

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

July 23, 2018
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman John N. Marshall
Commissioner Terrance J. Thompson

Absent:

Vice-Chairman Roger L. Hartwig

[10:00:35 AM](#)

Public Works

A written request for a speed reduction for a portion of Thacker Road, Othello, was presented to Public Works Director O'Brien. O'Brien reviewed the process moving forward.

O'Brien reported crews are performing gravel road maintenance with the start of wheat harvest; and, seal coat is complete with the exception of intersections; additional maintenance activities include mowing, knifing, and weed control.

Solid Waste:

Public Works Director O'Brien reported an accident on July 20 in which a tractor/trailer hauling recyclable cardboard overturned. The driver suffered minor injuries and was released from the hospital the same day. No other vehicles were involved. Public Works crews were mobilized and removed the bales of cardboard that were still intact. Arrangements will be made for cleanup of the remainder of the cardboard at the scene. Damage to the vehicle has not been assessed.

2019-2021 RAP Call for Projects

Engineer Yeager explained the three potential projects being submitted which included Lind-Hatton Road #3 reconstruction, Benge-Winona Road reconstruction, McKinney Road #1 widening and BST. Following

discussion, the Board by **consensus authorized Public Works to move forward with the submittal of Lind-Hatton Road #3 reconstruction, Benge-Winona Road reconstruction, and, McKinney Road #1 widening projects as presented.**

Engineer Yaeger provided an update on Cunningham Road widening project, noting walls have been poured on existing bridge; culverts will be installed this week; and, paving is tentatively scheduled.

Equipment Rental Rates

Public Works Director O'Brien and Engineer Yaeger reviewed equipment rental rates noting calculations; changes; and those items reflecting increases and decreases in the rate. Adoption is scheduled for Monday, July 30, 2018.

Personnel

Public Works Director O'Brien reported a mechanic in the Othello shop has resigned and requested authorization to fill the position. Additional mechanic positions were discussed. Board **consensus authorized the Public Works Department to move forward with the process of filling the vacant mechanic position in the Othello shop.** Additional positions will be discussed with a full Board present.

[11:05:15 AM](#)

[11:09:34 AM](#)

Human Resources

Human Resources Manager Amalia Perez reported Central Services Assistant Courtney Fannin is currently providing part-time assistance to Superior Court Judge Steve Dixon. Perez noted agencies providing temporary hires have been contacted. Perez further noted a need for position hours, as well as salary, be defined prior to advertising for the court administrator position. Perez will conduct further research into the matter.

In other business, Perez reported she is reviewing the job descriptions of civil deputy and administrative assistant in the sheriff's department as well as reviewing and modifying certain county policies.

[11:34:35 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[4:00:36 PM](#)

Superior Court

Judge Dixon met for a discussion of the situation in Superior Court in the absence of an administrative assistant, maintaining the need for a full-time position with salary requirements higher than currently bargained for.

The position hours and salary have not been agreed upon and, therefore, has not been advertised. Judge Dixon's preference is to require applicants to possess a college degree and relevant experience with the court system. Judge Dixon further stated he is not willing to hire an applicant at the current salary.

No action was taken pending further review.

[4:18:33 PM](#)

Solid Waste

Public Works Director O'Brien reported attempts were unsuccessful in contracting for removal of debris from the accident involving a trailer hauling cardboard on July 20. A public works crew will travel on-site to remove the remaining cardboard from the scene.

Consent Agenda

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

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:

| Fund | Control Number | Amount |
|------|----------------|--------------|
| 001 | 2647 – 2685 | \$ 67,290.75 |
| 001 | Hand Pays | \$ 1,190.00 |
| 103 | 2686 – 2688 | \$ 559.97 |
| 106 | 2689 | \$ 352.26 |
| 130 | 2690 | \$ 1,098.00 |
| 166 | 2691 – 2693 | \$ 875.42 |
| 502 | 2694 – 2696 | \$ 334.37 |
| 108 | 1122 – 1124 | \$ 2,212.26 |
| 115 | 1125 – 1132 | \$ 64,714.60 |
| 401 | 1133 – 1142 | \$ 10,265.01 |

| | | |
|-----|-------------|--------------|
| 501 | 1143 – 1147 | \$ 614.50 |
| 590 | 1148 – 1170 | \$ 10,698.12 |
| | TOTAL | \$160,205.26 |

Permanent Minutes Signed

July 9 and 11, 2018

Correspondence Received

Carson Van Valkenburg, Attorney re: Public Defender Quarterly Report for 4th Quarter, 2017

Carson Van Valkenburg, Attorney re: Public Defender Quarterly Report for 2nd Quarter, 2018

Residents of Thacker Road, Othello re: speed limit reduction

Adjournment @ 5:00 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
-absent-
Roger L. Hartwig, Vice-Chairman
s/Terrance J. Thompson, Commissioner