

## COMMISSIONERS' PROCEEDINGS

Adams County Courthouse  
Ritzville, Washington  
Regular Meeting

January 7, 2019  
(Monday)

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

**Present:**

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

**Employee Evaluation**

Executive session under RCW 42.30.110(1)(g) – “to review the performance of a public employee.” Employee evaluation was held from 9:00 a.m. to 9:30 a.m. Economic Development Director Stephen McFadden was present.

[10:00:10 AM](#)

**Public Works**

Public Works Director O'Brien provided updates on maintenance noting ditching, sloping, and, culvert work is taking place with the mild weather. Additionally, O'Brien noted Straight A Contracting has finished the carpentry work on the Sheriff's Department basement doors. Johnson Controls will install controls for ventilation system. Potential costs of replacing the Sheriff's substation roof-top air-conditioning/heater units, as well as a new roof, were discussed.

**Probation Office Remodel**

One (1) bid was received from Halme Builders, Davenport, Washington, for the Public Services Building probation office remodel project in the amount of \$50,000, plus sales tax. The engineer's estimate for the project is \$32,997 with the Alternate #1 additive contract amount of \$2,500.

Based on the recommendation of the Public Works Department, Commissioner Hartwig moved, Thompson seconded, to *reject the bid for the Public Services Building Probation Office Remodel on the basis of the*

*bid exceeding the engineer's estimate and available funding. Motion carried.*

### **Personnel**

Public Works Director O'Brien proposed a new position of Maintenance Operation Lead Technician in the Public Works Department. The Board requested Director O'Brien prepare a written proposal for the position. No action was taken pending further review by the Board.

### **Engineering**

Engineer Yaeger provided an update on the McManamon Road Bridge project, noting the east and west side abutment walls were poured last week. Delivery of girders is planned for next week.

[11:03:12 AM](#)

**Recess @ 12:00**

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

[1:13:25 AM](#)

### **Adams County District Court Position No. 1**

Judge Hille, Adams County District Court Judge, Position No. 1, met to request reconsideration of a reclassification request for an employee in her office. No action was taken.

Additionally, Judge Hille requested consideration of an increase in the percentage allocation for District Court Judge, Position No. 1. Judge Hille presented for review documentation from the Administrative Office of the Courts demonstrating the estimated judicial needs for Ritzville District Court. No action was taken.

A follow-up meeting with Judge Hille is scheduled for Monday, January 14, 2019 at 2:00 p.m. to further discuss the matter.

[1:39:12 PM](#)

### **Employee Evaluation**

Executive session under RCW 42.30.110(1)(g) – “to review the performance of a public employee.” Employee evaluation was held from 1:40 p.m. to 2:05 p.m. Central Services Director Kristian Boness was present.

**Levy Distribution out of Current Expense**

The Board reviewed a letter from Retired Adams County Treasurer Laura Danekas detailing the breakdown for the dedicated tax dollar amounts per assessed valuation for 2019 as follows:

#001	Current Expense tax dollar calculation	\$3,769,245
#104	IHCS Mental Health	- 8,000
#104	IHCS Physical Health	- 0
#117	Developmental Disabilities	- 44,351
#107	Veteran’s Relief	- 302
	Net Fund #001 Current Expense 2019 Tax	\$3,716,592

[3:29:25 PM](#)

**Consent Agenda**

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

Preliminary minutes of December 17 and 19, 2018

December 1-15, 2018 Payroll in the amount of \$396,793.29; and, Benefits in the amount of \$86,044.96 (Warrant # Series 530526-530551; Direct Deposit # Series 56792-56982; Benefit/Deduction # Series 1142114-1142127)

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	4695 – 4773	\$ 37,402.49
001	Hand Pays	\$ 1,983.00
103	4774 – 4783	\$ 6,582.07
104	4784 – 4798	\$ 11,830.82
116	4799	\$ 7.74
117	4800	\$ 5.75
122	4801 – 4807	\$ 11,839.94
123	4808 – 4810	\$ 1,554.65
130	4811	\$ 4.00
131	4812 – 4814	\$ 15,958.68
502	4815 – 4820	\$ 5,443.16
108	2325 – 2327	\$ 1,471.77

115	2328 – 2351	\$110,814.83
401	2352 – 2360	\$ 3,989.72
501	2361 – 2365	\$ 2,574.61
590	2366 – 2384	\$ 40,246.39
	TOTAL	\$251,709.62

[3:30:37 PM](#)

[3:36:36 PM](#)

**Materials Supplies**

Commissioner Hartwig moved, Thompson seconded, to *authorize the Public Works Department to solicit quotes/bids from suppliers for the following road maintenance materials for the 2019 maintenance season:*

1. Sealcoat Oil
2. Weed Chemicals
3. Crack Seal Material
4. Pre-level Material
5. Paint and Beads
6. Gravel from Commercial Sources
7. Anti/Deicing Materials
8. Culvert Materials.

**Motion carried.**

[3:38:21 PM](#)

**Permanent Minutes Signed**

December 10 and 12, 2018

**Correspondence Received**

Chris Bajalcaliev, Attorney re: Public Defender Quarterly Report for 2<sup>nd</sup> Quarter, 2018

Chris Bajalcaliev, Attorney re: Public Defender Quarterly Report for 3<sup>rd</sup> Quarter, 2018

Carson Van Valkenburg, Attorney re: Public Defender Quarterly Report for 3<sup>rd</sup> Quarter, 2018

Val P. Bogdanowitz, Chief, Readiness Office, U.S. Army Corps of Engineers re: potential flooding within the State of Washington

Kyle R. Smith, Attorney re: Public Defender Quarterly Report for 4<sup>th</sup> Quarter, 2018

Devon Michel re: request for appointment to Adams County Planning Commission

**Adjournment @ 3:45 p.m.**

Submitted:  
s/Patricia J. Phillips, CMC  
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