

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

November 7, 2016
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman John N. Marshall
Vice-Chairman Jeffrey W. Stevens
Commissioner Roger L. Hartwig

[8:59:39 AM](#)

Corrections Department

Sheriff Wagner notified the Board the recently vacated jail administrator position has been filled and requested a placement of EE1, Step 4 on the Adams County Salary Schedule. The Board noted approval is required due to the requested pay rate falling outside of the discretionary classification on the salary schedule. No decision was made by the Board pending further discussion.

Sheriff Wagner requested and received by **consensus authorization for the following:**

- **replacement and installation of a non-functioning electronic lock on a door in the jail and four (4) keys at a cost not to exceed \$3,000;**
- **a security enclosure with two locking, sliding doors in the jail basement at a cost of \$8,000 (\$4,000 will be added to the price if installation is required by the vendor).** One side will be used for evidence storage and the other side will be used for food storage.

Wagner further discussed the replacement of missing ceiling tiles; corrections training through the National Institute of Corrections (NIC); dispatcher training; the jail camera system; reclassification of the civil deputy and administrative assistant positions; and, provided an update on the status of the installation of computers in patrol vehicles.

[9:50:35 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

11:47:48 AM

Integrated Health Care Services

Commissioner Hartwig moved, Stevens seconded, to *authorize the Chairman to sign Contract #1563-42465, Amendment #3, between Adams County and Department of Social and Health Services Department of Prevention Services for an additional amount of \$40,837 for a total contract award of \$199,608 for the period of 9/30/2016 through 6/30/2017 (added continuation funding for dedicated marijuana account fund 315 – state dollars).*

Motion carried.

Washington State Office of Public Defense

Commissioner Stevens moved, Hartwig seconded, to *authorize the Chairman to sign Interagency Agreement No. ICA17375 between Adams County and Washington State Office of Public Defense for the period January 1, 2017 through December 31, 2017 for a distribution amount of \$28,675.* **Motion carried.**

Consent Agenda

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

Preliminary minutes of October 31 and November 2, 2016

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	163848 – 163888	\$ 42,650.29
103	163889 – 163892	\$ 551.37
103A	163893	\$198,559.41
104	163894 – 163905	\$ 7,013.80
116	163906	\$ 15.47
117	163907	\$ 213.50
123	163908 – 163909	\$ 556.16
502	163910 – 163913	\$ 3,697.63
108	1719 – 1722	\$ 4,524.74
115	1723 – 1739	\$ 11,068.36
401	1740 – 1747	\$ 883.95
501	1748 – 1759	\$ 10,774.03
590	1760 – 1772	\$ 15,777.69
	TOTAL	\$296,286.40

Jail Administrator Position

The Board deliberated the request of Sheriff Wagner to hire the position of Jail Administrator at a step higher than what is allowed through current hiring practices.

Commissioner Stevens moved, Hartwig seconded, to *authorize the Sheriff to hire the jail administrator position at Range 1, Step 4 on the Adams County Exempt Employee Salary Schedule and have it noted that this employee is subject to the process of a new hire; the probationary period and all requirements of such.* **Motion carried.**

[11:57:10 AM](#)

Public Works

Public Works Director O'Brien provided an update on road maintenance; the courthouse carpet project; and the recent SWAC meeting, providing a tonnage report on cardboard and paper; and, organics. A report on tires and metal recycling and a 2016 Adams County Transfer Station Cost per Ton Report was reviewed.

Lee Road Safety Project (CRP-177)

Commissioner Stevens moved, Hartwig seconded, to *approve Pay Estimate #1 for the Lee Road Safety Project (CRP-177), to Wheeler Excavation, LLC, Benton City, WA in the amount of \$82,207.50 for work completed 10/17/2016 through 10/28/2016.* **Motion carried.**

Budget Workshop – Public Works

The following proposed 2017 budgets were reviewed:

- **#115 County Road**
 - Reviewed anticipated revenues; Jobbing and Contract Work; Maintenance; Administration; Operations; Paths and Trails Budgetary Transfer; and, Engineering. County road capital projects were reviewed with (two (2) being close-outs of 2016 construction; four (4) construction projects for 2017; and, two (2) projects for preliminary engineering and design for 2017
 - Maintenance improvement projects to portions of Reynolds, Deal and Klein Roads
 - a capital outlay purchase of a road widener; shortening on fuel; and, an additional transfer station position was discussed
- **#590 ER&R**
 - Reviewed proposed expenditures for Other Jobbing and Contract Work; Pits, Quarries and Asphalt Plants; Central

Stores; Mechanical Shop; Parts Store; Equipment Rental
Services; and, Capital Expenditures

Permanent Minutes Signed

October 24 and 26, 2016

Correspondence Received

Adams County Assessor Sherri L. Brewer re: 2016 Estimate of
Values; 2017 Preliminary Tax Levy Limitations

Adjournment @ 4:30 p.m.

Submitted:

s/Patricia J. Phillips

Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/John N. Marshall, Chairman
s/Jeffrey W. Stevens, Vice-Chairman
s/Roger L. Hartwig, Commissioner