

# MINUTES

## GRANT COUNTY BOARD OF COMMISSIONERS

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### MONDAY, JULY 25, 2016

The Grant County Commissioners session began at 8:30 a.m. with all Commissioners in attendance.

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| 8:30 a.m. – 9:00 a.m.   | Elected Official Roundtable Meeting                                |
| 9:30 a.m. – 10:20 a.m.  | J Hawley, Quincy Valley Medical Center/Hospital District #2 Update |
| 10:30 a.m. – 10:45 a.m. | Citizen Public Comment Period                                      |

Elisia Deluge came today to discuss again the new state legislation she is proposing that would forbid adults to smoke in vehicles with minor passengers. She read into the record the law she is proposing. She is requesting that the BOCC sign the petition today but they stated they must wait until her proposal goes before the Health District – Health Board. Ms. Daluge stated she has many state representatives support on this issue.

Nathan Pack, came in to ask questions about the Shoreline Master Plan and the hospital merging with Confluence Health. The Commissioners stated the hospital district is their own separate entities and the Commissioners do not have involvement.

He also asked to get a copy of the Shoreline Master Plan and the Board referred him to Planning and the Public Records Officer. Discussion was held on the differences between the SMP and the City's SMP.

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| 11:00 a.m. – 11:50 a.m. | Budget and Finance Update  |
| 1:30 p.m. – 1:40 p.m.   | Open Record Public Hearing, Superior Court and Facilities/Maintenance Budget Extension |

Open Record Public Hearing to consider the following budget extension requests:

- Facilities and Maintenance in the amount of \$9,774.20 to purchase a new key/lock system for the Law and Justice Building from Clark Security Products using the Washington State Department of Enterprise Services Contract No. 04010. This will include software that will keep track of codes, locations and proper accountability; and
- Superior Court in the amount of \$12,472.00 to purchase 2 full sets of Washington Practice from Thomson Reuters, for 2 Judges.

Kevin Davis, Manager, Facilities and Maintenance, discussed the new key project.

Mindi Finke, Administrator, Superior Court, discussed their request stating a 3<sup>rd</sup> set of books will be purchased in 2017. Those funds will be added to their 2017 budget.

A motion was made by Commissioner Stevens, seconded by Commissioner Swartz, to close the public comment period. The motion passed unanimously. Commission Swartz moved to approve the budget extensions as presented. Commissioner Stevens seconded and the motion passed unanimously. The hearing adjourned. **(Resolution No. 16-064-CC)**

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2:00 p.m. – 2:20 p.m. R Allen, McKay Healthcare/Hospital District #4 Update

3:00 p.m. – 3:50 p.m. B Adame, Fairgrounds Update **(Cancelled)**

**MISCELLANEOUS ITEMS**

The Commissioners approved and signed the Grant County Public Works Payroll Salary Fund and Grant County Payroll Authorization for July 22, 2016 payroll.

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 \$2,170,865.85, as recorded on a listing and made available to the Board.

**TUESDAY, JULY 26, 2016**

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

9:00 a.m. – 9:50 a.m. K Eslinger, Human Resources Update **(Cancelled)**

10:00 a.m. – 10:50 a.m. Labor Discussion with Sheriff Support Unit

11:00 a.m. – 11:20 a.m. W Swanson, Juvenile Court and Youth Services Update

11:30 a.m. – 11:50 a.m. J Strickler, ASC Update and Misc BOCC Action

A motion was made by Commissioner Swartz, seconded by Commissioner Stevens, to approve items 2 through 10 on the agenda as presented. Item 2 was placed on hold. The motion passed unanimously.

1. Possible vouchers for Interfund Communications, insurance, legal services, grant administration, etc.
2. Armored Car Services Agreement between Grant County, Washington, and GardaWorld Cash Services for carrier services on behalf of the County at the locations, times, prices, frequencies, and liability limits set forth on Schedule A to the Agreement. Term is tentatively set at August 1, 2016 through December 31, 2017. **(On Hold)**
3. 2016 Agreement Regarding Use of County Property for Public Purpose between Grant County and Sage 'N' Sun, Inc. Term is Thursday, August 4 through Sunday, August 7, 2016. **(Approved)**
4. Amendment A to Washington State Military Department Grant Agreement #E16-005 with Grant County, by and through its Department of Emergency Management (funded through the WSMD and Energy Facility Site Evaluation Council). The amendment – while not changing the overall contract dollar amount – replaces the original Budget Sheet Exhibit D with a Revised Budget Sheet Exhibit D. **(Approved)**

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5. Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Conflicts/Overflow Contractor, between Grant County and Clarke Tibbits. Term is July 18, 2016 through December 31, 2017. **(Approved)**
6. 2016-2017 Professional Services Agreement, Conflict and Overflow Investigator, between Grant County and DaVee Greer doing business as Trace & Associates, LLC, a Washington State Private Investigative Agency. Term is July 18, 2016 through December 31, 2017. **(Approved)**
7. Working Agreement, Wage and one Non-Economic Re-Opener, by and between Grant County and Teamsters Local Union No. 760 – Teamsters, Food Processing Employees, Public Employees, Warehousemen and Helpers – Grant Integrated Services, Community Support Specialists. Effective date of the agreement is January 1, 2016 – except as otherwise indicated – and will remain in full force and effect until December 31, 2016. Negotiations may be requested by either party to this Agreement 90 days before the expiration date. **(Approved)**
8. Working Agreement, Wage and one Non-Economic Re-Opener, by and between Grant County and Teamsters Local Union No. 760 – Teamsters, Food Processing Employees, Public Employees, Warehousemen and Helpers – Grant Integrated Services, Therapy Services. Effective date of the agreement is January 1, 2016 – except as otherwise indicated – and will remain in full force and effect until December 31, 2016. Negotiations may be requested by either party to this Agreement 90 days before the expiration date. **(Approved)**
9. Update to Grant County, Washington Policy No. 1100, Health, Safety, and Security. The update accommodates an addition to Section 1104, Safety Policies & Procedures, regarding Grant County Quarterly Office Safety Inspection Checklist requirements and adds under Section 1104.4 (Fire/Emergency Procedures) a new section regarding space heaters. Effective date is anticipated to be July 27, 2016. **(Approved)**
10. BOCC Chair signature on Notice to Proceed for Pegram Construction, Inc. on construction funded through the Department of Commerce on CDBG General Purpose Grant No. 15-62210-022, Royal Water District Rehabilitation Project. The Notice date to Pegram Construction is July 29, 2016 in accordance with the July 19 Agreement between Grant County and Pegram Construction; contract time will begin on August 15, 2016 or on the first day of construction activity, whichever occurs first. Work is to be completed within 50 working days. Also includes CDBG Attachment 8-B Notification of Contract and Start of Construction. **(Approved)**

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 unanimously.

1. Authorization to Call for Bids: Adams Road Overlay Project (SR 26 to Frenchman Hills) CRP 15-02 with a bid opening date of August 23, 2016 at 1:30 pm

1:30 p.m. – 1:40 p.m. Bid Opening, A.5-SW Road Reconstruction Project (CRP 15-05)

The following bids were received:

- Selland Construction \$204,018.00
- North Central Construction \$258,912.00
- Tommer Construction \$203,203.00
- HLT Construction \$248,598.00

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A motion was made by Commissioner Swartz, second by Commissioner Stevens, to turn the bids over to Public Works for their review and recommendation.

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 7)

**COMMISSIONERS OFFICE**

1. Commissioner's Office and Public Defense Vouchers. **(Approved)**
2. Commissioners July 11, 2016 Minutes for approval. **(Approved)**
3. New marijuana license application for THINC, LLC (Garrett and Katherine Matsudaira; and Danielle Holliday and Jeffrey Wilhoit) 30356 Hwy 243 S, Lot #4, Mattawa, WA 99349 (Producer Tier 2) from the Washington State Liquor and Cannabis Board. **(Approved)**
4. Request from the Grant County Board of Equalization, pursuant to RCW 84.48.010, to convene at any time when petitions filed exceed twenty-five, or ten percent of the number of appeals filed in the preceding year, whichever is greater. **(Approved)**

**CENTRAL SERVICES**

5. Washington State Department of Enterprise Services, Agreement No. 2014-994 H (1-1)(changed from 2016-994) Invoice No. 4 payable to McKinstry Essention in the amount of \$1,055,584.06 for construction costs; and Agreement No. 2014-994 A (1-1) (changed from 2016-994) Invoice No. 6 payable to McKinstry Essention in the amount of \$139,802.87 for Professional Services, all for the Courthouse Campus Renovation project investment grade audit, design fees, and construction management. **(Approved)**

**HUMAN RESOURCES**

6. Recommendation Memorandum regarding 2-Sick Leave Donation Requests (Recipients 16-08 and 16-09) for 2 employees in the Assessor's Office. The HR Director does not recommend approval. **(Approved the recommendation to deny these requests)**

**AUDITOR'S OFFICE – ACCOUNTING DEPARTMENT**

7. Request to transfer the remaining balance of \$51,654.96 in the Big Bend Economic Development Council (BBEDC) fund# 629-001 to the Fairgrounds Restroom Replacement project fund# 309-000). Once this has been completed, a request to close this fund as BBEDC has been disbanded. The transfer requires a budget extension to the Fairgrounds to receive these funds and be transferred into their 2016 budget. **(Resolution 16-065-CC; the public hearing was set for August 29, 2016 at 11:00 a.m.)**

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3:30 p.m. – 4:20 p.m.                      T Gaines, Central Services Update

Items discussed were:

- Technology Services: their move.
- Facilities and Maintenance/Central Services: Youth Services, Fairgrounds; 3<sup>rd</sup> Floor; Projects Cash Flow; FTR in new District Court; Historic Grant Weirdness; District Court Move; and Challenges to the 3<sup>rd</sup> Floor.
- Interfund Communication: New Employee Search.

**MISCELLANEOUS ITEMS**

The Commissioners approved the recommendation of the Public Works Director to award the A.5-SW Road Reconstruction, CRP 15-05 to Tommer Construction in the about of \$203,203.

The Chair of the Board was authorized to sign the Alejandro Dearie & Yanci Umana (Dearie Short Plat) File #P 16-0216 (P16-0089 preliminary) Final Plat Submission and Review.

The Chair of the Board was authorized to sign the Health District Voucher listing in the amounts of \$51,523.10 and \$56,109.59.

**WEDNESDAY, JULY 27, 2016**

The session was continued at 9:30 a.m. with all Commissioners in attendance.

8:30 a.m. – 9:30 a.m.	C Carter at Central Safety Committee Meeting (Public Works Meeting Room)
9:30 a.m. – 9:50 a.m.	B Hill, Public Defense Update
10:30 a.m. – 10:50 a.m.	T Jones, Sheriff’s Office Update
11:00 a.m. – 11:20 a.m.	K Allen, Clerk’s Office Update
11:30 a.m. – 12:00 p.m.	C Carter, Finance Committee Meeting
11:30 a.m. – 1:00 p.m.	C Swartz at Grant County Economic Development Council – Investors Council Meeting (Pilar Rock Grill, Moses Lake)

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**THURSDAY, JULY 28, 2016**

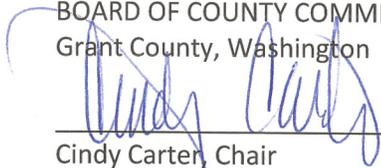
- 10:00 a.m. – 11:30 a.m. BOARD OF EQUALIZATION ANNUAL MEETING
- 10:00 a.m. – 12:00 a.m. C Carter at Homeless Task Force Meeting (Moses Lake Community Health)
- 11:00 a.m. – 5:00 p.m. "Tentative" JUVENILE COURT (**Cancelled**)

**FRIDAY, JULY 29, 2016**

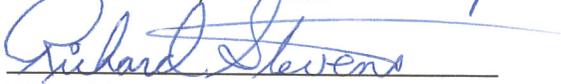
- 9:30 a.m. – 12:00 p.m. JUVENILE COURT
- 11:00 a.m. – 2:00 p.m. R Stevens at Eastern Washington Council of Governments – EW COG Meeting (Lincoln County Courthouse)

Signed this 30<sup>th</sup> day of Aug., 2016.

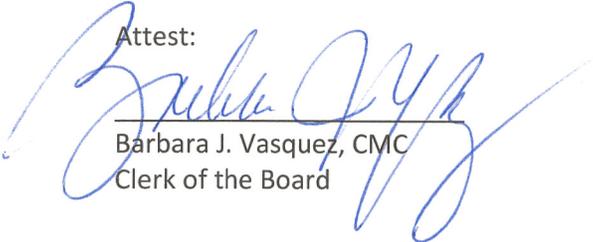
BOARD OF COUNTY COMMISSIONERS  
Grant County, Washington

  
Cindy Carter, Chair

  
Carolann Swartz, Vice-Chair

  
Richard Stevens, Member

Attest:

  
Barbara J. Vasquez, CMC  
Clerk of the Board