

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

October 28, 2013
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

[10:01:54 AM](#)

Farm Lease

Bids were opened for lease of county owned farm ground from:

Brent Mitchell 1077 S. Highway 17 Othello, WA 99344	\$ 3,400
Jason Schlagel 3217 Sorento Ct. Pasco, WA 99301	\$10,200

Term of the lease is November, 2013 through November, 2017. Under the existing lease the current tenant (Mitchell) has the "first right of refusal" to match the highest bid submitted. Deadline for that option is November 4, 2013. The awarded tenant will take possession of the property December 1, 2013.

[10:03:57 AM](#)

[10:06:13 AM](#)

Public Works

The weekly road project report was given by Engineer Yaeger along with a note that winterization at the fairgrounds was scheduled for completion by the end of the week. Yaeger informed the Board that he would be doing a presentation for WSACE in the near future on "the use of pavement fabric and the short and long term results".

Courthouse

The proposed improvements to the bathrooms within the courthouse to accommodate special needs individuals was discussed with consensus that consideration be given to starting with restrooms on Floor 1 (rather than Floor 3) since that floor already accommodates the ADA entrance to the building.

McManamon Bridge #400-3

A Request for Qualifications for design consultants for the McManamon Bridge #400-3 was advertised and then sent at their request to six firms with three proposals returned from Anderson Perry & Associates, Inc. of Walla; Sargent Engineers, Inc. of Olympia; and, Nicholls Engineering of Spokane Valley. Based on past performance, experience, and interviews Nicholls Engineering was recommended for award.

Commissioner Stevens moved, Marshall seconded, to *authorize the Chairman to sign the Concurrence to Award to Nicholls Engineering of Spokane Valley, Washington for design of the McManamon Bridge #400-3 based on the recommendation of County Engineer Yaeger.* **Motion carried.**

Engineering Staff

Engineer Yaeger reported the resignation of Engineering Tech McFarland effective November 15, 2013 and requested authorization to begin the process to fill the position vacancy. **Board consensus authorized filling the vacancy.**

[10:50:16 AM](#)

[11:06:14 AM](#)

FRP

Broker Michael Otis of FRP reviewed final quotes received from Aetna for employee medical insurance coverage for 2014 with options for Board consideration being: renew 'as is'; change health fund plans; change all plans; and, change HSA3500 to HSA5000. Following the review and discussion **Board consensus authorized proceeding with "renew as is" for 2014.** The majority of plans due to recent Federal legislation were noted as now requiring the change that "Pharmacy is subject to Medical Deductible". Renewal information will be sent to all employees to review for enrollment during the open period.

[11:49:58 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[1:35:03 PM](#)

Pet Rescue

Prosecutor Flyckt agreed to talk with the legal firm representing Pet Rescue and request some language changes in the 'Easement' that will provide future protections relevant to 'shared water usage' by Pet Rescue (and ultimately the County) and the adjoining property owner.

[1:57:34 PM](#)

[1:57:38 PM](#)

E-911

E911 Coordinator Angie Fode reported that the recent passage of HB1971 relating to pre-paid cellular phones and phone cards necessitated a review of the County 911 Ordinance to ascertain whether an amendment was needed. Fode's review in conjunction with Prosecutor Flyckt indicated that the current ordinance language covered the new requirements and therefore no further action was required.

Sheriff Hunt relayed recent information received from Legacy on the proposal to purchase/install a new generator to power the Dispatch Center. Prior to purchase/installation Legacy recommended a full study of the needs at an estimated cost of \$2,500. Allocated State funds will be used for the study and the generator purchase. The **Board authorized proceeding with the study prior to purchase/installation of the generator.**

[2:24:17 PM](#)

[2:27:39 PM](#)

Emergency Management Personnel

Emergency Management Coordinator Weise notified the Board that he would be separating from service under LEOFF 2 effective November 30, 2013.

Any accrued vacation and/or sick leave payout due Weise will be paid upon separation.

[2:35:51 PM](#)

[2:37:10 PM](#)

Superior Court Judge

Superior Court Judge John Strohmaier met briefly with the Board to discuss the 2014 budget for the Court as well as the Juvenile Department. The Board was encouraged to share any issues or concerns regarding either department during the interim.

[3:15:52 PM](#)

Clerk of the Board

The Board accepted the notice of separation from public service and retirement of Linda Reimer effective March 31, 2013.

[4:11:09 PM](#)

Emergency Management

Commissioner Marshall moved, Stevens seconded, to *approve Resolution No. R-35-2013 In the Matter of Adopting the Modified Job Description for Position No. 1217 – Emergency Management Director; Setting Compensation Level; Effective Date; and, Creating a Separate Department for Emergency Management. Motion carried.*

Public Defender Contract 2014-2015

Commissioner Stevens moved, Marshall seconded, to *approve the Addendum Extending the 2010-2013 Adams County Public Defender Contract between Adams County and the Law Office of Bajalcaliev & Scudder, Attorney Michael J. Morgan, Attorney Kyle R. Smith, and Attorney Brandon West, for the period commencing January 1, 2014 and ending December 31, 2015 for a total compensation of \$415,000 for 2014 and \$425,000 for 2015. Motion carried.*

Consent Agenda

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

Preliminary minutes of October 21 and 23, 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	133898-133919	\$21,143.07
103	133920-133923	\$ 895.65
104	133924-133929	\$ 9,827.47
104	Hand Pay	\$ 50.00
105	133930-133933	\$34,583.33
106	133934-133936	\$ 4,164.19
109	133937	\$ 417.06

117	133938-133941	\$ 829.51
123	133942-133945	\$ 2,637.00
131	133946-133947	\$ 447.03
502	133948	\$ 42.89
TOTAL		\$75,037.20

[4:13:35 PM](#)

Permanent Minutes Signed

October 14 and 16, 2013

Correspondence Received

Chris Bajalcaliev, Public Defender re: Third Quarter 2013 Report
 Shannon Davis, Department of Retirement Systems re: Final Audit Report regarding general compliance with the laws and regulations pertaining to the retirement systems

Grant County Board of Commissioners re: intent of the Grant County Board of Commissioners to withdraw from the GWMA completely

Adams County Emergency Food and Shelter Board (Bob Luhn and R.D. Leary) re: Services to County Residents and request to discuss future participation in planning for programs and services

Adjournment @ 4:35 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-35-2013

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

**IN THE MATTER OF ADOPTING THE MODIFIED JOB DESCRIPTION FOR POSITION
NO. 1217 – EMERGENCY MANAGEMENT DIRECTOR; SETTING COMPENSATION
LEVEL; EFFECTIVE DATE; AND, CREATING A SEPARATE DEPARTMENT FOR
EMERGENCY MANAGEMENT**

WHEREAS, through the years Emergency Management has been handled by an employee in a combination position that consisted of Sheriff Deputy duties as well as Emergency Management duties; and,

WHEREAS, this combination of duties has presented some challenges for time management and for completion of certain policies and required training exercises critical to Emergency Management;

THEREFORE BE IT HEREBY RESOLVED AND ADOPTED AS FOLLOWS:

Position No. 1217 – Emergency Management Director Amended Job Description
Department – Emergency Management supervised jointly by Board of
Commissioners and Sheriff
Position Classification - Management Level (M1)
Effective Date - January 1, 2014

DATED this 28th 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