

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

September 3, 2019

(Tuesday due to Labor Day on Monday)

Call to Order @ 8:30 a.m.

Present:

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

[9:28:49 AM](#)

IHCS Funds Transfer

Treasurer Meise and Auditor Hunt reviewed IHCS Director Guse's request for a transfer from IHCS Mental Health Fund #104 to Developmental Disabilities Fund #117. RCW 71.20.110 allows for the allocation of tax levy dollars for the purpose of providing additional funds for the coordination and provision of community services for persons with developmental disabilities. Guse met with the Board on August 28, 2019 and requested, and was approved, a transfer in the amount of \$5,000. After reviewing anticipated expenditures in the Developmental Disabilities program, Treasurer Meise suggested a transfer of \$11,000. A resolution authorizing a transfer, in the amount of \$11,000 will be drafted for approval with an effective date of August 28, 2019.

[9:41:18 AM](#)

2020 Budget

Auditor Hunt presented 2020 Adams County Budget *preliminary* revenue estimates and expenditure requests.

[10:00:04 AM](#)

Public Works

Public Works Director O'Brien reported on road maintenance activities in all three districts; personnel; solid waste; and, fairgrounds, noting a walk-through inspection will be scheduled with Fair Board President Anthony Dailey for later this week.

Atkinson Road Project (CRP-190)

Commissioner Hartwig moved, Thompson seconded, to *approve Resolution No. R-043-2019 In the Matter of Atkinson Road Project – CRP 190*). Motion carried.

Lind-Hatton Road Project #3 (CRP-191)

Commissioner Thompson moved, Hartwig seconded, to *approve Resolution No. R-044-2019 In the Matter of Lind-Hatton Road Project #3 – CRP 191*). Motion carried.

McKinney Road Project #1 (CRP-192)

Commissioner Hartwig moved, Thompson seconded, to *approve Resolution No. R-045-2019 In the Matter of McKinney Road Project #1 – CRP 192*). Motion carried.

[10:32:31 AM](#)

Executive Session

At 11:00 a.m. the Board entered in to Executive Session to last forty five (45) minutes under RCW 42.30.110(1)(i) – “...to discuss with legal counsel representing the agency litigation or potential litigation...”. Prosecutor Flyckt and Human Resource Manager Perez were present.

At 11:40 a.m. the Board reconvened from Executive Session. No action taken.

Collective Bargaining

The Board entered in to a session closed to the public at 11:40 a.m., to last fifteen (15) 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 ended at 11:55 a.m. Prosecutor Flyckt and Human Resource Manager Perez were present.

Recess @ 12:05 p.m.

Reconvene @ 1:00 p.m.

[1:31:03 PM](#)

Exit Conference – 2018 Accountability Audit; 2018 Financial Statement and Federal Grant Compliance

The exit conference for the 2018 Accountability Audit; and, 2018 Financial Statement and Federal Grant Compliance Audit was conducted by Phillip Ventress, Assistant Audit Manager; and Heather Peterson, Audit Lead.

The audit produced no findings.

The areas examined during the accountability audit were self-insurance for unemployment compensation; procurement; Superior Court/District Court cash receipting and adjustments; state grant compliance; use of restricted funds; and accounts payable (general disbursement and credit cards). A management letter was received regarding Sheriff's Department credit card purchases; food and beverage purchases; and, award purchases. Additionally, the management letter referenced procurement for purchases (piggy-backing) off a cooperative's contract.

A management letter was received for the single audit with a recommendation for the County to update its written procedures to address all federal procurement and standards of conduct requirements.

The audit report will be finalized and is expected to be published mid-September.

The next audit is scheduled to be conducted in 2020 and will cover accountability; financial statement; and, federal programs with the estimated cost of \$41,500, plus estimated charges for travel time of \$4,600 plus travel expenses.

County staff present were Auditor Hunt; Treasurer Meise; Treasurer Operations Supervisor Janet Manke; Prosecutor Flyckt; Human Resource Manager Perez; Emergency Management Director Jay Weise; and, Public Works Director Todd O'Brien.

[2:00:30 PM](#)

[2:33:44 PM](#)

Prosecutor Office Staffing

Prosecutor Flyckt reported hiring Attorney Shannon Eddy for the Othello Prosecuting Attorney office. Flyckt designated a salary placement for Ms. Eddy of Range 5, Step 4, of the Adams County Exempt Employee Salary Schedule. The Board **concurred** with the salary designation of Prosecutor Flyckt, effective upon Ms. Eddy's first day of employment.

[2:35:15 PM](#)

[3:11:23 PM](#)

Resolution No. R-046-2019

Commissioner Thompson moved, Hartwig seconded, to *approve Resolution No. R-046-2019 In the Matter of Transferring Funds from Adams County Integrated Health Care Services Fund #104 to Adams County Developmental Disability Fund #117. Motion carried.*

Consent Agenda

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

Preliminary minutes of August 26 and 28, 2019

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	3052 – 3084	\$ 53,566.48
104	3085 – 3096	\$ 7,818.84
116	3097 – 3098	\$ 128.42
122	3099 – 3101	\$ 1,582.89
123	3102 – 3105	\$ 439.13
502	3106 – 3109	\$ 7,211.32
108	001415	\$ 18.38
115	001416 – 001419	\$418,843.77
321	001420	\$ 731.50
401	001421 – 001425	\$ 10,260.24
501	001426	\$ 13.13
590	001427 – 001444	\$ 4,860.71
	TOTAL	\$505,474.81

[3:13:10 PM](#)

Meeting Cancellation

The regular meeting set for Wednesday, September 11, 2019, is cancelled due to lack of quorum.

Permanent Minutes Signed

August 12, 13 and 14, 2019
August 19, 2019

Correspondence Received

Curt Pavola, Washington State Department of Natural Resources (DNR) re: Washington State DNR “payment in lieu of taxes” 2019
Attorney Bryce P. McPartland re: Ann M. Harvey
Shawn Logan, Mayor, City of Othello re: criminal justice services

Adjournment @ 3:25 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

BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF ADAMS COUNTY, WASHINGTON

In the matter of (Atkinson Road Project)...**Resolution R-043-2019**

County Road Project
No.190

IT IS HEREBY RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS that it is their intention to rehabilitate and make improvements to the Atkinson Rd #11562 from MP 1.27 to MP 2.16 Work to include grading, draining, widening of roadway, and asphalt surfacing to reestablish crown and super elevation on curves.

Length of project: **.89 miles** Width of roadbed: **38 feet** Surface: **30 feet**
Type and depth of surfacing: **2" HMA**
Estimated date of beginning: **October 2019**
Estimated date of completion: **December 2022**

BE IT FURTHER RESOLVED that the foregoing proper road there is hereby appropriated the sums in the following detail.

	County Road Fund
Preliminary Engineering	\$ 50,000.00
Right-of-way	\$
<u>Items of Work</u>	
County Force	\$
Contract	\$ 495,000.00
Construction Engineering	\$ 55,000.00
TOTAL	\$ 600,000.00

The county road purpose herein described is HEREBY DECLARED to be a public necessity and the County Road Engineer is HEREBY ORDERED AND AUTHORIZED to report and proceed thereon as by law provided.

BE IT FURTHER RESOLVED that this purpose by Contract in accordance with Standard Road and Bridge Specifications of the State of Washington as adopted by this Board.

Adopted this 3rd day of September, 2019.

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

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

BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF ADAMS COUNTY, WASHINGTON

In the matter of (Lind – Hatton Road Project #3)...**Resolution R-044-2019**

County Road Project
No.191

IT IS HEREBY RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS that it is their intention to rehabilitate and make improvements to the Lind – Hatton Rd #33521 from MP 3.71 to MP 7.33 Work to include grading, draining, widening of roadway, and asphalt surfacing to reestablish crown and super elevation on curves.

Length of project: **3.62 miles** Width of roadbed: **38 feet** Surface: **30 feet**
Type and depth of surfacing: **BST Surfacing with HMA at Intersection**
Estimated date of beginning: **October 2019**
Estimated date of completion: **December 2025**

BE IT FURTHER RESOLVED that the foregoing proper road there is hereby appropriated the sums in the following detail.

	County Road Fund
Preliminary Engineering	\$ 127,000.00
Right-of-way	\$ 30,000.00
<u>Items of Work</u>	
County Force	\$ 236,000.00
Contract	\$ 1,644,000.00
Construction Engineering	\$ 126,000.00
TOTAL	\$ 2,163,000.00

The county road purpose herein described is HEREBY DECLARED to be a public necessity and the County Road Engineer is HEREBY ORDERED AND AUTHORIZED to report and proceed thereon as by law provided.

BE IT FURTHER RESOLVED that this purpose by Contract in accordance with Standard Road and Bridge Specifications of the State of Washington as adopted by this Board.

Adopted this 3rd day of September, 2019.

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

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

BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF ADAMS COUNTY, WASHINGTON

In the matter of (McKinney Road Project #1)...**Resolution R-045-2019**

County Road Project
No.192

IT IS HEREBY RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS that it is their intention to rehabilitate and make improvements to the McKinney Rd #11381 from MP 0.00 to MP 2.01 Work to include grading, draining, widening of roadway, and asphalt surfacing to reestablish crown and super elevation on curves.

Length of project: **2.01 miles** Width of roadbed: **38 feet** Surface: **30 feet**
Type and depth of surfacing: **2" HMA**
Estimated date of beginning: **October 2019**
Estimated date of completion: **December 2025**

BE IT FURTHER RESOLVED that the foregoing proper road there is hereby appropriated the sums in the following detail.

	County Road Fund
Preliminary Engineering	\$ 70,000.00
Right-of-way	\$
<u>Items of Work</u>	
County Force	\$
Contract	\$ 1,046,000.00
Construction Engineering	\$ 70,000.00
TOTAL	\$ 1,186,000.00

The county road purpose herein described is HEREBY DECLARED to be a public necessity and the County Road Engineer is HEREBY ORDERED AND AUTHORIZED to report and proceed thereon as by law provided.

BE IT FURTHER RESOLVED that this purpose by Contract in accordance with Standard Road and Bridge Specifications of the State of Washington as adopted by this Board.

Adopted this 3rd day of September, 2019.

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

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

RESOLUTION NO. R-046-2019

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM ADAMS COUNTY
INTEGRATED HEALTH CARE SERVICES FUND #104 TO ADAMS COUNTY
DEVELOPMENTAL DISABILITY FUND #117**

WHEREAS, it has been determined that Developmental Disability Fund #117 is in need of a transfer of Eleven thousand and no/100 dollars (\$11,000) to meet cash flow shortages resulting from the time lag between expenditures and reimbursements; and,

WHEREAS, RCW 71.20.110, allows for the allocation of tax levy dollars for the purpose of providing additional funds for the coordination and provision of community services for persons with developmental disabilities or mental health services;

THEREFORE BE IT HEREBY RESOLVED that the Adams County Treasurer is hereby authorized to transfer Eleven thousand and no/100 dollars (\$11,000) from Adams County Integrated Health Care Services Fund #104 BARS 581.10.68.00 to Adams County Developmental Disability Fund #117 BARS 381.10.68.00, effective August 28, 2019.

DATED this 3rd of September, 2019.

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

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