

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

February 26, 2018
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman Jeffrey W. Stevens
Commissioner Roger L. Hartwig

Absent:

Vice-Chairman John N. Marshall

[9:03:55 AM](#)

Adams County District Court Position 2

Adams County District Court Judge Carolyn Benzel met with the Board for a review of District Court, Position 2, noting an anticipated need for increased interpreting services as well as a need for an adult probation department. Courtroom security as well as a security camera system were discussed.

Prosecutor Flyckt was present and provided an update on his conversations held with the City of Othello to share the cost of adult probation services noting, to date, the city council has not taken action on the matter. Flyckt suggested the Board move forward with the establishment of an adult probation department as a division of Adams County District Court Judge Position 2 with Adams County invoicing the City of Othello for their share of costs associated with adult probation.

In other business, the percentage of full time allocation of District Court Judge Position 2 was discussed with the Board noting a need to review the allocation percentage.

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[10:07:46 AM](#)

Public Works

Public Works Director O'Brien provided an update on maintenance in the Othello, Lind and Ritzville areas, noting crews are repairing potholes; brooming; weed burning; and gravel road maintenance.

O'Brien also provided updates on miscellaneous road projects in the Washtucna and Othello area.

In other business, O'Brien reported on maintenance activities including courthouse repairs; jail security camera system; and transfer station repairs. The Board requested a review of Othello District Courtroom security as well as a walk through with Judge Benzel and Camtek for the best locations of a camera security system.

McKinney/Thacker Road Safety Project:

Commissioner Hartwig moved, Stevens seconded, to *authorize the Chairman to sign the Washington State Department of Transportation Local Agency Federal Aid Project Prospectus for McKinney/Thacker Road Safety Project; and, Local Agency Agreement, between Adams County and Washington State Department of Transportation for McKinney/Thacker Road Safety Project.* **Motion carried.**

Engineer Yaeger reported on the following projects:

- Cunningham Road, noting an approval letter from Department of Archaeology and Historic Preservation (DAHP) is expected this week.
- McManamon Road Bridge, noting Right of Way materials have been forwarded to Department of Transportation Highways and Local Programs with no response to date.
- Yeisley Road, noting a meeting was held to discuss the project with two landowners attending

[10:46:45 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[1:28:03 PM](#)

Managed Care Organization Agreements

Integrated Health Care Services Director Vicki Guse, along with Prosecutor Flyckt, met to review proposed Managed Care Organization agreements.

Director Guse reported receiving four of five expected contracts from managed care organizations. The Washington State Health Care Authority is submitting RFP's for managed care organizations to provide services in the Better Health Together region. Guse reported the Health Care Authority would like all contracts signed prior to going out for RFP's,

however, contract language is subject to change by January 1, 2019, the date the contracts will become effective.

Director Guse also provided an engagement letter for an outside attorney to review the contracts as other counties have.

Prosecutor Flyckt proposed that contracts for managed care may be drafted and reviewed based on submittals by managed care providers to the Health Care Authority. Further, Flyckt suggested the review process of the contracts be handled in house or, if need be, appoint counsel located in Washington State.

The Board, based on the recommendations of Prosecutor Flyckt, declined to approve the managed care contracts or the engagement letter for attorney review of the contracts.

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Building and Planning

Building and Planning Director Wiltse shared his concerns regarding permitting of marijuana growing sites. Prosecutor Flyckt requested Director Wiltse review the proposed ordinance adopting regulations for marijuana producers, processors, and retailers and meet again on Wednesday, February 28, 2018 in Othello to review additional concerns and comments.

Additional discussion included Building and Planning Department personnel; building inspection services; and plan reviews.

[3:23:35 PM](#)

Judge Dixon

Superior Court Judge Steve Dixon met to discuss the pending vacancy of the current Court Administrator. Additionally present was Prosecutor Flyckt.

Executive Session

The Board called for a fifteen (15) minute Executive Session under RCW 42.30.110(1)(g) – “To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.” Session was held from 3:50 p.m. until 4:05 p.m. Prosecutor Flyckt was present.

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Adams County Sheriff's Employees' Association

Commissioner Hartwig moved, Stevens seconded, to *approve the Collective Bargaining Agreement between Adams County and the Adams County Sheriff's Employees' Association effective January 1, 2016 through December 31, 2019.* **Motion carried.**

Adams County Mosquito Control Board

Commissioner Hartwig moved, Stevens seconded, to re-appoint Marthann Olson, Othello, to the Adams County Mosquito Control Board for a two (2) year term effective April 1, 2018 through March 31, 2020. **Motion carried.**

G. Andrew Hunt & Associates

Commissioner Hartwig moved, Stevens seconded, to *approve the Personal Services Contract Extension Agreement for Human Resource Services between Adams County and G. Andrew Hunt & Associates, LLC, for the period March 1, 2018 through February 28, 2019.* **Motion carried.**

Consent Agenda

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

Preliminary minutes of February 20, 2018

February 1 – 15, 2018 Payroll in the amount of \$394,091.16; and, Benefits in the amount of \$82,610.62 (Warrant # Series 529127-529159; Direct Deposit # Series 53072-53256; Benefit/Deduction # Series 1136023-1136034)

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	18592 – 18630	\$ 82,103.44
103	19631 – 18632	\$ 299.20
104	18633 – 18637	\$ 2,980.35
106	18638 – 18640	\$ 1,663.64
116	18641	\$ 274.15
123	18642 – 18645	\$ 3,477.05
130	18646	\$ 539.50
166	18647 – 18649	\$ 715.62
108	229 – 231	\$ 1,446.78
115	232 – 234	\$ 10,444.66

401	235 – 237	\$ 1,151.18
501	238 – 239	\$ 200.42
590	240 – 254	\$ 12,386.25
	TOTAL	\$117,682.24

Adult Probation Department

Commissioner Hartwig moved, Stevens seconded, to authorize Judge Carolyn Benzel, Adams County District Court, Position 2 to move forward with the development of an adult probation department; and, to commit \$60,000 toward the development of such. **Motion carried.**

Commissioner Stevens commented adult probation has been considered for some time and \$60,000 will adequately fund the start-up costs. The City of Othello has not yet committed to sharing the cost with the county, however, such a department is necessary for the Courts and inappropriate for us not to move forward in creating the position of adult probation officer.

Commissioner Hartwig commented that we are one of a few counties not employing an adult probation officer and, looking toward the future, the department should actually fund itself.

Adams County District Court Position #2

Commissioner Stevens reported the State Administrator of the Courts has determined the Adams County District Court Position #2 be allocated at eighty-six percent (86%) of a full-time judge position. Currently, the position is set at sixty-five percent (65%) of a full time position, below the amount of work at that location.

Commissioner Hartwig stated the work load has increased in the District 2 court and revising the percentage allocation is fair.

Commissioner Stevens moved, Hartwig seconded, to revise the percentage of full time allocation of Adams County District Court Judge, Position #2 to eighty percent (80%) of a full time position, effective March 1, 2018. **Motion carried.** Salary allocation was set to be reviewed at the time of the appointment of District Court Judge, Position #2 following a six month period. A resolution adopting the revision will be prepared.

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Permanent Minutes Signed

February 12 and 14, 2018

Adjournment @ 4:40 p.m.

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

Edited and Approved:

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