-01	\$211,423.58
4. Northwest Pump	Item 16-03	\$4,645.10
5. PacWest Machinery LLC	Item 16-01	\$233,917.20/\$248,652.00
6. Rowand Machinery	Item 16-01	\$248,128.84
7. Sonsray Machinery	Item 16-01	\$258,316.56

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to turn over the bids to Public Works for their review and recommendation. The motion passed with 2 Commissioners in attendance.

2:00 p.m. – 2:20 p.m. Open Record Public Hearing, Sunrise Water Association Franchise

The Commissioners held an Open Record Public Hearing to consider a franchise application from Sunrise Water Association to construct, operate and maintain a water pipeline utility for carrying water within Highland Drive Right-of-Way from the westerly intersecting point of Lot 1 of Curlew Crest Plat to the east section line of S 18, T 17 N, R 28 E, WM.

Jeff Tincher, Public Works Director, showed a picture of the franchise and stated Public Works has no objection to this application.

Michael Wyman, Attorney for the Association, discussed this application.

Commissioner Stevens moved to close the public comment portion of this hearing. Commissioner Carter seconded and the motion passed with 2 Commissioners in attendance. Commissioner Stevens moved to approve the franchise as presented. Commissioner Carter seconded and the motion passed with 2 Commissioners in attendance. The hearing adjourned.  
**(Approved and signed the Order Granting Franchise)**

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 9)

A motion was made by Commissioner Stevens, seconded by Commissioner Carter, to approve items 1 through 9 on the agenda as presented. The motion passed with 2 Commissioners in attendance.

**COMMISSIONERS OFFICE**

1. Commissioners Office and Public Defense vouchers for approval. **(Approved)**
2. Commissioners February 15, 2016 Minutes for approval. **(Approved)**
3. New liquor license application for Cascade Cellars (Sverre Johansen and Regina Smigaj-Johansen) 2873 Wild Goose Rd NE, Moses Lake, WA 98837, from the Washington State Liquor and Cannabis Board. **(Approved)**
4. Change of Corporate Officers/Stockholders Liquor Application for Ephrata Raceway Park (Rita and Michael Witte) 14156 Rd B.3 NW, Ephrata, WA 98823, from the Washington State Liquor and Cannabis Board. **(Approved)**
5. Authorization of Canvassing Board Representatives - Auditor's Staff, to act under authority given in RCW 29A.60 for Laurie Buchanan, Dedra Osborn and Trisha Gibb to act as representatives for the County; and for Maria Lugar to handle the ballots through the mail room process. **(Approved)**
6. Designation of County Commissioner ~~Richard Stevens~~ Cindy Carter to serve as the County Legislative Authority on the Canvassing Board for the Election to be held on April 26, 2016. **(Approved)**
7. Recommendation to appoint John Lord and Roderick Davis to the Board of Equalization. **(Approved)**
8. Request to surplus an IBM Wheelwriter Typewriter, Asset Tag No. 100250, purchased in 1986. **(Approved)**

**GRANT INTEGRATED SERVICES**

9. Request to purchase four vehicles: one Jeep Patriot in the amount of \$17,677 plus tax; two Chevrolet Cruze's in the amount of \$17,988 plus tax (each); and one Chevrolet Malibu in the amount of \$23,995.00 plus tax. These vehicles were approved in their 2016 budget and will be purchased from Bud Clary, Moses Lake off of the state contract. **(Approved)**

6:00 p.m. – 7:30 p.m.                      FAIR ADVISORY COMMITTEE MEETING

6:30 p.m. – 8:00 p.m.                      R Stevens at Friends of the Lower Grand Coulee Meeting (Ephrata City Hall)

**MISCELLANEOUS ITEMS**

Personnel Action Recommendation for the salary, wage and/or position changes for Willow Conley, Building Department.

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**WEDNESDAY, MARCH 9, 2016**

C Swartz, Out

9:30 a.m. – 11:00 a.m.	R Stevens, Disability Board Meeting
7:00 p.m. – 8:30 p.m.	C Carter and R Stevens at Health Board Meeting (Public Works Meeting Room)

**THURSDAY, MARCH 10, 2016**

C Swartz, Out

9:00 a.m. – 10:30 a.m.	R Stevens at MACC Board Meeting (Armory Building, Moses Lake)
9:30 a.m. – 12:00 p.m.	BOARD OF EQUALIZATION HEARINGS
10:30 a.m. – 11:30 a.m.	R Stevens at LEPC Meeting (Simplot, Moses Lake)
1:30 p.m. – 3:30 p.m.	C Carter at Area Aging/Council of Governments Meeting (East Wenatchee Office)

**FRIDAY, MARCH 11, 2016**

10:30 a.m. – 3:00 p.m.	C Carter at Grant Integrated Services Contract discussion with North Central Washington Behavioral Health Organization (Columbia Station, Wenatchee)
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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 \$279,030.06, as recorded on a listing and made available to the Board.

The Chair of the Board was authorized to sign the Hintz Land LLC (Hintz FU 33 Short Plat) File #P 16-0040 (Preliminary # P 15-0167).

**Grant County Commissioners Minutes  
Week of March 7, 2016**

Signed this 22<sup>nd</sup> day of Mar., 2016.

BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

EXCUSED

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