

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

April 15, 2013
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

[10:03:27 AM](#)

Public Works

Director O'Brien reported that maintenance work is now focused on Hampton Road, Calloway area, and the Benge-Ralston Road.

10 Yard Truck Purchases

Director O'Brien presented a recommendation for the purchase of two (2) 2013 10 yard truck purchases from Transport Equipment, Inc. of Spokane Valley, Washington utilizing the Walla Walla County bid as the lowest responsive bidder.

Discussion of pricing based on the Walla Walla County bid, Grant County bid, and State contract followed. Options were Mack (18 speed and Allison AT), International (18 speed and Allison At) and Western Star (18 speed). Pros/cons of each of the options were reviewed. Head Mechanic Gary Kubik was present and participated in the discussions.

Board consensus authorized proceeding with the purchase of two (2) 2013 10 yard trucks (Mack Allison AT) from Transport Equipment utilizing the Walla Walla County bid.

Solid Waste

Director O'Brien reported that effective April 15, 2013, the position of Solid Waste Supervisor would become permanent and the employee in that position on an interim basis would become permanent.

2012-2013 County Wide Crushing Project, ERP-797

Commissioner Stevens moved, Marshall seconded, to *approve Pay Estimate #1 in the amount of \$363,055.61 to DeAtley Crushing, Lewiston, Idaho, for work completed 1/30/2013 to 3/31/2013 on the County Wide Crushing Project.* **Motion carried.**

Hooper Store Bridge #223-1, CRP-163

Contract Plans and Provisions for Construction of the Hooper Store Bridge #223-1, CRP-163, were filed with the Board per RCW 36.77.010.

Updates were given on spraying at the fairgrounds and the progress of the RV electrical project; health department building modifications; and, quotes received for pre-level hot mix and mag chloride.

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[11:09:03 AM](#)

FRP Financial

Michael Otis, FRP Financial, presented the County's Experience Rating Exhibit as of March 13, 2013.

Following a prior request by the Board, Michael Otis presented "Long Term Care Options" with information provided he had received from *LifeSecure, Pacific PremierCare, and Annuity Care II*. Otis reviewed five different ways that LTC could be purchased. No decisions were made by the Board.

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Recess @ 12:00

Reconvene @ 1:00 p.m.

[1:08:09 PM](#)

Integrated Health Care Services

(Health Department)

Commissioner Stevens moved, Hartwig seconded, to *authorize the Chairman to sign Contract #G1200306, Amendment #1, Solid Waste Enforcement Grant between the State of Washington Department of Ecology and Adams County Health Department reflecting a reduction of \$20,000 (from \$138,885.33 to \$118,885.33) for the period ending June 30, 2013.* **Motion carried.**

Norma Torres provided details of her primary responsibility – administering the WIC Program - within the Health Department. Torres noted that she is responsible and/or assists with vaccine inventory, data entry, and,

invoicing; conducting the Spanish food handlers class; Spanish interpretation and translation; and, handling county vital statistics for births/deaths.

Leslie Spencer noted her job responsibilities in the following areas: communicable diseases; jail health; maternity support services; WIC supervision; ABCD (Access to Baby and Child Dentistry); Non-CTG (CHOMP); Hepatitis C testing and vaccination program; and, assisting with home and clinic visits with children with special care needs.

Developmental Disabilities

IHCS Director Guse reported that an employee assisting with the Developmental Disabilities program had resigned and requested authorization to hire a replacement along with an additional request to consider increasing hours, reclassifying the position, and modifying the job description. Draft documents will be provided for review and then further discussions will be scheduled.

Hey Kids Summer Youth Program

IHCS Director Guse requested authorization to hire a second assistant for the Hey Kids Summer Youth Program due to the anticipated large number of enrollees. The number of Volunteers is expected to be down. Funding is available through DBHR to cover the cost of the second assistant which would be about 250 hours for the summer at a cost of \$2,500. The Board **by consensus authorized the hiring of the second assistant.**

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Finance Committee

Treasurer Danekas convened the Adams County Finance Committee meeting at 2:15 p.m. Auditor McBroom and Commissioner Chairman Hartwig were present. Additionally Commissioner Stevens and Marshall were in attendance.

The following were discussed and presented:

- Affidavit of Expenditures and Revenue Receipts in accordance with RCW 36.29.101(1) and (16)
- Investment Policy for signature of Finance Committee members
- List of Investment Firms used by Adams County – Columbia Bank, Sterling Savings Bank, Bank of America, US Bank, Wheatland Bank, Piper Jaffray, Wells Fargo, and Seattle Northwest Securities

- Review of the County's Investment Portfolio as of March 29, 2013 (additional information will be presented on April 22)
- Current Expense Fund Status
- Veteran's Relief Fund #107 and interpretation of RCW (a difference in how the State v. County in calculating yearly funding allocation will be reviewed with Prosecutor Flyckt)
- Computation of interest/penalties for unpaid Noxious Weed, Weed District, and Inter-Weed assessments are scheduled to change in the near future
- Capital Project Fund #322 was noted as having a balance of cash in the amount of \$151,855.77 and investment balance of \$139,137.51

Commissioner Stevens requested that documents be prepared to begin, effective April 30, 2013, the receipt of "communication sales tax funds" received by the county being deposited into a separate fund rather than directly into Fund #103. These funds will now be "specifically allocated" by the Board during the regular budgetary process.

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Communications System Revitalization Project

Prosecutor Flyckt and Deputy Prosecutor Horner addressed the requirements of competitive bidding for the proposed "Communications System Revitalization Project". Following discussion, Prosecutor Flyckt will request a copy of the complete file held by the Sheriff's Office so that a full review and determination could be made. A follow up meeting with the Board will be scheduled once this extensive review is completed.

[4:15:55 PM](#)

Lee Road Overlay #2

Commissioner Marshall moved, Stevens seconded, to *approve Resolution No. R-16-2013 Notice of Call for Bids for Lee Road Overlay #2 Project – CRP 168. Motion carried.* Bid opening was set for Monday, May 13, 2013 at 10:00 a.m.

ADO Designation

Commissioner Marshall moved, Stevens seconded, to *authorize the Chairman to sign the Associate Development Organization (ADO) certification form designating the Adams County Development Council as the Adams County ADO for purposes of coordinating economic development services for the county under contract with the Washington*

State Department of Commerce per work activities detailed in RCW 43.330.080. **Motion carried.**

Consent Agenda

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

Preliminary minutes of April 8 and 10, 2013

Payroll for March, 2013 in the amount of \$662,139.45 and Benefits in the amount of \$223,573.94 (Warrant # Series 521139-521238; Direct Deposit # Series 35060-35226; and, Benefit/Deduction # Series 1099925-1099943)

Resolution No. R-15-2013 In the Matter of Transferring Funds from the Current Expense Fund #001 to the Adams County Fair Fund #108

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	131341-131407	\$ 27,787.58
001E	131408-131409	\$ 324.94
103	131410-131414	\$ 15,712.72
104	131415-131417	\$ 1,715.99
105	131418	\$ 6,975.00
112	131419	\$ 76.50
117	131420	\$ 528.84
322	131421	\$ 1,062.46
502	131422-131426	\$ 3,356.26
001	0556-0559	\$ 155.63
108	0560-0562	\$ 676.22
115	0564-0585	\$ 20,024.29
122	0586-0589	\$ 939.11
321	0590, 0634	\$ 1,464.23
401	0591-0603	\$ 42,833.68
501	0604-0606, 0636	\$ 610.61
590	0607-0632, 0637	\$ 63,998.70

TOTAL

\$188,242.76

Permanent Minutes Signed

April 1 and 3, 2013

Correspondence Received

Chris Bajalcaliev re: Public Defender Quarterly Report for First Quarter 2013

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-15-2013

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM THE CURRENT EXPENSE
FUND #001 TO THE ADAMS COUNTY FAIR FUND #108.**

WHEREAS, funds were allocated in the Current Expense Fund #001 for the support of the Adams County Fair Fund #108;

THEREFORE BE IT HEREBY RESOLVED that Forty thousand and no/100 dollars (\$40,000) be transferred from the Current Expense Fund #001 Dept 099 BARS 597.73.00.01 to the Adams County Fair Fund #108 BARS 397.75.00.00.

DATED this 15th 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-16-2013
NOTICE TO CONTRACTORS
County of Adams
Department of Public Works
Ritzville, Washington**

Sealed bids will be received by Adams County at the office of the Board of County Commissioners located in the courthouse at 210 W. Broadway, Ritzville, Washington 99169, **until 10:00 a.m., Monday, May 13, 2013** and will be opened and publicly read on May 13, 2013 at 10:00 a.m. for the following construction improvements:

Lee Road Overlay #2 Project - (CRP-168), MP 2.03 to MP 4.05, Lemaster Road to Booker Road, by the rehabilitation of roadway by asphalt surfacing overlay and other work, all in accordance with the attached Contract Plans, Contract Provisions and the Standard Specifications.

All bid proposals shall be accompanied by a bid proposal deposit in cash, certified check, cashier's check or surety bond in amount equal to five percent (5%) of the amount of such bid proposal. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated in the specifications, the bid proposal deposit shall be forfeited to the County of Adams. All checks and bonds shall be made payable to the Adams County Treasurer.

The Board of Adams County Commissioners reserves the right to reject any or all bids, to waive informalities or irregularities in the bids or in the bidding, if the best interest of Adams County will be served, or to accept the bid, which in their opinion best serves the interest of Adams County.

Maps, plans, specifications, and proposals may be obtained from the office of the Department of Public Works, 210 W. Alder, Ritzville, Washington, 99169; phone (509) 659-3276.

Informational copies of maps, plans and specifications are on file for inspection in the office of the Adams County Engineer in Ritzville, Washington, and the chapter office of the Associated General Contractors of America in Spokane, Washington.

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color or national origin in consideration for an award.

DATED this 15 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