

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

July 21, 2014
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Addition to Consent Agenda:

Approval of **Resolution No. R-041-2014**

Corrections Department

Sheriff Hunt reported the freezer in the Corrections Department is no longer working and requested and received ***by consensus authorization to proceed with the purchase of a replacement freezer for the Corrections Department.***

[10:00:39 AM](#)

Danekas Road Project #2, Phase 2

It being the date and time set for bid opening on the Danekas Road Project #2, Phase 2, bids were opened from:

Central Washington Asphalt, Inc. P. O. Box 939 Moses Lake, WA 98837	\$1,035,200.00
---	----------------

Granite Construction Company P. O. Box 1219 Moses Lake, WA 98837	\$1,077,710.00
--	----------------

Engineer Estimate \$998,046.36

[10:02:52 AM](#)

[10:03:34 AM](#)

Clearwater Supply

Commissioner Marshall moved, Hartwig seconded, to *approve the Agreement between Adams County and Clearwater Supply, Inc. to use the old transfer station site at Hampton and SR24 for recycling irrigation piping in the Othello area from July 28, 2014 through October 20, 2014, contingent upon validation of the contract by Clearwater Supply, Inc.*

Motion carried. A Certificate of Liability Insurance, naming Adams County as an additional insured on Clearwater Supply's insurance policy, was presented with the Agreement.

Public Works

Engineer Scott Yeager reported on the crack sealing operation, weed spraying and maintenance of gravel roads. Updates were provided on solid waste operations, fairgrounds and vehicles.

Historic County Courthouse Rehabilitation Grant Program

Commissioner Hartwig moved, Marshall seconded, to *approve and authorize the Chairman to sign the Agreement between Adams County and The DOH Associates, Wenatchee, Washington for architectural services to assist in formalizing the design, prepare construction documents suitable for construction, assist with the bidding process and with the construction administration on the remodel of the Courthouse third floor restrooms and the Courthouse elevator in an amount not to exceed \$22,540.* **Motion carried.**

[10:35:51 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

Canvassing Board

Roger L. Hartwig will serve on the Canvassing Board for the August 5, 2014 Primary Election for the time frame of July 16, 2014 through August 19, 2014.

[1:52:13 PM](#)

Danekas Road Project No. 2, Phase 2

Commissioner Hartwig moved, Marshall seconded, to *award the bid for the Danekas Road Project No. 2, CRP-161, (Phase 2) to Central Washington Asphalt, Inc., Moses Lake, as the lowest responsible bidder at \$1,035,200; and, to authorize the Chairman to sign the Concurrence of*

Award. Motion carried. The bid is 104% of the Engineer's estimate of \$998,046.36.

[1:56:35 PM](#)

Union Negotiations

The Board was in a session closed to the public under RCW 42.30.140(4)(b) "Collective bargaining sessions...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 2:05 p.m. until 3:10 p.m. Gary and Valerie Hunt, Human Resources, were present.

[3:40:26 PM](#)

Central Services

Commissioner Marshall moved, Hartwig seconded, to approve ***Resolution No. R-039-2014 In the Matter of Reclassifying Central Services Position No. 401 from Exempt Employee Range 1 (EE1) to Exempt Employee Range 3 (EE3) on the Exempt Employee Salary Schedule; and modifying the Job Description for Position No. 401 from Computer Support Technician to Computer Systems Analyst.*** Motion carried.

The Board ***by consensus approved Michael Perra to be placed at Exempt Employee Range 3, Step 3 on the Exempt Employee Salary Schedule.***

Integrated Health Care Services

Commissioner Hartwig moved, Marshall seconded, to approve ***Resolution No. R-040-2014 In the Matter of Creating Adams County Position No. 505 – Management Information System Technician – within the Integrated Health Care Services Department; Adopting the Job Description; and, Establishing the Classification Level.*** Motion carried. The position is fully funded by Spokane Regional Support Network (SCRSN) and will be established at Exempt Employee Range 3 on the Exempt Employee Salary Schedule.

Consent Agenda

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

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	142695 – 142741	\$ 30,970.01
103	142742 – 142746	\$ 42,173.24
104	142747 – 142762	\$ 19,426.68
105	142763 – 142766	\$ 34,583.33
112	142767 – 142768	\$ 1,187.75
117	142769 – 142773	\$ 960.31
122	142774 – 142775	\$ 885.36
123	142776	\$ 486.00
502	142777 – 142780	\$ 1,519.02
108	1323 – 1326	\$ 15,326.99
115	1327 – 1337	\$350,836.07
321	1338	\$ 4,932.66
401	1339 – 1348	\$ 90,957.10
501	1349 – 1356	\$ 15,281.08
590	1357 – 1372	\$106,724.57
590	Hand Pays	\$ 105.75
	TOTAL	\$716,355.92

Resolution No. R-041-2014 In the Matter of Transferring Funds from Current Expense Fund #001 to Courthouse O&M Fund #501.

[3:46:22 PM](#)

Permanent Minutes Signed

July 7 and 9, 2014

Correspondence Received

Jonte M. Sulton, Title VI Coordinator WSDOT re: review and approval of Adams County's Title VI Annual Update and Accomplishments Report for 2014 and notice of 2015 report deadline; and, 2014 Title VI Non-Discrimination Agreement Approval

Law Office of Madel and Smith re: Public Defender Second Quarter Report, 2014

Adjournment @ 4:40 p.m.

Submitted:
s/Patricia J. Phillips
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
s/Roger L. Hartwig, Commissioner

**RESOLUTION NO. R-039-2014
ORDER OF BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON**

IN THE MATTER OF RECLASSIFYING CENTRAL SERVICES POSITION NO. 401

WHEREAS, changes to the position have occurred in terms of required job functions, and,
WHEREAS, it is appropriate to reclassify this position based upon Commissioner review;
THEREFORE BE IT HEREBY RESOLVED that Central Services Position No. 401 is modified as follows:

<u>Position Title from:</u>	Computer Support Technician
<u>Position Title to:</u>	Computer Systems Analyst
<u>Classification from:</u>	EE1
<u>Classification to:</u>	EE3

AND, BE IT FURTHER RESOLVED THAT the reclassification is effective August 1, 2014.

DATED this 21th day of July, 2014.

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

ATTEST:
s/Patricia J. Phillips
Clerk of the Board

RESOLUTION NO. R-040-2014

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

**IN THE MATTER OF CREATING ADAMS COUNTY POSITION NO. 505 – MANAGEMENT
INFORMATION SYSTEM TECHNICIAN - WITHIN THE INTEGRATED HEALTH CARE**

SERVICES DEPARTMENT; ADOPTING THE JOB DESCRIPTION; AND, ESTABLISHING THE CLASSIFICATION LEVEL

WHEREAS, the Integrated Health Care Services Department has provided notice of funding for certain positions through Spokane Regional Support Network (SCRSN);

WHEREAS, staffing within the Integrated Health Care Services Department has been reviewed for operation efficiency; and it has been determined that office operations would be better served with an individual to assist with day to day technology issues;

THEREFORE BE IT HEREBY RESOLVED THAT THE FOLLOWING POSITION IS CREATED AND ESTABLISHED AS FOLLOWS:

Management Information System Technician – Position No. 505
Position based in Othello, Washington at the County Public Services Building
Full time
Classification: EE3

DATED this 21st day of July 2014.

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

ATTEST:
s/Patricia J. Phillips
Clerk of the Board

RESOLUTION NO. R-041-2014

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

IN THE MATTER OF TRANSFERRING FUNDS FROM CURRENT EXPENSE FUND #001 TO COURTHOUSE O&M FUND #501.

WHEREAS, funds were allocated in the Current Expense Fund #001 for the operation of the Courthouse O&M Fund #501; and

THEREFORE BE IT HEREBY RESOLVED that One hundred thousand and no/100dollars (\$100,000) be transferred from Current Expense Fund #001 Bars 597.18.00.01 to Courthouse O&M Fund 501 Bars 397.18.30.00.

DATED this 21st day of July, 2014.

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

ATTEST:
s/Patricia J. Phillips
Clerk of the Board