

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

September 30, 2013
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman Roger L. Hartwig
Vice-Chairman Jeffrey W. Stevens

Absent:

Commissioner John N. Marshall

[9:04:21 AM](#)

Superior Court Judge Vacancy

At the request of the Board, Prosecutor Flyckt reviewed the regulations governing a County Superior Court Judge vacancy. Prosecutor Flyckt noted that this was a State office, not County office; and, that the Auditor had reported the vacancy by phone to the Secretary of State and the Governor's Office with official letters to follow. The Legislative Board has no required duties at this point as the Governor will be making the appointment. Flyckt noted that visiting Judges have been providing coverage the last few months and it was anticipated that would continue until the appointment. Prosecutor Flyckt stated that Superior Court Judges have State wide concurrent authority.

[9:19:07 AM](#)

[10:02:00 AM](#)

Hampton Road

Costs associated with the Hampton Road two (2) mile gravel to oil conversion were reviewed. Oil costs for the project are an approved 2013 budgetary expenditure (\$71,223.19) from Fund #111 and an invoice will be submitted to the Board.

Adams County Fairgrounds

Lease of a portion of ground connected to the fairgrounds and belonging to the county is scheduled to expire November 30, 2013. Brent Mitchell currently leases Block 45, Unit 140 and has first right of refusal to match

the high bid received if bids are solicited by the county; or, the county has the right to negotiate without going to bid. Following discussion, the Board requested Public Works Director O'Brien to prepare the necessary documents to advertise and request bids for the lease.

Chicago Title Company

Chicago Title submitted a written request to renew their office space lease with the county for property located at 103 W. Main for an additional year at \$450/month. The Board discussed some pending changes related to building/office occupancy within the courthouse along with a need for additional space for county offices and requested Public Works Director O'Brien to notify Chicago Title that a decision on renewal would be delayed for a few weeks.

Public Works Director O'Brien and Engineer Yaeger provided weekly updates on road maintenance and road construction projects.

Solid Waste

Commissioner Stevens moved, Hartwig seconded, to *authorize the Chairman to sign Consolidated Prevention Grant #G1400127 between the State of Washington, Department of Ecology and Adams County (Public Works) for the period July 1, 2013 through June 30, 2015 in the amount of \$202,941.33 (\$152,206 State portion; \$50,735.33 County portion) to provide Moderate Risk Waste Recycling, Waste Reduction Recycling, and Organic Recycling.* **Motion carried.**

[10:56:48 AM](#)

Cost Allocation Plan for Indirect Cost Rate

Chairman Hartwig relayed concerns to the Auditor regarding the request to sign the Cost Allocation Plan for Indirect Cost Rate document since some of the attachments included were specific to the county's recent financial audit and the "audit finding". Auditor McBroom provided an explanation and noted the responses to the State Auditor which had also been included as part of this document.

Auditor McBroom then inquired if a "sick leave payout" was going to be authorized for the time period when she was working in an employee capacity for the county and now that she was officially retiring from the county as an elected official.

The Board read the meaning of the term "retirement" as issued by the Department of Retirement Systems and discussed the time frame involved

and changes that had been made in the Personnel Policy. As McBroom neither retired nor qualified for retirement when she left regular employee status she was not eligible for sick leave payout at that time.

The Personnel Policy will be amended in the near future to officially add the DRS definition of the term “retirement” which will then provide a clear and detailed definition of retirement applicable to all employees.

[11:38:56 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[1:30:29 PM](#)

Budget Workshop – Central Services

Director Boness reported no major changes between the 2013 and 2014 budget. Some expansion of backup procedures was projected for 2014. The Board requested in-house and/or contractual services to update the “county web page” with improvements to links and to make it more user-friendly. In the light of recent power outages, steps will be taken to link the computer room to a generator for backup under these circumstances.

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[2:37:11 PM](#)

Budget Workshop – Treasurer

Treasurer Danekas informed the Board that she would have a position vacancy in the office effective mid-December. Some individuals within the office will be changing positions and that will then leave a vacancy in the Real Estate Tax position. Board **consensus authorized moving forward with filling the position vacancy**. Danekas noted that cross-training will continue to be a primary focus of the department. No other major changes were noted for the preliminary 2014 budget for Fund #001/030, #114 and #323. The Board heard a review of the calculation process used for developing the funding allocation for Veteran’s Relief Fund #107.

[3:13:06 PM](#)

[3:56:38 PM](#)

Law Enforcement Agreement (Town of Washtucna)

Commissioner Stevens moved, Hartwig seconded, to *approve the Law Enforcement Agreement between the Town of Washtucna and Adams County for the period January 1, 2014 through December 31, 2014 in the amount payable by the Town of \$8,308.* **Motion carried.**

Law Enforcement Agreement (Town of Lind)

Commissioner Stevens moved, Hartwig seconded, to *approve the Law Enforcement Agreement between the Town of Lind and Adams County for the period January 1, 2014 through December 31, 2014 in the amount payable by the Town of \$11,364.* **Motion carried.**

WSU Cooperative Extension

Commissioner Stevens moved, Hartwig seconded, to authorize the Chairman to sign and to *approve Amendment Number 20 to the Agreement between Adams County and Washington State University concerning Adams County Support for William Schillinger in the amount of \$16,000 extending the period through December 31, 2013.* **Motion carried.**

Cost Allocation Plan for Indirect Cost Rate

Auditor Nancy McBroom submitted the current version of the Adams County Countywide “Cost Allocation Plan for Indirect Cost Rate” that is required by the State Child Support Section of the Department of Social and Health Services according to Federal OMB Circular A-87.

Commissioner Stevens moved, Hartwig seconded, to *authorize the Chairman to sign the “Certificate of Cost Allocation Plan”.* **Motion carried.**

Consent Agenda

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

Preliminary minutes of September 23 and 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	133501-133538	\$ 19,071.73
103	133539-133540	\$ 616.39
104	133541-133547	\$ 6,927.67
105	133548	\$ 8,292.50
112	133549	\$ 264.50
116	133550-133551	\$ 13,504.65
117	133552-133554	\$ 1,852.53

123	133555-133556	\$ 2,000.00
502	133557-133559	\$ 1,229.63
108	1854-1555	\$ 137.87
115	1856-1867	\$143,755.67
122	1868	\$ 18.31
321	1884	\$ 23,586.30
401	1869-1871	\$ 456.07
590	1872-1883	\$ 8,713.69
	TOTAL	\$230,427.51

[3:59:27 PM](#)

Permanent Minutes Signed

September 9, 11, 16 and 18, 2013

Correspondence Received

Brent Mitchell, Othello re: request to renew lease on Block 45 Unit
140 north of the Adams County Fairgrounds

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
-ABSENT-
John N. Marshall, Commissioner