

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

January 11, 2016
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

[9:28:15 AM](#)

Sheriff's Department

Sheriff Wagner met with the Board to request a modification of Job Description #1202, Sergeant. Sheriff Wagner proposed changes under Section 6.0 Minimum Qualifications, Sub-Section 6.2, relating to Adams County service requirements and satisfactory service with other agencies or related experience.

The Board requested Sheriff Wagner amend Job Description #1202, Sergeant, and present it to the Board for review.

Sheriff Wagner presented the Local Jail and Justice System Assessment, completed by the National Institute of Corrections, Washington, D.C.

[10:01:13 AM](#)

[10:03:54 AM](#)

Public Works

Public Works Director O'Brien provided a general update for road maintenance. O'Brien noted there has been confusion as to the responsibility for payment for the routine maintenance of county generators and requested clarification as to the responsibility of each department in the maintenance of their respective generators. The Board **concurred** with O'Brien that each department with a back-up generator shall be responsible for the cost of routine maintenance of their respective generators.

Public Works Maintenance Supplies

Board **consensus** authorized the Public Works Department to proceed with solicitation of quotations/bids from material suppliers for road maintenance materials for the 2016 maintenance season.

Federal Surface Transportation Funds to Cities/Towns

Commissioner Stevens moved, Hartwig seconded, to *approve Resolution No. R-001-2016 In the Matter of Distribution of Federal Surface Transportation Funds*. Motion carried.

County Wide Crushing Project

Engineer Yaeger reported a request was received from the County Wide Crushing Project contractor, Seubert Excavators, Inc., Cottonwood, ID, to increase crushing quantities. Based upon the recommendation of the Public Works Department, Board **consensus** authorized crushing additional quantities of 7,000 tons base course at the Campbell site and 2,500 tons top course at the Schrag site increasing the contract by \$42,215 for a total contract award of \$617,972.25.

[10:57:36 AM](#)

Employee Evaluation

Executive session under RCW 42.30.110(1)(g) – “...to review the performance of a public employee.” Employee evaluation was held from 11:15 a.m. until 11:45 a.m. Emergency Management Director Jay Weise was present.

Recess @ 12:00

Reconvene @ 1:00 p.m.

Employee Evaluation

Executive session under RCW 42.30.110(1)(g) – “...to review the performance of a public employee.” Employee evaluation was held from 1:35 p.m. until 2:00 p.m. Building and Planning Director Loren Wiltse was present.

Treasurer’s Office Personnel

Treasurer Danekas reported a vacancy in her office and requested authorization to begin the process to fill the position. Board **consensus** authorized filling the vacancy.

Employee Evaluation

Executive session under RCW 42.30.110(1)(g) – “...to review the performance of a public employee.” Employee evaluation was held from 2:15 p.m. until 2:45 p.m. Central Services Director Kristian Boness was present.

Superior Court Credit Card Policy

The Board by **consensus approved the Superior Court Clerk Credit Card Policy submitted by Clerk Susan Kirkendall.**

Consent Agenda

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

Preliminary minutes of January 4 and 6, 2016

December, 2015 Payroll in the amount of \$716,931.38; and Benefits in the amount of \$258,950.02 (Warrant # Series 525668-525761; Direct Deposit # Series 43899-44068; Benefit/Deduction # Series 1120078-1120097)

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	159866 – 159908	\$ 52,179.33
103	159909 – 159913	\$ 841.55
104	159914 – 159928	\$ 5,679.29
106	159929 – 159930	\$ 645.64
112	159931 – 159933	\$ 743.31
116	159934 – 159936	\$ 489.46
117	159937 – 159941	\$ 1,484.73
119	159942	\$ 10,709.67
123	159943 – 159946	\$ 1,199.23
130	159947	\$ 64.45
131	159948 – 159949	\$ 1,457.33
166	159950 – 159958	\$ 2,063.48
502	159959 – 159967	\$ 5,054.93
108	2539 – 2541	\$ 4,287.34

115	2542 – 2558	\$ 95,719.45
401	2559 – 2567	\$ 38,880.61
501	2568 – 2582	\$ 23,825.58
590	2583 – 2608	\$227,184.22
	TOTAL	\$472,509.60

Permanent Minutes Signed

December 21, 2015

Correspondence Received

Notice of Marijuana License Application re: Evergreen Herbal, 1199 W. Cunningham Road, Ste. M, Othello, WA

Brandon West, Attorney re: Public Defender Quarterly Report through 4th Quarter, 2015

Adams County Noxious Weed Control Board re: Minutes of October 13, 2015 and Agenda for January 12, 2016

H. E. Gritman Senior Center, President Roy Klein re: report of activities and goals and request for 2016 County budget allocation

Lind Senior Center, Treasurer Sharon R. Englehart re: report of activities and goals and request for 2016 County budget allocation

Adjournment @ 4:15 p.m.

Submitted:

s/Patricia J. Phillips

Clerk of the Board

Edited and Approved:

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

RESOLUTION NO. R-001-2016

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

IN THE MATTER OF DISTRIBUTION OF FEDERAL SURFACE TRANSPORTATION FUNDS

WHEREAS, Adams County established procedures regarding distribution of County Road Funds for the Surface Transportation Program to Local Agencies under Resolution No. 86-98;

NOW THEREFORE BE IT HEREBY RESOLVED that Adams County pay to the cities/towns the following amounts from the County Road Fund #115:

<u>City/Town</u>	<u>Population</u>	<u>BARS Number</u>	<u>Amount</u>
Othello	7,780	598.45.52.01	\$39,734
Ritzville	1,670	598.45.52.02	\$8,529
Lind	560	598.45.52.03	\$2,860
Washtucna	205	598.45.52.04	\$1,047
Hatton	110	598.45.52.05	\$562
Totals	10,325		\$52,732

DATED this 11th day of January, 2016.

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

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