

## COMMISSIONERS' PROCEEDINGS

### Adams County Courthouse Ritzville, Washington Regular Meeting

April 1, 2013  
(Monday)

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

**Present:**

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

[9:11:24 AM](#)

**WSU Cooperative Extension**

Aaron Esser provided a detailed review of the funding sources for the Adams County Extension program – WSU support in county; other WSU support; grants and contracts; and; county support. Adams County v. Lincoln County funding comparison information was given.

Specific details were given for 001/095 and 001/096 personnel and costs and special grants and programs.

The Board will continue to review the program and the impact to the current expense budget. Board approval of a Memorandum of Agreement between WSU and Adams County for 2013 remains outstanding.

[10:05:33 AM](#)

[10:13:29 AM](#)

**Public Works**

Director O'Brien reported on maintenance and road projects; and, noted that the Transfer Stations have implemented the summer hour operation schedule. Budgeted fleet truck replacements will be ordered in order in time to meet the April 25 deadline under the State Contract requirements.

**Adams County Fairgrounds**

State changes to the Department of Ag Grants have necessitated additional design requirements for utilizing grant funding for water system (camping/RV) improvements; and, therefore additional time will be spent on that project before moving forward. Electrical improvements proposed

for the grounds have already qualified as eligible under the Grant and those improvements will move forward at this time.

**Intergovernmental Purchasing Agreement – Spokane County**

Commissioner Stevens moved, Marshall seconded, to *approve and authorize the Intergovernmental Purchasing Agreement – Project P8183 – between Spokane County and Adams County for both counties to purchase “supplies, materials, and equipment” off of either county’s bids.*

**Motion carried.** Original bid documents must be written such that notice is given that there would be the option for other entities to purchase off that bid. Spokane County plans to purchase road graders utilizing the Adams County bid.

[10:59:39 AM](#)

[11:01:01 AM](#)

**Official Newspaper**

Bids for the Official County Newspaper for legal publications for the period April 1, 2013 - March 31, 2014 were opened from:

Ritzville Adams County Journal	\$7.25 per column inch for
P. O. Box 288	legal public notices
Ritzville, WA 99169	

This bid reflected no rate increase from that set for the 2012-2013 period.

Commissioner Marshall moved, Stevens seconded, to *accept and award the bid for the official county newspaper for legal publications to the Ritzville Adams County Journal at the bid price of \$7.25 per column inch.*

**Motion carried.**

[11:03:44 AM](#)

**Recess @ 12:00**

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

[2:04:07 PM](#)

**Hills Road**

Commissioner Stevens moved, Marshall seconded, to *approve **Resolution No. R-13-2013 In the Matter of Hills Road Resurfacing, CRP No. 171.** Motion carried.*

Commissioner Marshall moved, Stevens seconded, to *approve the Washington State Department of Transportation Local Agency Federal Aid Project Prospectus for the Hills Road Resurfacing Project and the Local*

Agency Agreement for the Hills Road Project with Adams County. **Motion carried.**

[2:09:49 PM](#)

The Board spent additional time along with Public Works Director O'Brien and Assistant Colyar discussing various roads in the Othello area.

[2:37:07 PM](#)

[2:53:06 PM](#)

**Solid Waste Operations Supervisor**

Commissioner Marshall moved, Stevens seconded, to *approve Resolution No. R-11-2013 In the Matter of Creating the Position of Solid Waste Operations Supervisor; Setting the Classification and Compensation Level for the Position; and, Adopting the Job Description.* Motion carried.

**Facility Manager, Solid Waste Attendant, and Solid Waste Scale Attendant**

Commissioner Marshall moved, Stevens seconded to *approve Resolution No. R-12-2013 In the Matter of Modifying the Job Descriptions for Position No. 1115 – Facility Manager, Position No. 1116 – Solid Waste Attendant; and, Position No. 1118 – Solid Waste Scale Attendant.* Motion carried.

**Consent Agenda**

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

Preliminary minutes of March 25, 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	131174-131200	\$18,682.24
001E	131201	\$ 96.51
103	131202-131203	\$ 1,296.00
104	131204-131206	\$ 926.98
106	131207-131208	\$ 1,795.76
112	131209	\$ 197.75

116	131210-131211	\$ 185.02
117	131212	\$ 305.10
119	131213	\$ 534.00
123	131214	\$ 300.00
502	131215-131217	\$ 4,004.10
108	0463-0464	\$ 27.06
115	0465-0474	\$26,251.84
321	0475	\$ 1,585.68
401	0476-0480	\$ 5,259.15
501	0481-0482	\$ 2,918.05
590	0483-0499	\$13,943.03
	TOTAL	\$78,308.27

Surplus to be junked Inventory #3965 and 3968 Victor Calculators  
from the Office of the County Treasurer

[2:55:12 PM](#)

**Permanent Minutes Signed**

March 18 and 20, 2013

**Correspondence Received**

H. E. Gritman Senior Center re: appreciation for 2013 funds and  
report of activities

Greater Othello Chamber of Commerce, Shawn R. Logan President  
re: Angel Garza – Palo Verdes Estates Development

**Adjournment @ 4:30 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-11-2013**

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

**IN THE MATTER OF CREATING THE POSITION OF SOLID WASTE OPERATIONS SUPERVISOR; SETTING THE CLASSIFICATION AND COMPENSATION LEVEL FOR THE POSITION; AND, ADOPTING THE JOB DESCRIPTION**

**WHEREAS**, it has been determined that a supervisory position within the Solid Waste Division of the Public Works Department is a necessary position to ensure quality operation and maintenance of the County's Solid Waste Facilities and Long Haul Operations; and,

**WHEREAS**, this supervisory position would also be tasked with scheduling and monitoring of staff operating at the Solid Waste Transfer site; and,

**WHEREAS**, a lengthy trial time period was conducted to determine the efficiency and advisability of creating the position on a permanent basis;

**THEREFORE BE IT HEREBY RESOLVED** that the following position is created:

Position No. 1119 Solid Waste Operations Supervisor  
Classification: FLSA EXEMPT  
Compensation: EE1  
Job Description as Attached

**DATED** this 1<sup>st</sup> day of April, 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

**RESOLUTION NO. R-12-2013**

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

**IN THE MATTER OF MODIFYING THE JOB DESCRIPTIONS FOR POSITION NO. 1115 – FACILITY MANAGER, POSITION NO. 1116 – SOLID WASTE ATTENDANT, AND, POSITION NO. 1118 - SOLID WASTE SCALE ATTENDANT**

**WHEREAS**, changes within the Solid Waste Division of the Public Works Department have been implemented that affect specific personnel duties and responsibilities;

**THEREFORE BE IT HEREBY RESOLVED** that the following position job descriptions are modified in form as attached effective immediately:

Position No. 1115 – Facility Manager  
Position No. 1116 – Solid Waste Attendant  
Position No. 1118 – Solid Waste Scale Attendant

**DATED** this 1<sup>st</sup> day of April, 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

Before the Board of County Commissioners of Adams County, Washington

In the matter of (Hills Road Resurfacing)...**Resolution R-13-2013** - County Road Project No.171

**IT IS HEREBY RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS that it is their intention to resurface the Hills Road #87061 from MP 6.13 to MP 9.49 by adding an HMA wearing surface.**

Length of project: **3.36 miles**      Width of roadbed: **30 feet**      Surface: **30 feet**  
Type and depth of surfacing: **HMA Wearing Surface**  
Estimated date of beginning: **April 2013**  
Estimated date of completion: **January 2014**

BE IT FURTHER RESOLVED that the foregoing proper road there is hereby appropriated the sums in the following detail.

	County Road Fund	Total
Preliminary Engineering	\$ 10,500.00	\$ 10,500.00
<u>Items of Work</u>		
Contract	\$ 686,000.00	\$ 686,000.00
Construction Engineering	\$ 27,500.00	\$ 27,500.00
<b>TOTAL</b>	<b>\$ 724,000.00</b>	<b>\$ 724,000.00</b>

The county road purpose herein described is HEREBY DECLARED to be a public necessity and the County Road Engineer is HEREBY ORDERED AND AUTHORIZED to report and proceed thereon as by law provided.

**BE IT FURTHER RESOLVED that this purpose by Contract in accordance with Standard Road and Bridge Specifications of the State of Washington as adopted by this Board.**

Adopted this 1<sup>st</sup> day of April, 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