

COMMISSIONERS' PROCEEDINGS

Regular Meeting Adams County Courthouse, Ritzville

July 12, 2004
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Intersections

Commissioner Stevens moved, Johnson seconded, to *approve the Contract between Adams County and Quality Paving to pave the intersections between BNSF and Danekas Rd. at the Sage Rd. and Snyder Rd.* **Motion carried.**

Public Works Staff

The Board by **consensus** authorized the posting in-house of a "Ritzville based blade position" in the Public Works Department.

Sheriff Substation Groundskeeping

The Board requested Public Works Director O'Brien to secure as soon as possible a small mower and a used riding mower for use on the Sheriff Substation grounds.

Contractual Review

The contractual review policy set verbally on June 21, 2004, was revised to now state that documents (grants, contracts, agreements) requiring Board approval will be reviewed in depth at Board discretion requiring a minimum of two weeks prior to execution. Department heads will be required to present an overview noting specific requirements of the contracts that will then be followed by Board review over the two-week period. Some documents may require longer if the Board also requests legal review.

Recess @ 12:00

Reconvene @ 1:00 p.m.

Separate Tape *0-1060

Courthouse Union 1374-C Grievance

Prosecutor Flyckt, Human Resources Gary and Valerie Hunt, and Special Counsel Werst (via telephone), discussed the grievance filed by Union 1374-C based on a letter dated June 23, 2004 from Judges Miller, Hille and Brueher to the Board of County Commissioners.

Prosecutor Flyckt will send a letter to the judges requesting their attendance at a meeting to include the Board of Commissioners, Special Counsel Werst, Human Resources Gary and Valerie Hunt, Union representatives, and himself to negotiate resolution in the matter.

The Board authorized Hunt to secure a written time extension from the Union in order to have sufficient time to negotiate resolution. The Grievance Process was initiated at Step 2 on July 12, 2004, with Judge Miller meeting with Gary Hunt and Dean Vercruysse.

Developmental Disabilities

The Board by **consensus** authorized Director Doyle to fill the vacant position left by the resignation of T. Haynes effective July 12, 2004.

Food Sense Food Stamp Nutrition Education Program

Commissioner Johnson moved, Stevens seconded, to *authorize the Chairman to sign the Letter of Agreement for Nutrition Education between Washington State University and Adams County to provide support for the delivery of nutrition education for the residents of Adams County who are Food Stamp recipients and applicants. Motion carried.*

Treasurer's Office

Commissioner Stevens moved, Johnson seconded, to *approve Resolution No. R-61-04 In the Matter of Re-Instating Position No. 1504 in the Treasurer's Office with New Title, Revised Job Description and New Salary Range; and, Adopting Revised Job Description for Positions 1501 and 1502 in the Treasurer's Office; and, Eliminating Position No. 1505 in the Treasurer's Office. Motion carried.*

2005 Budget

Auditor McBroom filed per RCW 36.40.050 the request for the 2005 budget. Due date is August 9, 2004.

Consent Agenda

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

Preliminary minutes of July 6 and 7, 2004

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	047901-047953	\$ 78,715.80
103	047954-047958	\$ 2,676.03
105	047959	\$ 15,250.00
106	047960-047961	\$ 588.49
111	047962	\$ 361.00
112	047963	\$ 67.75
117	047965-047983	\$ 4,334.94
166	047984-047997	\$ 11,217.24
301	047964	\$ 21.39
502	047998-048004	\$ 4,910.67
001	4841	\$ 112.30
115	4842-4868	\$ 20,985.93
122	4869-4870	\$ 397.19
401	4871-4874	\$ 915.62
501	4875-4884	\$ 4,126.34
590	4885-4914	\$ 13,634.83
TOTAL		\$158,315.52

Permanent Minutes Signed

June 28, 2004

Adjournment @ 4:30 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
s/Jeffrey W. Stevens, Commissioner

RESOLUTION NO. R-61-04

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

IN THE MATTER OF RE-INSTATING POSITION NO. 1504 IN THE TREASURER'S OFFICE WITH NEW TITLE, REVISED JOB DESCRIPTION AND NEW SALARY RANGE; AND, ADOPTING REVISED JOB DESCRIPTIONS FOR POSITIONS 1501 AND 1502 IN THE TREASURER'S OFFICE; AND, ELIMINATING POSITION NO. 1505 IN THE TREASURER'S OFFICE

WHEREAS, a reorganization of positions and duties within the Treasurer's Office was requested by the Adams County Treasurer in order to provide greater office efficiency; and,

WHEREAS, a retirement within the office facilitated this being an appropriate time to implement the changes; and,

WHEREAS, this reorganization was reviewed by Human Resources and a recommendation received to implement in its entirety; and,

WHEREAS, the reorganization plan was submitted to the Union for review and verbal approval of the proposed salary range for the new position was given noting that the transfer of duties among the positions of the department did not substantially impact these positions or the bargaining unit members who occupy them;

THEREFORE BE IT HEREBY RESOLVED as follows:

Position No. 1504 - Real Estate Clerk – Adopted including Job Description
Position No. 1504 - Real Estate Clerk Salary Classification set at Range 6
Position No. 1501 - Adopted Revised Job Description
Position No. 1502 - Adopted Revised Job Description

AND, BE IT FURTHER RESOLVED that Position No. 1505 is hereby eliminated.

DATED this 12th day of July, 2004.

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

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