

## COMMISSIONERS' PROCEEDINGS

Adams County Courthouse  
Ritzville, Washington  
Regular Meeting

July 30, 2018  
(Monday)

**Call to Order @ 8:30 a.m.**

**Present:**

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

[10:03:30 AM](#)

**Public Works**

Public Works Director O'Brien reported on maintenance activities in all three districts.

**Historical County Courthouse Rehabilitation Program**

Public Works Director O'Brien presented a grant application for the replacement of courthouse windows through the DAHP Historical Grant program. Previous estimates were updated to reflect the current cost of \$1,025,302 with a requirement of county matching funds in the amount of \$256,326.

Commissioner Hartwig moved, Thompson seconded, to *authorize the Chairman to sign Historic County Courthouse Rehabilitation Grant Program application* requesting grant funds of \$1,025,302 for replacement of existing windows to a traditional profile and a more energy efficient product. **Motion carried.** The full Board signed a letter of support for submittal with the application.

**Road Projects**

Engineer Yaeger reported on the Cunningham Road Widening project, noting paving is expected to begin Wednesday; and, McManamon and Lind-Hatton / Damon Road Overlay projects, noting approval from FHWA is necessary prior to advertising the projects.

## **IGS**

Engineer Yaeger reviewed equipment purchases for 2018, noting an ATV, budgeted for \$18,000 will require an additional \$4,000 to purchase. Board **consensus authorized the Public Works Department to move forward with the purchase of an ATV at a cost of \$22,000.**

## **Equipment Rental Rates**

Commissioner Thompson moved, Hartwig seconded, to *approve Resolution No. R-027-2018 In the Matter of Establishment of 2018 Equipment Rental Rates for County Intragovernmental Fund #590.* **Motion carried.**

## **Solid Waste**

Public Works Director O'Brien reported on the progress of the Adams County Solid and Moderate Risk Waste Management Plan. The Solid Waste Advisory Committee made a recommendation to forward the Plan to the Department of Ecology for final review upon receiving interlocal agreements from municipalities within Adams County. To date, the City of Othello has not returned a signed agreement to the county. O'Brien noted he has the option to forward the Plan to DOE without the City of Othello's agreement due to the Plan stating final review may be submitted with a 50% majority of the population represented. O'Brien will contact the City of Othello to determine how they wish to proceed.

Director O'Brien reported on the cleanup of the scene from a July 20, 2018 accident involving a recycling trailer. Equipment damages are being assessed.

[11:00:07 AM](#)

[11:03:39 AM](#)

## **City of Othello District Court Services**

A review of the Interlocal Agreement between the City of Othello and Adams County regarding RCW 39.34.180 was conducted pursuant to Section 4.3(D) of the Agreement, dated January 18, 2011.

Prosecutor Flyckt provided a background of the process with a discussion of costs and services.

[12:08:00 PM](#)

**Recess @ 12:00**

**Reconvene @ 1:00 p.m.**

[1:32:03 PM](#)

### **Human Resources**

Human Resources Manager Perez discussed the Superior Court Administrative Bailiff position vacancy with Board **consensus denying the reclassification request of the position; and, authorizing Judge Dixon to hire an applicant at the current pay rate of Range 9 between Step 1 and Step 4 on the Adams County Union Salary Schedule.** Perez was directed to assist Judge Dixon in the advertising process.

Perez reported on her review of materials provided by Sheriff Wagner pertaining to the salary schedule placement of civil deputy and administrative assistant in the Sheriff's Department. Currently, both positions are classified at the Adams County Non-Union 8 Hour Salary Schedule. Sheriff Wagner is requesting both positions be moved to the Adams County Exempt Employee Salary Schedule.

Perez was directed to further research the matter and report back to the Board with her findings.

Additionally present were Sheriff Wagner and Prosecutor Flyckt.

[2:17:08 PM](#)

[2:18:50 PM](#)

### **Auditor Hunt**

Auditor Hunt reviewed the allocation of HR costs to departments in the 2019 budget; and, accounting services for junior taxing districts.

Hunt reported on the Paid Family Medical Leave Program and the financial impact it may have on the county noting premium assessments will begin January 1, 2019. The premium is 0.4% of an employee's compensation with the cost shared by both the employee and employer. The process will be evaluated as more information becomes available.

Additionally present was Prosecutor Flyckt.

[2:55:05 PM](#)

[3:47:09 PM](#)

### **Public Works**

Public Works Director O'Brien reported the resignation of an accountant in the Public Works Department. O'Brien requested and received Board

**consensus authorization to begin the process of filling the accountant position vacancy.**

[3:48:36 PM](#)

**Consent Agenda**

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

Preliminary minutes of July 16 and 18, 2018

Preliminary minutes of July 23 and 25, 2018

July 1 – 15, 2018 Payroll in the amount of \$385,707.23; and, Benefits in the amount of \$78,918.23 (Warrant # Series 529752-529794; Direct Deposit # Series 54954-55134; Benefit/Deduction # Series 1138937-1138952)

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	182697 – 182728	\$ 59,895.61
001	Hand Pays	\$ 374.50
104	182729 – 182741	\$ 10,553.87
109	182743 – 182744	\$ 481.33
116	182742	\$ 10.86
122	182745 – 182752	\$ 8,813.89
123	182753 – 182754	\$ 2,064.10
502	182755 – 182756	\$ 242.49
108	1171 – 1173	\$ 153.05
115	1174 – 1178	\$ 839.47
401	1179 – 1184 & 1191	\$ 20,339.33
590	1185 – 1190	\$ 1,239.54
	TOTAL	\$105,008.04

**Correspondence Received**

People for People re: request for support of application to the Washington State Department of Transportation

**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/Roger L. Hartwig, Vice-Chairman  
s/Terrance J. Thompson, Commissioner

**RESOLUTION NO. R-027-2018**

**ORDER OF BOARD OF COUNTY COMMISSIONERS  
ADAMS COUNTY, WASHINGTON**

**IN THE MATTER OF ESTABLISHMENT OF 2018 EQUIPMENT RENTAL RATES FOR  
COUNTY INTRAGOVERNMENTAL FUND #590**

**WHEREAS**, the State of Washington requires an annual review, and adjustment if necessary, of equipment rental rates imposed by the Intergovernmental Fund #590; and,

**WHEREAS**, that review process was completed on July 23, 2018 and rates were modified as necessary;

**THEREFORE BE IT HEREBY RESOLVED** that the Adams County Public Works Department - Rental Rates Chart as attached is hereby adopted and becomes effective as of July 30, 2018.

**DATED** this 30th day of July, 2018.

BOARD OF COUNTY COMMISSIONERS  
ADAMS COUNTY, WASHINGTON  
s/John N. Marshall, Chairman  
s/Roger L. Hartwig, Vice-Chairman  
s/Terrance J. Thompson, Commissioner

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