

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

October 22, 2018

(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Budget Workshop – Economic Development

Director McFadden reviewed Fund #122 noting project expenses for grant consulting services and a broadband infrastructure needs assessment. Discussion included future expenses and reimbursements for the Industrial Wastewater Treatment Plant, Phase #2 project; and, production of a recruitment video as a joint project with ACDC.

[10:00:32 AM](#)

Fair Association Reimbursement

Auditor Hunt reported she has received an opinion from the State Auditor's office that their interpretation of the relating RCW is money the county receives for fair premiums is a reimbursement from the previous year and, based on past practices, the money should be released to the fair association. Hunt received further clarification from the Department of Agriculture that money received in 2018 is a reimbursement for 2017 prizes and premiums based on an allocation formula. State monies received by the county in 2018, in the amount of \$35,051 allocated for prizes and premiums for the 2017 Adams County Fair will be disbursed to the fair association.

Public Works

Public Works Director O'Brien provided the weekly maintenance update for roads in all three districts; facilities; and, solid waste, noting Public Works has been approved as an electronic recycler through the Department of Ecology and will be listed on the website as such.

Engineer Yaeger reported on the progress of the Cunningham Road Widening project noting striping is being completed and the road is

expected to open today. The Lind-Hatton / Damon Road Overlay project paving and overlay is complete with guardrail being installed. Yaeger noted bridge inspections are being scheduled.

[10:32:29 AM](#)

[11:00:09 AM](#)

Emergency Management

Commissioner Hartwig moved, Thompson seconded, to *authorize the Chairman to sign Agreement E19-061 Homeland Security Grant between Washington State Military Department and Adams County in the amount of \$18,000 for the period June 1, 2018 through August 31, 2019 (Emergency Management Performance Grant (EMPG) to assist in preparing for all hazards through sustainment and enhancement); plus additional related documents – Debarment Form; W-9; and, Signature Authorization Form (full Board).*

Motion carried.

Console Project

E-911 Coordinator Fode, along with Emergency Management Director Weise, reported the current E-911 Stansell logging recorder equipment will require an upgrade from analog to digital as part of the console project upgrade. Board **consensus authorized Weise to move forward with the Stansell product upgrade in the amount of \$49,262.50, plus tax, utilizing Fund #103A.**

[11:27:35 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

Budget Workshop – Superior Court Clerk

Clerk Teske reviewed Fund #001/025. No major changes were made from 2018. No capital outlay budget items were identified.

[2:47:38 PM](#)

Adams County Pet Rescue

Roger Thieme, Othello, presented a slide show reviewing the history of Adams County Pet Rescue and necessary improvements that have taken place in 2017. Improvements include a new computer, printer, and phone system; industrial laundry facilities; flooring; stainless steel kennels, cabinetry and work area; humidifier; heat pumps; vehicle for animal transportation; and, improvements to the outdoor area. Thieme also noted that business systems are continually being improved as well as the development of a new website.

Intake numbers as of mid-August, 2018 were 393 cats and 624 dogs. Estimated intake for a full year is 1,500 animals.

Pet Rescue is requesting the City of Othello and Adams County develop a work group to address continued operational funding for the facility. Thieme noted Adams County Pet Rescue runs a high risk of not being able to continue operations without increased funding.

[3:52:50 PM](#)

[4:37:41 PM](#)

Distribution of County Road Funds to Cities/Towns

Commissioner Hartwig moved, Thompson seconded, to *approve Resolution No. R-036-2018 In the Matter of Distribution of County Road Funds to Cities/Towns*. Motion carried.

Resolution No. R-037-2018

Commissioner Thompson moved, Hartwig seconded, to *approve Resolution No. R-037-2018 In the Matter of Adopting the Modified Job Description for Position No. 907 – Juvenile Detention Alternatives Initiative Coordinator*. Motion carried.

Paid Sick Leave

Commissioner Hartwig moved, Thompson seconded, to *approve Resolution No. R-038-2018 In the Matter of Paid Sick Leave; and, Amending the Adams County Personnel Policy*. Motion carried.

Resolution No. R-039-2018

Commissioner Thompson moved, Hartwig seconded to *approve Resolution No. R-039-2018 In the Matter of Reimbursement of Current Expense Fund #001 by Criminal Justice Reserve Fund #001G*. Motion carried.

Consent Agenda

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

Preliminary minutes of October 15 and 17, 2018

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	3802 – 3846	\$ 34,832.76
103	3847 – 3852	\$ 3,042.94
103A	Hand Pays	\$229,790.25

104	3853 – 3881	\$ 27,935.01
109	3882	\$ 737.93
114	3883 – 3884	\$ 2,420.85
117	3885 – 3890	\$ 2,247.47
130	3891 – 3894	\$ 3,028.39
131	3895 – 3896	\$ 2,528.21
3231	3896A	\$ 1,403.89
502	3897 – 3898	\$ 1,310.05
108	1709 – 1711/1745	\$ 3,642.61
115	1712 – 1720	\$214,544.26
401	1721 – 1727	\$ 32,500.92
501	1728 – 1730	\$ 1,038.64
590	1731 – 1744	\$ 8,720.46
	TOTAL	\$569,724.64

[4:40:59 PM](#)

Permanent Minutes Signed

October 8, 2018

Correspondence Received

Washington State Department of Health, Kim Zabel, Interim Assistant Secretary, EPH re: response to 9/4/2018 temporary farm labor housing letter

H.E. Gritman Senior Center, Treasurer Janet Sanger re: report of activities and goals and request for 2019 budget allocation

Department of Archaeology & Historic Preservation, Allyson Brooks, Ph.D, State Historic Preservation Officer re: nominations to the State and National Register of Historic Places by the Washington State Advisory Council on Historic Preservation

Adjournment @ 4:40 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-036-2018

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

**IN THE MATTER OF DISTRIBUTION OF COUNTY ROAD FUNDS TO
CITIES/TOWNS**

WHEREAS, Adams County established procedures regarding distribution of County Road funds for the Surface Transportation Program to Local Agencies under Resolution No. 86-98;

WHEREAS, it is necessary to correct the distribution of transportation funds to the Town of Hatton and the Town of Lind. In the year 2013, the Adams County Treasurer distributed Town of Lind transportation funds in the amount of \$3,492, set by Resolution R-40-2013, to the Town of Hatton in error.

THEREFORE, BE IT HEREBY RESOLVED in 2018 the Town of Hatton will receive \$0.00 of transportation funds and the Town of Lind will receive their calculated amount of transportation funds in the amount of \$5,415, in addition to the Town of Hatton calculated transportation funds in the amount of \$1,083, for a total transportation fund allocation to the Town of Lind in the amount of \$6,498.

BE IT FURTHER RESOLVED the remaining amount of transportation funds owed to the Town of Lind in the amount of \$2409 is to be deducted from the Town of Hatton transportation fund allocation in future years until the entire amount owed to the Town of Lind is repaid.

BE IT FURTHER RESOLVED that Adams County pay to the cities/towns the following amounts from County Road Fund #115:

<u>City/Town</u>	<u>Population</u>	<u>BARS Number</u>	<u>Amount</u>
Othello	8,270	542.30.50.01	\$81,423
Ritzville	1,660	542.30.50.02	\$16,344
Lind	550	542.30.50.03	\$6,498 (5,415+1,083)
Washtucna	210	542.30.50.04	\$2,068
Hatton	110	542.30.50.05	\$0 (-1,083 Lind)
Totals	10,800		\$106,333

DATED this 22nd day of October, 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

RESOLUTION NO. R-037-2018

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

**IN THE MATTER OF ADOPTING THE MODIFIED JOB DESCRIPTION FOR
POSITION NO. 907 – JUVENILE DETENTION ALTERNATIVES INITIATIVE
COORDINATOR**

WHEREAS, an inaccuracy was noted during a review of the Juvenile Detention Alternatives Initiative Coordinator position job description; and

WHEREAS, it is appropriate to modify the minimum qualifications listed in said job description to remedy this inaccuracy;

THEREFORE, BE IT HEREBY RESOLVED that effective immediately, the job description for Position #907– Juvenile Detention Alternatives Initiative Coordinator is hereby modified to reflect accurate minimum qualifications; and

BE IT FURTHER RESOLVED that Position #907 – Juvenile Detention Alternatives Initiative Coordinator will remain classified at Range 9 on the Adams County Union Salary Schedule.

DATED this 22nd day of October, 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

RESOLUTION NO. R-038-2018

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

IN THE MATTER OF PAID SICK LEAVE; AND, AMENDING THE ADAMS COUNTY PERSONNEL POLICY

WHEREAS, the Adams County Personnel Policy sets forth and establishes in Section 4.3 the application of sick leave with pay; and

WHEREAS, State law (Initiative 1433) became effective January 1, 2018, specifying the minimum rate at which Washington employers must provide paid sick leave to employees, including temporary and seasonal workers, and the appropriate use of this leave; and

WHEREAS, Adams County has been complying with the terms set forth by Initiative 1433 since January 1, 2018;

THEREFORE, BE IT HEREBY RESOLVED THAT THE ADAMS COUNTY PERSONNEL POLICY IS AMENDED to reflect the practice of paid sick leave as required by law under Section 4.3.

DATED this 22nd day of October, 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

RESOLUTION NO. R-039-2018

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

IN THE MATTER OF REIMBURSEMENT OF CURRENT EXPENSE FUND #001 BY CRIMINAL JUSTICE RESERVE FUND #001G

WHEREAS, the Adams County Sheriff's Association labor contract was negotiated and the terms of the agreement, approved February 26, 2018, required the County to provide the members retroactive pay;

WHEREAS, wage and benefit costs of retroactive pay were expended out of Current Expense Fund #001 in the amount of \$180,342;

WHEREAS; the County acknowledged the retroactive pay expense was not incorporated in the Sheriff's 2018 appropriated budget;

WHEREAS, the Board agreed the Police Operations budget (#065) would require an amendment and the impact of such be reimbursed from Criminal Justice Reserve Fund #001G.

THEREFORE, BE IT HEREBY RESOLVED that the Adams County Treasurer is authorized to transfer the amount of 180,342 from Criminal Justice Reserve Fund #001G **BARS 597.00.00.00** to Current Expense Fund #001 **BARS 397.00.00.01**.

DATED this 22nd day of October, 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