

## COMMISSIONERS' PROCEEDINGS

### Adams County Courthouse Ritzville, Washington Regular Meeting

June 3, 2013  
(Monday)

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

**Present:**

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

[8:58:04 AM](#)

**Developmental Disabilities**

Commissioner Marshall moved, Stevens seconded, to *approve and authorize the Chairman to sign Contract #1263-53330, Amendment No. 1 between Adams County and DSHS Department of Developmental Disabilities increasing the contract by \$5,490 (starting May 15, 2013) for the period July 1, 2012 – June 30, 2013.* **Motion carried.**

[9:10:28 AM](#)

[10:05:31 AM](#)

**Public Works**

Director O'Brien and Engineer Yaeger reported on the following: sealcoat work commencing in the Othello area June 4; progress of improvements at the fairgrounds, Bruce Transfer Station, and the Health Department; Hampton Road maintenance; and, the Lind-Hatton Project.

O'Brien shared details on the participation of five (5) counties (King, Clark, Chelan, Spokane, and Adams) in a 'Pilot Project' of the Pavement Management Program.

**Lee Road Overlay Project #2**

Commissioner Stevens moved, Marshall seconded, to *authorize the Chairman to sign the Contract and Contract Bond with Central Washington Asphalt, Moses Lake, for the Lee Road Overlay Project #2.* **Motion carried.**

**Lind-Hatton Road Project #4, CRP-159**

Bid opening for the Lind-Hatton Road Project #4, CRP-159, for installation of new wire fence and steel gates and removal and resetting of existing fence was set for 10:00 a.m. on Monday, June 24, 2013, in Room 202 of the Adams County Courthouse, Ritzville.

[10:47:31 AM](#)

[11:03:20 AM](#)

### **Access/WSP**

Prosecutor Flyckt reviewed the current arrangement for various county departments to utilize the Access Services available through the Washington State Patrol. Currently the Prosecutor and Sheriff subscribe and each department pays the yearly \$6,000 fee. Prosecutor Flyckt noted he was in discussion with Undersheriff Hunt regarding the possibility of the Prosecutor's Office using the services via the Sheriff's department. Discussions continue on that proposal.

Additionally, following a recent WSP Access audit concerns were noted regarding the "front swinging door" that provides various individuals ready access to the Prosecutor's office and the potential it poses for privacy and confidentiality. Some office modifications may be required in the future. At this point in time Prosecutor Flyckt will respond in writing to WSP regarding the audit concerns.

### **Sick Leave Payout**

Prosecutor Flyckt addressed the issues raised regarding "sick leave payout" to certain elected officials (former employees) and how the matter is stated in the Personnel Policy. Records will be researched and further review will be done before a decision is rendered.

[11:42:04 AM](#)

### **Recess @ 12:00**

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

[1:51:35 PM](#)

### **Washington Counties Risk Pool**

David Goldsmith, Member Services, conducted the Washington Counties Risk Pool's annual visit reviewing the following:

- Membership
- Mission Statement
- Pool Offerings
- Joint Self Insured Liability Program
- Property Program
- Governing Structure

Claim Activity-Frequency and Severity  
 Claims by Allegation  
 Amount Paid + Reserved by Allegation  
 Risk Management-Loss Control Resources and Training  
 Mitigation Matrix  
 2012 Financial Highlights  
 Operating Philosophy

Additionally, a copy of the WCRP Annual Report was submitted along with a copy of the results from the April 23, 2013 Compact Audit of Adams County.

[2:41:13 PM](#)

[3:56:04 PM](#)

**2012-2013 County Wide Crushing Project**

Commissioner Marshall moved, Stevens seconded, to *approve Pay Estimate #3, Release of Retainage – Final to DeAtley Crushing Co., Lewiston, Idaho, for work completed 4/11/2013 through 5/31/2013 on the 2012-2013 County Wide Crushing Project, ERP-797 in the amount of \$26,057.39. Motion carried.*

**Consent Agenda**

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

Preliminary minutes of May 28, 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	132043-132067	\$ 13,399.64
103	132068	\$ 166.02
104	132069-132076	\$ 7,094.32
106	132077	\$ 58.16
112	132078	\$ 186.00
116	132079	\$ 6.50
117	132080	\$ 871.75
123	132081	\$ 1,800.00
131	132082	\$ 4,750.00

502	132083-132086	\$ 1,551.57
108	0945-0946	\$ 1,946.37
115	0947-0960	\$220,825.52
122	0961	\$ 1,500.00
401	0962-0963	\$ 27,825.92
501	0964	\$ 815.50
590	0965	\$ 6,584.91
TOTAL		\$289,382.18

**Resolution No. R-22-2013 In the Matter of NCB for Lind-Hatton Road Project #4 CRP-159, MP 7.33 to MP 12.37, Damon Road to MP 12.37, by the installation of new wire fence, steel gates, removal and resetting of existing fence and other work all in accordance with the attached Contract Plans Contract Provisions and the Standard Specifications**

**Board of Adjustment**

Commissioner Stevens moved, Marshall seconded, to *reappoint Don Gentry, Othello to the Adams County Board of Adjustment for a six (6) year term effective retroactive to April 1, 2012 through March 31, 2018.*

**Motion carried.**

**Horticultural Pest and Disease Control Board**

Commissioner Stevens moved, Marshall seconded, to *reappoint Kris Butcher, Othello and Bill Schlagel, Othello to the Adams County Horticultural Pest and Disease Control Board for two (2) year terms each effective May 1, 2013 through April 30, 2015.* **Motion carried.**

[4:00:46 PM](#)

**Miscellaneous**

Board consensus authorized removal of an abandoned car on the county parking lot behind the courthouse; and, denied the request by Coke to relocate their vending machine within the County Public Services Building in Othello.

**Pet Rescue**

Board consensus authorized Chairman Hartwig to meet with Building and Planning Director Wiltse to verify the building location for the Pet Rescue facility as shown on the site plan; and, to sign any associated documents.

**Permanent Minutes Signed**

May 20 and 22, 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-22-2013**

**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, June 24, 2013** and will be opened and publicly read on June 24, 2013 at 10:00 a.m. for the following construction improvements:

**Lind-Hatton Road Project #4- (CRP-159), MP 7.33 to MP 12.37, Damon Road to M.P 12.37, by the installation of new wire fence, steel gates, removal and resetting of existing fence 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 3<sup>rd</sup> day of June, 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