

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

June 25, 2018
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman John N. Marshall
Vice-Chairman Roger L. Hartwig
Commissioner Terrance J. Thompson

[9:00:41 AM](#)

Human Resources

Gary and Valerie Hunt verified an employee of Integrated Health Care Services verbally reported to IHCS Director Guse she did not intend to respond to the pre-termination letter issued. As such, the employee was terminated due to policy violation.

The position of building inspector was reviewed. Building and Planning Director Wiltse reported to the Human Resources Department that he has not received a pool of qualified applicants for the open position.

Gary Hunt recommended restructuring the position of Building Inspector I, combining the current qualifications of Building Inspector I and II, noting that will allow for the director to choose an applicant with certifications in place at the time of hire; and, retitling the Building Inspector III position to Senior Building Inspector, a much more certificated position. Both Building Inspector and Senior Building Inspector are currently union positions and will remain so.

Board consensus authorized the Human Resources Department to prepare a job description for the position of Senior Building Inspector with the union salary range to be determined; and, modify the current Building Inspector I and II into a combined position with a union salary range of 14.

[9:59:11 AM](#)

[10:06:01 AM](#)

Public Works

Public Works Director O'Brien reported on road maintenance; fairgrounds; and, solid waste.

Adams County Solid and Moderate Risk Waste Management Plan

Public Works Director O'Brien reported he has not received a signed Interlocal Agreement from the City of Othello regarding their acceptance of the Adams County Solid and Moderate Risk Waste Management Plan. O'Brien will contact City of Othello staff in an attempt to determine the city's direction moving forward.

Sheriff's Substation

Director O'Brien reported three quotes have been received for the wall coating repairs to the Sheriff's Substation, Othello. O'Brien recommended Paint Crafters Plus, Inc., as the lowest, competitive bidder with a bid of \$14,875 plus sales tax and building permit, if required. The Board concurred with the Public Works Department's recommendation to award the contract to Paint Crafters Plus, Inc., Tri Cities, Washington, upon verification from The Garland Company, Inc., of contractor qualifications.

Public Services Building

O'Brien reported that Judge Benzel has approved a design for office space in the Public Services Building. The architectural estimate for modifications to the building is \$56,000 to \$70,000. No action was taken pending further review.

Courthouse Wireless Access Control Door System

Commissioner Hartwig moved, Thompson seconded, to *authorize the Chairman to sign Proposal #269890-14-0 between Camtek, Inc., Spokane, Washington, and Adams County, in the amount of \$34,063.88, to provide and install a wireless access control door system on thirteen (13) doors in the courthouse. Motion carried.*

McManamon Road Bridge #400-3 Project

Commissioner Thompson moved, Hartwig seconded, to *approve a Borrow Site Agreement between Jake Para, dba Owl Lake, LLC, Othello, Washington and Adams County to allow Adams County to remove native material, for the use of "Common Borrow" at a price of \$2.00 per cubic yard from a parcel of land lying within the S 1/2 of SE 1/4 of, SE 1/4 of Section 21, T16N, R29E W.M., also known as Assessor's Tax Parcel ID #210049206100, necessary for the construction of McManamon Road*

Bridge #400-3 Project (CRP 169). Motion carried.

[10:59:34 AM](#)

[11:03:33 AM](#)

Corrections

Sheriff Wagner presented estimates for the painting of a large van in his department. Hawley Collision Repair, Othello; and Steve's Auto Body, Othello; submitted verbal estimates of approximately \$10,000. Both companies advised the Sheriff of their inability to perform the services at their respective shops.

The following estimates were received in writing:

Fleet Painting, Inc. 3105 E. Alki Spokane, WA 99202	\$9,976.96
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Michael's Auto Body 817 South Maitland Avenue Pasco, WA 99301	\$6,516.00
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Michael's Auto Body estimate was not specific as to the work they would perform. As such, Sheriff Wagner requested authorization to move forward with acceptance of the bid from Fleet Painting as the estimate provided a detailed description of work to be performed.

Commissioner Marshall disclosed he managed Fleet Painting in the past and recommended the company to Sheriff Wagner.

Commissioner Hartwig moved, Thompson seconded, to *accept the preliminary estimate from Fleet Painting, Inc., Spokane, Washington, in the amount of \$9,976.76 to paint the 2010 International 4400 (DuraStar) with RV body utilizing proceeds from the sale of equipment removed from the van.* **Motion carried.** Chairman Marshall recused himself from the vote.

Sheriff Wagner reported a compressor in a jail freezer is no longer operating, expressing a need for improved ventilation to protect the compressors from heat. Sheriff Wagner was directed to consult with the Public Works Department regarding the issue.

[11:33:41 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[1:39:27 AM](#)

Economic Development

Economic Development Director McFadden reviewed the agenda for the Palouse Wind Farm tour scheduled for Wednesday, June 27, 2018 in Whitman County.

Adams County Development Council Contract for Services

A *draft* contract for services agreement between Adams County and Adams County Development Council was presented for review. The Board will review the document prior to forwarding to the Prosecutor for further review.

[2:29:00 PM](#)

[2:31:27 PM](#)

Junior Taxing Districts

Auditor Hunt; Payroll Administrator Bowman; and, Human Resources Manager Perez met to review services the county provides junior taxing districts within Adams County. Currently, those services include payroll, accounts payable, and budget services. Statutorily, the county is required to prepare warrants for the junior taxing districts. However, Auditor Hunt noted additional functions are being performed for the districts by county staff that are not required by statute.

Auditor Hunt will conduct additional research in this matter and scheduled a meeting for July 30, 2018 for further discussion.

[3:25:14 PM](#)

[3:33:37 PM](#)

McManamon Road Bridge #400-3 Project

Commissioner Hartwig moved, Thompson seconded, to *authorize the Chairman to sign the Washington State Department of Transportation Local Agency Federal Aid Project Prospectus for McManamon Road Bridge #400-3 Project; and, Local Agency Agreement, Supplement No. 2, between Adams County and Washington State Department of Transportation for McManamon Road Bridge #400-3 Project. Motion carried.*

Lind-Hatton / Damon Road Overlay Project

Commissioner Thompson moved, Hartwig seconded, to *authorize the Chairman to sign the Washington State Department of Transportation Local Agency Federal Aid Project Prospectus for Lind-Hatton / Damon Road Overlay Project; and Local Agency Agreement, Supplement No. 1, between Adams County and Washington State Department of*

Transportation for Lind-Hatton / Damon Road Overlay Project. **Motion carried.**

[3:44:42 PM](#)

Console Project

Prosecutor Flyckt reviewed the Communications System and Services Agreement for the proposed console project, noting additional information will be requested from Emergency Management Director Weise prior to providing a recommendation to the Board.

Consent Agenda

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

Preliminary minutes of June 18 and 20, 2018

June 1 – 15, 2018 Payroll in the amount of \$399,789.04; and, Benefits in the amount of \$83,061.44 (Warrant # Series 529577-529617; Direct Deposit # Series 54579-54765; Benefit/Deduction # Series 1138316-1138330)

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	2201 – 2241	\$ 70,742.48
103	2242 – 2243	\$ 46,142.70
104	2244 – 2258	\$ 12,702.14
106	2259 – 2261	\$ 1,174.05
109	2260	\$ 737.93
114	2261A – 2262	\$ 680.00
117	2263 – 2266	\$ 2,034.99
123	2267 – 2268	\$ 1,089.10
131	2269	\$ 177.12
166	2270 – 2274	\$ 614.12
502	2275 – 2277	\$ 803.32
108	950 – 952	\$ 2,103.46
115	953 – 963	\$160,903.73
401	964 – 970	\$ 86,192.11
501	971 – 976	\$ 6,324.25
590	977 – 990/949	\$ 48,415.76
	TOTAL	\$440,837.26

Forum of County Commissioners - SkillSource

The Board, by consensus, designated Commissioner Hartwig to serve on the Forum of County Commissioners overseeing SkillSource; serving Adams, Chelan, Douglas, Grant, and Okanogan counties. Retired Commissioner Stevens previously served in this capacity.

Permanent Minutes Signed

June 11 and 13, 2018

Adjournment @ 4:50 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/Roger L. Hartwig, Vice-Chairman
s/Terrance J. Thompson, Commissioner