

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

October 17, 2016
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman John N. Marshall
Vice-Chairman Jeffrey W. Stevens
Commissioner Roger L. Hartwig

Budget Workshop – WSU Extension

WSU Extension Coordinator Aaron Esser reviewed Fund #095 noting an increase in operational expenses. No capital outlay items were requested.

[10:01:20 AM](#)

Surplus Equipment

It being the time of 10:01 a.m. and the place set for the public hearing to consider certain public works equipment surplus, Chairman Marshall convened the public hearing.

Staff from the Ritzville Journal was present. No public was in attendance.

Public Works Director O'Brien and Engineer Yaeger reviewed the list of surplus equipment with the Board.

Chairman Marshall closed the hearing at 10:03 a.m.

Commissioner Hartwig moved, Stevens seconded, to *approve Resolution No. R-029-2016 In the Matter of Declaring Certain Equipment Surplus and Designating These Items To Be Sold At Public Auction.* Motion carried.

Public Works

Director O'Brien provided the weekly update on road maintenance activities in all three districts, noting crack sealing is still in progress on Danekas Road; the fairgrounds are being winterized; and, tires and

cardboard are being shipped from the transfer stations with household hazardous waste scheduled to be removed this week at both the Bruce and Ritzville transfer sites.

Vehicle Damage

Tri-State Adjusting Service was on site to assess a Sheriff's vehicle (#540), damaged during a pursuit on September 23, 2016. Adjuster Dave Wilson provided a preliminary adjustment for physical damage to the vehicle of approximately \$12,700 based on the assumption the vehicle had not been started after entering the water and does not include any considered flood damage. If a determination is made the vehicle was started while in the water, the vehicle will be considered a total loss.

Avista Energy Saving Rebates

The Public Works Department has been made aware of an energy saving group of rebates through Avista Utilities for exterior lighting. Farmer's Electric was asked to provide an estimate for retrofitting exterior lighting of Othello buildings and parking lots concentrating on the Public Services Building; sheriff substation; Othello Public Works shop; and, the Washtucna Public Works shop. The total project estimate for work is \$16,300 with the rebate calculated at \$4,635 in addition to the energy efficiency of the lights equating to energy savings. O'Brien has not had a response from Legacy Systems for an estimate of the cost for the retrofit of county facilities located in Ritzville.

Solid Waste Equipment

Commissioner Stevens moved, Hartwig seconded to *authorize the Chairman to sign Sales Invoices with Western Peterbilt, LLC, Seattle, WA for the purchase of three (3) Solid Waste Peterbilt Tractors in the amount of \$39,374.19 each plus tax for a total cost of \$128,635.47. Additional documents that were signed included: MSO/Title Control Form, Truck Delivery Receipt, Disclaimer of Warranty Agreement, Vehicle Certificate of Ownership (Title) Application, Power of Attorney.* **Motion carried.**

Engineering

Updates were provided on the Johnson Road project and the Lee Road Safety Project. Engineer Yaeger reported Danielson Road has been closed from Bench Road to Highway 26 due to questionable slope stability. Danielson Road will remain closed while Engineer Yaeger continues to monitor the situation.

[11:09:23 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[2:30:31 AM](#)

Entrance Conference for the Accountability/Financial Audit 2015

Ginny Waltman, Audit Manager and Shelby Bigness, State Audit Lead, conducted the Entrance Conference for the Accountability/Financial Audit 2015. Audit cost is estimated at \$27,000, plus travel.

[2:45:55 PM](#)

Budget Workshop – Juvenile Department

Judge Dixon requested the Board consider a salary increase for the Juvenile Court Administrator.

Juvenile Court Administrator Juan Garza reviewed the preliminary 2017 budget for Fund #001/085. Program reimbursement revenues were discussed along with program expenses. Administrator Garza requested a new position in the juvenile department as well as an increase in travel. A capital outlay item of police radios for \$3,000 was requested.

Budget Workshop – Superior Court

Court Administrator Bauer reviewed the preliminary 2016 budget for Fund #001/010 noting an increase in court reporter/professional services and interpreter fees. Security safety measures for the office of the court administrator and judge chambers were discussed.

[4:19:45 PM](#)

Lugar Seguro Planned Residential Development

Based on the recommendation of Building and Planning Director Loren Wiltse, Commissioner Stevens moved, Hartwig seconded, to *grant a twenty (20) day extension of the sixty (60) day Temporary Certificate of Occupancy, granted August 22, 2016, to the Othello Housing Authority for the Lugar Seguro Planned Residential Development. This twenty (20) day extension will be the final extension and will expire on November 12, 2016.* **Motion carried.**

Resolution No. R-030-2016

Commissioner Hartwig moved, Stevens seconded to *approve **Resolution No. R-030-2016 In the Matter of Adopting the Modified Job Description of Health Information Coordinator and Reclassification of the Same Within the Adams County Integrated Health Care Services Department.*** **Motion carried.**

Consent Agenda

Commissioner Stevens moved, Hartwig seconded, to *approve the Consent Agenda*. **Motion carried.**

Preliminary minutes of October 10 and 12, 2016

Vouchers audited and certified by the Adams County Auditor as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090 and recorded on a listing, which was made available to the Board. These vouchers were listed as follows:

| <u>Fund</u> | <u>Control Number</u> | <u>Amount</u> |
|-------------|-----------------------|---------------|
| 001 | 163496 – 163537 | \$ 38,490.90 |
| 103 | 163538 – 163539 | \$ 640.25 |
| 104 | 163540 – 163546 | \$ 18,022.63 |
| 112 | 163547 | \$ 194.48 |
| 113 | 163548 | \$ 36.00 |
| 117 | 163549 – 163550 | \$ 1,561.88 |
| 166 | 163551 – 163563 | \$ 1,887.44 |
| 502 | 163564 – 163568 | \$ 8,281.14 |
| 108 | 1613 – 1615 | \$ 2,183.79 |
| 115 | 1616 – 1624 | \$454,083.54 |
| 401 | 1625 – 1628 | \$ 9,477.72 |
| 501 | 1629 – 1631 | \$ 1,557.19 |
| 590 | 1632 – 1644 | \$ 38,161.92 |
| | TOTAL | \$574,578.88 |

[4:21:43 PM](#)

Permanent Minutes Signed

September 26 and 28, 2016
October 3 and 5, 2016

Correspondence Received

Joel Kangiser, Policy Assistant, Pesticide Management Division,
Department of Agriculture re: Rule Changes on the Worker Protection
Standards; WAC 16.233

Adams County Noxious Weed Control Board re: Assessments

Adjournment @ 4:30 p.m.

Submitted:
s/Patricia J. Phillips
Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/John N. Marshall, Chairman
s/Jeffrey W. Stevens, Vice-Chairman
s/Roger L. Hartwig, Commissioner

RESOLUTION NO. R-029-2016

**ORDER OF BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON**

**IN THE MATTER OF DECLARING CERTAIN EQUIPMENT SURPLUS AND
DESIGNATING THESE ITEMS TO BE SOLD AT PUBLIC AUCTION**

WHEREAS, following a public hearing on October 17, 2016 during which time certain equipment was evaluated and considered and then deemed to be surplus;

THEREFORE BE IT HEREBY RESOLVED that the following is surplus equipment and is hereby ordered to be taken to the public auction scheduled to be conducted by Booker Auction Services on November 5, 2016 and sold:

| <u>Item</u> | <u>Inventory Number</u> |
|--|-------------------------|
| 1995 FORD CREW CAB 1 TON SN# 1FTJW35H4SEA69282 | #24 |
| 1993 CHEV PICKUP 1/2 TON SN# 1GCEC14ZXPE194514 | #25 |
| 1993 CHEV PICKUP 1/2 TON SN# 1GCEC14Z8PE191966 | #26 |
| 1999 FORD F250 PICKUP SN# 1FTPF27W4XNB52606 | #37 |
| 1994 FORD PICK-UP 1/2 TON SN# 1FTEF15Y6RLA93529 | #54 |
| 1997 GMC 1 TON CREW CAB SN# 1GTGC33R3VF014030 | #62 |
| 1991 MACK TRUCK/TRACTOR 5TH SN# 2M2P267Y3NC011254 | #149 |

| | |
|---|------|
| 2003 DODGE DAKOTA PICKUP SN# 1D7HL38X63S148178 | #511 |
| 1994 CHEVROLET ASTRO VAN SN# 1GNDM19Z0RB214833 | #515 |
| 1996 CHEVY ASTRO VAN SN# 1GNDM19WOTB187212 | #519 |
| 2002 DODGE INTREPID-PATROL CAR SN# 2B3HD56M42H232812 | #542 |
| 2002 FORD EXPLORER SN# 1FMZU72E32ZA36739 | #546 |
| 2003 FORD F150 SUPERCAB XLT SN# 2FTPX18LX3CA73212 | #548 |
| 2002 DODGE CARAVAN SN# 1B4GP25362B662663 | #557 |
| 1997 JEEP CHEROKEE SN# 1J4FJ28SXVL565011 | #592 |
| 2000 DODGE STRATUS SN# 1B3EJ46C0YN235686 | #598 |

DATED this 17th day of October, 2016

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/John N. Marshall, Chairman
s/Jeffrey W. Stevens, Vice-Chairman
s/Roger L. Hartwig, Commissioner

ATTEST:
s/Patricia J. Phillips
Clerk of the Board

RESOLUTION NO. R-030-2016

**ORDER OF BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON**

**IN THE MATTER OF ADOPTING THE MODIFIED JOB DESCRIPTION OF HEALTH
INFORMATION COORDINATOR AND RECLASSIFICATION OF THE SAME WITHIN
THE ADAMS COUNTY INTEGRATED HEALTH CARE SERVICES DEPARTMENT**

WHEREAS, specific duties and responsibilities of the position of Health Information Coordinator within the Adams County Integrated Health Care Services Department have changed; and,

WHEREAS, following discussion with the legislative authority of Adams County, agreement has been reached for a modification of the Health Information Coordinator job description and reclassification of the same;

NOW THEREFORE BE IT HEREBY RESOLVED that the job description for the Health Information Coordinator position is hereby modified to reflect specific duties and responsibilities; and;

BE IT FURTHER RESOLVED that the Health Information Coordinator position is hereby reclassified to Adams County Non-Union Salary Schedule, Range 13, effective November 1, 2016.

DATED this 17th day of October, 2016.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/John N. Marshall, Chairman
s/Jeffrey W. Stevens, Vice-Chairman
s/Roger L. Hartwig, Commissioner

ATTEST:
s/Patricia J. Phillips
Clerk of the Board