

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

June 22, 2015
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Correction to Minutes of June 15, 2015.

The following paragraph was omitted from the minutes of June 15, 2015.

Following the annual evaluation of Economic Development Director Stephen McFadden, **Board consensus placed him at M1S3 on the Management Level Salary Schedule, effective June 2, 2015.**

[10:01:59 AM](#)

Public Works

Public Works Director O'Brien and staff discussed the following:

- General road maintenance
- A culvert will be replaced this fall at Sutton/O'Hara Roads
- Bid opening has been set for July 20, 2015 for Marcellus Road Project #1
- Guardrail is in place on the Leisle Road bridge
- Declaring a piece of county owned property as surplus
- Parking of truck tractors and trailers in Othello

Adams County Fairgrounds

Public Works Director O'Brien reported the fairgrounds has been approved for 144 connections on the Water Facilities Inventory (WFI) through the Department of Health. Any additional connections require a plan and design be submitted to the Adams County Department of Health. O'Brien will take an inventory of the connections to confirm the maximum number the county is using.

Deal Road

Public Works Director O'Brien reported his department received an invoice in the amount of \$2,615 from Washington State Department of Transportation for damage to an overpass on Deal Road when a county employee struck the overpass while hauling equipment. The Public Works Department will submit payment to WSDOT in the amount of \$2,615 for the overpass repair.

Courthouse O&M

Public Works Director reported on the following:

- A quote has not been received yet for remodeling of the vacated WSU Courthouse offices downstairs
- A reimbursement request has been submitted for the Courthouse Rehabilitation Project; paperwork is being finalized for the two projects (Elevator Modernization project; 3rd Floor Restroom Remodel project)

Public Works Personnel

Director O'Brien notified the Board of a Lind shop maintenance resignation to be effective June 30, 2015. Board **consensus authorized filling the position vacancy.**

[11:03:18 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[1:31:25 PM](#)

Central Services

Kristian Boness, Central Services Director came before the Board to discuss information he has received regarding Adams County website improvements.

[2:00:20 PM](#)

[2:01:25 PM](#)

Juvenile Department

Superior Court Judge Dixon and Juvenile Administrator Juan Garza met to discuss Fund #085 in the Juvenile Court budget. Garza budgeted \$53,400 in anticipated revenue in the Consolidated Juvenile Services (CJS) fund. That amount will need to be amended to reflect additional CJS funds allotted by the state. The budget will be amended at a later date following the proper process to reflect additional CJS revenue and expenditures.

Judge Dixon reported state funds were cut for the tracker position in Adams County and discussed possible solutions for the county to fund the position. Judge Dixon also reported on the resignation of a Juvenile Department probation counselor.

Superior Court

Judge Dixon discussed the process he has completed for a jury holding room in what was formerly used as a library room on the 3rd floor of the Courthouse. Chairs have been purchased from the Superior Court budget and Judge Dixon is planning to purchase an air conditioner also. The Board requested Judge Dixon discuss the air conditioning matter with the Public Works department for compatibility prior to making a purchase.

JDAI Funding

Juvenile Department Director Juan Garza presented the JDAI funding application prior to submittal. Travel funds were discussed as well as a possible consolidation of positions. No decision was made by the Board.

[2:39:57 PM](#)

Executive Session

The Board called for a ten (10) minute Executive Session under RCW 42.30.110(g) "...to review the performance of a public employee." from 2:40 p.m. to 2:50 p.m. Superior Court Judge Dixon and Juvenile Administrator Juan Garza were present.

[3:57:28 PM](#)

Marcellus Road Project #1

Commissioner Marshall moved, Stevens seconded, to ***approve Resolution No. R-016-2015 In the Matter of Notice to Contractors for Construction Improvements on Marcellus Road Project #1 (CRP-172).*** Motion carried.

Consent Agenda

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

Preliminary minutes of June 8 and 10, 2015

Preliminary minutes of June 15 and 17, 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	157040 – 157080	\$ 25,561.34
001E	157081 – 157082	\$ 249.43
103	157083	\$ 2,372.24
105	157084 – 157088	\$ 45,026.67
109	157089	\$ 608.04
119	157090	\$ 1,500.00
122	157091 – 157095	\$ 3,635.54
502	157096 – 157099	\$ 1,652.82
108	1166 – 1170	\$ 1,740.42
115	1171 – 1186	\$176,533.15
321	1187	\$ 1,323.10
401	1188 – 1192	\$ 14,700.00
501	1193 – 1198	\$ 3,289.11
590	1199 – 1224	\$ 77,317.68
	TOTAL	\$355,509.54

Declare Treasurer Office item to be disposed of: Inventory #3945

[3:58:54 PM](#)

Permanent Minutes Signed

June 1 and 3, 2015

Correspondence Received

Notice of Marijuana License Application re: Green Squared, 535 S. Bruce Road, Suite A, Othello, WA

Brandon West, Attorney re: Public Defender 1st Quarter Report for period January to March, 2015

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

**ORDER OF BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
RESOLUTION NO. R-016-2015**

**NOTICE TO CONTRACTORS
County of Adams
Department of Public Works
Ritzville, Washington**

Sealed bids will be received by Adams County at the office of the Board of County Commissioners located in the courthouse at 210 W. Broadway, Ritzville, Washington 99169, **until 10:00 a.m., Monday, July 20, 2015** and will be opened and publicly read on July 20, 2015 at 10:00 a.m. for the following construction improvements:

Marcellus Road Project #1 – (CRP-172), M.P 5.12 to M.P 8.91, Tokio Rd. to Davis Rd., by the reconstruction of the roadway by minor horizontal realignment, shoulder widening, crushed surfacing top course, HMA asphalt on shoulder widening, culvert replacement, installation of guardrail and other work, all in accordance with the attached Contract Plans, Contract Provisions and the Standard Specifications.

All bid proposals shall be accompanied by a bid proposal deposit in cash, certified check, cashier's check or surety bond in amount equal to five percent (5%) of the amount of such bid proposal.

Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated in the specifications, the bid proposal deposit shall be forfeited to the County of Adams. All checks and bonds shall be made payable to the Adams County Treasurer.

The Board of Adams County Commissioners reserves the right to reject any or all bids, to waive informalities or irregularities in the bids or in the bidding, if the best interest of Adams County will be served, or to accept the bid, which in their opinion best serves the interest of Adams County.

Maps, plans, specifications, and proposals may be obtained from the office of the

Department of Public Works, 210 W. Alder, Ritzville, Washington, 99169; phone (509) 659-3276.

Informational copies of maps, plans and specifications are on file for inspection in the office of the Adams County Engineer in Ritzville, Washington, and the chapter office of the Associated General Contractors of America in Spokane, Washington.

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

DATED this 22nd day of June, 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