

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

January 28, 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 9:30 a.m. to 10:00 a.m. Building and Planning Director Loren Wiltse was present.

[10:05:28 AM](#)

Public Works

Public Works Director O'Brien provided updates on road maintenance noting Othello and Lind districts are working on shouldering projects with Ritzville finishing up the Anderson/Arlt Road project. O'Brien reported a theft incident in the Schrag area noting an arrest was made and county property was recovered.

Additional updates included solid waste operations; fairgrounds; and, facilities maintenance.

Shared Annual Leave

The Board granted **consensus approval of a request to share annual leave for an employee in the Public Works department (Rodney Kramer).**

Engineering

Engineer Yaeger provided an update on the progress of the McManamon Road Bridge project noting all six girders were placed on Friday, January

25, 2019. Additionally, Yaeger reported on road projects scheduled in 2019; and, replacement of signage on Booker Road.

Road Levy Certification

Commissioner Hartwig moved, Thompson seconded, to *authorize the Chairman to sign the 2019 County Road Levy Certification*. **Motion carried.**

[10:46:46 AM](#)

[10:49:13 AM](#)

Fairgrounds Commercial Building Rental Fees

Public Works Director O'Brien discussed rental fees for the commercial building at the Adams County Fairgrounds noting damage deposits are being held, however are not always adequate to cover the cost of waste disposal that is generated during rental events. Statistically, revenue is being lost. O'Brien noted he will study the breakdown of expenses and prepare a recommendation to the Board regarding rental fees in the future.

Volunteer Road Clean-Up

Commissioner Hartwig reported the Beautification Committee in Othello as a desire to clean up roads in the Othello area and inquired about waste disposal costs. Director O'Brien explained that the county does not have an "Adopt-a-Highway" program and normal rates for disposal would apply at the transfer stations. O'Brien further noted that traffic control would need to be set up for the safety of the volunteer citizens; work zone set-up training required; and, a permit to work within the county right-of-way.

[10:59:57 AM](#)

Employee Evaluation

Executive session under RCW 42.30.110(1)(g) – "to review the performance of a public employee." Employee evaluation was held from 11:05 a.m. to 11:45 a.m. Public Works Director Todd O'Brien was present.

Recess @ 12:00

Reconvene @ 1:00 p.m.

[1:22:03 PM](#)

Assessor

Commissioner Hartwig moved, Thompson seconded, to *authorize the Chairman to sign Letter of Authorization for Professional Services Agreement No. WA2012.003, between Adams County and Manatron, Inc. – a Thompson-Reuters Business, for on-site professional services for training and travel expenses, in the amount \$4,350.00 with an expiration*

date of February 16, 2019. Motion carried. The cost will be expended from Technology Fund 323A.

[1:25:42 PM](#)

[1:31:55 PM](#)

WSU Extension

Extension Coordinator Aaron Esser reported employee Karen Robertson will be retiring the end of July, 2019. A job description was presented for review. Esser requested authorization for a new employee to be hired to allow for a period of training with Ms. Robertson prior to her retirement. Esser noted that WSU will pay the new employee's salary through the end of July allowing for the training period without affecting the county's budget.

Board consensus authorized Esser to begin the process of filling a position being vacated at the end of July, 2019.

Additionally, Esser reported on past activities as well as upcoming events.

[1:50:53 PM](#)

[1:59:34 PM](#)

G. Andrew Hunt & Associates

Gary and Valerie Hunt met at the Boards' request to discuss renewal of the current G. Andrew Hunt & Associates Professional Services Contract, expiring February 28, 2019.

Additionally present were Prosecutor Flyckt; Sheriff Wagner; and, Human Resources Manager Perez.

Commissioner Marshall reviewed a letter directed to the Board from Prosecutor Flyckt regarding professional services provided under the current contract. In response, Mr. Hunt deferred addressing comments in the absence of legal counsel.

[2:11:55 PM](#)

[2:14:38 PM](#)

Corrections

Sheriff Wagner reported that District Court, Position #1 has requested the option of video conferencing. No action was taken pending further review by the Board.

[2:22:53 PM](#)

3:01:27 PM

Uncollectable Personal Property Taxes per RCW 84.56.240

Treasurer Kayla Meise filed per RCW 84.56.240 a list of personal property taxes which are uncollectible by distress or otherwise.

Commissioner Hartwig moved, Thompson seconded, to *approve Resolution No. R-004-2019 In the Matter of Cancelling Taxes Assessed Upon Personal Property Pursuant to RCW 84.56.240.*
Motion carried.

Adams County Board of Equalization

Commissioner Thompson moved, Hartwig seconded, to *re-appoint Larry Koch, Ritzville, to the Adams County Board of Equalization for a three (3) year term retroactive to January 1, 2019 through December 31, 2021.*
Motion carried.

Consent Agenda

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

Preliminary minutes of January 22, 2019

January 1 – 15, 2019, Payroll in the amount of \$409,336.05; and, Benefits in the amount of \$87,956.85 (Warrant # Series 530624-530651; Direct Deposit # Series 57176-57363; Benefit/Deduction # Series 1142663-1142678)

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	154 – 188	\$187,947.16
103	189 – 191	\$ 360.25
104	192 – 203	\$ 9,760.65
106	204 – 207	\$ 2,880.22
111	208 – 211	\$ 67,500.00
117	212	\$ 269.00
123	213 – 216	\$ 5,646.36
502	217 – 219	\$ 1,145.22
108	058 – 060	\$ 1,439.65

115	061 – 069	\$ 4,502.07
401	070 – 078	\$ 2,884.37
501	079 – 081	\$ 569.00
590	082 – 091	\$ 44,603.85
	TOTAL	\$329,507.80

Declare Treasurer’s Office item to be disposed of: Inventory #3936

Declare Commissioners’ Office item to be disposed of: Inventory #2960
[3:05:11 PM](#)

Permanent Minutes Signed
 January 14 and 16, 2019

Correspondence Received

Carson Van Valkenburg, Attorney re: Public Defender Quarterly Report for 4th Quarter, 2018

Treasurer Kayla Meise re: Cancelling Uncollectable Personal Property Taxes with Exhibit A (list of uncollectible personal property taxes); and, Exhibit B (affidavit)

Adjournment @ 3:30 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

RESOLUTION NO. R-004-2019

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

**IN THE MATTER OF CANCELLING TAXES ASSESSED UPON PERSONAL
PROPERTY PURSUANT TO RCW 84.56.240**

WHEREAS, RCW 84.56.240 directs the County Treasurer to seek cancellation of Personal Property taxes that are uncollectable; and,

WHEREAS, after diligent search and inquiry if the County Treasurer is unable to collect the personal taxes, for want of goods or chattels whereupon to levy, the County Treasurer is directed to file with the County legislative authority a list of said taxes and an Affidavit stating the inability to collect them, asking the County legislative authority to cancel said taxes from the County tax rolls as uncollectable; and,

WHEREAS, taxes were duly assessed upon the Personal Property shown on the schedule of property appended hereto as **Exhibit A**, which Personal Property taxes are more than four years delinquent, and which assessments were duly extended on the tax rolls of Adams County; and,

WHEREAS, attesting to the same and recommending cancellation, in addition to the list hereto as **Exhibit A**, also attached is the Affidavit of the County Treasurer, **Exhibit B**, attesting that the Treasurer has made diligent search to collect said taxes.

THEREFORE BE IT HEREBY RESOLVED that the taxes assessed upon the personal property listed on **Exhibit A**, attached hereto, attested by the County Treasurer in **Exhibit B** as

uncollectable, are hereby determined to be uncollectable, and such taxes are hereby cancelled from the tax rolls of Adams County pursuant to RCW 84.56.240.

DATED this 28th day of January, 2019.

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 Phillips, CMC
Clerk of the Board