

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

March 24, 2014
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman Jeffrey W. Stevens
Vice-Chairman John N. Marshall

Absent:

Commissioner Roger L. Hartwig

[10:04:17 AM](#)

Public Works

Public Works Director O'Brien gave an update on routine road maintenance projects and reported that summer projects are being scheduled.

Certification of County Road Administration Board Report

Engineer Yeager presented Submittal of Certification of County Road Administration Board Report for 2013, including Traffic Law Enforcement Certification; Fish Passage Barrier Removal Certification; and Annual Certification.

Commissioner Marshall motioned, Stevens seconded to *sign the Certification of County Road Administration Board Report for 2013.*

Motion carried.

McManamon Bridge Reconstruction Project #400-3

The Department of Transportation has a requirement of small engineering firms to submit an indirect cost rate for DOT approval. Nicholls Engineering was awarded the design portion of the McManamon Bridge Project on October 28, 2013. Engineer Yeager has been in contact with Department of Transportation as well as Nicholls Engineering trying to complete the DOT required paperwork for the indirect cost rate. Engineer

Yeager has been notified by Nicholls Engineering that they were not able to complete the correct cost rate.

A letter was sent to Nicholls Engineering to retract the award for the McManomon Bridge Design.

Remaining consultants from the RFQ's will be interviewed with the indirect cost rate reviewed, and ensure that the financials are ready to forward to DOT with that process to take approximately one month.

Danekas Road Project

Engineer Yeager discussed a speed limit adjustment during the duration of the Danekas Road Project due to a detour route on gravel roads.

Town of Hatton Hampton Railroad Crossing

A petition has been received from WUTC for a second crossing in the Town of Hatton on behalf of BNSF Railroad. Engineer Yeager has met with the Mayor of Hatton to discuss the issue. The only change would be an additional track parallel to the existing track with the traffic crossing remaining the same.

Commissioner Marshall motioned, Stevens seconded, to *authorize Engineer Yeager to sign TR-140380 Petition on Behalf of BNSF Railway Company, to Reconstruct a Highway-Rail Grade Crossing at Hampton Road in Adams County, Washington.* **Motion carried.**

Recess @ 12:00

Reconvene @ 1:00 p.m.

1:20:00 PM

Union Negotiations

The Board was in a session closed to the public per RCW Chapter 42.30.140(4)(b) "that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining from 1:20 p.m. to 2:18 p.m. Gary and Valerie Hunt, Human Resources, were present.

2:18:55 PM

4:22:21 PM

Economic Development Analyst

The Board approved modifications to Position No. 1112 –Economic Development Analyst clarifying specific duties and responsibilities, required knowledge and abilities, as well as reclassifying the position from Employee Exempt to Management Level.

Commissioner Marshall moved, Stevens seconded, to *approve Resolution No. R-017-2014 In the Matter of Approving Job Description Modifications for Position No. 1112 – Economic Development Analyst; and, Reclassifying the Position to Management Level.* **Motion carried.**

Adams County Personnel Policy

Commissioner Marshall moved, Stevens seconded, to *approve Resolution No. R-016-2014 In the Matter of Amending the Adams County Personnel Policy, Specifically Resolution No. R-015-2014 (Appendix A).* **Motion carried.**

National Park Service Contingency Plan

A letter was received from the Eastern Washington Council of Governments asking eastern Washington counties to jointly request a modification to the National Park Service Contingency Plan. This Plan, if implemented, would treat all 401 units of the national Park system identically should there be a lapse in appropriation from congress. Lake Roosevelt National Recreation Area and Glacier National Park would be two of the units that would be affected. Board **consensus authorized the Chairman to sign the letter to Jonathan B. Jarvis, National Park Service Director, requesting a modification to the Contingency Plan that would differentiate between the various entities and that would allow the superintendent of each specific unit to develop a shutdown plan that would best manage their own unique area.** Columbia, Douglas, Ferry, Grant, Lincoln, Okanogan, Pend Oreille, Stevens, and Whitman County joined Adams County as signators on the letter.

Consent Agenda

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

Approval of Preliminary Minutes of March 17 and 19, 2014

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	141027 – 141069	\$ 36,091.82
001E	141070 – 141072	\$ 539.80
103	141073 – 141074	\$ 2,342.75
104	141075 – 141078	\$ 373.75
105	141079 – 141082	\$ 34,583.33
106	141083 – 141085	\$ 502.65
109	141086	\$ 437.91
112	141087	\$ 193.75
116	141088	\$ 168.02
117	141089	\$ 348.61
123	141090	\$ 351.46
502	141091 – 141096	\$ 2,916.54
108	0441 – 0443	\$ 910.04
108	Hand Pay	\$ 17,005.81
115	0444 – 0460	\$ 93,917.90
401	0461 – 0467	\$ 6,580.37
501	0468 – 0474	\$ 3,292.47
590	0475 – 0479	\$ 23,094.46
	TOTAL	\$223,651.44

Declare certain Superior Court equipment as broken/obsolete to be junked: Inventory #12103, #12104, #12105, #12139, #12140, #12141, #12106, #12107, #121112, #12117, #1545, #1546, #1548

[4:24:46 PM](#)

Permanent Minutes Signed

March 10 and 12, 2014

Correspondence Received

Department of Licensing, Bryan Jackson re: scrap metal business licensing

Correspondence Sent

Designation of individuals within the County to receive applications (Building and Planning) and renewals (Sheriff) relative to scrap metal business licensing sent to the Department of Licensing, Bryan Jackson

Adjournment @ 4:30 p.m.

Submitted:
s/Patricia J. Phillips
Deputy Clerk of the Board

Edited and Approved:

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

RESOLUTION NO. R-016-2014

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

**IN THE MATTER OF AMENDING THE ADAMS COUNTY PERSONNEL POLICY,
SPECIFICALLY RESOLUTION NO. R-015-2014 (APPENDIX A)**

WHEREAS, Resolution No. R-015-2014 added positions to the approved list of county exempt positions under FLSA and concurrently amended the Adams County Personnel Policy; and,

WHEREAS, a position was inadvertently omitted from the list;

THEREFORE BE IT HEREBY RESOLVED that Resolution No. R-015-2014, a part of Appendix A, is amended and the following position is included in the exempt positions under FLSA:

Emergency Management Director

AND, BE IT FURTHER RESOLVED THAT effective immediately the **ADAMS COUNTY PERSONNEL POLICY IS AMENDED.**

DATED this 24th day of March, 2014.

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

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

RESOLUTION NO. R-017-2014

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

**IN THE MATTER OF APPROVING JOB DESCRIPTION MODIFICATIONS FOR
POSITION NO. 1112 – ECONOMIC DEVELOPMENT ANALYST; AND,
RECLASSIFYING THE POSITION TO MANAGEMENT LEVEL**

WHEREAS, the duties for the position of Economic Development Analyst were originally established in 2002 and a number of changes have occurred since that time; and,

WHEREAS, since the position has been vacant for several months and the duties have been reviewed which now reflect a new focus and new direction;

THEREFORE BE IT HEREBY RESOLVED that Position No. 1112 – Economic Development Analyst – is hereby modified to reflect new specific duties as well as new required knowledge and abilities; and,

BE IT FURTHER RESOLVED that Position No. 1112 – Economic Development Analyst – is hereby reclassified to Management Level 1 effective March 24, 2014.

DATED this 24th day of March, 2014.

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

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