

COMMISSIONERS' PROCEEDINGS

Regular Meeting
Adams County Courthouse, Ritzville

October 11, 2004
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Planner

Building and Planning Director Wiltse introduced Sam Lamb, Planner, recently hired and based in Othello.

Weber, Leo Dyck, and Snauffer Bridges

Commissioner Johnson moved, Stevens seconded, to *approve Pay Estimate #4 to KLM Construction, Puyallup, for work completed on Weber #48-1, Leo Dyck #280-1, and Snauffer #281-1 Bridges in the amount of \$48,374.75.* **Motion carried.**

Sunburst Estates II

The Board received a Petition to Redivide an existing Shortplat – Sunburst Estates II – that was confirmed to have been signed by the required number of lot owners to qualify for further consideration by the County.

Commissioner Stevens moved, Johnson seconded, to *accept the petition to re-divide a lot owned by Elizabeth Butcher on Lot 3, Block 1, Sunburst II and to proceed with the necessary legal requirements for the division.*

Motion carried. The SEPA process will begin and the Planning Commission will hear the matter on October 21.

Gifting of Annual Leave

Clarification was provided to the Sheriff noting that the gifting of annual leave from employee to employee must comply with the rule that the employees involved must be compensated from the same “fund” in order to be able to gift/receive.

Recess @ 12:00

Reconvene @ 1:00 p.m.

2005 Budget Review Sessions

Treasurer

Treasurer Danekas:

- after consultation with Central Services removed copier purchase from 2005 budget – will repair current copier until no longer economically viable then will use the copier in Central Services
- discussed “Tax Sifter” software purchase that would facilitate sharing of information between the Treasurer and Assessor as well as other entities eg. title companies, appraisers, mortgage companies, etc. – **Approval/denial pending**
- discussed legal parameters of expenditures from Treasurer’s O&M budget

Assessor

Assessor Anderson:

- explained budget request for “Marshall Swift Commercial Cost Estimator” @ \$380 – **Approval/denial pending**
- discussed office share of “Tax Sifter” software package – **Approval/denial pending**
- explained tax levy audit by DOR and noted no errors/problems
- requested a salary increase for Elected Officials Assessor, Auditor, Treasurer, and Clerk that would reflect similar to that of Department Head salaries – **Approval/denial pending**

WSU Extension

Department Head Esser:

- reviewed increase in budget noting allocation for staff training through BBCC and capital outlay purchase of a laminator – **Approval/denial pending on laminator purchase**
- reviewed decrease in budget for mileage
- reviewed on-going plans to fund a “farm risk manager”
- inclusion of insurance costs in the budget will be verified with office staff

Superior Court

Judge Richard Miller:

- clarified reduction in “law books” line item and removal of “insanity cases” line item
- discussed jury fees
- discussed State under funding of courts and the intent of Legislature to fund public defender costs for dependency cases noting the general requirement regarding “supplanting of funds”
- discussed the possibility of no one to cover the office/court in case of illness by the one staff person in the office – **Board confirmed that funding would be provided and a budget amendment approved in an emergency situation**
- noted that hi-vacs in Law Library leaked on the wood floors – **O’Brien will be asked to check this and budget for replacements as needed**
- Commissioner Stevens discussed the possibility of terminating the video link to Martin Hall due to high cost to the county as well as secondary costs to Martin Hall – **Judge Miller will review and notify Board of recommendation**
- discussed the transport contract available via Martin Hall for handling juveniles who must return for court hearings after placement at the Hall; contract routed to Prosecutor for review

Juvenile

Department Head Gowan:

- discussed juvenile transport contract with Martin Hall noting that approximately half of the transports will still need to be done by staff
- confirmed commitment of 2 bed/day @ \$125 per bed/per day
- requested allocation of \$500 for new staff clothing – **Approval/denial pending**
- set rent at current location for six months – **longer term may be required depending on remodel status**
- budget does not include any expenditures within new building
- budgeted for “on-call” time in the amount of \$10,000 – **matter referred to Human Resources and Union**
- requested increase in part-time secretarial staff from quarter time to half-time – **Approval/denial pending**
- requested continuance of and funding of fourth probation counselor if grant funding does not come through – **Approval/denial pending**
- requested three new used vehicles @ \$20,000 each plus \$2,000 per vehicle for radio installation – **Approval/denial pending**

- requested new truck @ \$20,000 – **Approval/denial pending**
- confirmed that they are awaiting ‘formal’ written approval of a \$10,000 grant; and nothing has been heard to date on the \$23,000 competitive grant – no other revenue changes are expected for 2005
- presented 2004 budget amendments – **Board to review prior to public hearing on October 25**

Prosecuting Attorney

Prosecutor Randy Flyckt:

- requested additional \$18,000 in professional services for contract counsel to handle appellate case load and occasional civil matter – **Approval/denial pending**
- discussed status of negotiations on interpreter contract and difficulties in coordinating time between the courts; funds budgeted for 2005 assume no contract and historical caseload rate as opposed to current high
- discussed Office of Support Enforcement and noted that Human Resource Services were budgeted under Professional Services
- discussed Coroner budget and noted budget request for minimal protective equipment and indigent burials estimated at three (3)

Sale of Foreclosure Property

Treasurer Danekas presented a citizen request to purchase some county owned property acquired through foreclosures in the early 1900’s. A deposit for those parcels deemed not critical to county business was received. The Board was asked to set the “minimum bid price” for the parcels and following required legal publication and completion of other tasks associated with the sale, a date will be set for the sale of the parcels.

Consent Agenda

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

Preliminary minutes of October 4 and 6, 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	045992-046052	\$ 62,042.02
103	046053-046055	\$ 2,520.91
104	046056-046073	\$ 24,440.60
105	046074	\$ 7,500.00
106	046075-046077	\$ 1,264.70
108	046078	\$ 113.14
111	046079	\$ 361.00
112	046080	\$ 77.50
117	046081-046103	\$ 4,802.46
166	046104-046111	\$ 766.97
502	046112-046119	\$ 8,424.89
001	5877-5879	\$ 188.60
115	5880-5905	\$ 25,913.87
122	5906-5910	\$ 1,499.72
401	5911-5915	\$ 1,197.25
501	5916-5930	\$ 13,533.70
590	5931-5972	\$ 32,900.62
TOTAL		\$187,547.95

Approved September payroll in the amount of \$585,444.07 and benefits in the amount of \$137,168.69 – Warrant # Series 505188-505358; Direct Deposit # Series 8310-8463; Benefit/Deduction #Series 1028334-1028351

Declared surplus CPU's and Monitors for Adams County Counseling Services (IHCS) – 11812, 11359, 11711, 11351, 11732, 11715, 11355, 11724, 11713, 11353, 11722, 11357, 11815, 11354, 11714, 11725, 11712, 11358, 11723, 11729, 11811, 11346, 11712

Approved Resolution No. R-83-04 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-84-04 In the Matter of Reimbursement of the County Road Fund #115 for Expenditures which Should Have Been Incurred by the Intergovernmental Service Fund #590

Permanent Minutes Signed

September 27, 2004

Correspondence Received

Copy of letter to Tyson Voss, President Adams County Deputy Sheriff's Association from Gary A. Hunt re: opening of contract negotiations and setting of schedule

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-83-04
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 August, 2004 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 2004 expenditures and the increase of 2004 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 11, 2004

Fund – BARS Code	Budget		Actual	
	Debit	Credit	Debit	Credit
401-537.10.10.01			\$6,318.53	
401-537.10.12.01			0.00	
401-537.10.20.01			1,931.55	
401-537.70.10.01			302.29	
401-537.70.20.01			91.02	
401-537.80.10.01				
401-537.80.12.01				
401-537.80.20.01				

401 – Cash				\$8,643.39
To reimburse County Road #115 for salaries for August 2004.				
Entry Total	\$ 0.00	\$ 0.00	\$8,643.39	\$8,643.39
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115 – Cash			\$8,643.39	
115-542.00.10.00				\$6,620.82
115-542.00.20.00				\$2,022.57
To record a reduction in expenditure as a result of Solid Waste Fund #401 reimbursement.				
Entry Total	\$ 0.00	\$ 0.00	\$8,643.39	\$8,643.39
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DATED this 11th day of October, 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

**RESOLUTION NO. R-84-04
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 August 2004 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 2004 expenditures and the increase of 2004 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 11, 2004			
Fund – BARS Code	Debit	Budget	Credit	Debit	Actual
					Credit
590-519.30.11.01				\$ 412.34	
590-519.30.20.01				87.68	
590-548.10.11.01				2,270.38	
590-548.10.20.01				671.11	
590-548.20.11.01				308.66	
590-548.20.20.01				80.59	
590-548.30.11.01				16,704.24	
590-548.30.20.01				3,899.76	
590-548.40.11.01				286.99	
590-548.40.20.01				76.71	
590-548.60.11.01				386.63	
590-548.60.12.01				266.85	
590-548.60.20.01				147.89	
590-548.70.11.01				1,755.63	
590-548.70.20.01				399.37	

590 – Cash \$27,754.83

To reimburse County Road Fund #115 for salaries for August, 2004

Entry Total	\$ 0.00	\$ 0.00	\$27,754.83	\$27,754.83
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115 – Cash			\$27,754.83	
115-542.00.11.0				\$22,124.87
115-542.00.12.00				266.85
115-542.00.20.00				5,363.11

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

Entry Total	\$ 0.00	\$ 0.00	\$27,754.83	\$27,754.83
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DATED this 11th day of October, 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