

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

March 9, 2015
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

[10:01:15 AM](#)

Public Works

Public Works Director O'Brien provided a general update on road maintenance, fairgrounds, and solid waste. O'Brien is hoping to have the Othello Custodial-Maintenance position filled by the first part of April. Farmers Electric has completed the service, disconnect and lighting in the transfer station trailer and is awaiting final inspection from Avista Utilities. Summer hours at the transfer stations will begin during the month of April and spring clean-up is scheduled for April 4, 2015.

Updates were reported by Engineer Yaeger on the following:

- Leisl Road Bridge: A revised schedule has been received from East Columbia Basin Irrigation District with a plan to have all concrete pours complete by March 23, the date water is scheduled to be released into the canal at operating level
- McManamon Road Bridge: March 13, 2015 is the date set for information to be received from heirs on ownership of the property.

Yaeger provided photographs of completed bridge repair projects within the county.

Public Works Staff

Public Works Director O'Brien reported a solid waste attendant position vacancy in his department and requested authorization to begin the process to fill the position. The Board, **by consensus authorized filling the vacancy.**

Asphalt Bids

Bids for asphalt were received from the following:

Idaho Asphalt Supply	HFE 150	\$394.00 / ton
	Delivery	\$ 40.00 / ton
	Demurrage Charge	\$100.00 / hour
	Trailer Rental	\$ 6.80 / ton
Western States Asphalt	HFE 150	\$500.81 / ton
	Delivery	\$ 23.63 / ton
	Demurrage Charge	\$100.00 / hour
	Trailer Rental	\$ 40.00 / load

The Idaho Asphalt Supply representative indicated that their prices did not include sales tax. O'Brien noted that the proposal stated "all pricing on all items shall include all appropriate taxes". It is the recommendation of the Public Works Department to award the bid at \$394.00 / ton to Idaho Asphalt Supply, Hauser, Idaho, as the lowest responsive bidder.

Based on the recommendation of the Public Works Department the Board **by consensus authorized awarding the bid for asphalt to Idaho Asphalt Supply, Hauser, Idaho, in the amount of \$394.00 / ton, utilizing the lowest, responsive bidder.**

Should the bidder not honor the bid and decline the bid award, it is the recommendation of the Public Works Department to re-bid the project.

2013-2015 Courthouse Rehabilitation – 3rd Floor Restroom Remodel

Commissioner Marshall moved, Stevens seconded, to *authorize Pay Estimate #1 to Banlin Construction, Kennewick, WA, for work completed on the Courthouse 3rd Floor Restroom Remodel Project, in the amount of \$49,849.55. Motion carried.*

2013-2015 Courthouse Rehabilitation – Elevator Modernization

Commissioner Stevens moved, Marshall seconded, to *authorize Pay Estimate #1 to Pro-Mechanical Services, Inc., Spokane, WA, for work completed 2/1/2015 - 2/28/2015 on the Courthouse Elevator Modernization Project, in the amount of \$62,138.99. Motion carried.*

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[11:06:31 AM](#)

The Boyd Company, Inc. Study

The Boyd Company, Inc., Princeton, New Jersey, was commissioned by the Adams County Development Council to carry out independent research into location factors associated with attracting new industry and jobs in Adams County. Local jurisdictions as well as Adams County contributed to the overall cost of the study.

Economic Development Director McFadden presented the Board with results of two studies completed by the Boyd Company with a brief explanation of each.

The first study centered on operation of a 500,000 square foot distribution center to potentially employ 150 workers. The study broke out five categories that distribution firms look for in the data (annual labor costs; electric power costs; amortization costs; property and sales tax costs; and, shipping costs. The study favored Ritzville to be the second lowest in cost compared to 25 cities with proximity to a Class 1 rail intermodal terminal and deep-water container seaports.

The second study centered on target industries for all of Adams County. The eight areas identified by the Boyd Company were contact centers; distribution warehousing; drones for agricultural and environmental management; food and beverage processing; a franchise target; freshwater aquaculture; functional foods and nutraceuticals; and, medical devices and supplies.

Adams County Logo Re-design

Director McFadden reviewed the RFQ's received from three firms which included Klundt Hosmer; BHW1 and Rainmaker for the re-design of the Adams County logo.

The Board will review each of the proposals prior to selecting a firm. Upon approval of a firm, the Board will proceed with forming an advisory group to meet with the design firm selected.

[11:58:02 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[1:32:04 PM](#)

Auditor

Auditor Hunt requested authorization to begin the process of obtaining a credit card for County related expenses. Hunt was directed to prepare a credit card policy for Board approval.

Auditor Hunt reported a Help America Vote Act (HAVA) grant has approximately \$11,000 remaining. Hunt advised the Board of a state requirement for the Elections Department to have a computer solely dedicated to election related work. Hunt requested and received **by consensus authorization to purchase a computer with county funds with reimbursement to the county from HAVA grant funds.**

[1:47:50 PM](#)

Executive Session

Executive Session was called for twenty (20) minutes under RCW 42.30.110(1)(i) "To discuss with legal counsel...litigation or potential litigation...". Prosecutor Flyckt and Vicki Guse were present. Session was held from 1:55 p.m. to 2:15 p.m.

[2:16:53 PM](#)

Environmental Health Director Position

Director Guse requested authorization to begin the process to fill the vacant position of Environmental Health Director in her department. The Board, **by consensus authorized filling the vacancy.**

Assistant IHCS Director Position

Director Guse requested authorization to fill the position of Assistant IHCS Director, approved in November, 2012. Guse requested the additional duties performed by the Assistant Director position be combined with the current Accountant position. Board **consensus authorized Director Guse to appoint an Assistant IHCS Director to perform additional duties in addition to the regular duties of the Accountant position with compensation of EE6, Step 1, on the Exempt Employee Salary Schedule, effective immediately.**

[2:46:40 PM](#)

Dispatcher Staffing

The Board **by consensus denied the E911 Department request for an additional dispatcher position due to an open union contract.**

4:00:28 PM

Annexation of Property

Commissioner Marshall moved, Stevens seconded, to *approve the Quitclaim Deed granting the City of Othello that portion of Cunningham Road sixty (60) feet in width beginning 210.34 west of the S ¼ of Section 35, T16N, R29E and the N ¼ corner of Section 2, T15N, R29E continuing east along the section line dividing section 2 and 35 for a distance of approximately 2,765 feet to the city limits and also the Washington State Department of Transportation Highway 17 westerly right-of-way limits, 30 feet being in Section 35 and 30 feet being in Section 2.* **Motion carried.**

Consent Agenda

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

Preliminary minutes of March 2 and 4, 2015

February, 2015 Payroll in the amount of \$680,774.73; and Benefits in the amount of \$241,613.73 (Warrant # Series 524243-524338; Direct Deposit # Series 41138-41304; Benefit/Deduction # Series 1114024-1114046)

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	155449 – 155494	\$20,286.96
103	155495 – 155500	\$ 1,932.24
104	155501 – 155506	\$ 7,787.67
111	155507	\$ 5,000.00
112	155508	\$ 436.25
113	155509	\$ 122.48
114	155510	\$ 300.00
117	155511 – 155512	\$ 382.03
122	155513 – 155516	\$ 1,894.08
123	155517	\$ 151.76
131	155518	\$ 86.14
322	155519	\$ 4,308.00
502	155520 – 155525	\$ 4,162.90
108	0292	\$ 874.88

115	0293 – 0309	\$ 5,934.57
401	0310 – 0315	\$ 578.59
501	0316 – 0323	\$12,768.56
590	0324 – 0340	\$13,372.63
	TOTAL	\$80,379.74

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Permanent Minutes Signed

February 23 and 25, 2015

Correspondence Received

Adams County Pet Rescue re: thank you card
 Notice of Marijuana License Application – R&R Logistics

Adjournment @ 4:10 p.m.

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

Edited and Approved:

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