

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

October 2, 2017
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Budget Workshop – WSU Extension

WSU Extension Coordinator Aaron Esser reviewed Fund #095 noting a modest increase in the 2018 supply line item of \$500. No capital outlay items were requested.

Coordinator Esser provided an update on dryland wheat agronomy; irrigated agronomy; and the 4-H program.

Additionally, information was provided on events Adams County Extension has been a partner in or hosted, noting the conference/meeting room is being utilized for a variety of education/training events.

[10:03:13 AM](#)

Public Works

Public Works Director O'Brien and Engineer Yaeger provided updates on crack sealing operations; gravel road maintenance; solid waste operations; facilities maintenance; preparation of equipment for winter weather; and, the overlay project in the Ritzville and Othello area.

Additionally, O'Brien reported vandalism occurred to a pump located at Foley and Booker Roads.

Fairgrounds

Public Works Director O'Brien reported the domestic pump was replaced at the Adams County Fairgrounds. The total cost of replacement was

\$6,900. Lad Irrigation has produced a preliminary cost estimate of \$26,000 for a pump to assist in the irrigation of an additional ten (10) acres of property the county is considering leasing. Further discussion will occur during the public works budget workshops.

[10:51:59 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

Budget Workshop – Juvenile

Superior Court Judge Dixon requested salary increases for the Juvenile Administrator and Administrative Assistant positions.

Juvenile Court Administrator Garza reviewed the preliminary 2018 budget for Fund #085 noting a request for a part time secretary position become a full-time position.

No capital outlay items were requested.

Budget Workshop – Superior Court

Judge Dixon reviewed Fund #010 noting an increase in professional fees. Trial Court Improvement Fund #119 was reviewed.

[3:58:45 PM](#)

Resolution No. R-044-2017

Commissioner Marshall moved, Stevens seconded, to *approve Resolution No. R-044-2017 In the Matter of Transferring Funds from County Road Fund #115 to Current Expense Fund #001 for Traffic Policing Purposes.* Motion carried.

Gasoline, Diesel, Oil and Grease

Commissioner Stevens moved, Marshall seconded, to *approve Resolution No. R-045-2017 In the Matter of Notice of Call for Bids for Gasoline, Diesel, Oil and Grease.* Motion carried. Bid opening was set for October 16, 2017 at 10:00 a.m. in Room 202 of the Adams County Courthouse.

Consent Agenda

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

Preliminary minutes of September 25 and 27, 2017

September 1 – 15, 2017 Payroll in the amount of \$386,251.92; and, Benefits in the amount of \$79,971.37 (Warrant # Series 528516-528555; Direct Deposit # Series 51209-51393; Benefit/Deduction # Series 1133014-1133029)

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	173575 – 173607	\$19,786.32
001H	173608	\$ 1,629.48
103	173609 – 173611	\$ 1,786.66
104	173612 – 173613	\$ 8,913.18
107	173614	\$ 250.00
109	173615	\$ 689.59
111	173616	\$ 5,809.32
117	173617	\$ 425.70
123	173618	\$ 2,025.00
131	173619	\$ 4,750.00
502	173620 – 173624	\$ 2,240.15
108	002327	\$ 24.00
115	002328 – 002333	\$ 1,205.64
401	002334 – 002340	\$ 11,811.35
590	002341 – 002358	\$13,860.32
	TOTAL:	\$75,206.71

[4:00:55 PM](#)

Permanent Minutes Signed

September 18 and 20, 2017

Correspondence Received

Notice of Marijuana License Application re: Element, 1199 W. Cunningham Road, Suite J, Othello (*change of corporate officers/stockholders application*)

Adjournment @ 4:20 p.m.

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

Edited and Approved:

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

RESOLUTION NO. R-044-2017

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM COUNTY ROAD FUND
#115 TO CURRENT EXPENSE FUND #001 FOR TRAFFIC POLICING
PURPOSES.**

WHEREAS, on December 22, 2016 Adams County Board of County Commissioners allocated funds from County Road Fund #115 to the Current Expense Fund #001 in the amount of \$100,000, with reimbursement not to exceed \$25,000 quarterly, for the purpose of providing traffic policing and road related services,

WHEREAS, on January 17, 2017 the Adams County Board of County Commissioners and the Adams County Sheriff entered into a Traffic Policing for County Roads Agreement to provide annual funding from County Road Fund #115 to the Current

Expense Fund #001 for the exclusive use by the Adams County Sheriff's Department for the sole purpose of providing traffic policing and road related services,

WHEREAS, on February 17, 2016 Adams County Department of Public Works and the Adams County Sheriff's Department entered into the Memorandum of Understanding between the Departments for Traffic Policing on County Roads;

NOW THEREFORE BE IT HEREBY RESOLVED that Twenty five thousand and no/100 dollars (\$25,000) be transferred from County Road Fund #115 Bars 597.21.70.00 to the Current Expense Fund #001 Bars 397.21 for payment for Traffic Policing Activities for the 2nd quarter of 2017 being from April 1, 2017 to June 30, 2017.

DATED this 2nd day of October, 2017.

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

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

RESOLUTION NO. R-045-2017

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

**ADAMS COUNTY DEPARTMENT OF PUBLIC WORKS
NOTICE OF CALL FOR BIDS
GASOLINE – DIESEL – OIL – GREASE**

Sealed bids will be received by the Adams County Board of Commissioners until **10:00 a.m. October 16, 2017**, and subsequently opened for gasoline, diesel fuel, oil and grease for a period beginning January 1, 2018, or upon date of award until December 31, 2018, with four additional one year renewal contract periods.

Each bid shall be separately sealed in an envelope addressed to the Adams County Board of Commissioners, c/o Clerk of the Board, 210 W. Broadway, Ritzville, Washington 99169, with the name of the bidder written plainly on the outside of the envelope. Please mark in red, "Gasoline, Diesel, Oil and Grease Bid Proposal Enclosed" on the front of the envelope.

The Board of Adams County Commissioners reserves the right to reject any or all bids, to waive informalities or irregularities in the bids or in the bidding, if the best interest of Adams County will be served, or to accept the bid, which in their opinion, best serves the interest of Adams County.

DATED this 2nd day of October, 2017.

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

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