

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

December 18, 2017
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

[10:00:52 AM](#)

Public Works

Public Works Director O'Brien reported on snow plowing activities in all areas.

O'Brien reported that metal and cardboard is being processed and removed from the transfer stations; and, the replacement of a compressor may be necessary to resolve a heat issue in the jail.

Updates were provided on the Deal Road project as well as design and preliminary engineering of projects scheduled in 2018.

[10:24:59 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

The Board spent a portion of the afternoon in a workshop for the purpose of discussing the 2018 Adams County Budget.

[2:00:53 PM](#)

Environmental Health Fee Schedule

Commissioner Stevens moved, Marshall seconded, to *approve and adopt the Adams County Health Department Environmental Health Fee Schedule as presented, effective January 1, 2018 with a 5% (5 percent) increase in fees approved for 2019; a 5% (five percent) increase in fees in 2020; and, a 5% (five percent) increase in fees in 2021; at which time the fee schedule will be reviewed.* **Motion carried.**

Internship Agreement

Commissioner Marshall moved, Stevens seconded, to **deny** the request of *Integrated Health Care Services to enter into a Student Agreement with Eastern Washington University until such time the contract is modified to meet the County's needs and specific desires of student duties.* **Motion carried.**

Reclassifications

Commissioner Stevens moved, Marshall seconded, to *approve reclassification of the following positions:*

- *Economic Development Director position currently classified at M1, reclassified to M6*
- *County Engineer position currently classified at M5, reclassified to M6*
- *Building and Planning Director position currently classified at M3, reclassified to M6*
- *Clerk of the Board position currently classified at EE1, reclassified to EE3.*

Motion carried. A resolution adopting the revised classifications is scheduled for Wednesday, December 20, 2017.

Adams County Management Level Salary Schedule

Commissioner Stevens moved, Marshall seconded, to *approve a modification in the Adams County Management Level Salary Schedule as follows:*

- *Step 6 is modified from a one year progression to two years progression through the schedule*
- *Step 7 be added to the schedule with a 4.75% increase at inception over Step 6 with a progression of three years from Step 6.*

Steps 3 through Step 6 employee progression through the schedule is based on satisfactory employee evaluations; progression to Step 7 will require Commissioner approval prior to placement. **Motion carried.** A resolution adopting the modifications to the Management Level Salary Schedule is scheduled for Wednesday, December 20, 2017.

County Health Insurance Benefits

Commissioner Marshall moved, Stevens seconded, to *approve an increase in the medical insurance cap for 2018 from \$700 to \$720 for health insurance expenses to all elected officials; non-union employees; non-union exempt employees; non-union management employees; and union employees.* **Motion carried.**

[2:10:32 PM](#)

[2:31:25 PM](#)

Position Reclassifications

Commissioner Stevens moved, Marshall seconded, to *amend a previous motion regarding position reclassifications: the reclassification of Economic Development Director; County Engineer; and Clerk of the Board are effective January 1, 2018; the position of Building and Planning Director is effective upon the currently vacant position being filled permanently.* **Motion carried.**

Employee Step Increases

Commissioner Stevens moved, Marshall seconded, to *approve step increases in certain positions that have been reclassified, effective January 1, 2018 as follows:*

Public Works Director Todd O'Brien: M6/S6 to M6/S7

County Engineer Scott Yaeger: M5/S6 to M6/S6

Economic Development Director Stephen McFadden: M1/S4 to M6/S4

Clerk of the Board Patricia Phillips: EE1/S5 to EE3/S4.

Motion carried.

[2:34:59 PM](#)

Consent Agenda

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

Preliminary minutes of December 11 and 13, 2017

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	174574 – 174624	\$ 73,141.28
103	174625 – 174633	\$ 1,818.18
104	174634 – 174644	\$ 10,124.21
113	174645	\$ 53.58
116	174646 – 174647	\$ 187.04
117	174648 – 174649	\$ 1,649.14
120	174650	\$ 3,000.00
122	174651 – 174653	\$ 6,527.43
130	174654	\$ 58.32
166	174655 – 174662	\$ 2,890.08
502	174662A – 174665	\$ 6,913.74

108	002965 – 002967	\$ 2,244.10
115	002968 – 002987	\$115,878.63
401	002988 – 002997	\$ 24,564.15
501	002998 – 003002	\$ 2,694.53
590	003003 – 003021	\$ 38,942.05
	TOTAL	\$290,686.46

Permanent Minutes Signed

December 4 and 6, 2017

Correspondence Received

State of Washington, Office of Governor Jay Inslee re: Census Bureau's Local Update of Census Addresses (LUCA) program

Public Employment Relations Commission Representation Case Administrator Dario De La Rosa re: Notice of Election (County Non Commissioned Sheriff's Unit) w/ Investigation Statement

Public Employment Relations Commission Representation Case Administrator Dario De La Rosa re: Notice of Election (County Wide Unit) w/ Investigation Statement

U.S. Army Corps of Engineers Readiness Office, Chief Val P. Bogdanowitz re: Planning and Preparation for Potential Flooding within the State of Washington

Notice of Marijuana License Application re: Cultivar Genetics, 1874 N. Batum Road, Suite 1400, Odessa

Adjournment @ 4:05 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