

## COMMISSIONERS' PROCEEDINGS

Adams County Courthouse  
Ritzville, Washington  
Regular Meeting

May 18, 2020  
(Monday)

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

**Present:**

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

**Deletion to Consent Agenda:**

Approval of Preliminary Minutes of May 11 and 13, 2020

[10:00:01 AM](#)

**Public Works**

Public Works Director O'Brien provided the weekly report on maintenance and solid waste.

**Bruce Transfer Station**

Commissioner Marshall moved, Thompson seconded, to *authorize the Chairman to sign Commercial Application for Service between Avista Corporation and Adams County for utility service at the Bruce Transfer Station, 504 S. Lucy Road, Othello, Washington.* **Motion carried.**

**Fairgrounds**

Public Works Director O'Brien reviewed electricity costs for the fairgrounds, noting increases during the fair rental. There is approximately a \$5,000 to \$7,000 increase during the months of September and October. O'Brien noted that, pursuant to the rental contract, Adams County is responsible for the cost of utilities during the time the fair rents the facility, as with any rental. Additionally, O'Brien reported the prices do not include electricity to irrigate the fairgrounds. The fair board will be furnished with the utility information and invited to continue the discussion of rental rates for the 2020 Othello fair.

**Elevator Inspection**

Public Works Director O'Brien reviewed a proposed Otis Elevator inspection agreement. Additionally, a rupture valve test is required and, if

the county extends the current contract by five years, the rupture valve test will be reduced to \$2,800. The Board will review the agreement further with action to be taken later in the afternoon.

### **Historic Courthouse Preservation Grant**

Public Works Director O'Brien requested and received **consensus authorization to move forward with applying for a grant through the Historic Courthouse Preservation program for courthouse windows.** The application is due June 24, 2020 with a cost for submittal in the amount of \$1,500 to \$2,000.

### **Security System**

Public Works Director O'Brien reviewed a quote to install cameras and duress systems throughout the courthouse in the amount of \$18,350.49. Board **consensus authorized moving forward with the process.**

### **Lind Maintenance Shop**

Public Works Director O'Brien reported Garland Company prepared a proposal of Lind maintenance office repairs. O'Brien reviewed the proposal for re-roofing and re-siding of the building, noting he will evaluate the building and report his findings to the Board.

### **Engineering**

Engineer Yaeger provided updates on Deal Road projects, Phase 1 and 2; and, Atkinson Road project.

[11:00:11 AM](#)

[11:00:16 AM](#)

### **Affordable and Supportive Housing**

It being the time and place set for the public hearing on the proposed ordinance adopting legislation to authorize a sales and use tax for affordable and supportive housing in accordance with Substitute House Bill 1406 (Chapter 338, Laws of 2019), Chairman Hartwig called the public hearing to order at 11:00 a.m.

Opening remarks were made by Chairman Hartwig noting this is not a new tax but a tax already being collected by the state.

Prosecutor Flyckt provided comment on the intent of the proposed ordinance.

The hearing was made available to the public via conference call and posted appropriately. No public comment was received.

Requesting and hearing no further comment, Chairman Hartwig closed the public hearing at 11:07 a.m.

[11:07:14 AM](#)

**Recess @ 12:00**

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

[1:09:50 PM](#)

**Coronavirus Relief Fund**

Emergency Management Director Weise and Economic Development Director McFadden reported the CARES Act has earmarked monies for the state of Washington. Adams County will receive \$1,108,025 with towns and cities in Adams County expected to receive \$25,000 to \$250,350 to be allocated to COVID-19 related activities through October, 2020. Possible uses of the funding are public health costs; business assistance grants, isolation and housing continuation.

A contract will be forthcoming from the state with guidelines for expenditures under the grant.

Director McFadden reviewed Phase 2 materials being prepared with the goal of presenting them electronically to the governor's office, along with a request to speak with the governor once he has had an opportunity to review the submitted materials.

The reopening of the courthouse was discussed noting fully opening government offices is Phase 3 of the state safe start plan.

[2:29:03 PM](#)

[2:30:15 PM](#)

**Resolution No. R-029-2020**

Commissioner Marshall moved, Thompson seconded, to *approve Resolution No. R-029-2020 In the Matter of Extending the Closing of County Facilities for All Non-Emergent Business and Visits, Directing that County Department Heads Under the Administration of the Board of County Commissioners Reduce Staff to Essential Operating Positions and Consider Options Such as Telecommuting and Working from Home so as to Limit Individual Exposure and Making Similar Recommendations to the Elected Officials of Adams County and to the Courts of Adams County. Motion carried.* This closure shall remain in effect through June 1, 2020, or until further order of the Board.

**Otis Agreement**

Commissioner Marshall moved, Thompson seconded, to *authorize the Chairman to sign the Service Agreement between Otis Elevator Company, Spokane, Washington, and Adams County for preventative maintenance service designed to extend equipment life; and, an agreement between Otis Elevator Company, Spokane, Washington, and Adams County for a Rupture Valve Test in the amount \$2,800 for a five year term option.*

**Motion carried.**

**Consent Agenda**

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

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	1348 – 1368	\$ 56,049.85
0018H	1369 – 1370	\$ 3,829.46
103	1371 – 1372	\$ 406.74
104	1373 – 1382	\$ 7,306.13
106	1383	\$ 697.77
107	1384	\$ 59.52
109	1385	\$ 847.16
116	1386	\$ 4.23
122	1387 – 1389	\$ 1,257.48
123	1390	\$ 1,328.00
130	1391	\$ 148.09
166	1392 – 1400	\$ 2,022.05
502	1401 – 1406	\$ 6,645.04
115	622 – 633	\$ 11,159.14
321	634	\$ 8,180.12
401	635 – 638	\$ 11,870.42
501	639 – 648	\$ 7,214.32
590	649 – 674	\$ 16,337.20
	TOTAL	\$135,362.72

[2:38:20 PM](#)

**Permanent Minutes Signed**

May 4, 2020

**Correspondence Received**

Notice of Marijuana License Application re: Prime Time Ventures,  
1199 West Cunningham Road, Suite G, Othello (*change of location  
application*)

Randel S. Bunch, M.D. re: Phase 2 of the Governor's Phased  
Recovery Plan

**Adjournment @ 2:55 p.m.**

Submitted:  
s/Patricia J. Phillips, CMC  
Clerk of the Board

Edited and Approved:

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

**RESOLUTION NO. R-029-2020**

**IN THE MATTER OF EXTENDING THE CLOSING OF COUNTY FACILITIES FOR  
ALL NON-EMERGENT BUSINESS AND VISITS, DIRECTING THAT COUNTY  
DEPARTMENT HEADS UNDER THE ADMINISTRATION OF THE BOARD OF  
COUNTY COMMISSIONERS REDUCE STAFF TO ESSENTIAL OPERATING  
COMMISSIONERS' PROCEEDINGS continued – May 18, 2020**

**POSITIONS AND CONSIDER OPTIONS SUCH AS TELECOMMUTING AND  
WORKING FROM HOME SO AS TO LIMIT INDIVIDUAL EXPOSURE AND MAKING  
SIMILAR RECOMMENDATIONS TO THE ELECTED OFFICIALS OF ADAMS  
COUNTY AND TO THE COURTS OF ADAMS COUNTY**

**WHEREAS**, the Adams County Board of Commissioners have adopted a resolution declaring an  
emergency for the COVID-19 pandemic response; and

**WHEREAS**, Resolution No. R-019-2020 was adopted March 16, 2020 ordering the closure of  
county facilities, for a minimum of fourteen (14) days, for all non-emergent business and visits,  
directing the county department heads under the Administration of the Board of County  
Commissioners reduce staff to essential operating positions and consider options such as  
telecommuting and working from home so as to limit individual exposure and making similar  
recommendations to the elected officials of Adams County and to the Courts of Adams County;  
and

**WHEREAS**, Resolution No. R-020-2020 was adopted March 30, 2020 extending the closing of county facilities; and,

**WHEREAS**, Resolution No. R-027-2020 was adopted April 27, 2020 further extending the closing of county facilities; and,

**WHEREAS**, to protect the health and safety of the public and reduce the possible exposure to COVID-19 it is necessary to extend the closure until June 1, 2020.

**THEREFORE, BE IT HEREBY RESOLVED** by the Adams County Board of Commissioners:

1. All department heads under the administration of the Board of County Commissioners are directed to have all non-essential employees to remain at home, or perform work from home, and to operate on reduced hours.
2. Recommends that all Adams County elected officials employ measures similar to those directed of department heads.
3. Further recommends that the District and Superior Courts operating within Adams County continue with enactments of emergency measures as set forth in Washington State Supreme Court Order 25700-B-602, and subsequent orders of such Court.
4. This order shall be deemed effective May 18, 2020, and shall remain in effect until June 1, 2020, or until further order of the BOCC.
5. All employees affected by this emergency resolution will continue to be paid in accordance with their existing salary classifications.

**DATED** this 18th day of May, 2020.

ATTEST:

s/Patricia J. Phillips, CMC  
Clerk of the Board

Approved as to form:  
s/Randy J. Flyckt, Prosecutor  
WSBA #29302

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