

COMMISSIONERS' PROCEEDINGS

Regular Meeting
Adams County Courthouse
Ritzville, Washington

December 19, 2018
(Wednesday)

Call to Order @ 9:00 a.m.

Present:

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

[9:07:57 AM](#)

County Wide Crushing Project 2018-2019

During the bid opening for the County Wide Crushing Project 2018-2019 (ERP-880), one complete bid was received from DeAtley Crushing Company, Lewiston, Idaho, in the amount of \$959,561. The bid is 127% of the engineer's estimate of \$752,401 with Engineer Yaeger noting there is not sufficient funding available to accept the bid as received.

Based on the recommendation of the Public Works Department, Commissioner Thompson moved, Hartwig seconded, to *reject all bids on the County Wide Crushing Project 2018-2019 (ERP-880) based on the bid being 127% of the engineer's estimate and insufficient funding available to accept the received bid.* **Motion carried.**

[9:18:37 AM](#)

[9:41:54 AM](#)

Medical Insurance Cap

Commissioner Marshall moved, Thompson seconded, to *approve a medical insurance cap of \$740 for all county employees, effective January 1, 2019.* **Motion carried.**

[9:43:00 AM](#)

[10:41:36 PM](#)

Fireworks Stand Permit

Commissioner Hartwig moved, Thompson seconded, to *approve Washington State Fireworks Retail Sales Permit Application #1-2018, to Traci Walker, Colfax, Washington, for a fireworks sales stand located at*

2105 W. Bench Road, Othello, for fireworks sales from December 29, 2018 through December 31, 2018. **Motion carried.**

[10:42:11 AM](#)

[11:48:41 AM](#)

On-the-Job Related Meal Expenses

Commissioner Hartwig moved, Thompson seconded, to *approve Resolution No. R-056-2018 In the Matter of Establishing the Reimbursement Rate and Guidelines for On-the-Job Related Meal Expenses Incurred by Elected Officials, Department Heads, and Employees; and, Rescinding Resolution No. R-030-2015.* **Motion carried.**

2019 Adams County Budget

Commissioner Hartwig moved, Thompson seconded, to *approve Resolution No. R-057-2018 In the Matter of Adopting the 2019 Adams County Budget.* **Motion carried.**

Commissioner Marshall noted position reclassifications are expected to be addressed during employee association bargaining. A majority of new hire positions anticipated due to the voter approved criminal justice sales tax initiative will not be addressed until June, 2019 due to the county not receiving the revenue for such until that time. Marshall noted an additional jailer position and an additional E911 dispatcher position were approved in the 2019 Budget. Additionally a 2% Cost of Living Allowance (COLA) was approved for non-represented employees as well as a medical insurance cap of \$740 for all employees. Marshall expressed appreciation for the time and effort put forth during the budget process.

Commissioner Hartwig expressed appreciation to the voters of Adams County in approving the .003 criminal justice sales tax initiative to be utilized for law enforcement and criminal justice.

Commissioner Thompson concurred with the sentiments of Chairman Marshall and Vice-Chairman Hartwig.

[11:53:37 AM](#)

Adjournment @ 12:00

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-056-2018

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

IN THE MATTER OF ESTABLISHING THE REIMBURSEMENT RATE AND GUIDELINES FOR ON-THE-JOB RELATED MEAL EXPENSES INCURRED BY ELECTED OFFICIALS, DEPARTMENT HEADS, AND EMPLOYEES; AND, RESCINDING RESOLUTION NO. R-030-2015

WHEREAS, elected officials, department heads, and employees often incur meal expenses while out-of-the county on work related matters; and,

WHEREAS, a set policy applicable to all would provide uniformity for auditing purposes; and

THEREFORE BE IT RESOLVED that the following constitutes policy/procedure for reimbursement requests for meal expenses:

1. Claimant will complete an "Expense Claim Form".
2. Meals will be reimbursed at the following maximum amounts effective January 1, 2019:

Breakfast:	\$15.00
Lunch	\$15.00
Dinner:	\$20.00
3. Itemized receipts are required for reimbursement and must be attached to the "Expense Claim Form". In no case will reimbursement be greater than actual expense.

AND, BE IT FURTHER RESOLVED that Resolution No. R-030-2015 is hereby rescinded.

DATED this 19th day of December, 2018.

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

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

RESOLUTION NO. R-057-2018

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

IN THE MATTER OF ADOPTING THE 2019 ADAMS COUNTY BUDGET

WHEREAS, public hearings were held on December 3 and December 10, 2018 for the purpose of receiving public comment on the proposed 2019 Adams County budget; and,

WHEREAS, all financial details of the proposed revenues and expenditures were considered and analyzed during subsequent public meetings;

NOW THEREFORE BE IT HEREBY RESOLVED that the 2019 Adams County Budget expenditures are adopted at the level equal to revenues constituting a balanced budget as follows:

2019 Adams County Budget

	Cash C/Over Revenue '18	Appropriation	Ending Cash 2019
Current Expense Departments			
Commissioners		367,537	
Personnel	331,337		
Operational	34,700		
Capital Outlay	1,500		
Superior Court		241,416	
Personnel	136,716		
Operational	104,700		
District Court Pos. #1		342,415	
Personnel	317,357		
Operational	21,850		
Capital Outlay	3,208		
District Court Pos. #2		361,599	

	Personnel	323,149	
	Operational	38,450	
Adult Probation			73,623
	Personnel	63,023	
	Operational	9,600	
	Capital Outlay	1,000	
Board of Equalization			4,600
Auditor			457,119
	Personnel	321,744	
	Operational	104,375	
	Capital Outlay	31,000	
Clerk			248,302
	Personnel	235,602	
	Operational	12,700	
Treasurer			311,980
	Personnel	297,901	
	Operational	14,079	
Assessor			411,377
	Personnel	388,102	
	Operational	23,275	
Prosecuting Attorney			699,338
	Personnel	641,318	
	Operational	58,020	
Support Enforcement			222,929
	Personnel	158,579	
	Operational	64,350	
Civil Service			2,100
Human Resources			109,624
	Personnel	89,724	
	Operational	19,400	
	Capital Outlay	500	
LEOFF			50,000
Police Operations			2,031,862
	Personnel	1,701,058	
	Operational	320,304	
	Capital Outlay	10,500	
Care & Custody			751,299
	Personnel	507,134	
	Operational	231,165	
	Capital Outlay	13,000	
Juvenile			487,664
	Personnel	401,338	
	Operational	80,068	
	Capital Outlay	6,258	
Planning & Building			372,730

	Personnel		179,380		
	Operational		189,850		
	Capital Outlay		3,500		
Coroner				16,100	
WSU Extension				160,353	
	Personnel		52,791		
	Operational		107,562		
Subtotal CE				7,723,966	
Non-Departmental				1,951,140	
TOTAL CURRENT EXPENSE	10,785,733			9,675,106	1,110,627
Current Expense Reserve	1,200,000				1,200,000
CE Emp. Liab. Fund	209,000	3,700			212,700
CE Juvenile Det. Alter	16,000		10,000		6,000
Jail Operations Reserve	117,000	50,000	167,000		0
CJ Reserve	440,000	10,000	200,000		250,000
Sheriff Donation Fund	12,425		7,500		4,925
Total CE Other Funds	1,994,425	63,700	384,500		1,673,625
Other Funds					
Enhanced 911 #103	10,000	795,070	805,070		0
	Personnel	608,560			
	Operational	196,510			
Enhanced 911 Reserve #103A	800,000	340,000	414,991		725,009
Integrated Health Care #104	0	3,014,605	3,014,605		0
	Personnel	2,193,153			
	Operational	557,952			
	Capital Outlay	263,500			
Public Safety Sales Tax	0	381,000	0		381,000
Criminal Jus Sales Tax #105A	725,000	167,000	294,502		597,498
Emergency Services #106	0	124,750	124,750		0
	Personnel	87,669			
	Operational	30,839			
	Capital Outlay	6,242			
Veteran's Relief #107	33,000	505	11,300		22,205
Adams County Fair #108	35,000	148,781	159,378		24,403
	Personnel	73,678			
	Operational	85,700			
Law Library #109	500	7,500	7,500		500
Paths & Trails #110	124,000	21,700	45,000		100,700
Adams County Reg Landfill #111	256,832	30,000	286,832		0
Education Support Program #113	5,798	1,084	6,882		0
Treasurer's O&M #114	10,700	10,000	10,000		10,700
County Road #115	5,100,000	10,452,420	11,229,339		4,323,081
	Personnel	3,164,216			
	Operational	4,697,623			
	Capital Outlay	3,367,500			
Auditor's O&M #116	20,000	55,245	61,737		13,508

Personnel		41,047		
Operational		20,690		
Development Disabilities #117	0	150,993	150,993	0
Personnel		55,803		
Operational		95,190		
Trial Court Improvement #119	30,000	23,150	26,100	27,050
Tourism Enhancement #120	6,101	1,400	3,000	4,501
Public Facilities Imp #122	950,000	290,000	264,269	975,731
Personnel		110,919		
Operational		153,350		
Low Income Housing #123	0	76,000	76,000	0
Drug Enforcement #130	47,150	9,970	30,350	26,770
RSO #131	71,000	52,500	50,300	73,200
Seized and Forfeited Property	339,916	0	339,916	0
Crime Victims Comp #135	29,914	23,000	20,000	32,914
Domestic Violence Prevent #136	2,566	145	0	2,711
Domestic Violence Assess #137	8,783	275	0	9,058
Noxious Weed #166	41,200	233,070	209,850	64,420
Personnel		137,740		
Operational		60,110		
Capital Outlay		12,000		
AdCoDebt Service #210	54	166,000	166,000	54
Rodeo Lake Capital Imp #301	3,994	0	3,900	94
Capital Imp #321	345,000	90,000	86,000	349,000
Capital Projects #322	443,500	7,500	0	451,000
Real Estate Technology #323	78,348	0	1,286	77,062
Real Estate Technology #323A	50,900	12,000	0	62,900
EconDevelCapital Projects #324	119,000	2,000	0	121,000
Solid Waste #401	1,730,000	2,411,500	2,403,663	1,737,837
Personnel		554,763		
Operational		828,900		
CapOutlay		1,020,000		
Courthouse O&M	5,000	520,737	508,953	16,784
Personnel		253,203		
Operational		255,750		
Central Services#502	120,000	492,996	520,051	92,945
Personnel		218,681		
Operational		238,370		
Capital Outlay		63,000		
IGS #590	2,000,000	3,177,225	3,797,599	1,379,626
Personnel		691,949		
Operational		2,425,650		
Capital Outlay		680,000		
TOTAL OTHER FUNDS			25,130,116	
Total Current Expense	1,500,000	9,285,733	9,675,106	1,110,627

Total CE Reserve	1,200,000	0	0	1,200,000
CE EmpLiabFund	209,000	3,700	0	212,700
Total Juvenile Det Alt	16,000	0	10,000	6,000
Jail Operations Res.	117,000	50,000	167,000	0
Criminal Justice Res.	440,000	10,000	200,000	250,000
Total Sheriff Donation	12,425	0	7,500	4,925
Total Other Funds			25,130,116	
GRAND TOTAL			35,189,722	

AND, BE IT FURTHER RESOLVED that the adopted budget includes the following:

Elected Officials - Salary per Citizens Commission on Salaries for Elected Officials; Medical Insurance Cap at \$740.00/month

Non-Union Employees - Medical Insurance Cap at \$740.00/month; 2.0% COLA

Non-Union Exempt Employees - Medical Insurance Cap at \$740.00/month; 2.0% COLA

Non-Union Management Employees - Medical Insurance Cap at \$740.00/month; 2.0% COLA

Union Employees per Contract

Public Works
Courthouse
Corrections/E-911 Dispatch
Sheriff's Association

DATED this 19th day of December, 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, CMC
Clerk of the Board