

GRANT COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES
Week of January 2 – January 8, 2023
Commission Chambers
35 C Street NW
Ephrata, WA 98823

Public meetings were held in person with a WEBEX Conference Call/Video option available.

MONDAY, JANUARY 2, 2023

NEW YEARS HOLIDAY, COURTHOUSE CLOSED

TUESDAY, JANUARY 3, 2023

R Jones, Out

8:30 a.m. – 9:00 a.m. K McCrae, Prosecuting Attorney's Office Update

- Unattended RV at the Courthouse Complex
- Trespassing Ordinance proposed. Ready to move forward with public hearing. Will add to the next Elected Official/Department Head luncheon.
- Bridges – need a non-profit / person to sign up for this as a registered agent. The Port of Moses Lake will no longer be managing this organization and the Board needs assistance to find another new legal entity.
- Load Restriction Resolution that is on consent agenda today was discussed.

9:00 a.m. – 10:00 a.m. Commissioners Round Table-Misc. Discussion

- Review of Consent Agenda Items
 - Letter to come from Suhail Palacios, Juvenile Court Administrator notifying Martin Hall of the change in service.
- American Lands Council – Misc General Government funding
- Meeting with Grant County Animal Outreach is being scheduled.
- Risk Manager for Grant County – HR/PAO/BOCC offices have a little piece of it. Shane Heston believes the County needs this position. Human Resources will add this topic to their agenda when Commissioner Jones returns and invite PAO.
- Fire Investigation Meeting is 1/17/22 at 3pm.
- TG – Out of State Travel to visit jails in Florida. Will be putting in Consent Agenda item.
- TG – PUD wants to tour the work release facility.
- Hiring Committee that is being formed for 2023, will get a meeting scheduled when Commissioner Jones is back.

**Grant County Commissioners Minutes
Week of January 2, 2023**

10:00 a.m. – 11:00 a.m. K Eslinger, Human Resources Update

Discussion Items	Request
01. Risk Manager	Guidance
02. Clothing Allowance for Non-Represented Employees	Guidance
03. Centralized Maintenance Services	FYI Only
Budget, Finance, & Risk	Request
04. Hiring Committee	Guidance
Policy & Procedure	Request
05. Purchasing Policy (1601)	Sign
06. Purchasing Process & Proc (1602)	Sign
Employee & Department Issues	Request
07. Youth Services	Authority
Public Comment	Request
None	n/a

Approval of an amendment to Grant County Personnel Policy 1601 and 1602 regarding Purchases from Amazon.

11:00 a.m. – 12:00 p.m. C Young, Development Services Update

- D.S. Update – Permitting and Revenue Statistics
- Flood Damage Prevention Ordinance Adoption
- Title 15 Fire Administration Ordinance Adoption
- Accessory Dwelling Units (ADU'S) and Transient Dwellings

1:00 p.m. -2:00 p.m. S Castro, Public Works Update

- Solid Waste
 - Close Mattawa Drop Box to One Day a Week (Saturday Only) Through Winter – there are alternate available services available.
- Public Works General Update
 - Facilities and Maintenance Meeting on January 12, 23
 - Safety Update – Brian Hurst gave an update on the Public Works Safety Committee
 - Employee Appreciation/Recognition: Ryan Stubbs, John Schwab, Joe Vargas, Andy Booth
 - Rd 1-SE was closed due to wash outs.
 - Compression Brake Ordinance Amendment possibly in the Warden area and White Trail Road. Draft is being presented to the Prosecuting Attorney's Office.
 - Human Resources need job descriptions from them to finish postings.

**Grant County Commissioners Minutes
Week of January 2, 2023**

2:00 p.m. – 3:00 p.m.

Commissioner's Meeting

- Call to order
- Open Forum for Citizen Input (3 minutes per person, 15-minute time limit) **None**
- Approval of Agenda **A motion was made by Commissioner Stone to approve the agenda as presented. Commissioner Carter seconded and the motion passed with 2 Commissioners in attendance.**
- Correspondence (ie. Emails that have come in that need response, letters of support etc.) **None**
- Commissioners Roundtable – Miscellaneous Discussion
 - Happy late birthday Janice Flynn!
- Consent Agenda – (Items 1 through 14) All items are considered routine and will be enacted by one motion of the commissioners with no separate discussion. If a separate discussion is desired, that item may be removed and placed under Board Discussion/Decision. **A motion was made by Commissioner Stone to approve the consent agenda as presented. Commissioner Carter seconded and the motion passed with 2 Commissioners in attendance.**

AUDITOR'S OFFICE

1. Payment of 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, as recorded on a listing and made available to the Board. **(No AP Batch to process)**

COMMISSIONER'S OFFICE

2. Approval of Commissioners December 19, 2022, and December 26, 2022 Minutes.
3. New liquor license application for Mr E's Distilling LLC in Moses Lake, WA from the Washington State Liquor and Cannabis Board.
4. Reappointment letter for Marilyn Meseberg to the Grant County Lodging Tax Advisory Committee (LTAC) for a one-year term beginning January 1, 2023, through December 31, 2023.
5. Reappointment letter for Harriet Weber to the Grant County Lodging Tax Advisory Committee (LTAC) for a one-year term beginning January 1, 2023, through December 31, 2023.
6. Approval of Grant County Lodging Tax Advisory Committee Tourism Promotion Agreement for Columbia Basin Allied Arts (CBAA), Scot Bruce as Elvis: Blue Suede X-Mas, Grant No. 2022-31, in the amount of \$3,000.00.
7. Resolution for the 2023 Appointments of Commissioners to Boards and Committees. **(Resolution No. 23-002-CC)**
8. Reappointment letter for Nokey Pando to the Grant County Board of Health, Seat #6- Consumer of Public Health for a term beginning January 1, 2023, through December 31, 2024.

JUVENILE COURT & YOUTH SERVICES

9. Interlocal Agreement between Grant County and Chelan County for Juvenile Detention Services. Chelan County will provide juvenile detention services for juveniles under the jurisdiction of Grant County Juvenile Court, a department of Grant County Superior Court. Term of agreement is March 1, 2023, through December 31, 2025. **(Resolution No. 23-001-CC)**

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PUBLIC WORKS

10. Property Damage Release from Cities Insurance Association of Washington (CIAW) on claim No. C1942-SW for the Quincy Columbia Basin Irrigation District Frenchman Hills Canal failure reimbursement in the amount of \$286,623.42. Upon receipt, payment will be deposited into the Roads 101 Fund.
11. Work Plan/Financial Plan Cooperative Service Agreement No. 23-7353-5972-RA in the amount of \$19,499.90 between Grant County Public Works-Landfill and the United States Department of Agriculture (USDA) with a term of January 1, 2023, through December 31, 2023.
12. Resolution Governing Emergency Load Limitations on County Roads, the issuance of special motor vehicle permits to use on weight-restricted County Roads, and fixing penalties for violations thereof. **(Resolution No. 23-004-CC)**
13. Resolution notice of hearing for vacating unbuilt E.1 NE north of E.3, Cayuse & Miller Plats Section 25 T20N R27EWM. Hearing will take place January 31, 2023, at 3:15 p.m. **(Resolution No. 23-003-CC)**

SHERIFF'S OFFICE

14. Amendment No. 7 to State of Washington Department of Corrections Contract No. K9412, which amends the contract end date from December 31, 2021, to June 30, 2023, as well as increases the per diem rate to \$86.86 per Department offender from January 1, 2022, through December 31, 2022. Beginning January 1, 2023, through June 30, 2023, the per diem rate will increase to \$91.20 per Department offender.
- Board Discussion/Decisions Items (*Items to discuss and items that were removed from Consent Agenda. These items will be acted upon together*)
 - Adjournment

3:05 p.m. – 3:10 p.m.

Open Record Public Hearing, Ordinance Amending Grant County Code Chapter 2.32 Titled "Emergency Management"

The Commissioners held an Open Record Public Hearing to consider an ordinance amending Grant County Code Ch. 2.32 titled "Emergency Management" to incorporate the verbiage of "Operations" into the Grant County Emergency Management Code.

Josh Sainsbury, Chief Deputy gave a brief synopsis of the request.

A motion was made by Commissioner Stone to close the public comment portion of the hearing. Commissioner Carter seconded and the motion passed with 2 Commissioners in attendance. A motion was made by Commissioner Stone, seconded by Commissioner Carter to approve ordinance as presented. The motion passed with 2 Commissioners in attendance. **(Ordinance No. 23-005-CC)**

**Grant County Commissioners Minutes
Week of January 2, 2023**

3:15 p.m. – 4:00 p.m.

B Vasquez, Clerk of the Board Update

- NovaTime- Reports
- Historical Preservation Funds – **Will bring back when all 3 Commissioners are in the office**
- Commissioners Minutes- Action vs Summary
- BOCC Staff Job Description Update – will bring back when all 3 Commissioners are in the office.
- Cross Training of BOCC Staff positions
- Invite all parties involved in the Fire Investigation meeting on 1/17/23 at 3:00 p.m.
- Exempt Time Salary Cap – **Human Resources handles this yearly issue**

MISCELLANEOUS ITEMS

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their December 30, 2022 payroll.

WEDNESDAY, JANUARY 4, 2023

R Jones, Out

9:30 a.m. – 2:30 p.m.

D Stone, WSRRI LTSAG Monthly Meeting (**Cancelled**)

10:00 a.m. – 10:30 a.m.

C Carter, Behavioral Health Interview with Columbia Basin Herald and Renew

THURSDAY, JANUARY 5, 2023

R Jones, Out

9:30 a.m. – 12:30 p.m.

TOURISM COMMISSION MEETING

12:00 p.m. – 6:00 p.m.

D Stone at Legislative Steering Committee – 2023 Session Orientation (Olympia)

MISCELLANEOUS ITEMS

Emergency AP Batch for Renew in the amount of \$1,714.00 for Emergency Housing.

**Grant County Commissioners Minutes
Week of January 2, 2023**

FRIDAY, JANUARY 6, 2023

R Jones, Out

Signed this _____ day of _____, 2023.

BOARD OF COUNTY COMMISSIONERS
Grant County, Washington

Rob Jones, Chair

Cindy Carter, Vice-Chair

Attest:

Danny E. Stone, Member

Barbara J. Vasquez, CMC
Clerk of the Board