

## COMMISSIONERS' PROCEEDINGS

Adams County Courthouse  
Ritzville, Washington  
Regular Meeting

August 10, 2015  
(Monday)

**Call to Order @ 8:30 a.m.**

**Present:**

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

**Agenda Addition:**

11:00 a.m. Jay Weise, Emergency Management (via telephone)

[08:59:07 AM](#)

**National Institute of Corrections**

The National Institute of Corrections (NIC), at the request of Sheriff Hunt, was on-site to conduct a local jail and justice system assessment. The needs of the system as well as the jail will be studied with a report provided to Adams County of NIC's findings.

Issues discussed included women inmates and gang affiliations, both requiring more space for separation. Sentencing; medical costs; budgets; cultural impacts; and, population demographics were also discussed.

Meetings will be held in Ritzville and Othello for the purpose of explaining NIC's assessment process and obtaining input from the communities regarding the jail and justice system in Adams County.

[9:30:28 AM](#)

[10:00:32 AM](#)

**Public Works**

Public Works Director O'Brien provided updates on the following:

- Road maintenance
- Solid Waste
- Fairgrounds trench is dug for additional RV lines, trees have been removed, conduit has been installed; watering and mowing in preparation for the Adams County Fair

- Operations and Maintenance quotes for the repair of the diesel generator have been received, clarification is needed on the quotes prior to moving forward

### **2013-2015 Courthouse Rehabilitation – 3rd Floor Restroom Remodel**

Commissioner Marshall moved, Stevens seconded, to *approve Pay Request #4 and Final to Banlin Construction, Kennewick, WA, in the amount of \$3,365.30 for work completed on the Courthouse 3<sup>rd</sup> Floor Restroom Remodel project.* **Motion carried.**

### **Bob Lee Campground Crossing**

Public Works Director O'Brien updated the Board on the Bob Lee Campground crossing designation. The Utilities Transportation Commission (UTC) has petitioned to re-open the docket and rescind the order granting a petition to construct and install railroad signage. The public response period is open and responses will be received until August 28, 2015. It is the recommendation of the UTC that the Bob Lee Campground crossing remain designated as a private crossing.

Engineer Yaeger reported on progress of the Johnson and Lee Road projects; the McManamon Road bridge project; and, the Marcellus Road project.

[10:33:38 AM](#)

[10:57:38 AM](#)

### **Othello Tower Project**

Adams County Sheriff John Hunt met with the Board along with Emergency Management Director Jay Weise via telephone to discuss the building permit fee invoice received from the City of Othello for the construction of the Othello Tower in the amount of \$5,312.55. In addition, an invoice for hearing examiner services during the tower project land use hearing was received in the amount of \$2,250. Neither of these were addressed in the contract with Day Wireless.

“Process Required Site Permitting” was included in the RFP for the tower project but not listed in the contract with Day Wireless. In the interest of expediency, it was suggested that Day Wireless pay the building permit fee invoice with further discussion to take place regarding responsibility of payment. Director Weise will request Day Wireless pay the building permit fee in order to move forward.

[11:16:20 AM](#)

**Recess @ 12:00**

**Reconvene @ 1:00 p.m.**

[1:31:41 PM](#)

### **E911**

E911 Coordinator Fode discussed monies in the E911 budget available for public education. Earlier this year, E911 public education funds were used to purchase a canopy and Fode would like to purchase side panels for the canopy. Board **consensus authorized the purchase of side panels for the previously purchased canopy in the amount of \$839 within the state public education funds.**

Commissioner Marshall moved, Stevens seconded, to *authorize the Chairman to sign Contract #E16-027 between Washington State Military Department and Adams County for State Enhanced 911 Funds in the amount of \$445,807 for the period July 1, 2015 through August 15, 2016 to provide reimbursement for approved and incurred coordinator professional development and operational expenses; and, to sign the Signature Authorization Form.* **Motion carried.**

[1:52:39 PM](#)

[2:51:27 PM](#)

### **Central Services**

Computer Systems Analyst Perra met to update the Board on necessary procedures to move forward with the design of the county web page and to discuss the formation of a group to participate in the preliminary stages of development.

Commissioner Stevens moved, Marshall seconded, to *authorize the Chairman to sign the Web Services Sales Agreement between Adams County and Revize Software Systems, Troy, MI. for design and implementation (Phase 1 through Phase 9) of the Adams County website in the amount of \$17,765. A payment of \$13,325 was approved as a down payment for Revize Software Systems to initiate the process.* **Motion carried.**

[3:29:29 PM](#)

[4:04:58 PM](#)

### **2013-2015 Courthouse Rehabilitation – Elevator Modernization**

Commissioner Marshall moved, Stevens seconded, to *approve Pay Request #5 and Final to Pro Mechanical Services, Inc., Spokane, WA in the amount of \$8,533.20 for work completed on the Courthouse Elevator Modernization project.* **Motion carried.**

[4:09:47 PM](#)

**Consent Agenda**

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

Preliminary minutes of August 3 and 5, 2015

July, 2015 Payroll in the amount of \$739,133.10; and Benefits in the amount of \$263,321.73 (Warrant # Series 524896-525070; Direct Deposit # Series 42517-42688; Benefit/Deduction # Series 1117204-1117224)

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	157737 – 157765	\$ 12,845.92
103	157766 – 157769	\$ 4,074.68
104	157770 – 157782	\$ 6,973.40
109	157783	\$ 1,329.64
112	157784 – 15-7785	\$ 2,943.75
116	157786	\$ 14.85
117	157787 – 15-7788	\$ 292.48
119	157789	\$ 1,239.98
122	157790 – 15-7792	\$ 4,436.28
123	157793 – 15-7795	\$ 232.98
130	157796	\$ 294.21
108	1484 - 1485	\$ 2,077.22
115	1486 – 1492	\$ 2,838.18
321	1493	\$ 301.56
401	1494 – 1498	\$ 760.81
501	1499 – 1504	\$ 11,560.70
590	1505 – 1526	\$ 62,856.31
	TOTAL	\$115,072.95

**Permanent Minutes Signed**

July 20 and 22, 2015

July 27, 2015

**Correspondence Received**

Notice of Marijuana License Application re: A-Action Group  
Utilities, 1199 W. Cunningham Road, Othello

Notice of Marijuana License Application re: Advanced Agriculture,  
1199 W. Cunningham Road, Othello.

**Adjournment @ 4:30 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