

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

May 13, 2019
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman John N. Marshall
Vice-Chairman Roger L. Hartwig
Commissioner Terrance J. Thompson

Meeting Cancellation

Due to a lack of quorum the regular meeting scheduled for Tuesday, May 28, 2019 (due to Memorial Day on Monday, May 27, 2019) is cancelled. Press will be notified.

[9:31:06 AM](#)

Economic Development

Economic Development Director McFadden reported on the announcement from McCain Foods USA Inc., of a major expansion to their potato processing facility in Othello.

The terms of the professional services agreement between Adams County and HDR Engineering, Inc., Omaha, Nebraska, regarding the proposed wastewater treatment project was reviewed. Director McFadden reported HDR has modified the agreement pursuant to the suggestions of Prosecutor Flyckt and the document is ready for Board signature. Additionally, the project related funding contract from the Department of Commerce was reviewed.

[9:59:10 AM](#)

[10:00:41 AM](#)

Public Works

Public Works Director O'Brien and Engineer Yaeger provided an update on the Calloway and Yeisley Road projects; gravel road maintenance; fairgrounds; and, facilities, noting the HVAC system is installed at the sheriff's substation. Janitorial issues at the Public Services Building were reviewed.

Solid Waste

Director O'Brien reported on the progress of the transfer station camera project; the cardboard shed is being cleared to make room for a compactor; a contract has been signed with Tri-City Fence Works to install litter fences at Bruce; and, Pacific Steel has removed the metal pile at Bruce and will be moving to Ritzville this week. Stericycle will be onsite to collect and dispose of household hazardous waste at the Ritzville Transfer Station. Director O'Brien reviewed options for the county to explore when rebuilding the Bruce recycling building destroyed by fire in July, 2018.

Odessa – County Road Bridge Replacement

Commissioner Hartwig moved, Thompson seconded, to *authorize the Chairman to sign Local Programs State Funding Agreement between Washington State Department of Transportation and Adams County in the amount of \$100,000 for the planning, design elements, and cost estimates for three prototype replacement bridges, to replace eight (8) Adams County bridges and two (2) Grant County bridges, required by the Odessa Ground Water Replacement Program.* **Motion carried.**

Engineering

Engineer Yaeger provided updates on the county-wide crushing contract.

Yeager noted water over county roadways continues to be an issue. The Public Works Department is waiting for final approval from Prosecutor Flyckt on a pamphlet that will be distributed to irrigators within Adams County.

Additionally, Yaeger reported on the Burlington Northern Santa Fe (BNSF) Railroad double tracking project from Ritzville to Sprague.

Certificate of Good Practice

Chairman Marshall presented the County Road Administration Board "Certificate of Good Practice" to Engineer Scott Yaeger. This certificate was transmitted to the State Treasurer on behalf of the county pursuant to RCW 36.78.090 and assures the continued distribution of the county's monthly state gas tax allotment from the Office of State Treasurer.

[10:51:59 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[01:31:37 PM](#)

Auditor Staffing

A former District Court employee, Simone Carothers, transferred from District Court to the Auditor's office and, pursuant to the Adams County Personnel Policy, was placed at Range 8, Step 1 of the appropriate salary schedule. Based on Ms. Carothers' level of expertise, Auditor Hunt requested and received Board **consensus to place Accounts Payable Deputy Simone Carothers at Range 8, Step 4 of the Adams County Courthouse Association Salary Schedule, effective June 1, 2019.**

[1:40:30 PM](#)

[2:33:05 PM](#)

Human Resources

Human Resource Manager Perez reported the Lind-Ritzville School District is interested in participating in a career showcase in Ritzville to include students from Lind-Ritzville, Sprague and Washtucna schools. Perez will work with Economic Development Director McFadden in facilitating the project.

[2:39:03 PM](#)

Closed Session

At 2:39 p.m. the Board called for a closed session, to last twenty (20) minutes, pursuant to RCW 42.30.140(4)(b) – “that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining...”. Session was extended ten (10) minutes at 2:59 p.m. Session ended at 3:09 p.m. Additionally present was Prosecutor Flyckt and Human Resource Manager Perez.

[3:51:16 PM](#)

Wastewater Treatment and Water Reuse Facility Project

Commissioner Hartwig moved, Thompson seconded, to *authorize the Chairman to sign the Short Form Agreement between Adams County and HDR Engineering, Inc., Omaha, Nebraska, for professional engineering, consulting and related services in connection with the development of an Industrial Wastewater Treatment and Water Reuse Facility project in an amount not to exceed \$460,521.29.* **Motion carried.**

Consent Agenda

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

Preliminary minutes of April 29 and May 1, 2019

Preliminary minutes of May 6 and 8, 2019

April 16 – 30, 2019, Payroll in the amount of \$425,251.41; and, Benefits in the amount of \$228,469.88 (Warrant # Series 530930-531000; Direct Deposit # Series 58502-58692; Benefit/Deduction # Series 1144744-1144758)

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	1439 – 1482	\$ 19,183.14
001E	1483	\$ 341.40
103	1485 – 1488	\$ 1,952.40
104	1486A – 1499	\$ 9,422.42
105A	1500	\$ 1,349.28
123	1501 – 1502	\$ 2,376.57
130	1503 – 1504	\$ 302.28
131	1505 – 1506	\$ 1,746.01
502	1507 – 1515	\$ 7,350.91
108	000728 – 000731	\$ 614.01
115	000732 – 000749	\$ 27,277.30
401	000750 – 000759	\$ 24,554.07
501	000760 – 000765	\$ 4,075.77
590	000766 – 000783	\$ 11,325.03
	TOTAL	\$111,870.59

[3:52:57 PM](#)

Permanent Minutes Signed

April 22 and 24, 2019

Adjournment @ 4:00 p.m.

Submitted:
s/Patricia J. Phillips, CMC
Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/John N. Marshall, Chairman
s/Roger L. Hartwig, Vice-Chairman
s/Terrance J. Thompson, Commissioner