

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

June 11, 2018
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman John N. Marshall
Vice-Chairman Roger L. Hartwig
Commissioner Terrance J. Thompson

Assessor

Assessor Brewer cancelled her scheduled appointment.

[10:02:38 AM](#)

Public Works

Public Works Director O'Brien provided the weekly maintenance report noting seal coat is scheduled to begin in the Ralston area June 18; repairs to the Bruce Transfer Station are progressing; and, quotes for repairs to the exterior of the sheriff's substation are being reviewed.

Engineer Yaeger provided updates on road projects including Cunningham Road Widening; McManamon Road Bridge; and, Lind-Hatton Overlay.

Public Works Personnel

Director O'Brien reported Scott Kessler has accepted the position of Engineering Supervisor. O'Brien requested and received **consensus authorization to begin the process of filling the engineering technician position vacated by Kessler.**

[10:54:53 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[1:32:04 PM](#)

Human Resources

Human Resources Director Perez reviewed current departmental activities including:

- new employee orientation process

- meetings are being scheduled with department heads and elected officials
- implementation of safety documents into orientation process including active shooter, evacuation plan, etc. – Emergency Management Director Weise is being consulted
- exit interview process
- county policies are being reviewed for modifications, if needed.

Additionally present were Prosecutor Flyckt; and, Gary and Valerie Hunt, Human Resources.

Evidence Technician Position

A request by Sheriff Wagner for a new Evidence Technician position in his department was reviewed. The human resources department feels the position does not warrant a full time designation and is a part time function, generally distributed to someone within the sheriff's department. At this time the position has not been approved. Board **consensus directed the human resources department to not move forward in this matter without notification from the Board that the position of Evidence Technician has been created.**

[2:14:05 PM](#)

Executive Session

The Board called a twelve (12) minute Executive Session under RCW 42.30.110(1)(g) – "...to review the performance of a public employee." Session was held from 2:13 p.m. until 2:25 p.m. Additionally present were Prosecutor Flyckt; Gary and Valerie Hunt; and, Amalia Perez, Human Resources.

[3:39:46 PM](#)

Resolution No. R-025-2018

Commissioner Thompson moved, Hartwig seconded, to *approve Resolution No. R-025-2018 In the Matter of Diverting Certain Future Current Expense Revenues and Creating Economic Development Infrastructure Reserve Fund #001J; and, Creating Economic Development Operations Reserve Fund #325.* Motion carried.

Consent Agenda

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

May 16 – 31, 2018 Payroll in the amount of \$421,428.28; and, Benefits in the amount of \$220,933.52 (Warrant # Series 529486-529576; Direct Deposit # Series 54388-54578; Benefit/Deduction # Series 1138032-1138047)

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	181928 – 181973	\$16,331.21
001H	181974	\$ 21.58
103	181975- 181980	\$ 2,049.30
116	181981	\$ 15.05
130	181982	\$ 241.75
131	181983 – 181985	\$ 4,922.75
166	181986 – 181995	\$ 4,606.96
502	181996 – 182003	\$ 4,535.98
108	872 – 874	\$ 430.03
115	875 – 887	\$ 3,322.99
401	888 – 889	\$ 150.13
501	890 – 894	\$ 3,012.58
590	895 – 903	\$ 5,081.64
	TOTAL	\$44,721.95

[3:41:44 PM](#)

Permanent Minutes Signed

May 21, May 23, and May 29, 2018

Correspondence Received

Adams County Noxious Weed Control Board re: Minutes of April 10, 2018 and Agenda for June 12, 2018

Notice of Marijuana License Application re: Popa's Farms, 1891 E. Lee Road, Suite C, Washtucna, WA (*change of location application*)

Adjournment @ 3:45 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/Roger L. Hartwig, Vice-Chairman
s/Terrance J. Thompson, Commissioner

RESOLUTION NO. R-025-2018

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

**IN THE MATTER OF DIVERTING CERTAIN FUTURE CURRENT EXPENSE
REVENUES AND CREATING ECONOMIC DEVELOPMENT INFRASTRUCTURE
RESERVE FUND #001J; AND, CREATING ECONOMIC DEVELOPMENT
OPERATIONS RESERVE FUND #325**

WHEREAS, the Adams County Board of Commissioners, as the County legislative authority, has care and custody of all funds deposited into Adams County Current Expense Fund #001; and

WHEREAS, the Board maintains discretionary authority over said fund and may appropriate said fund in a manner in which the Board determines to be in the best interest of taxpayers; and

WHEREAS, the Board anticipates significant new private development within the next decade which may generate significant new revenues which shall be deposited into Current Expense Fund #001J; and,

WHEREAS, the Board anticipates an occasional need may arise for the construction of public facilities; transportation; communication; or other infrastructure improvements that will assist; promote; and facilitate the development of revenue generating private enterprise within Adams County; and

WHEREAS, it is the desire of the Board to set aside and reserve sufficient funds to assist in any such infrastructure investment; and

WHEREAS, it is also the intent of the Board to reserve any such funds set aside for the specific purposes referenced herein to be accomplished based upon recommendation of the Adams County Economic Development Director and with the consent and approval of the Board of Adams County Commissioners.

THEREFORE, BE IT HEREBY RESOLVED, effective upon adoption of this resolution, the following diversion of current expense revenues shall be identified by the Adams County Assessor and deposited by the Adams County Treasurer as hereafter set forth:

1. This diversion shall apply to all the following new developments, expansion projects, installation of machinery, equipment, and personal property of private enterprise within Adams County, including incorporated towns and cities:
 - Commercial – any development resulting in new construction of commercial activities including retail and professional services and general office space;
 - Industrial – any development resulting in new construction of light and heavy manufacturing, food processing, warehouses, and distribution and logistics facilities;
 - Renewable Energy – any new development resulting in new construction of utility scale solar farms and wind power generation systems;
 - Standard Utility – any development resulting in new construction resulting in expansion or updated utility service infrastructure; electrical; natural gas; telecommunications; water; and wastewater systems.

Commencing upon the date of the issuance of a building permit until such time the issuance of a certificate of occupancy, as determined by the Adams County Building and Planning Department, five percent (5%) of all sales tax revenue associated with the construction of any development listed above shall be placed in Fund #325 Economic Development Operation Reserve, and Resolution No: R-025-2018

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reserved for such economic development appropriation as later determined appropriate by the Board.

This diversion of construction related sales tax revenue shall terminate upon issuance of a certificate of occupancy as determined by the Adams County Building and Planning Department.

2. Commencing upon the date of assessment of the first tax levy of any new development listed above and continuing for a period of ten (10) years of collected tax revenue thereafter, ten percent (10%) of all Real Property and Personal Property current expense tax revenue shall be deposited by the Adams County Treasurer in Fund #001J Economic Development Infrastructure Reserve Fund.

All funds diverted pursuant to this resolution will be transferred annually from County Current Expense Fund #001 based upon reports submitted by the County Treasurer and County Assessor describing all revenues collected during the preceding year, subject to the diversions set forth herein. Funds shall be reserved to facilitate future economic development through construction and/or enhancement to public facilities including without limitations:

- public utilities
- wastewater
- broadband
- natural gas
- electricity
- public roadways and approaches
- railroads
- storm water management.

This resolution shall have an effective date of May 1, 2018.

DATED this 11th day of June, 2018.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/John N. Marshall, Chairman
s/Roger L. Hartwig, Vice Chairman
s/Terrance J. Thompson, Commissioner

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

APPROVED AS TO FORM:
s/Randy J. Flyckt, Prosecuting Attorney
WSBA #