

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

February 4, 2019
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

[10:02:57 AM](#)

Public Works

Public Works Director O'Brien provided updates on road maintenance; fairgrounds; and facilities.

Engineer Yaeger provided updates on the McManamon Road Bridge project.

Solid Waste

Director O'Brien reviewed a quote of \$59,000, including sales tax, from Western Trailer to refurbish the solid waste trailer that was damaged by fire in Oregon in July, 2018. The cost to replace the trailer is approximately \$85,000. O'Brien requested and received **consensus authorization to proceed with repairs to the damaged trailer through Western Trailer**. The repair cost is included in the 2019 Budget and will be reimbursed through Washington Counties Risk Pool once repairs are complete.

Director O'Brien reviewed a quote to install additional cameras as well as replace security cameras damaged by fire in August, 2018 at the Bruce transfer station. The quote also includes installation of cameras at the Ritzville Transfer Station. O'Brien requested and received **consensus authorization to move forward with the purchase and installation of security cameras at the Bruce and Ritzville transfer stations in the amount of \$27,585 plus sales tax.**

[11:09:07 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[1:10:38 PM](#)

Prosecutor

Prosecutor Flyckt reviewed the Public Defender contract addendum as well as other pending matters.

[1:27:26 PM](#)

[1:30:56 PM](#)

Finance Committee

Treasurer Meise convened the Adams County Finance Committee meeting at 1:30 p.m. Auditor Hunt and Commissioner Chairman Marshall were present. Additionally, Commissioners Hartwig and Thompson; and, Prosecutor Flyckt were in attendance.

The following items were discussed:

- Banking Fees;
- Investment Policy. The Board by **consensus authorized the Chairman to sign the Investment Policy;**
- Investment firms utilized by Adams County;
- *Draft Debt Policy* for review and adoption at a later date;
- Residual cash – agency investments;
- State revenue distributions; and
- Property tax collections.

Auditor Hunt reported on the 2018 ending cash balance. Additionally, Hunt reviewed beginning cash balances dating back to 2014.

The Finance Committee adjourned at 2:11 p.m.

[2:11:41 PM](#)

[2:28:01 PM](#)

Human Resources

Human Resources Manager Perez reviewed the job description of Evidence Technician/Records Clerk in the Sheriff's Department.

A *draft* Corrections Sergeant position job description was presented for review. No action was taken pending further review by the Board. A follow up meeting will be scheduled for next week with Perez to further evaluate the job description and determine proper salary placement for the position.

[3:04:38 PM](#)

[3:14:20 PM](#)

Public Defender Contract Addendum

Commissioner Hartwig moved, Thompson seconded, to *approve 2019 Addendum to the 2016-2020 Indigent Defense Contract to assign caseloads, duties and assignments to each attorney and to provide for the division of fees between the attorneys.* **Motion carried.** The compensation modifications do not alter the total compensation of the underlying contract.

Deal Road Project

Commissioner Thompson moved, Hartwig seconded, to *approve Resolution No. R-005-2019 In the Matter of Rescinding Resolution No. R-042-2018: Establishing County Road Project No. 189 (CRP-189) for Deal Road Widening & Surfacing Project and R-043-2018: Establishing County Road Project No. 190 (CRP-190) for Deal Road Project #1.* **Motion carried.**

Commissioner Hartwig moved, Thompson seconded to *approve Resolution No. R-006-2019 In the Matter of Deal Road Widening/Surfacing and Deal Road Project #1 (CRP-189).* **Motion carried.**

Evidence Technician/Records Clerk

Commissioner Thompson moved, Hartwig seconded, to *approve Resolution No. R-007-2019 In the Matter of Creating Adams County Position No. 1219 – Evidence Technician/Records Clerk; Adopting the Job Description; and Establishing the Compensation Level.* **Motion carried.**

Application for Payment of Cremation of Unclaimed Remains of Indigent Person

Commissioner Hartwig moved, Thompson seconded, to *authorize the Chairman to sign Application for Payment for Cremation of Unclaimed Remains of Indigent Person by Danekas Funeral Home and the Cremation Authorization in the amount of \$600.00.* **Motion carried.**

Solid Waste Advisory Committee

Commissioner Thompson moved, Hartwig seconded, to *confirm the City of Othello's appointment of John Lallas, Othello, to serve as the city's representative on the Solid Waste Advisory Committee completing the unexpired term of Corey Everett retroactive to January 1, 2019 through December 31, 2020.* **Motion carried.**

Commissioner Thompson moved, Hartwig seconded, to *appoint Layne Iltz, Ritzville, to represent the Public Interest Group on the Solid Waste Advisory Committee completing the unexpired term of Larry Koch retroactive to January 1, 2019 through December 31, 2020.* **Motion carried.**

Commissioner Thompson moved, Hartwig seconded, to *appoint Larry Koch, Ritzville, to represent the Business and Industry/Agriculture Group on the Solid Waste Advisory Committee for a three (3) year term retroactive to January 1, 2019 through December 31, 2021.* **Motion carried.**

Adams County Citizens' Commission on Salaries for Elected Officials

Commissioner Hartwig moved, Thompson seconded, to *appoint Maria Quezada, Othello, to the Professional Personnel Management Representative position of the Adams County Citizens' Commission on Salaries for Elected Officials for a four (4) year term retroactive to May 7, 2016 through May 6, 2020.* **Motion carried.**

Commissioner Hartwig moved, Thompson seconded, to *appoint Albert K. Barton, III, Othello, to the Adams County Citizens' Commission on Salaries for Elected Officials for a four (4) year term retroactive to May 7, 2015 through May 6, 2019.* **Motion carried.**

Commissioner Hartwig moved, Thompson seconded, to *appoint Bill Murphy, Othello, to the Adams County Citizens' Commission on Salaries for Elected Officials for a four (4) year term, retroactive to May 7, 2017 through May 6, 2021.* **Motion carried.**

Commissioner Hartwig moved, Thompson seconded, to *appoint Melanie St Charles, Othello, to the Adams County Citizens' Commission on Salaries for Elected Officials for a four (4) year term retroactive to May 7, 2017 through May 6, 2021.* **Motion carried.**

Commissioner Hartwig moved, Thompson seconded, to *re-appoint Scott Lind, Othello, to the Adams County Citizens' Commission on Salaries for Elected Officials for a four (4) year term retroactive to May 7, 2018 through May 6, 2022.* **Motion carried.**

Consent Agenda

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

Preliminary minutes of January 28, 2019

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	220 – 256	\$ 27,830.21
103	257 – 258	\$ 8,332.44
104	259 – 264	\$ 14,865.22
116	265	\$ 14.76
123	266	\$ 45.40
502	267 – 274	\$ 14,402.19
108	106 – 107	\$ 4,446.37
115	108 – 122	\$ 26,892.37
401	123 – 134	\$ 69,275.26
501	135 – 138	\$ 1,026.48
590	139 – 150	\$ 11,278.19
	TOTAL	\$178,408.89

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Permanent Minutes Signed

January 22, 2019

Refunds per RCW 84.69.020

Treasurer Kayla Meise filed per RCW 84.69.020 the report to the County legislative authority a list of all refunds made under this section.

Correspondence Received

Secretary/Treasurer Susan Sackmann, Adams County Historical Society re: report of activities and goals and request for 2019 County budget allocation

City of Othello, Mayor Shawn R. Logan re: recommendation for representatives on the Adams County Disability Board; and, Adams County Solid Waste Advisory committee

The Honorable Steve Dixon, Adams County Superior Court re: correspondence from Randy J. Flyckt

Adjournment @ 3:50 p.m.

Submitted:
s/Patricia J. Phillips, CMC
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-005-2019

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

IN THE MATTER OF RESCINDING RESOLUTION NO. R-042-2018: ESTABLISHING COUNTY ROAD PROJECT NO. 189 (CRP-189) FOR DEAL ROAD WIDENING & SURFACING PROJECT and R-043-2018: ESTABLISHING COUNTY ROAD PROJECT NO. 190 (CRP-190) FOR DEAL ROAD PROJECT #1

WHEREAS, Resolution R-042-2018 and R-043-2018 were approved to establish County Road Project Numbers for two (2) separate Deal Road construction projects; and

WHEREAS, it is necessary to rescind Resolution R-042-2018 and R-043-2018 so that the two (2) Deal Road construction Projects CRP-189 & CRP-190 can be combined in one (1) County Road Project No.189 and the Combined County Road Project No.189 will be established by Resolution; and,

THEREFORE BE IT HEREBY RESOLVED that Resolutions R-042-2018 & R-043-0218 are hereby rescinded.

DATED this 4th day of February, 2019.

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

Before the Board of County Commissioners of Adams County, Washington

In the matter of (Deal Road Widening/Surfacing and Deal Road Project #1)

Resolution No. R-006-2019

County Road Project
No.189

IT IS HEREBY RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS that it is their intention to reconstruct the Deal Rd #63364 from (MP 5.84 to MP 8.23) and from (MP 8.9 to MP 11.87) by grading, draining, widening, minor realignment, add base material, add an asphalt surface, guardrail and other improvements as necessary.

Length of project: **5.36 miles** Width of roadbed: **36 feet** Surface: **30 feet**
Type and depth of surfacing: **HMA Surface 0.20 feet**
Estimated date of beginning: **February, 2019**
Estimated date of completion: **December, 2020**

BE IT FURTHER RESOLVED that the foregoing proper road there is hereby appropriated the sums in the following detail.

	County Road Fund
Preliminary Engineering	\$ 220,000.00
Right-of-way	\$
<u>Items of Work</u>	
County Force	\$
Contract	\$ 2,844,000.00
Construction Engineering	\$ 198,000.00
TOTAL	\$ 3,262,000.00

The county road purpose herein described is HEREBY DECLARED to be a public necessity and the County Road Engineer is HEREBY ORDERED AND AUTHORIZED to report and proceed thereon as by law provided.

BE IT FURTHER RESOLVED that this purpose by Contract in accordance with Standard Road and Bridge Specifications of the State of Washington as adopted by this Board.

Adopted this 4th day of February, 2019.

BOARD OF 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

RESOLUTION NO. R-007-2019

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

**IN THE MATTER OF CREATING ADAMS COUNTY POSTION NO. 1219 – EVIDENCE
TECHNICIAN/RECORDS CLERK; ADOPTING THE JOB DESCRIPTION; AND,
ESTABLISHING THE COMPENSATION LEVEL**

WHEREAS, Adams County Sheriff's Office has presented a need for the position of Evidence Technician/Records Clerk; and,

WHEREAS, there was concurrence that the creation of the position would facilitate efficient evidence and record keeping functions in District 2;

THEREFORE BE IT HEREBY RESOLVED that Position No. 1219 – Evidence Technician/Records Clerk is hereby created; and,

BE IT FURTHER RESOLVED that the attached job description is adopted; and,

BE IT FURTHER RESOLVED that the compensation level for said position is set at Range 8 of the Adams County Jail/Dispatch Salary Structure.

DATED this 4th day of February, 2019.

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