

## COMMISSIONERS' PROCEEDINGS

Adams County Courthouse  
Ritzville, Washington  
Regular Meeting

October 21, 2013  
(Monday)

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

**Present:**

Chairman Roger L. Hartwig  
Vice-Chairman Jeffrey W. Stevens  
Commissioner John N. Marshall

[10:02:18 AM](#)

**Surplus Equipment**

It being the time of 10:00 a.m. and the place set for the public hearing to consider certain public works equipment surplus, Chairman Hartwig convened the public hearing at 10:02 a.m.

Mr. Yaeger noted a correction to the VIN number on Vehicle #596 that had been noted incorrectly in the public hearing advertisement.

Chairman Hartwig closed the hearing at 10:04 a.m.

Commissioner Stevens moved, Marshall seconded, to *approve Resolution No. R-23-2013 In the Matter of Declaring Certain Equipment Surplus And Designating These Items To Be Sold At Public Auction.* Motion carried.

[10:05:22 AM](#)

[10:05:28 AM](#)

**Public Works**

Public Works Director O'Brien gave the weekly road maintenance report; noted that the lawn sprinklers for various county buildings had been winterized; reported that drawings and plans for repairs to the Fairgrounds office and exhibit building were in process with the architect; and, that employees would be reverting to the 5/8 work schedule effective November 4.

Engineer Yaeger noted progress on the Hills Road Resurfacing Project; and, this week's pre-construction conference scheduled on the guardrail project.

[10:32:32 AM](#)

[11:00:53 AM](#)

### **FRP**

Michael and Joy Otis shared 2014 Medical Proposals from various vendors; reviewed the options; and, answered specific questions regarding the proposals. Some discussion was held on the "wellness screening option" and the impact, if any, on the rates now offered by Aetna. Certain details will be verified with Aetna along with receipt of a final and firm 2014 rate within the next two weeks to provide adequate time for the open enrollment period for employees.

[12:14:33 PM](#)

**Recess @ 12:00**

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

[1:31:20 PM](#)

### **Budget Workshop – Assessor**

Fund #001/040 was reviewed with Assessor Brewer. Brewer noted changes in travel, lodging and tuition line items in the 2014 budget based on necessary personnel adjustments in 2013 and 2014. The Board **authorized by consensus moving forward with the hiring of an Appraiser to begin January 1, 2014.** The hiring for the Administrative Assistant position vacancy will be delayed until 2014 mid-year or later.

[1:53:40 PM](#)

[2:02:42 PM](#)

### **Auditor and Payroll**

Auditor Hunt and Payroll Deputy Bowman reviewed their proposal to change the current '5<sup>th</sup> of the month' payroll time period to a 'semi-monthly time period to comply with timeliness of tax deposits per IRS regulations. Following discussion Board **consensus authorized notification to all employees on a timely and continuing basis throughout 2014 and then implementation of the bi-monthly (10<sup>th</sup> and 25<sup>th</sup>) payroll period effective January, 2015.** The implementation of this payroll time period will concurrently eliminate the draw pay option effective January, 2015.

Additionally, discussion regarding accrual of comp time and the reporting requirement to the Department of Retirement Systems was discussed. The Personnel Policy will be amended to reflect the elimination of comp

time. Compensation of overtime hours will be done on a regular monthly basis via the payroll system. This issue will be included on the agenda for Union contract negotiations.

[2:27:09 PM](#)

[2:30:38 PM](#)

**Budget Workshop – Ritzville District Court**

Fund #001/015 was reviewed with Judge Adalia Hille. Inquiry was made regarding the ‘collection’ process for the court.

Judge Hille shared concerns regarding the classification and salary structure for positions within the office. Particular concern was expressed regarding those employees who had remained in the office for a long period of time and had now reached the top level on the schedule within their classification thereby providing no provision for future financial advancement. A memo regarding this matter was given to the Board for consideration.

[2:54:10 PM](#)

[4:01:03 PM](#)

**Law Enforcement Agreement – Ritzville**

Commissioner Marshall moved, Stevens seconded, to *approve the Local Inter-Agency Agreement for Law Enforcement Dispatching, Enhanced 911 and Jail Services between Adams County and the City of Ritzville for the period January 1, 2014 through December 31, 2014 for an annual amount of \$24,047 from the City.* **Motion carried.**

**Consent Agenda**

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

Preliminary minutes of October 14 and 16, 2013

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	133778-133805	\$ 53,906.62
001	Hand Pay	\$ 309.01
103	133806-133808	\$ 2,087.85
104	133809-133817	\$ 4,182.54

106	133818	\$	15.84
112	133819	\$	406.25
116	133820	\$	15.84
117	133821-133824	\$	1,536.16
119	133825	\$	47.84
123	133826-133827	\$	1,195.97
131	133828	\$	163.90
502	133829-133834	\$	2,097.59
001	2013-2015	\$	11,330.80
108	2016-2017	\$	16,354.73
115	2018-2025	\$	170,233.30
122	2026-2027	\$	61.05
401	2028-2034	\$	62,396.25
501	2035-2041	\$	17,151.90
590	2042-2050	\$	38,444.99
	TOTAL	\$	381,938.43

[4:02:09 PM](#)

**Permanent Minutes Signed**

October 7 and 9, 2013

**Correspondence Received**

Brandon West, Public Defender re: Public Defender Quarterly Report for January to September, 2013

Grant County Commissioners (Carter, Swartz, Stevens) re: notice to the GWMA and all other parties involved that Grant County withdraws from the GWMA Project and will not be renewing the contract with Paul Stoker

Notice of Meeting GWMA Administrative Board on Thursday, October 24, 2014 re: discuss and possibly take action on items relating to whether to proceed with the proposed DOE grants for City of Othello and City of Moses Lake as well as possible dissolution of the Columbia Basin Ground Water Management Area

**Adjournment @ 4:15 p.m.**

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

Edited and Approved:

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

**RESOLUTION NO. R-34-2013**

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

**IN THE MATTER OF DECLARING CERTAIN EQUIPMENT SURPLUS AND  
DESIGNATING THESE ITEMS TO BE SOLD AT PUBLIC AUCTION**

**WHEREAS**, following a public hearing on October 21, 2013 during which time certain equipment was evaluated and considered and then deemed to be surplus;

**THEREFORE BE IT HEREBY RESOLVED** that the following is surplus equipment and is hereby ordered to be taken to the multi-county public auction scheduled to be conducted by Booker Auction Services in early November, 2013, and sold:

1991 CHEV PICKUP 1/2 TON SN# 1GCEC14Z1ME213317	#4
1995 CHEV PICKUP 3/4 TON SN# 1GCFC24K9SZ246844	#21
1998 DODGE 2500 SN# 3B7KC26Z4WM272641	#32
1996 DODGE 3/4 TON PICKUP SN# 1B7JC26Y9TJ166486	#64
1998 FORD TAURUS [GREEN] SN# 1FAFP5227WG213258	#502
2004 FORD CROWN VICTORIA SN# 2FAHP71W44X135070	#523
2005 FORD CROWN VICTORIA SN# 2FAHP71W55X123849	#549
2005 FORD CROWN VICTORIA SN# 2FAHP71W05X132961	#550
1994 DODGE I.H.S. POOL CAR SN# 1B3AA46V1RF250256	#596
2001 DODGE STRATUS SN# 1B3EJ46X51N621979	#597

1998 FORD TAURUS  
SN# 1FAFP5220WG213229

#599

**DATED** this 21<sup>st</sup> day of October, 2013.

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

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