

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

December 17, 2012
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman Rudy Plager
Vice-Chairman Roger L. Hartwig
Commissioner Jeffrey W. Stevens

[10:00:09 AM](#)

Gasoline, Diesel, Oil and Grease

Bids were opened from:

Ranch Petroleum, Inc.
P. O. Box 237
Lind, WA 99341

Lind 13¢
Lubricant and Oil bid included

Connell Oil, Inc.
1302 W. 1st Avenue
Ritzville, WA 99169

Ritzville, Othello, Lind, Benge,
Pasco 9¢
Washtucna 10¢
Heating fuel Othello and

Washtucna 18¢

Connell Oil, Inc.
1302 W. 1st Avenue
Ritzville, WA 99169

Lubricant and Oil bid included

*fuel/heating oil bids quoted are bid margins/sales tax additional

Public Works Director O'Brien will review the bids and prepare a recommendation for award.

Director O'Brien reviewed the road conditions and current tasks by the crew. The designated lead for the solid waste transfer stations has assumed those duties and responsibilities.

Courthouse Roof

Commissioner Hartwig moved, Stevens seconded, to *authorize and approve Pay Estimate #2 to M.G. Wagner, Inc., Yakima, for work completed on the Courthouse roof as of November 30, 2012 in the amount of \$5,959.68. Motion carried.*

Bruce Transfer Station Pole Building

Adams County Fairgrounds Pole Building

Commissioner Stevens moved, Hartwig seconded, to *authorize the Chairman to sign the Contract Award for equipment storage buildings at the Bruce Transfer Station and the Adams County Fairgrounds to Western Ranch Builders, LLC, East Wenatchee, in the amount of \$76,800 (Bruce Transfer building @ \$54,900; Fairgrounds building @ \$21,900) plus sales tax. Motion carried.*

Annual Road Construction Program

Engineer Yaeger and Public Works Director O'Brien reviewed and discussed the proposed final 2013 Annual Road Construction Program.

Commissioner Hartwig moved, Stevens seconded, to *approve **Resolution No. R-49-2012 In the Matter of Adopting the 2013 Annual Road Construction Program.** Motion carried.*

[10:39:49 AM](#)

[11:00:40 AM](#)

2013 Adams County Budget

Chairman Plager convened the public hearing on the proposed 2013 Adams County Budget.

Present were Auditor McBroom, Public Works Director O'Brien, and Engineer Yaeger, and press from the Ritzville Journal.

The primary proposed expenditure reviewed was a line item in #001/070 Care and Custody – confinement costs reimbursing Lincoln County for housing Adams County inmates. The Board unanimously agreed to limit inmate confinement in Lincoln County due to low confinement statistics in the Adams County jail. Confinement costs will be reduced in the proposed

2013 budget from \$90,000 to \$30,000 and the Auditor was directed to make that budget adjustment.

Public Works Director O'Brien confirmed that the changes he discussed during the previous week with the Board had been made to the appropriate proposed budgets.

Hearing no further comment, Chairman Plager closed the public hearing at 11:09 a.m.

Budget adoption was scheduled for Wednesday, December 19, 2012.

[11:09:09 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[1:30:39 PM](#)

Amend 2012 Adams County Budget

Chairman Plager convened the public hearing to consider amendments to the 2012 Adams County Budget.

Auditor McBroom was present to review each of the proposed funds/line item amendments for 2012.

Hearing no questions or comments, Chairman Plager closed the hearing at 1:47 p.m.

[1:47:52 PM](#)

[1:52:36 PM](#)

Commissioner Stevens moved, Hartwig seconded, to *approve Resolution No. R-54-2012 In the Matter of Amending the 2012 Adams County Budget. Motion carried.*

[1:53:24 PM](#)

[2:01:18 PM](#)

Integrated Health Care Services (RSN Salary Schedule)

Director Guse along with Human Resources Gary and Valerie Hunt reviewed the proposed placement of those positions on the RSN Schedule to the "Non-Union Salary Structure – 8hr Schedule" effective January 1, 2013.

Following discussion and review of the positions the Board unanimously agreed to eliminate the "RSN Salary Schedule" effective January 1, 2013. Guse and Hunt were directed to meet with Auditor McBroom and Payroll Deputy Bowman to facilitate the transfer of positions to another salary

schedule. Job descriptions will be modified to conform to the county's policy.

[2:38:30 PM](#)

[3:02:54 PM](#)

Apex Sketch Software (Terra Scan System)

Assessor Brewer and Treasurer Danekas reported that Prosecutor Flyckt, had reviewed the Master Agreement for Licenses Software, Hardware and Services (WA 2012.003) between Manatron, Inc., A Thomson Reuters Business, Portage, Michigan, and recommended that the Board NOT sign the master agreement so as to allow for the county to have the ability to withdraw from the agreement via a process of a "non-budgetary allocation" for any given year.

Commissioner Stevens moved, Hartwig seconded, to *authorize the Treasurer and the Assessor to sign their respective master agreements and individual contracts on behalf of their offices.* **Motion carried.**

[3:16:32 PM](#)

[3:48:31 PM](#)

2013 Levy Authorization

Commissioner Hartwig moved, Stevens seconded, to *approve Resolution No. R-58-2012 In the Matter of Increasing the Taxing District's Regular Levy From That Which was Levied the Previous Year (County Road) per RCW 84.55.120.* **Motion carried.**

Commissioner Stevens moved, Hartwig seconded, to *approve Resolution No. R-59-2012 In the Matter of Increasing the Taxing District's Regular Levy From That Which wa Levied the Previous Year (Current Expense) per RCW 84.55.120.* **Motion carried.**

Commissioner Hartwig moved, Stevens seconded, to *approve Resolution No. R-60-2012 In the Matter of Tax Levies Certification for 2013 and County Population Certification as of April 1, 2012.* **Motion carried.**

Commissioner Meeting Cancellation

The regularly scheduled meetings of the Board of Commissioners for December 24, 26, and 31 were cancelled. Notice was sent for legal publication and public notice.

Consent Agenda

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

Preliminary minutes of December 10 and 12, 2012

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	126637-126679	\$ 21,671.60
103	126680-126682	\$ 402.52
104	126683-126692	\$ 4,519.19
105	126693-126696	\$ 33,333.33
105A	126697	\$ 397.20
112	126698	\$ 97.00
114	126699	\$ 20.00
116	126700	\$ 15.17
117	126701-126707	\$ 1,860.62
117	Hand Pay	\$ 45.50
123	126708-126710	\$ 1,188.00
502	126711-126715	\$ 2,409.77
001	2216-2218	\$ 21,591.45
108	2219-2220	\$ 1,599.23
115	2221-2240	\$440,900.58
122	2239-2240	\$ 11,671.62
321	2241	\$ 724.69
401	2242-2255	\$ 84,205.84
501	2256-2264	\$ 40,236.33
590	2265-2283	\$129,979.72
TOTAL		\$796,869.36

Resolution No. R-63-2012 In the Matter of Transferring Funds from the Paths and Trails Fund #110 to the Adams County Road Fund #115

Resolution No. R-64-2012 In the Matter of Transferring Funds from the Central Services Fund #502 to the Current Expense Fund #001

Permanent Minutes Signed

December 3 and 5, 2012

Adjournment @ 4:00 p.m.

Submitted:
s/Linda Reimer, MMC
Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Rudy Plager, Chairman
s/Roger L. Hartwig, Vice-Chairman
s/Jeffrey W. Stevens, Commissioner

RESOLUTION NO. R-49-2012

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

**IN THE MATTER OF ADOPTING THE 2013 ANNUAL ROAD CONSTRUCTION
PROGRAM**

WHEREAS, the County Road Administration Board Standards of Good Practice requires the adoption of the Annual Road Construction Program in accordance with WAC 136 Chapter 16;

THEREFORE BE IT RESOLVED that the Annual Road Construction Program for 2013 as presented by the Adams County Engineer and filed and attached hereto is adopted.

DATED this 17th day of December, 2012.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
Rudy Plager, Chairman
Roger L. Hartwig, Vice-Chairman
Jeffrey W. Stevens, Commissioner

ATTEST:
s/Linda Reimer, MMC
Clerk of the Board

RESOLUTION NO. R-54-2012

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

IN THE MATTER OF AMENDING THE 2012 ADAMS COUNTY BUDGET

WHEREAS, unanticipated expenses have necessitated the need for an amendment to the Adams County 2012 Budget; and,

WHEREAS, the public was legally notified of the hearing regarding the matter on December 6 and 13, 2012; and,

WHEREAS, a public hearing was held on Monday, December 17, 2012, and all comments were heard and considered;

THEREFORE BE IT HEREBY RESOLVED that the 2012 Adams County Budget is amended as follows:

	<u>Budget</u>	<u>Change</u>	<u>Revised</u>
<u>Current Expense - #001</u>			
Board of Equalization			
Personnel	\$ 2,640	\$ 1,100	\$ 3,740
Operating Expenses	\$ 3,740	\$ 900	\$ 4,640
Auditor			
Personnel	\$ 343,081	\$ 16,800	\$ 359,881
Operating Expenses	\$ 359,881	\$ 6,000	\$ 365,881
Assessor			
Personnel	\$ 290,231	\$ 1,700	\$ 291,931
Police Ops			
Personnel	\$ 1,699,484	\$ 30,000	\$ 1,794,484
Care and Custody			
Personnel	\$ 526,444	\$ 17,000	\$ 543,444
Operating Expenses	\$ 543,444	\$ 133,000	\$ 676,444
Non-Departmental			
Transfer to Ad Co Capital Proj	\$ 1,175,353	\$ 25,000	\$ 1,200,353
TOTAL CURRENT EXPENSE		\$231,500	
<u>Trial Court Improvement #119</u>			
Operating Transfer	\$ 48,960	\$ 2,120	\$ 51,080
Capital Expenses	\$ 51,080	\$ 5,380	\$ 56,460
<u>Community Network #121</u>			
Operating Expenses	\$ 6,084	\$ 6,084	
<u>RSO Address Verification Prog 131</u>			
Operating Transfer	\$ 3,000	\$ 9,000	\$ 12,000

ADAMS COUNTY, WASHINGTON
s/Rudy Plager, Chairman
s/Roger L. Hartwig, Vice-Chairman
s/Jeffrey W. Stevens, Commissioner

ATTEST:
s/Linda Reimer, MMC
Clerk of the Board

RESOLUTION NO. R-59-2012

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

IN THE MATTER OF INCREASING THE TAXING DISTRICT'S REGULAR LEVY FROM THAT WHICH WAS LEVIED THE PREVIOUS YEAR (CURRENT EXPENSE) PER RCW 84.55.120

WHEREAS, the Legislative Authority of Adams County has met and considered its budget for the calendar year 2013; and,

WHEREAS, the districts actual levy amount from the previous year was **\$2,939,828**; and,

WHEREAS, the population of this district is more than 10,000;

NOW, THEREFORE, BE IT RESOLVED by the Legislative Authority of Adams County that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2013 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be **\$56,595**, which is a percentage increase of **1.92511%** from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in value of state assessed property, and annexations that have occurred and refunds made.

DATED this 17th day of December, 2012.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Rudy Plager, Chairman
s/Roger L. Hartwig, Vice-Chairman
s/Jeffrey W. Stevens, Commissioner

ATTEST:
s/Linda Reimer, MMC
Clerk of the Board

RESOLUTION NO. R-60-2012

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

**IN THE MATTER OF TAX LEVIES CERTIFICATION FOR 2013 AND COUNTY
POPULATION CERTIFICATION AS OF APRIL 1, 2012**

WHEREAS, the attached document stipulates levy requests provided to the Board of County Commissioners for collection in 2013;

THEREFORE BE IT HEREBY RESOLVED that the attached tax levies are certified to the Adams County Assessor; and,

BE IT FURTHER RESOLVED that Adams County population is hereby certified at 19,050 as of April 1, 2012 as transmitted by the Office of Financial Management, Olympia, Washington.

DATED this 17th day of December, 2012.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Rudy Plager, Chairman
s/Roger L. Hartwig, Vice-Chairman
s/Jeffrey W. Stevens, Commissioner

ATTEST:
s/Linda Reimer, MMC
Clerk of the Board

RESOLUTION NO. R-63-2012

**ORDER OF BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY**

**IN THE MATTER OF TRANSFERRING FUNDS FROM THE PATHS AND TRAILS
FUND #110 TO THE ADAMS COUNTY ROAD FUND #115.**

WHEREAS, funds were allocated in The Paths and Trails Fund 110 for the Weber Road Bike Path Widening Project; and,

WHEREAS, the total costs for this project were paid for out of the County Road Fund 115 and the Paths and Trails Fund 110 now needs to compensate for its portion of the total project;

THEREFORE BE IT HEREBY RESOLVED that Fifty thousand and no/100 dollars (\$50,000) be transferred from Paths and Trails Fund 110 BARS 597.41.64.01 to the County Road Fund 115 BARS 397.00.00.01.

DATED this 17th day of December, 2012.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Rudy Plager, Chairman
s/Roger L. Hartwig, Vice-Chairman
s/Jeffrey W. Stevens, Commissioner

ATTEST:
s/Linda Reimer, MMC
Clerk of the Board

RESOLUTION NO. R-64-2012

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM THE CENTRAL SERVICES
FUND #502 TO THE CURRENT EXPENSE FUND #001**

WHEREAS, the Central Services Fund is an internal Services Fund that charges other County funds directly on a cost reimbursement basis; and,

WHEREAS, it has been determined that the Central Services Fund has experienced a substantial cash surplus; and,

WHEREAS, the Current Expense Fund is the main provider for the Central Services Fund;

THEREFORE BE IT HEREBY RESOLVED that Eighty thousand and no/100 dollars (\$80,000) of that surplus be transferred from the Central Services Fund #502 BARS 597.00.00.00 to the Current Expense Fund #001 BARS 397.00.00.

DATED this 17th day of December, 2012.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Rudy Plager, Chairman
s/Roger L. Hartwig, Vice-Chairman
s/Jeffrey W. Stevens, Commissioner

ATTEST:
s/Linda Reimer, MMC
Clerk of the Board