

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

December 23, 2013
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Budget Workshop 2014

Modifications to the preliminary 2014 budget were discussed with Auditor Hunt, Treasurer Danekas, and Sheriff Hunt.

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Public Works

Public Works Director O'Brien reported on weekend activities due to local accidents and snowfall.

McManamon Bridge #400-3

Commissioner Stevens moved, Marshall seconded, to *approve and authorize the Chairman to sign the State of Washington – County Road Administration Board Final Prospectus for the McManamon Bridge #400-3 project for the 2013-2015 Biennium.* **Motion carried.**

2013 Guardrail Safety Project

Commissioner Marshall moved, Stevens seconded, to *approve Pay Estimate #1 for the 2013 Guardrail Safety Project to Frank Gurney, Inc., Spokane Valley, in the amount of \$129,143.75 for work completed 11/18/13 to 12/03/13.* **Motion carried.**

Primitive Roads

Vice-Chairman Stevens requested information on “primitive roads” since this has recently been a topic of interest among commissioners from counties located in the eastern portion of the State.

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WSU Lease Agreement with Ritzville Public Development Authority

Commissioner John N. Marshall publicly disclosed that he was a Board member of the Ritzville Public Development Authority (RPDA) and therefore would not be participating in the decision/vote on the proposed lease agreement between Adams County (on behalf of WSU) and the RPDA.

Prosecutor Flyckt reviewed a “draft lease agreement” that was submitted to him by WSU for their new office space. Because of the extensive detail included in the document and the need for review and input from the Board, Prosecutor Flyckt was rescheduled to continue discussion on January 13, 2014 at 2:00 p.m. A copy of the draft document was given to each of the Commissioners for their individual review and comments to then be submitted to the Prosecutor in preparation for the January 13 follow up appointment.

[11:44:38 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[3:54:19 PM](#)

Adams County Noxious Weed Assessment

Commissioner Marshall moved, Stevens seconded, to *approve Resolution No. R-51-2013 In the Matter of Authorizing a One (1) Year Noxious Weed Assessment Rate Increase; and, Setting Forth Criteria for Future Continuance*. Discussion followed noting that the rate increase was for a one (1) year period of time and that any future extension was contingent upon certain conditions being met (ie. “joint Adams County Board of Commissioner, Adams County Treasurer, Adams County Auditor, Adams County Noxious Weed Board, and staff review and evaluation of measures taken by Adams County Noxious Weed to develop an operation and financial accounting business plan that is deemed sustainable within the approved budgetary parameters adopted under these rates”). Vice-Chairman Stevens noted the Noxious Weed Control Board’s reluctance to accept any recommendations and believed that the ‘reorganization of the operation’ should be done prior to any rate increase. Chairman Hartwig noted that it had been a long time since a rate increase had been granted; but, he concurred that there was a need for restructure and some staff changes. Commissioner thanked the Adams County Treasurer and the Adams County Auditor for their extra assistance and

training for the Weed Board and their staff. **Vote was taken and the motion passed two (2) to one (1) with Hartwig and Marshall voting yes; Stevens voting no.**

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Integrated Health Care Services

Commissioner Stevens moved, Marshall seconded, to *approve and authorize the Chairman to sign Contract #1163-27285, Amendment #9, between Adams County and DSHS Division of Behavioral Health and Recovery-Chemical Dependency Services (treatment and prevention) in the amount of \$245,577 for a total contract of \$879,253 for the period January 1, 2014 through June 30, 2015.* **Motion carried.**

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WIC Certifier/Interpreter/Data Entry Clerk

The Board **consensus authorized Integrated Health Care Services to fill the WIC Certifier/Interpreter/Data Entry Clerk position vacancy within the Health Department.**

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Board Reorganization

The Board by **consensus confirmed Jeffrey W. Stevens to serve as 2014 Chairman; and, John N. Marshall to serve as 2014 Vice-Chairman.**

Outgoing Chairman Roger L. Hartwig expressed appreciation to Stevens and Marshall for their assistance during his term as 2013 Chairman.

Board Assignments

County related meeting/group assignments were retained by each Commissioner as they were held in 2013, specifically as follows:

Marshall: Aging and Adult Care, QuadCo RTPO, Courthouse O&M, P.A.I.D., ACDC, and Legislative Steering Committee

Hartwig: Columbia River Policy Advisory Group, GWMA, LEOFF, Columbia Basin Development League, Emergency Services, Legislative Alternate

Stevens: Martin Hall, SWAC, Spokane Regional Support Network, JTPA-PIC, WCRP, Emergency Food and Shelter Board, Eastern Washington Council of Governments, Legislative Alternate

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Clerk of the Board

The Board, following their review of applications, selection of candidates to interview, and conducting interviews offered the position of Clerk of the Board to Patricia Phillips, Lind. Ms. Phillips accepted and will begin January 22, 2014, at a compensation level of EE1/S2. Ms. Phillips will replace Clerk of the Board Reimer when she officially retires on April 30, 2014.

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2014 Adams County Budget

Commissioner Stevens moved, Marshall seconded, to *approve Resolution No. R-50-2013 In the Matter of Adopting the 2014 Adams County Budget. Motion carried.*

Adoption of the budget resolution concurrently adopted compensation levels; medical insurance cap; and COLA's as noted:

Elected Officials - Salary per Citizens Commission on Salaries for Elected Officials; Medical Insurance Cap at \$600.00/month

Non-Union Employees - Medical Insurance Cap at \$600.00/month; COLA of \$605.52

Non-Union Exempt Employees - Medical Insurance Cap at \$600.00/month; COLA of \$605.52

Non-Union Management Employees - Medical Insurance Cap at \$600.00/month; COLA of \$605.52

Union Employees per Contract

Public Works

Courthouse

Corrections/E-911 Dispatch

Sheriff's Association

Additionally Resolution No. R-66-08 In the Matter of Eliminating Positions that become Vacant within the County adopted December 22, 2008, was included as part of the Adams County Budget.

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Consent Agenda

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

Preliminary minutes of December 16 and 18, 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	135446-135496	\$ 20,841.50
001	Hand Pay	\$ 93.24
001E	135497-135498	\$ 668.91
104	135499-135503	\$ 2,249.20
105	135504-135407	\$ 34,583.33
109	135408	\$ 417.06
112	135509	\$ 165.00
117	135510-135512	\$ 470.41
123	135513-135515	\$ 3,020.23
131	135616	\$ 4,750.00
166	135517	\$ 891.26
502	135518-135523	\$ 1,939.38
001	2513-2514	\$ 12,433.48
108	2515-2517	\$ 2,188.65
115	2518-2535	\$ 30,712.57
321	2536	\$ 4,598.49
401	2537-2539	\$ 29,144.75
501	2540-2545	\$ 19,695.75
590	2546-2559	\$ 41,534.19
TOTAL		\$210,397.40

Permanent Minutes Signed

December 9, 11 and 12, 2013

Correspondence Received

Adams County Fire Protection District No. 1, Dennis W. Morgan,
Secretary re: Amended 2014 Budget for Adams County Fire Protection
District No. 1

Early Closure on December 24, 2013

County business was ordered closed by the Board of County Commissioners as of noon on December 24, 2013, with employees scheduled and working that day to be released (at noon) without a deduction in pay.

Meeting Cancellation

Due to a lack of quorum the regular meeting scheduled for Monday, December 30, 2013, was cancelled.

Adjournment @ 4:45 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-50-2013

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

IN THE MATTER OF ADOPTING THE 2014 ADAMS COUNTY BUDGET

WHEREAS, public hearings were held on December 2 and 9, 2013 for the purpose of receiving public comment on the proposed 2014 Adams County budget; and,

WHEREAS, all financial details of the proposed revenues and expenditures were considered and analyzed during subsequent public meetings;

NOW THEREFORE BE IT HEREBY RESOLVED that the 2014 Adams County Budget expenditures are adopted at the level equal to revenues constituting a balanced budget as follows:

2014 Adams County Budget

	Cash C/Over Revenue '13	Appropriation	Ending Cash 2014
Current Expense Departments			
Commissioners			275,353
Personnel	251,878		
Operational	23,475		
Superior Court			199,433
Personnel	125,583		
Operational	73,850		
Ritzville District Court			281,727
Personnel	259,677		
Operational	22,050		
Othello District Court			261,476
Personnel	233,176		
Operational	25,800		
Capital Outlay	2,500		
Board of Equalization			3,300
Auditor			349,753
Personnel	259,673		
Operational	43,380		
Capital Outlay	46,700		
Clerk			162,689
Personnel	153,089		
Operational	9,600		
Treasurer			283,006
Personnel	266,357		
Operational	16,649		
Assessor			330,883
Personnel	306,243		
Operational	24,640		
Prosecuting Attorney			595,448
Personnel	486,578		
Operational	90,170		
Capital Outlay	18,700		
Support Enforcement			177,264
Personnel	110,934		
Operational	66,330		
Civil Service			2,950
Personnel Costs			137,050

LEOFF			48,580	
Police Operations			1,664,722	
Personnel		1,370,257		
Operational		292,465		
Capital Outlay		2,000		
Care & Custody			584,199	
Personnel		390,899		
Operational		179,975		
Capital Outlay		13,325		
Juvenile			484,820	
Personnel		416,670		
Operational		68,150		
Planning & Building			310,361	
Personnel		178,311		
Operational		132,050		
Coroner			19,200	
WSU Extension			130,487	
Personnel		45,715		
Operational		83,900		
Capital Outlay		872		
Crop & Soil			31,979	
Subtotal CE			6,334,680	
Non-Departmental			1,082,423	
TOTAL CURRENT EXPENSE	8,278,724		7,417,103	861,621
Current Expense Reserve	1,000,000			1,000,000
Ad. Co. Ltd. Tax G.O. Bond '96	36,000		36,000	
CE EmpLiabFund	242,350			242,350
CE Juvenile Det Alter	10,000		10,000	
Other Funds				
Enhanced 911 #103	962,807		710,441	252,366
Personnel		462,381		
Operational		194,060		
Capital Outlay		54,000		
Integrated Health Care #104	4,100,431		2,100,431	2,000,000
Personnel		1,700,703		
Operational		383,183		
Capital Outlay		16,545		
Criminal Justice #105	592,255		539,000	53,255
Criminal Jus Sales Tax #105A	652,500		116,840	535,660
Emergency Services #106	121,692		121,692	
Personnel		73,039		
Operational		27,800		

Capital Outlay		20,853		
Veteran's Relief #107	20,000		10,800	9,200
Adams County Fair #108	183,700		297,244	1,456
Personnel		51,244		
Operational		116,000		
Capital Outlay		130,000		
Law Library #109	6,000		6,000	
Paths & Trails #110	71,000		750	70,250
Adams County Reg Landfill #111	363,509		363,509	
Jail Inmate Welfare #112	68,160		17,000	51,160
Education Support Program #113	8,538		8,538	
Treasurer's O&M #114	20,980		9,300	11,680
County Road #115	13,881,797		11,210,102	2,671,695
Personnel		2,586,746		
Operational		3,853,926		
Capital Outlay		4,569,430		
Reserve		200,000		
Auditor's O&M #116	131,700		54,720	76,980
Personnel		35,980		
Operational		18,740		
Development Disabilities #117	335,839		225,839	110,000
Personnel		180,339		
Operational		42,500		
Capital Outlay		3,000		
Trial Court Improvement #119	58,950		23,400	35,550
Tourism Enhancement #120	3,860			3,860
Public Facilities Imp #122	592,500		142,975	449,525
Low Income Housing #123	230,000		80,000	150,000
Drug Enforcement #130	71,000		6,700	64,300
DARE #131	56,000		21,400	34,600
Crime Victims Comp #135	99,500		51,000	48,500
Domestic Violence Prevent #136	2,000			2,000
Domestic Violence Assess #137	6,950			6,950
Noxious Weed #166	158,182		142,340	15,842
Personnel		100,340		
Operational		40,000		
Capital Outlay		2,000		
AdCoDebt Service #210	184,359		184,309	50
Rodeo Lake Capital Imp #301	4,500		4,500	
Capital Imp #321	761,230		468,650	292,580

Capital Projects #322	141,519		141,287	232
Real Estate Technology #323	112,000		6,344	105,656
EconDevelCapital Projects #324	365,160		100,000	265,160
Solid Waste #401	2,596,087		2,002,489	593,598
Personnel		404,389		
Operational		673,100		
Capital Outlay		80,000		
Reserve		845,000		
Courthouse O&M #501	409,991		409,991	
Personnel		209,241		
Operational		200,750		
Central Services #502	491,119		426,680	64,439
Personnel		192,610		
Operational		181,570		
Capital Outlay		52,500		
IGS #590	4,971,526		3,328,393	1,643,133
Personnel		586,793		
Operational		2,033,600		
Capital Outlay		708,000		
TOTAL OTHER FUNDS	32,837,341	17,701,969	23,332,664	9,504,677
Total Current Expense	8,278,724		7,417,103	861,621
Total CE Reserve	1,242,350			1,242,350
Total GO Tax Bond	36,000		36,000	
Total Juvenile Det Alt	10,000		10,000	
Total Other Funds	32,837,341		23,332,664	9,504,677
GRAND TOTAL	42,404,415		30,795,767	11,608,648

AND, BE IT FURTHER RESOLVED that the adopted budget includes the following:

Elected Officials - Salary per Citizens Commission on Salaries for Elected Officials; Medical Insurance Cap at \$600.00/month

Non-Union Employees - Medical Insurance Cap at \$600.00/month; COLA @ \$605.52

Non-Union Exempt Employees - Medical Insurance Cap at \$600.00/month; COLA @ \$605.52

Non-Union Management Employees - Medical Insurance Cap at \$600.00/month; COLA @ \$605.52

Union Employees per Contract
Public Works
Courthouse
Corrections/E-911 Dispatch
Sheriff's Association

AND, BE IT FURTHER RESOLVED that Resolution No. R-66-08 In the Matter of Eliminating Positions that become Vacant within the County adopted December 22, 2008, is included as part of the Adams County Budget.

DATED this 23rd day of December, 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-51-2013

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

**IN THE MATTER OF AUTHORIZING A ONE (1) YEAR NOXIOUS WEED
ASSESSMENT RATE INCREASE; AND, SETTING FORTH CRITERIA FOR FUTURE
CONTINUANCE**

WHEREAS, the Adams County Noxious Weed Board in a letter dated October 8, 2013 and received by the Adams County Board of Commissioners on November 10, 2013 requested an assessment rate increase for Incorporated Town Parcels from \$5.00 to \$7.50; as well as a Minimum Billing per Assessed Parcel from \$5.00 to \$7.50; and,

WHEREAS, a public hearing was held before the Adams County Board of Commissioners on December 2, 2013 to review and accept public comment on the proposed assessment increase; and,

WHEREAS, the Board of Commissioners after review and study continue to have concerns regarding the operation and financial accounting within the Noxious Weed Board office; and,

WHEREAS, the Board along with the Treasurer and Auditor have spent considerable hours working with the Noxious Weed Board staff to assist with their education and training regarding the financial operations; and

WHEREAS, the Board also recognizes that it has been some time since the last assessment increase and that the Federal and State economic environment has changed considerably;

THEREFORE BE IT HEREBY RESOLVED AS FOLLOWS:

A one (1) year rate assessment increase is authorized for Incorporated Town Parcels from \$5.00 to \$7.50; and,

A one (1) year rate assessment increase is authorized for Minimum Billing Per Assessed Parcel from \$5.00 to \$7.50; and,

AND, BE IT FURTHER RESOLVED AS FOLLOWS:

The one (1) year rate increase to continue beyond this time frame is contingent upon joint Adams County Board of Commissioners, Adams County Treasurer, Adams County Auditor, and Noxious Weed Control Board and staff review and evaluation of measures taken by the Adams County Noxious Weed Control Board to develop an operation and financial accounting business plan that is deemed sustainable within the approved budgetary parameters adopted under these rates.

DATED this 23rd day of December, 2013.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Roger L. Hartwig, Chairman
NAY
Jeffrey W. Stevens, Vice-Chairman
s/John N. Marshall, Commissioner

ATTEST:
s/Linda Reimer, MMC
Clerk of the Board