

COMMISSIONERS' PROCEEDINGS

Regular Meeting Adams County Courthouse Ritzville, Washington

May 3, 2017
(Wednesday)

Call to Order @ 9:00 a.m.

Present:

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

[9:34:06 AM](#)

Memorandum of Understanding

Michael Perra, Computer Systems Analyst, met with the Board to review a Memorandum of Understanding Regarding Volunteer Services Agreement for assistance in obtaining his HB-1 Visa Permit to ensure his ability to perform future employment with Adams County. A follow-up meeting is scheduled for Monday, May 8, 2017, to allow all parties involved an opportunity to review the document.

[9:39:56 AM](#)

[10:02:17 AM](#)

Adams County Development Council

Adams County Development Council (ACDC) Business Manager Julie Flyckt, along with ACDC Board members David Bauman; Michael Schrag and Dennis Chamberlain met with the Board to review economic development activities as well as future goals. Additionally present was Mayor Gary Cook, City of Ritzville; and Economic Development Director Stephen McFadden.

Flyckt provided an update on Associate Development Organization (ADO) performance targets as well as ADO reporting requirements of the Department of Commerce. Areas reported to Commerce are:

- recruitment and marketing activities
- business retention and expansion activities
- business assistance (including start-ups)
- readiness and capacity building

Currently 75% of the targets have been met toward the Department of Commerce requirements.

Flyckt presented the five year (2016-2020) strategic plan for ACDC in the areas of business retention and expansion; business and industry recruitment; workforce development; entrepreneurship/small business assistance; infrastructure development; marketing and communications; and, operations and organizational development.

The roles and responsibilities of the ACDC Business Manager and the Economic Development Director were reviewed.

[11:05:01 AM](#)

Superior Court Clerk's Office Personnel

Clerk Teske requested and received **consensus authorization to begin the process of filling a Deputy Clerk vacancy in the Superior Court Clerk's Office.**

[11:41:45 AM](#)

Application for Payment for Cremation of Unclaimed Remains of Indigent Person

Commissioner Marshall moved, Stevens seconded, to *authorize the Chairman to sign the Application for Payment for Cremation of Unclaimed Remains of Indigent Person by Stevens Funeral Home and the Cremation Authorization in the amount of \$945.00.* **Motion carried.**

Adams County Citizens' Commission on Salaries for Elected Officials

Commissioner Stevens moved, Marshall seconded, to extend the terms of Bernadina Valdez; Rebecca Lynn Locke; and, Nicole Sackmann-Amoruso on the Adams County Citizens' Commission on Salaries for Elected Officials, from May 6, 2017 through July 31, 2017. The purpose of the extension is to allow the Salary Commission to conclude the business began during the current term. **Motion carried.**

[11:43:59 AM](#)

Executive Session

The Board called for a fifteen (15) minute executive session under RCW 42.30.110(1)(g) – “To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.” Session was held from 11:45 a.m. to 12:00.

Adjournment @ 12:15 p.m.

Submitted:
s/Patricia J. Phillips
Clerk of the Board

Edited and Approved:

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