

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse, Ritzville
March 25, 2002

Call to Order @ 8:30 a.m.

Present:

Chairman Jeffrey W. Stevens
Vice-Chairman Rudy Plager
Commissioner Richard Johnson

Executive Session

Held with Attorney Mary Gaston (telephonically) under RCW 42.30.110(1)(i) – litigation – from 8:45 a.m. until 8:50 a.m.

*0-435 (Note additional action later this date)

Monthly Work Hours Reduction

The Board discussed the overall financial status of the county noting that the current expense fund is critical and that anticipated state funding per recent legislative action is expected to be minimal, if any. It was noted that Attorney Gaston has been unsuccessful in attempts to secure a hearing date with PERC regarding the proposed union in spite of continued emphasis to PERC on the financial ramifications for the county the longer the matter remains unresolved.

Commissioner Johnson moved, Plager seconded, to *reduce the hourly work week for full time employees in the following Current Expense Departments from 40 hours/week to 35 hours/week effective April 1, 2002 until further notification:*

*Treasurer
Auditor
Superior Court
Superior Court Clerk
Ritzville District Court
Othello District Court
Assessor
Prosecuting Attorney
Building and Planning*

*Juvenile
WSU*

Motion carried unanimously.

*435-1662

Sheriff Department Manpower

Sheriff Kline discussed current and pending manpower shortages as well as funding shortages. Potential plans for handling these challenges were discussed with more information to be received in a few weeks.

*1662-3708

Public Works Staff Vacancies

Authorization was given to fill an additional Maintenance I position vacancy from the applications recently received rather than re-advertising.

Public Works 4/10's

Director O'Brien discussed the spring/summer work hour changes for the department.

Building and Planning Department

Discussion held on the need for assistance with completing addressing for 911 purposes. A "trainee" through the Department of Labor & Industries would be available on a temporary "seasonal" basis.

The board authorized the offer of employment to the current trainee on a "temporary seasonal" basis at Range 4, Step 2 beginning April 1, 2002, through June 30, 2002. The individual will be under the supervision of the Building and Planning Department Director and will be compensated from the fund/department.

(This portion not recorded – held in Public Works Department Conference Room.)

Washington State University Cooperative Extension

Program reviews heard from Adams/Lincoln and Grant/Adams staff:

Aaron Esser
Dennis Tonks
Tom Platt
Ann Hennings
Karen Robertson
Sue Palmer
Bridget Rohner
Dorene Hauser-Lindstrom
Christie Price

John Kugler

Recess @ 12:00

Reconvene @ 1:00 p.m.

*(Tape #2) *275-461

Monthly Work Hours Reduction

Information was received later this date that a reduction in monthly hours (as opposed to weekly hours) would facilitate payroll accounting and would allow for some scheduling flexibility to accommodate a busy season for any given department.

Commissioner Johnson moved, Plager seconded, to *rescind the previous motion and to reduce the monthly total work hours by 20 hours per month per full time employee in the following Current Expense Departments effective April 1, 2002, until further notification:*

*Auditor
Superior Court
Superior Court Clerk
Ritzville District Court
Othello District Court
Assessor
Prosecuting Attorney
Building and Planning
Building and Planning
Juvenile*

Motion carried unanimously.

The Treasurer's Office and WSU Cooperative Extension were excluded from this motion as they were already budgeted at this reduced monthly rate (approximately 140 hours/month).

Ritzville District Court and Othello District Court's 2002 budgets reflect 2-40hr/mo. employees and 1-35 hr/mo employee and therefore will reduce total monthly employee hours by 40 hours/month in each of the respective department's with that Elected Official having flexibility in how the total reduction is allocated.

The Board presented a memo on this action to each of the departments and discussed their action with the Elected Official/Department Head if available; otherwise the employees were directly informed.

*461-505

Adams County Mosquito Control District

Commissioner Plager moved, Johnson seconded, to *re-appoint MarthAnn Olsen to the Adams County Mosquito Control District representing Commissioner District #2 effective April 1, 2002, through March 31, 2004.* Motion carried.

Indigent Defense Sub-Contract

Commissioner Plager moved, Johnson seconded, to *approve the Indigent Defense Sub-Contract between Morgan and Szott and Brent A. DeYoung under the November 23, 2998 Adams County Public Defender Contract to handle conflicts of interest on a month-to-month basis commencing March 1, 2002.* Motion carried.

Consent Agenda

Commissioner Johnson moved, Plager seconded, to *approve the Consent Agenda:*

Preliminary minutes of March 18, 2002

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	021225-021316	\$ 21,994.34
103	021317-021321	\$ 2,236.39
104	021322-021332	\$ 5,157.32
105	021333-021334	\$ 145.76
106	021335-021336	\$ 361.00
107	021337	\$ 250.00
108	021338-021347	\$ 3,488.01
109	021348-021350	\$ 827.87
111	021351-021352	\$ 1,800.00
112	021353-021354	\$ 203.00
113	021355-021360	\$ 882.05
116	021361	\$ 797.15
117	021362-021383	\$ 5,057.25
131	021384	\$ 76.50
166	021385-021388	\$ 735.99

502	021389-021394	\$ 12,110.84
115	0279-0303	\$ 4,629.47
401	0304-0310	\$ 35,320.82
501	0311-0321	\$ 13,390.57
590	0322-0348	\$191,468.50
TOTAL		\$300,932.83

Approved **Resolution No. R-22-02 In the Matter of Reimbursement of the County Road Fund #115 for Expenditures which should have been Incurred by the Solid Waste Fund #401**

Approved **Resolution No. R-23-02 In the Matter of Reimbursement of the County Road Fund #115 for Expenditures which should have been Incurred by the intergovernmental Service Fund #590**

Approved **Resolution No. R-24-02 In the Matter of Notice of Call for Bids for Replacement of Batum East Bridge #297-1 including Reconstruction of Bridge Approaches**

Correspondence

Adams County Water Conservancy Board re: Minutes of February 25, 2002 and Agenda for March 25, 2002

DNS/SEPA for Adams County Public Works Department to realign 2200 feet of existing roadway and surface new alignment from Lind/Hatton Road .25 miles west of SR21 and Lind/Hatton intersection to the SR21 and Lind/Hatton intersection

Robert Schweitzer, Sammamish Data Systems re: Plan C and Plan D for Commissioner Districts

Tom Haworth, Manager for Adams County Mosquito Control District re: request for reappointment of MarthAnn Olsen for another two-year term for District #2

Adjournment @ 4:58 p.m.

Submitted:
s/Linda Reimer, CMC
Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Jeffrey W. Stevens, Chairman
s/Rudy Plager, Vice-Chairman
s/Richard Johnson, Commissioner

RESOLUTION NO. R-22-02
ORDER OF THE BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON

IN THE MATTER OF REIMBURSEMENT OF THE COUNTY ROAD FUND #115 FOR EXPENDITURES WHICH SHOULD HAVE BEEN INCURRED BY THE SOLID WASTE FUND #401

WHEREAS, the below expenditures for salaries for February 2002 should have been incurred by the Solid Waste Fund #401;

THEREFORE BE IT RESOLVED that the following journal entry will stand as the basis for reduction of County Road Fund #115 2002 expenditures and the increase of 2002 expenditures for the Solid Waste Fund #401 and the related cash transfers with the revenue received recorded as BARS 389.90.00.10.

Required: Journal Entry

Effective Date: March 25, 2002

Fund – BARS Code	Budget		Actual	
	Debit	Credit	Debit	Credit
401-537.10.10.01			\$6,394.27	
401-537.10.12.01			0.00	
401-537.10.20.01			2,069.23	
401-537.80.10.01			0.00	
401-537.80.12.01			0.00	
401-537.80.20.01			0.00	
401 – Cash				\$8,463.50
To reimburse County Road #115 for salaries for February, 2002				
Entry Total	\$ 0.00	\$ 0.00	\$8,463.50	\$8,463.50
115 – Cash			\$8,463.50	
115-542.00.10.01				\$6,394.27
115-542.00.20.01				\$2,069.23

To record a reduction in expenditure as a result of Solid Waste Fund #401 reimbursement.

Entry Total	\$ 0.00	\$ 0.00	\$8,463.50	\$8,463.50
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DATED this 25th day of March, 2002.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Jeffrey W. Stevens, Chairman
s/Rudy Plager, Vice-Chairman
s/Richard Johnson, Commissioner

ATTEST:
s/Linda Reimer, CMC
Clerk of the Board

RESOLUTION NO. R-23-02

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

**IN THE MATTER OF REIMBURSEMENT OF THE COUNTY ROAD FUND #115 FOR EXPENDITURES
WHICH SHOULD HAVE BEEN INCURRED BY THE INTERGOVERNMENTAL SERVICE FUND #590**

WHEREAS, the below expenditures for salaries for February, 2002 should have been incurred by the Intergovernmental Service Fund #590;

THEREFORE BE IT RESOLVED that the following journal entry will stand as the basis for reduction of County Road Fund #115 2002 expenditures and the increase of 2002 expenditures for the Intergovernmental Service Fund #590 and the related cash transfers with the revenue received recorded as BARS 389.90.00.11

Required: Journal Entry

Effective Date: March 25, 2002

Fund – BARS Code	Budget		Actual	
	Debit	Credit	Debit	Credit
590-519.30.00.11.01			\$ 1,216.42	
590-519.30.00.20.01			340.37	
590-548.10.00.11.01			1,699.87	
590-548.10.00.20.01			512.89	
590-548.20.00.11.01			9,205.48	
590-548.20.00.20.01			2,646.69	
590-548.30.00.11.01			14,537.18	
590-548.30.00.20.01			4,098.46	
590-548.40.00.11.01			93.88	
590-548.40.00.20.01			30.12	
590-548.60.00.11.01			60.92	
590-548.60.00.20.01			18.95	
590 – Cash				\$34,461.23
To reimburse County Road Fund #115 for salaries for February, 2002.				
Entry Total	\$ 0.00	\$ 0.00	\$34,461.23	\$34,461.23

115 – Cash			\$34,461.23	
115-542.00.11.01				\$26,813.75
115-542.00.20.01				7,647.48

To record a reduction in expenditure as a result of IGS Fund #590 reimbursement.

Entry Total	\$ 0.00	\$ 0.00	\$34,461.23	\$34,461.23
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DATED this 25th day of March, 2002.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Jeffrey W. Stevens, Chairman
s/Rudy Plager, Vice-Chairman
s/Richard Johnson, Commissioner

ATTEST:
s/Linda Reimer, CMC
Clerk of the Board

**RESOLUTION NO. R-24-01
NOTICE TO CONTRACTORS
County of Adams
Department of Public Works
Ritzville, Washington**

Sealed bids will be received by Adams County at the Office of the Board of County Commissioners located in the courthouse at 210 W. Broadway, Ritzville, Washington 99169, **until 10:00 a.m. Monday, April 15, 2002**, and will then be opened and publicly read for the following construction improvements:

To the Batum East Bridge #297-1 by replacement of the existing superstructure with precast prestressed concrete superstructure, reconstruct the bridge approaches and other work, all in accordance with the attached Contract Plans, these Contract Provisions, and the Standard Specifications

All bid proposals shall be accompanied by a bid proposal deposit in cash, certified check, cashier's check or surety bond in amount equal to five percent (5%) of the amount of such bid proposal. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated in the specifications, the bid proposal deposit shall be forfeited to the County of Adams. All checks and bonds shall be made payable to the Adams County Treasurer.

The Board of Adams County Commissioners reserves the right to reject any or all bids, to waive informalities or irregularities in the bids or in the bidding, if the best interest of Adams County will be served, or to accept the bid, which in their opinion best serves the interest of Adams County.

Maps, plans, specifications, and proposals may be obtained from the office of the Department of Public Works, 210 W. Alder, Ritzville, Washington 99169; phone (509) 659-3276.

Informational copies of maps, plans and specifications are on file for inspection in the office of the Adams County Engineer in Ritzville, Washington, and the chapter office of the Associated General Contractors of America in Spokane, Washington.

DATED this 25th day of March, 2002.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Jeffrey W. Stevens, Chairman
s/Rudy Plager, Vice-Chairman
s/Richard Johnson, Commissioner

ATTEST:
s/Linda Reimer, CMC
Clerk of the Board