

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

January 20, 2015

(Tuesday due to Martin Luther King Holiday on Monday)

Call to Order @ 8:30 a.m.

Present:

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

[10:02:31 AM](#)

Public Works

Public Works Director O'Brien reported on road maintenance activities noting that due to heavy rainfall over the weekend, several gravel roads in the county have been closed.

O'Brien presented the Department of Public Works Organizational Chart for review by the Board.

Material Supplies

Commissioner Marshall moved, Stevens seconded, to *authorize the Public Works Department to solicit quotations/bids from Material Suppliers for the following road maintenance materials for the 2015 maintenance season.*

- *Sealcoat Oil*
- *Weed Chemicals and Herbicides*
- *Crack Seal Material*
- *Pre-level Material – Asphalt*
- *Paint and Beads*
- *Gravel from Commercial Sources*
- *Anti Deicing Materials*
- *Culvert Materials*

Motion carried.

ADA Transition Plan

Public Works Director O'Brien requested guidance from the Board in moving forward with the evaluation of County facilities. A listing of accessibility issues is a requirement of receiving federal funds. The Board **by consensus authorized the Public Works Department to move forward with an in-house evaluation of facilities and complete as much of the plan as possible prior to obtaining the services of a consultant for portions of the plan outside of the department's expertise.**

Engineering Department Surplus Inventory

Engineer Yaeger presented a list of Engineering Department surplus inventory to be junked and disposed of: Inventory No.: 10927, 11124, 11125, 11206, 11220, 12256, 001, 4030, 4048, 4062, 4143, 4162. Commissioner Stevens moved, Marshall seconded, to *authorize the Engineering Department surplus inventory items as presented be junked and disposed of.* **Motion carried.**

City of Othello/Paths and Trails

The City of Othello previously requested \$41,000 from the Adams County Paths and Trails Fund to be used as a 10% construction match for a proposed walking path project they submitted for funding. Engineer Yaeger reported that the City of Othello has notified him that their project was not funded; and, therefore matching funding will not be provided through the Paths and Trails Fund.

2013-2015 Courthouse Rehabilitation 3rd Floor Restroom Remodel and Elevator Modernization

Based on the recommendation of Public Works Director O'Brien, Commissioner Marshall moved, Stevens seconded, to *approve the bid awards as presented by DOH Associates to Banlin Construction, LLC, Kennewick, Washington for the 3rd Floor Restroom Remodel in the amount of \$69,019 utilizing the lowest responsive quotation and to Pro Mechanical Services, Inc, Spokane, Washington for the Elevator Modernization in the amount of \$145,948 utilizing the lowest responsive quotation.* **Motion carried.** Both bids are exclusive of sales tax.

[11:17:06 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

Employee Evaluation

Executive session was held under RCW 42.30.110(1)(g) – “...to review the performance of a public employee” – from 1:30 p.m. until 2:20 p.m. Integrated Health Care Services Director Guse was present.

[2:21:12 PM](#)

Environmental Health

A request has been submitted to Environmental Health Specialist Brent Stenson for a food establishment fee reduction of 50% due to a planned closure of a business, Big Bend Bowl, Ritzville on May 31, 2015. The Board **by consensus approved a special one-time half year business license to Big Bend Bowl, Ritzville.**

Cerner Agreement (IHCS)

Commissioner Marshall moved, Stevens seconded, to *approve the Agreement between Adams County and Cerner Corporation for Maintenance Coverage for Visual Data Flex (VDF) License for 2015.* (The VDF license is required to run the Anasazi/Cerner software). **Motion carried.**

[2:26:50 PM](#)

[2:32:15 PM](#)

Noxious Weed Control Board

Weed Control Board members Donald Kagele, Bill Dyck and Branden Spencer met with the Board to discuss staff wages and the impact unemployment benefits have had on their budget.

[3:01:28 PM](#)

Public Works Organizational Chart

Commissioner Stevens moved, Marshall seconded, to *approve the Adams County Department of Public Works Organizational Chart as presented.* **Motion carried.**

Consent Agenda

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

Preliminary minutes of January 12 and 14, 2015

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	150239 – 150265	\$ 48,726.17
103	150266 – 150269	\$ 7,037.46
104	150270 – 150275	\$ 24,613.97
105	150276 – 150279	\$ 35,416.67
112	150280	\$ 119.00
116	150281	\$ 15.11
117	150282 – 150286	\$ 2,394.46
122	150287 – 150291	\$ 1,624.48
123	150292 – 150295	\$ 14,305.00
166	150299 – 150908	\$ 7,206.83
322	150296 – 150297	\$ 690.84
502	150309 – 150313	\$ 9,655.52
115	0001 – 0014	\$ 9,671.03
321	0015	\$ 591.08
401	0016 – 0022	\$ 20,513.02
501	0023 – 0026	\$ 1,727.46
590	0027 – 0037	\$ 27,855.08
	TOTAL	\$212,163.18

Resolution No. R-003-2015 In the Matter of Transferring Funds from Current Expense Fund #001 to Emergency Services Fund #106

Resolution No. R-004-2015 In the Matter of Transferring Funds from Current Expense Fund #001 to Adams County Fair Fund #108

Resolution No. R-005-2015 In the Matter of Transferring Funds from Current Expense Fund #001 to Courthouse O&M Fund #501

Permanent Minutes Signed

January 5 and 7, 2015

Correspondence Received

Kyle R. Smith, Attorney re: Public Defender Quarterly Report for 4th Quarter, 2014

H. E. Gritman Senior Center, President Roy Klein re: report of activities and goals and request for 2015 County budget allocation

Adjournment @ 4:00 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

RESOLUTION NO. R-003-2015

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM CURRENT EXPENSE FUND #001 TO
EMERGENCY SERVICES FUND #106:**

WHEREAS, funds were allocated in the Current Expense Fund #001 for the support of Emergency Services Fund #106;

THEREFORE BE IT HEREBY RESOLVED that Forty-Seven Thousand Two Hundred Fifty-Six and no/100 dollars (\$47,256) be transferred from Current Expense Fund #001 BARS 597.25.00.01 to Emergency Services Fund #106 BARS 397.25.60.00.

DATED this 20th day of January, 2015.

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

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

RESOLUTION NO. R-004-2015

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM CURRENT EXPENSE FUND #001 TO
ADAMS COUNTY FAIR FUND #108:**

WHEREAS, funds were allocated in the Current Expense Fund #001 for the support of Adams County Fair Fund #108;

THEREFORE BE IT HEREBY RESOLVED that Forty-Five Thousand and no/100 dollars (\$45,000) be transferred from Current Expense Fund #001 BARS 597.73.00.01 to Adams County Fair Fund #108 BARS 397.75.00.00.

DATED this 20th day of January, 2015.

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

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

RESOLUTION NO. R-005-2015

**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;

THEREFORE BE IT HEREBY RESOLVED that One Hundred Thousand and no/100 dollars (\$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 20th day of January, 2015.

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

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