

COMMISSIONERS' PROCEEDINGS

Regular Meeting
Adams County Courthouse, Ritzville

August 4, 2003
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman Rudy Plager
Vice-Chairman Richard Johnson

Absent:

Commissioner Jeffrey W. Stevens

*0-1068

GIS

Karen Borstad, GIS Coordinator, was introduced.

Lind-Hatton Rd. @ SR21

Commissioner Johnson moved, Plager seconded, to *approve Pay Estimate #2 to Hilmes Construction, Othello, for work completed 7/01/03 through 7/31/03 on the Lind-Hatton Road @ SR21 in the amount of \$37,146.18.* **Motion carried unanimously.**

Rodeo Lake Project

Commissioner Johnson moved, Plager seconded, to *approve the Contract and Contract Bond for Willms Corporation for the construction of the pipeline on the Rodeo Lake Project.* **Motion carried unanimously.**

Maintenance Analyst

Commissioner Johnson moved, Plager seconded, to *approve **Resolution No. R-70-03 In the Matter of Amending the Job Description for Position No. 1101-Maintenance Coordinator in the Public Works Department.*** **Motion carried.**

The position of "coordinator" was changed to "analyst", supervision duties eliminated, and compensation set at Range 17.

Recess @ 12:00
Reconvene @ 1:00 p.m.

*1068-

Severe Trucks

Chairman Plager informed the public, including bidders present, that an irregularity had occurred due to the Resolution calling for Bids stating a bid opening time of 10:00 a.m. and the Specifications attached stating a time of 1:45 p.m. All potential bidders that had requested specification packets were notified by phone of the bid opening change to 2:00 p.m. on this date. The bid opening was scheduled at 2:00 to allow for any delivery difficulties due to the irregularity.

Bids were opened from the following:

Western Peterbilt, Inc. P. O. Box 24065 Seattle, WA 98124	Letter stating "no bid"
Jim's Pacific Sterling 7626 W. Geiger Blvd. Spokane, WA 99224	\$209,026 \$17,558.18 Tax 8.4% \$226,584.18
Jim's Pacific Sterling 7626 W. Geiger Blvd. Spokane, WA 99224 (Alternate Bid)	\$199,976 \$16,797.98 Tax 8.4% \$216,773.98
Andrews Equipment Service 4620 E. Trent Box 2627 Spokane, WA 99220-2627	\$141,941.28 \$10,787.54 Tax 7.6% \$152,728.82
Freedom Truck Centers, Inc. 10310 W. Westbow Blvd. Spokane, WA 99224 (Bid #1)	\$156,034 \$12,326.69 Tax 7.9% \$168,360.69
Freedom Truck Centers, Inc. 10310 W. Westbow Blvd. Spokane, WA 99224	\$156,595 \$12,370.22 Tax 7.9% \$168,955.22

(Bid #2)

Husky International	\$172,302	
824 N. Thierman	\$14,473.37	Tax 8.4%
Spokane, WA 99212	\$186,775.37	

(Bid #1)

Husky International	\$165,004	
824 N. Thierman	\$13,860.34	Tax 8.4%
Spokane, WA 9212	\$178,864.34	

(Bid #2)

Loomis Truck & Tractor	\$75,998.70 (For One	
	Truck)	
Lind, WA 99341		Tax 7.6%

It was noted that of the bids opened some included the cost for an optional dump body, some did not include that cost, and some stated the optional dump body bid separately on the bid sheet. All bids will be reviewed under the same criteria and will be detailed on the tabulation sheet. Bid award is expected on Wednesday, August 13, 2003.

Juvenile Staffing

Staffing within the Juvenile Office was reviewed with Administrator Gowan. The number of authorized Position #904's was clarified. The Board noted that there were still a number of issues requiring clarification, among them job descriptions for all those positions currently filled. Upon receipt and review of those job descriptions, discussion will continue. Filling the vacancy remains pending.

County-Owned Properties

Treasurer Laura Danekas filed per RCW 36.33.160 a list of lands owned by Adams County, including those that are subject to special assessments.

Consent Agenda

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

Preliminary minutes of July 28, 2003

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	033977-034012	\$ 6,631.81
103	034013-034015	\$ 4,270.71
104	034016-034022	\$ 4,359.29
105	034023-034027	\$ 25,454.00
107	034028	\$ 250.00
110	034029	\$ 6,971.40
112	034030	\$ 70.35
117	034031-034033	\$ 404.22
133	034034	\$ 245.52
166	034035-034039	\$ 1,762.40
502	034040-034046	\$ 2,229.99
001	1311-1313	\$ 121.53
115	1314-1321	\$ 25,708.45
401	1322-1323	\$ 85.55
501	1324-1328	\$ 1,261.42
590	1329-1346	\$ 47,013.88
TOTAL		\$126,840.52

Approved and Authorized the Chairman to sign the Contract for Strengthening Families Program 2003 for Edie Borgman to provide professional services for 4 regular and 2 booster sessions in an amount not to exceed \$420

Permanent Minutes Signed

July 21 and 23, 2003

Correspondence Received

Minutes of July 7, 2003 Adams County Development Center meeting

City of Othello re: city sidewalk improvement program

Adjournment @ 4:05 p.m.

Submitted:
s/Linda Reimer, MMC

Clerk of the Board

Edited and Approved:

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

RESOLUTION NO. R-70-03

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

**IN THE MATTER OF AMENDING THE JOB DESCRIPTION FOR POSITION NO. 1101
– MAINTENANCE COORDINATOR IN THE PUBLIC WORKS DEPARTMENT**

WHEREAS, the job description for “maintenance coordinator” was reviewed based on current needs of the public works department; and,

WHEREAS, it was determined that some major changes in the job requirements were needed;

THEREFORE BE IT RESOLVED that the attached job description for Position No. 1101 is hereby adopted and reflects, in addition to duty changes, a position title change to “Maintenance Analyst”; and,

BE IT FURTHER RESOLVED that the compensation rate is set at Range 17

DATED this 4th day of August, 2003.

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

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