

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

December 21, 2015
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman Roger L. Hartwig
Vice-Chairman John N. Marshall (*left meeting at 11:30 a.m. for medical appt.*)
Commissioner Jeffrey W. Stevens

[9:02:03 AM](#)

Public Works

Public Works Director O'Brien reported on activities due to snowfall; and, miscellaneous repairs within the courthouse and jail.

Director O'Brien reported that one quote was received for the roof repair on the recycling building at Bruce. The quote was received from Halme Builders, Davenport, WA in the amount of \$6,000.

Engineer Yaeger provided updates on the county wide crushing project, the ECBID Calloway Road bridge and Lind-Warden Road siphon projects; and, the McManamon Road bridge project.

Director O'Brien reported that a mechanic in the Lind shop has resigned his position and therefore is requesting authorization to fill the vacancy. The Board by **consensus authorized proceeding with the necessary steps to fill the vacancy.**

Danekas Road Project #2 – Phase 1

Commissioner Marshall moved, Stevens seconded, to *approve Final Pay Request for the Danekas Road Project #2 – Phase 1 (CRP-161), to AGR Contracting, Inc., Escrow Account #629639686, North American Construction Services, Inc., Golden Valley, MN in the amount of \$13,724.59. Motion carried.*

[9:58:08 AM](#)

[11:07:58 AM](#)

Board Reorganization

Commissioner Hartwig moved to nominate John N. Marshall to serve as Chairman of the Board for 2016. Commissioner Stevens seconded and **motion passed.**

Commissioner Hartwig moved to nominate Jeffrey W. Stevens to serve as Vice-Chairman of the Board for 2016. Commissioner Marshall seconded and **motion passed.**

Outgoing Chairman Roger L. Hartwig expressed appreciation to Stevens and Marshall for their assistance during his term as 2015 Chairman.

[11:10:23 AM](#)

Law Enforcement Agreement (Town of Lind)

Commissioner Stevens moved, Hartwig seconded, to *approve the Law Enforcement Agreement between the Town of Lind and Adams County for the period January 1, 2016 through December 31, 2016 in the amount payable by the Town of \$13,364.* **Motion carried.**

Recess @ 12:00

Reconvene @ 1:00 p.m.

Annual Road Construction Program

Commissioner Stevens moved, Hartwig seconded, to *approve **Resolution No. R-040-2015 In the Matter of Adopting the 2016 Annual Road Construction Program.*** **Motion carried.**

Resolution No. R-042-2015

Commissioner Stevens moved, Hartwig seconded, to *approve **Resolution No. R-042-2015 In the Matter of Request by Adams County for Approval by the Health Care Authority to Participate in the State Insurance Plans.*** **Motion carried.**

Integrated Health Care Services

Commissioner Stevens moved, Hartwig seconded, to *approve and authorize the Chairman to sign Agreement #15MH1825, Amendment #1 with Spokane County, a political subdivision of the State of Washington, by and between the Spokane Regional Support Network, (SCRSN), a Division of Spokane Community Services, Housing, and Community*

*Development (CSHCD), (hereinafter "SCRSN") and Contractor identified as Adams County Integrated Health Care Services, in the amount of \$10,314.48 for a total contract of \$608,832.48 (added funding for true-up payments Mental Health Services). **Motion carried.***

Budget Workshop 2016

Modifications to the preliminary 2016 budget were discussed with Auditor Hunt, Assessor Brewer and Treasurer Danekas.

5:50:09 PM

Amend 2015 Adams County Budget

Commissioner Stevens moved, Hartwig seconded, to *approve **Resolution No. R-043-2015 In the Matter of Amending the 2015 Adams County Budget.** Motion carried.*

Cost of Living Allowance (COLA)

Commissioner Stevens moved, Hartwig seconded, to *approve a two percent (2%) Cost of Living Allowance (COLA) to all non-union employees; non-union exempt employees; and, non-union management employees for 2016. **Motion carried.***

Salary Schedule Change

Commissioner Stevens moved, Hartwig seconded, to *eliminate Range 6 on the Exempt Employee Salary Schedule and move any current employees on the EE6 Range to the M1 Range on the Management Salary Schedule to the closest step to their current pay without going below what their current pay is, effective January 1, 2016. **Motion carried.***

2016 Adams County Budget

Commissioner Stevens moved, Hartwig seconded, to *approve **Resolution No. R-044-2015 In the Matter of Adopting the 2016 Adams County Budget.** Motion carried.*

Adoption of the budget resolution concurrently adopted compensation levels; and, medical insurance cap:

Elected Officials – Salary per Citizens Commission on Salaries for Elected Officials; Medical Insurance Cap at \$630.00/month

Non-Union Employees – Medical Insurance Cap at \$630.00/month

Non-Union Exempt Employees – Medical Insurance Cap at \$630.00/month

Non-Union Management Employees – Medical Insurance Cap at \$630.00/month

Union Employees per Contract
Public Works
Courthouse
Corrections/E-911 Dispatch
Sheriff's Association

Additionally Resolution No. R-66-08 In the Matter of Eliminating Positions that become vacant within the County adopted December 22, 2008, was included as part of the Adams County Budget.

Commissioners Hartwig and Stevens expressed their appreciation to the Auditor, Assessor, and Treasurer as well as each other for their assistance during the budget process.

[6:05:08 PM](#)

Meeting Cancellation

Due to a lack of quorum the regular meetings scheduled for Wednesday, December 23, 2015 and Monday, December 28, 2015, were cancelled. The press will be notified.

Consent Agenda

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

Preliminary minutes of December 14 and 16, 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	159615 – 159679	\$ 41,395.00
001E	159680	\$ 75.39
103	159681 – 159684	\$ 2,026.47
104	159685 – 159697	\$ 7,011.00
105	159698 – 159702	\$ 78,041.63
105A	159703	\$ 6,214.29
112	159704 – 159705	\$ 608.25

116	159706	\$	14.85
117	159707 – 159709	\$	837.59
122	159710 – 159713	\$	371.33
130	159714 – 159715	\$	332.48
131	159716 – 159717	\$	2,007.48
502	159718 – 159719	\$	626.72
108	2361	\$	34,160.06
115	2362 – 2384	\$	93,872.23
401	2385 – 2394	\$	18,457.66
501	2395 – 2403	\$	2,936.26
590	2404 – 2431	\$	142,595.88
	TOTAL	\$	431,584.57

Permanent Minutes Signed

December 7 and 9, 2015

Correspondence Received

Island County Board of Commissioners, Helen Price Johnson,
Chair re: State ex rel. Banks vs. Susan Drummond et al.; Island County
Superior Court

Adjournment @ 6:20 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-040-2015

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

IN THE MATTER OF ADOPTING THE 2016 ANNUAL ROAD CONSTRUCTION PROGRAM

WHEREAS, the County Road Administration Board Standards of Good Practice requires the adoption of the Annual Road Construction Program in accordance with WAC 136 Chapter 16;

THEREFORE BE IT RESOLVED that the Annual Road Construction Program for 2016 as presented by the Adams County Engineer and filed and attached hereto is adopted.

DATED this 21st day of December, 2015.

COMMISSIONERS

BOARD OF COUNTY

ADAMS COUNTY, WASHINGTON
s/Roger L. Hartwig, Chairman

-absent-

John N. Marshall, Vice-Chairman
s/Jeffrey W. Stevens, Commissioner

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

RESOLUTION NO. R-042-2015

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

IN THE MATTER OF REQUEST BY ADAMS COUNTY FOR APPROVAL BY THE HEALTH CARE AUTHORITY TO PARTICIPATE IN THE STATE INSURANCE PLANS

WHEREAS, the Health Care Authority administers the medical, dental, life, and long term disability insurance coverage for the employees of the State of Washington, as set forth in Chapter 41.05 RCW; and,

WHEREAS, the Board of County Commissioners representing Adams County have reviewed the state insurance plans, Chapter 41.05 RCW, Chapter 41.04.205 RCW, Chapter 182-08 WAC, and Chapter 182-12 WAC; and,

WHEREAS, we deem the state insurance plans as providing desirable insurance coverage for the employees and members of the governing body; and,

WHEREAS, we certify that all employees and members of the governing body enrolled are eligible to participate in the state insurance plans;

THEREFORE BE IT RESOLVED that Adams County requests approval by the Health Care Authority to participate in the state insurance plans for the employees of Adams County subject to the requirements of RCW 41.04.205 and the rules adopted thereunder.

DATED this 21st day of December, 2015

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

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

RESOLUTION NO. R-043-2015

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

IN THE MATTER OF AMENDING THE 2015 ADAMS COUNTY BUDGET

WHEREAS, unanticipated expenses have necessitated the need for an amendment to the Adams County 2015 Budget; and,

WHEREAS, the public was legally notified of the hearing regarding the matter on December 3 and December 10, 2015; and,

WHEREAS, a public hearing was held on Monday, December 14, 2015, and all comments were heard and considered;

THEREFORE BE IT HEREBY RESOLVED that the 2015 Adams County Budget is amended as follows:

	<u>Budget</u>	<u>Change</u>	<u>Revised</u>
<u>Current Expense - #001</u>			
Superior Court #010			
Operating Expenses	\$ 218,625	\$ 20,000	\$ 238,625
Ritzville District Court #015			
Personnel	\$ 286,703	4,000	\$ 290,703
Othello District Court #016			
Operating Expenses	\$ 264,704	\$ 4,000	\$ 268,704
Treasurer #030			
Personnel	\$ 278,810	\$ 5,000	\$ 283,810

Police Operations #065				
Personnel	\$ 1,707,377	\$ 20,000		
Operating Expenses		\$ 22,000		
Capital Outlay		\$ 9,242	\$ 1,758,619	
Care and Custody #070				
Operating Expenses	\$ 587,575	\$ 30,000	\$ 617,575	
Juvenile #085				
Personnel	\$ 478,123	\$ 4,500		
Operating Expenses		\$ 6,000	\$ 488,623	
TOTAL CURRENT EXPENSE		\$ 124,742		
<u>Employee Liability Fund #014</u>				
Personnel	\$ 0	\$ 36,000	\$ 36,000	
<u>E-911 #103</u>				
Personnel	\$ 655,216	\$ 10,000		
Operating Expenses		\$ 25,000		
Capital Outlay		\$ 4,000	\$ 694,216	
<u>E-911 Reserve #103A</u>				
Capital Outlay	\$ 0	\$ 492,609	\$ 492,609	
<u>Criminal Justice Juvenile #105</u>				
Operating Expenses	\$ 141,000	\$ 44,000	\$ 185,000	
<u>Criminal Justice Sales Tax #105A</u>				
Operating Expenses	\$ 117,429	\$ 3,000	\$ 120,429	
<u>Emergency Services #106</u>				
Operating Expenses	\$ 104,757	\$ 6,000	\$ 110,757	
<u>Fair #108</u>				
Operating Expenses	\$ 177,119	\$ 20,000	\$ 197,119	
<u>Jail Inmate Welfare #112</u>				
Operating Expenses	\$ 17,000	\$ 3,000	\$ 20,000	
<u>Auditor O & M #116</u>				
Operating Expenses	\$ 56,126	\$ 500	\$ 56,626	
<u>Trial Court Improvement #119</u>				
Capital Outlay	\$ 27,400	\$ 45,000	\$ 72,400	
<u>Distressed County #122</u>				
Operating Expenses	\$ 230,879	\$ 4,000	\$ 234,879	
<u>Drug Enforcement #130</u>				
Operating Expenses	\$ 31,500	\$ 6,000	\$ 37,500	
<u>RSO Address Verification Prog. #131</u>				
Operating Expenses	\$ 38,044	\$ 10,000	\$ 48,044	
<u>Adams County Capital Projects #322</u>				
Capital Outlay	\$ 138,508	\$ 492,609	\$ 631,117	
<u>Central Services #502</u>				
Operating Expenses	\$ 452,658	\$ 36,700	\$ 489,358	
TOTAL AMENDMENTS ALL FUNDS		\$ 1,363,160		

DATED this 21st day of December, 2015.

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

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

RESOLUTION NO. R-044-2015

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

IN THE MATTER OF ADOPTING THE 2016 ADAMS COUNTY BUDGET

WHEREAS, public hearings were held on November 30 and December 7, 2015 for the purpose of receiving public comment on the proposed 2016 Adams County budget; and,

WHEREAS, all financial details of the proposed revenues and expenditures were considered and analyzed during subsequent public meetings;

NOW THEREFORE BE IT HEREBY RESOLVED that the 2016 Adams County Budget expenditures are adopted at the level equal to revenues constituting a balanced budget as follows:

2016 Adams County Budget

	Cash C/Over Revenue '15	Appropriation	Ending Cash 2016
Current Expense Departments			
Commissioners		285,246	
Personnel	259,921		
Operational	25,325		
Superior Court		233,678	
Personnel	134,478		
Operational	99,200		
Ritzville District Court		307,326	
Personnel	285,276		
Operational	22,050		
Othello District Court		276,318	
Personnel	248,718		
Operational	27,600		
Board of Equalization		6,650	

Auditor		402,431
	Personnel	278,581
	Operational	74,150
	Capital Outlay	49,700
Clerk		179,759
	Personnel	168,759
	Operational	8,600
	Capital Outlay	2,400
Treasurer		277,050
	Personnel	261,251
	Operational	15,799
Assessor		368,541
	Personnel	340,556
	Operational	25,685
	Capital Outlay	2,300
Prosecuting Attorney		631,617
	Personnel	513,297
	Operational	99,620
	Capital Outlay	18,700
Support Enforcement		189,186
	Personnel	110,516
	Operational	78,670
Civil Service		2,950
Personnel Costs		117,300
LEOFF		45,000
Police Operations		1,792,646
	Personnel	1,505,946
	Operational	277,300
	Capital Outlay	9,400
Care & Custody		690,529
	Personnel	431,504
	Operational	257,025
	Capital Outlay	2,000
Juvenile		447,751
	Personnel	379,033
	Operational	68,718
Planning & Building		265,011
	Personnel	188,912
	Operational	76,099
Coroner		24,200
WSU Extension		135,210
	Personnel	47,161
	Operational	87,202
	Capital Outlay	847
Subtotal CE		6,678,399

Non-Departmental			1,169,520	
TOTAL CURRENT EXPENSE	8,792,501		7,847,919	944,582
Current Expense Reserve	1,200,000		150,000	1,050,000
Ad. Co. Ltd. Tax G.O. Bond '96	36,300		36,300	
CE EmpLiabFund	225,000			225,000
CE Juvenile Det Alter	20,000		10,000	10,000
Other Funds				
Enhanced 911 #103	1,224,073		1,020,682	203,391
Personnel		587,233		
Operational		193,449		
Capital Outlay		240,000		
Integrated Health Care #104	4,262,950		2,262,949	2,000,001
Personnel		1,800,441		
Operational		432,508		
Capital Outlay		30,000		
Criminal Justice #105	1,060,005		592,500	467,505
Criminal Jus Sales Tax #105A	730,000		119,340	610,660
Emergency Services #106	106,296		106,296	
Personnel		74,866		
Operational		31,430		
Veteran's Relief #107	19,505		11,300	8,205
Adams County Fair #108	175,742		175,742	
Personnel		57,876		
Operational		117,866		
Law Library #109	7,000		7,000	
Paths & Trails #110	75,950		35,750	40,200
Adams County Reg Landfill #111	274,000		260,212	13,788
Jail Inmate Welfare #112	156,000		34,752	121,248
Education Support Program #113	8,634		8,634	
Treasurer's O&M #114	20,915		10,000	10,915
County Road #115	14,902,774		10,875,175	4,027,599
Personnel		2,851,100		
Operational		5,080,900		
Capital Outlay		2,843,175		
Reserve		100,000		
Auditor's O&M #116	110,000		58,880	51,120
Personnel		39,190		
Operational		19,690		
Development Disabilities #117	280,517		230,517	50,000
Personnel		171,717		
Operational		58,800		
Trial Court Improvement #119	44,000		27,400	16,600

Tourism Enhancement #120	6,500		6,500
Public Facilities Imp #122	998,690		174,002 824,688
Personnel		80,102	
Operational		90,900	
Capital Outlay		3,000	
Low Income Housing #123	280,800		130,600 150,200
Drug Enforcement #130	72,000		15,200 56,800
RSO #131	107,000		36,400 70,600
Crime Victims Comp #135	106,931		51,000 55,931
Domestic Violence Prevent #136	2,488		2,488
Domestic Violence Assess #137	8,100		8,100
Noxious Weed #166	179,009		172,132 6,877
Personnel		107,706	
Operational		52,426	
Capital Outlay		12,000	
AdCoDebt Service #210	184,951		184,902 49
Rodeo Lake Capital Imp #301	4,500		4,500
Capital Imp #321	267,000		75,000 192,000
Capital Projects #322	2,284		2,284
Real Estate Technology #323	99,634		99,634
Real Estate Technology #323A	112,122		450 111,672
EconDevelCapital Projects #324	115,500		100,000 15,500
Solid Waste #401	2,717,000		1,394,031 1,322,969
Personnel		463,431	
Operational		570,600	
Capital Outlay		360,000	
Courthouse O&M #501	449,856		449,856
Personnel		223,106	
Operational		226,750	
Central Services#502	563,286		500,631 62,655
Personnel		207,561	
Operational		229,070	
Capital Outlay		64,000	
IGS #590	5,397,950		3,465,167 1,932,783
Personnel		640,417	
Operational		2,248,250	
Capital Outlay		576,500	
TOTAL OTHER FUNDS	35,133,962		22,591,000 12,542,962
Total Current Expense	8,792,501		7,847,919 944,582
Total CE Reserve	1,200,000		150,000 1,050,000
Total GO Tax Bond	36,300		36,300
Total Juvenile Det Alt	20,000		10,000 10,000
CE EmpLiabFund	225,000		225,000
Total Other Funds	35,133,962		22,591,000 12,542,962

GRAND TOTAL 45,407,763 **30,635,219** 14,772,544

AND, BE IT FURTHER RESOLVED that the adopted budget includes the following:

Elected Officials - Salary per Citizens Commission on Salaries for Elected Officials; Medical Insurance Cap at \$630.00/month

Non-Union Employees - Medical Insurance Cap at \$630.00/month; 2% COLA

Non-Union Exempt Employees - Medical Insurance Cap at \$630.00/month; 2% COLA

Non-Union Management Employees - Medical Insurance Cap at \$630.00/month; 2% COLA

Union Employees per Contract

Public Works

Courthouse

Corrections/E-911 Dispatch

Sheriff's Association

AND, BE IT FURTHER RESOLVED that Resolution No. R-66-08 In the Matter of Eliminating Positions that become Vacant within the County adopted December 22, 2008, is included as part of the Adams County Budget.

DATED this 21st day of December, 2015.

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

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