

## COMMISSIONERS' PROCEEDINGS

### Regular Meeting Adams County Courthouse, Ritzville

October 21, 2002  
(Monday)

#### Call to Order @ 8:30 a.m.

#### Present:

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

\*0-2090

#### Public Works

Staff provided updates on maintenance, construction, and emergency management. O'Brien reported on the Solid Waste Advisory Committee meeting during which members discussed tipping fees, illegal dump sites, mandatory pickup of garbage, update to the Solid Waste Comprehensive Plan, and the Bruce Landfill post-closure fund.

\*2090-3430

#### Building/Planning/Solid Waste

Director Wiltse discussed and provided evaluation of the current structure of the department. Funding an assistant planner/solid waste coordinator position was deemed most crucial. Economic development and GIS were discussed.

(Tape #2) \*2022-2067

#### Building/Planning/Solid Waste

Commissioner Stevens moved, Plager seconded, to *authorize Wiltse and O'Brien to proceed with development of an Assistant Planner/Solid Waste Coordinator job description for review and action by the Board of Commissioners; and, following adoption to proceed with advertisement for the position.* Motion carried.

#### 2003 Budget

Chairman Stevens informed Public Works Director O'Brien and Building/Planning/Solid Waste Coordinator Wiltse that individual budget

session would be scheduled during regular meeting days with each of them. Each department head was asked to provide input regarding budget reductions within their respective departments.

Chairman Stevens noted for the record that he had advised Judge Hille and Sheriff Barger of the procedure for reviewing budgets this year and of the need to include reduction proposals during their departmental presentations.

**Recess @ 12:00**

**Reconvene @ 1:00 p.m.**

\*3430-3726 (Tape #2) \*0-143

**Amend 2002 Budget**

Chairman Stevens convened the public hearing on amending the 2002 Adams County Budget at 1:33p.m.

Auditor McBroom noted the change from the public hearing notice with the addition of Developmental Disabilities to the amendment due to "unanticipated revenue" from a grant recently received).

There were no members of the public present. Press was not present.

Chairman Stevens closed the hearing at 1:39 p.m.

Commissioner Plager moved, Johnson seconded, to *approve **Resolution No. R-75-02 In the Matter of Amending the 2002 Adams County Budget.*** Motion carried.

\*143-2021

**Sheriff's Department**

Funds previously allocated for upgrade to the jail intercom system will remain within Fund #133 until further study of the need is completed and new quotes received.

The Board by consensus authorized the department to request a formal contract from Public Safety Testing, Lynnwood, Washington to develop and administer a "Sergeant Assessment Center" for testing of qualifying candidates for a sergeant position within the department. There are seven (7) eligible candidates. The process is expected to cost \$3,900 and will be paid from the existing department 2002 budget.

(Tape #2) \*2022-2067

**Building/Planning/Solid Waste**

Commissioner Stevens moved, Plager seconded, to *authorize Wiltse and O'Brien to proceed with development of an Assistant Planner/Solid Waste Coordinator job description for review and action by the Board of Commissioners; and, following adoption to proceed with advertisement for the position.* Motion carried.

**WA-CERT Priority List**

Commissioner Plager moved, Johnson seconded, to *approve **Resolution No. R-77-02 In the Matter of Amending the Adams County Priority Project List for the Washington Community Economic Revitalization Team (WA-CERT) Program Adopted under R-73-02 by Adding a Project and Rank to the List.*** Motion carried.

The "Washtucna Housing Rehabilitation Project for 2003" was ranked #3 on the Priority Listing submitted to WA-CERT.

**Surplus Property**

Commissioner Johnson moved, Plager seconded, to *declare the following obsolete/non-functioning items surplus to be junked:*

*Motorola bag phones (5) - #4948, 4949, and three with no inventory numbers*

*Motorola hand held portables (4) - #4973 and two with no inventory numbers*

*Motorola pagers (7) – 3558, 3559 and five pagers with no numbers*  
Motion carried.

**Consent Agenda**

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

Preliminary minutes of October 14 and 16, 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:

Fund Control Number

Amount

|     |               |             |
|-----|---------------|-------------|
| 001 | 025387-025410 | \$21,893.66 |
| 103 | 025411-025413 | \$ 143.59   |
| 104 | 025414-025430 | \$10,813.89 |
| 108 | 025431-025432 | \$ 3,522.27 |
|     | Quick Check   | \$ 789.84   |
| 112 | 025433        | \$ 163.72   |
| 116 | 025434        | \$ 44.53    |
| 117 | 025435-025448 | \$ 1,082.00 |
| 122 | 025449        | \$ 165.00   |
| 166 | 025450-025454 | \$ 2,557.33 |
| 502 | 025455-025457 | \$ 1,340.54 |
|     | TOTAL         | \$42,516.37 |

Approved **Resolution No. R-78-02 In the Matter of Declaring Public Works Items as Surplus to be Auctioned**

Approved **Resolution No. R-79-02 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-80-02 In the Matter of Reimbursement of the County Road Fund #115 for Expenditures Which Should Have Been Incurred by the Intergovernmental Service Fund #590**

**Acting Clerk of the Board**

Commissioner Plager moved, Johnson seconded, to *appoint Nancy Burt as Acting Clerk of the Board for Monday, October 28, 2002.* Motion carried.

**Correspondence Sent**

Invitations to the Social Services Legislative Forum scheduled for November 13, 2002 in Othello

**Permanent Minutes Signed**

October 7 and 9, 2002

Permanent minutes of October 7, 2002, were corrected to read as follows: "Authorization was given to hire for vacant corrections/dispatch personnel **(3)**" rather than (2) as printed. The permanent minutes were hand corrected and dated by the Clerk of the Board.

**Adjournment @ 4:30 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-75-02**

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

**IN THE MATTER OF AMENDING THE 2002 ADAMS COUNTY BUDGET**

**WHEREAS**, a public hearing was held on October 21, 2002, for the purpose of receiving public input on proposed amendments to the 2002 budget; and,

**WHEREAS**, justification for the amendments was presented and deemed acceptable by the Board;

**NOW THEREFORE BE IT RESOLVED** that the 2002 Adams County Budget is amended as follows:

|                                       | <b><u>Budget</u></b> | <b><u>Change</u></b> | <b><u>Revised</u></b> |
|---------------------------------------|----------------------|----------------------|-----------------------|
| <b><u>Current Expense</u></b>         |                      |                      |                       |
| Civil Service                         |                      |                      |                       |
| Mandated Expenses                     | \$ 3,000             | \$ 1,500             | \$ 4,500              |
| Personnel Department                  |                      |                      |                       |
| Unanticipated Legal Expenses          | \$ 5,000             | \$ 15,000            | \$ 20,000             |
| Non-Departmental                      |                      |                      |                       |
| Emergency Transfer/O&M                | \$935,162            | \$ 50,000            | \$985,162             |
| Total Current Expense Increase        |                      | \$66,500             |                       |
| <b><u>Courthouse O&amp;M #501</u></b> |                      |                      |                       |
| Emergency Expenses                    | \$198,600            | \$ 60,000            | \$258,600             |

**Developmental Disabilities**

Unanticipated Revenues – GIA Grant    \$160,600            4    9,000            \$169,600

**DATED** this 21<sup>st</sup>. day of October, 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-77-02**

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

**IN THE MATTER OF AMENDING THE ADAMS COUNTY PRIORITY PROJECT LIST  
FOR THE WASHINGTON COMMUNITY ECONOMIC REVITALIZATION TEAM (WA-  
CERT) PROGRAM ADOPTED UNDER R-73-02 BY ADDING A PROJECT AND RANK  
TO THE LIST**

**WHEREAS**, the Town of Washtucna plans to submit a CDBG-GP grant funding application for the “Washtucna Housing Rehabilitation Project for 2003”; and,

**WHEREAS**, the project is eligible for funding consideration provided it is listed on the Adams County Priority List for the Washington Community Economic Revitalization Team (WA-CERT) Program; and,

**WHEREAS**, the Priority List for fiscal year 2001-2002 has already been submitted under Resolution No. R-73-02 as adopted September 30, 2002; and,

**WHEREAS**, the Board of County Commissioners reviewed the Town of Washtucna’s proposal;

**THEREFORE BE IT RESOLVED** that the proposal “**WASHTUCNA HOUSING REAHABILITATION PROJECT FOR 2003**” is hereby ranked **#3** on the Adams County Priority List for fiscal year 2001-2002.

**DATED** this 21<sup>st</sup> day of October, 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-78-02**

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

IN THE MATTER OF DECLARING PUBLIC WORKS ITEMS AS SURPLUS TO BE AUCTIONED.

**WHEREAS**, the Adams County Public Works Department has items that are no longer used in the operations of the department;

**THEREFORE BE IT RESOLVED** that the following items are hereby declared surplus and will be sold at public auction and/or disposed of:

| AMOUNT | ITEM<br>INVENTORY NO.  | EQUIPMENT  |
|--------|--|------------|
| 1      | Computer monitor   | #11162     |
| 1      | Computer monitor   | #11204     |
| 1      | Computer monitor   | #11164     |
| 1      | Computer monitor   | #11105     |
| 1      | Computer monitor   | #11104     |
| 1      | Computer monitor   | #5452      |
| 1      | Computer monitor   | #5515      |
| 2      | Computer monitor   | no numbers |
| 1      | CPU's  | #11203     |
| 1      | CPU's  | #11209     |
| 1      | CPU's  | #11176     |
| 1      | CPU's  | #11211     |
| 1      | Fax/copy machine   | #12291     |
| 1      | Fax/copy machine   | #6566      |
| 1      | HP printer   | 12264      |
| 1      | HP printer   | no number  |
| 1      | Okidata matrix printer                                       | #4872      |
| 1      | Light fixture  | no number  |
| 1      | Craftsman table saw  | #294       |
| 1      | Craftsman radial arm saw                                     | #293       |
| 1      | Marquette welder   | #369       |
| 1      | Book file  | #1025      |
| 3      | Behind cab tool boxes  | no numbers |
| 1      | 1985 Mack Truck 10yd. sander & dump<br>SN# 1M2T152C6FM002203 | #130       |

|   |   |           |
|---|---|-----------|
| 1 | 1989 Chevy ½ ton Pickup<br>SN# 2GCEC142K1211530   | #16       |
| 1 | 1989 Chevy ½ ton Pickup<br>SN# 2GCEC14Z1K12100805 | #17       |
| 1 | 1989 Chevy ½ ton Pickup<br>SN# 2GCEC1421K11211906 | #18       |
| 1 | 1991 GMC Jimmy<br>SN# 1GKDT13Z8M2542289           | #42       |
| 1 | 1995 Ford Bronco<br>SN# 1FMEU15N3SLB61864         | #45       |
| 1 | 1956 Leland Asphalt Storage Tank<br>SN# S4753     | #936      |
| 1 | 1994 Plymouth Acclaim<br>SN#P3AA46K9RF215923      | no number |

**DATED** this 21<sup>st</sup> day of October, 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-79-02  
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 September, 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: October 21, 2002

| Fund – BARS Code | Budget |        | Actual     |        |
|------------------|--------|--------|------------|--------|
|                  | Debit  | Credit | Debit      | Credit |
| 401-537.10.10.01 |        |        | \$5,560.09 |        |
| 401-537.10.12.01 |        |        | 0.00       |        |
| 401-537.10.20.01 |        |        | 1,709.15   |        |
| 401-537.80.10.01 |        |        | 0.00       |        |
| 401-537.80.12.01 |        |        | 0.00       |        |
| 401-537.80.20.01 |        |        | 0.00       |        |

401 – Cash \$7,269.24

To reimburse County Road #115 for salaries for September, 2002

|             |         |         |            |            |
|-------------|---------|---------|------------|------------|
| Entry Total | \$ 0.00 | \$ 0.00 | \$7,269.24 | \$7,269.24 |
|-------------|---------|---------|------------|------------|

|                  |            |            |
|------------------|------------|------------|
| 115 – Cash       | \$7,269.24 |            |
| 115-542.00.10.01 |            | \$5,560.09 |
| 115-542.00.20.01 |            | \$1,709.15 |

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

|             |         |         |            |            |
|-------------|---------|---------|------------|------------|
| Entry Total | \$ 0.00 | \$ 0.00 | \$7,269.24 | \$7,269.24 |
|-------------|---------|---------|------------|------------|

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DATED this 21<sup>st</sup> day of October, 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-80-02**

**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 September 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: October 21, 2002

| Fund – BARS Code    | Budget |        | Actual      |             |
|---------------------|--------|--------|-------------|-------------|
|                     | Debit  | Credit | Debit       | Credit      |
| 590-519.30.00.11.01 |        |        | \$ 1,332.47 |             |
| 590-519.30.00.20.01 |        |        | 360.19      |             |
| 590-548.10.00.11.01 |        |        | 1,668.70    |             |
| 590-548.10.00.20.01 |        |        | 505.76      |             |
| 590-548.20.00.11.01 |        |        | 391.56      |             |
| 590-548.20.00.20.01 |        |        | 88.84       |             |
| 590-548.30.00.11.01 |        |        | 16,222.76   |             |
| 590-548.30.00.20.01 |        |        | 4,391.65    |             |
| 590-548.40.00.11.01 |        |        | 126.48      |             |
| 590-548.40.00.20.01 |        |        | 38.79       |             |
| 590-548.60.00.11.01 |        |        | 166.53      |             |
| 590-548.60.00.20.01 |        |        | 48.82       |             |
| 590 – Cash          |        |        |             | \$25,342.55 |

To reimburse County Road Fund #115 for salaries for September, 2002.

|             |         |         |             |             |
|-------------|---------|---------|-------------|-------------|
| Entry Total | \$ 0.00 | \$ 0.00 | \$25,342.55 | \$25,342.55 |
|-------------|---------|---------|-------------|-------------|

|                  |  |  |             |             |
|------------------|--|--|-------------|-------------|
| 115 – Cash       |  |  | \$25,342.55 |             |
| 115-542.00.11.01 |  |  |             | \$19,908.50 |
| 115-542.00.20.01 |  |  |             | 5,534.05    |

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

|             |         |         |             |             |
|-------------|---------|---------|-------------|-------------|
| Entry Total | \$ 0.00 | \$ 0.00 | \$25,342.55 | \$25,342.55 |
|-------------|---------|---------|-------------|-------------|

DATED this 21<sup>st</sup> day of October, 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