

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

November 4, 2019
(Monday)

Call to Order @ 8:30 a.m.

Present:

Vice-Chairman Roger L. Hartwig
Commissioner Terrance J. Thompson

Absent:

Chairman John N. Marshall

Canvassing Board

John N. Marshall will serve on the Canvassing Board for the November 5, 2019 General Election for the time frame of October 18, 2019 through November 26, 2019.

Collective Bargaining

The Board held a session closed to the public 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 began at 9:00 a.m. and ended at 9:57 a.m. Prosecutor Flyckt; Human Resource Manager Perez; Public Works Director O'Brien; and, Engineer Yaeger were present.

[10:02:14 AM](#)

Public Works

Public Works Director O'Brien provided updates on road maintenance activities such as gravel road maintenance; culvert cleaning and mowing. Additionally, O'Brien reported crews are working five, eight hour days (7:00 a.m. to 3:30 p.m.) beginning November 4, 2019. Plans for the coming month include reviewing long range drainage issues.

O'Brien reported on tree limbs falling during a recent windstorm at the fairgrounds with no damage reported. Shrubs have been removed from the grounds at the courthouse with replacement scheduled for spring.

Equipment

Commissioner Thompson moved, Hartwig seconded, to *authorize the Vice-Chairman to sign Application for Municipal Financing between Adams County Department of Public Works and Mercedes-Benz Financial Services USA LLC, for the purchase of three (3) Freightliner Trucks.*

Motion carried.

Engineering

Engineer Yaeger provided an update on McKinney Road Safety Project, noting the contractor is preparing to pave next week; the county wide crushing project, noting crushing will begin in Ritzville the latter part of this week; and, maintenance of Schoonover Road was discussed.

[10:35:23 AM](#)

Budget Workshop – District Court Position No. 1

Judge Hille reviewed Fund #001/015. A capital outlay request of \$2,000 was requested for the purchase of office chairs.

[11:30:32 AM](#)

Human Resources

Human Resource Manager Perez requested an Executive Session for the purpose of reviewing a complaint against a public employee.

[11:30:57 AM](#)

Executive Session

At 11:31 a.m. Vice-Chairman Hartwig called for an Executive Session to last thirty (30) minutes under RCW 42.30.110(1)(g) – “To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.” Human Resource Manager Perez and Prosecutor Flyckt were present.

At 11:55 a.m. the Board reconvened from Executive Session.

Recess @ 12:00

Reconvene @ 1:00 p.m.

Auditor/Treasurer

Auditor Hunt and Treasurer Meise reviewed revenues and costs associated with Othello District Court. Additionally present was Prosecutor Flyckt.

Budget Workshop – Sheriff

Sheriff Wagner reviewed the following departmental budgets: #001/065 Police Operations; #001/070 Care and Custody; and #103 E911.

Wagner noted a request for the following:

- One (1) additional road deputy position
- Two (2) promotional opportunities for positions of corporal
- Additional overtime funding
- \$10,000 patrol uniforms and equipment
- \$10,000 corrections uniforms and equipment
- Three (3) patrol vehicles
- \$20,000 training budget for jail
- Flexibility to promote one dispatcher to dispatch supervisor/GIS coordinator
- One (1) additional dispatch position
- Reclassification of administrative assistant position
- Salary increase of undersheriff (94% of sheriff wage).

The following capital outlay items, totaling \$26,000, were identified:

- Six (6) tasers @ \$1,000 each
- Eight (8) APX portable radios @ \$2,500 each.

Additionally reviewed was #130 Drug Enforcement with a capital outlay expense item of K-9 equipment identified in the amount of \$5,000; and, #131 RSO with no capital outlay items identified.

Present were Sheriff Wagner; Undersheriff Coronado; Administrative Assistant Krause; and, Jail Administrator Williams.

2019 Estimate of Value

2020 Preliminary Tax Levy Limitations

Assessor Sherri Brewer placed on file the 2019 Estimate of Value and the 2020 Preliminary Tax Levy Limitations.

[3:51:20 PM](#)

Environmental Health Services

Commissioner Thompson moved, Hartwig seconded, to *authorize the Vice-Chairman to sign Agreement for Environmental Health Services between the Adams County Health Department and Jerry Campbell for the provision of Environmental Health On-Site Septic Services to Adams County Health Department, as needed, by Mr. Campbell, not to exceed twenty (20) hours per week.* **Motion carried.**

Deal Road Widening/Surfacing and Deal Road #1 Project – Phase #1

Commissioner Hartwig moved, Thompson seconded, to *approve Resolution No. R-050-2019 In the Matter of Notice of Call for Bids for the Deal Road Widening/Surfacing and Deal Road #1 Project – Phase #1 (CRP-189)*. **Motion carried.** Bid opening is set for Monday, December 2, 2019 at 10:00 a.m. in Room 202 of the Adams County Courthouse, Ritzville.

Consent Agenda

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

Preliminary minutes of October 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	3905 – 3949	\$22,086.41
103	3950	\$ 1,047.70
104	3951 – 3956	\$ 1,195.81
105A	3957	\$ 1,497.95
106	3958	\$ 1,416.50
114	3959	\$ 213.21
117	3961	\$ 6,751.00
130	3962 – 3963	\$ 1,478.18
131	3964	\$ 1,787.87
502	3965 – 3970	\$ 6,120.27
108	1791	\$ 191.32
115	1792 – 1795	\$ 1,605.45
401	1796	\$ 85.00
501	1797 – 1799	\$ 7,711.97
590	1800 – 1802	\$ 9,821.93
	TOTAL	\$63,010.57

[3:54:28 PM](#)

Permanent Minutes Signed

October 21 and 23, 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

-absent-

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

RESOLUTION NO. R-050-2019

NOTICE TO CONTRACTORS

**County of Adams
Department of Public Works
Ritzville, Washington**

Sealed bids will be received by Adams County at the office of the Board of County Commissioners located in the courthouse at 210 W. Broadway, Ritzville, Washington 99169, **until 10:00 a.m., Monday, December 2, 2019** and will be opened and publicly read on **December 2, 2019** at 10:00 a.m. for the following construction improvements:

Deal Road Widening/Surfacing & Deal #1 Project – Phase #1 (CRP-189), M.P 5.84 to M.P 8.23 (Leisle Rd. to Urquhart Rd.) and M.P 8.90 to M.P 11.87 (Westbound I-90 to Rosenoff Rd.) by the reconstruction of the roadway by grading, shoulder widening, culvert replacement, and resurfacing the road with crushed surfacing and other work, all in accordance with the attached Contract Plans, these Contract Provisions, and the Standard Specifications.

All bid proposals shall be accompanied by a bid proposal deposit in cash, certified check, cashier's check or surety bond in amount equal to five percent (5%) of the amount of such bid proposal. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated in the specifications, the bid proposal deposit shall be forfeited to the County of Adams. All checks and bonds shall be made payable to the Adams County Treasurer.

The Board of Adams County Commissioners reserves the right to reject any or all bids, to waive informalities or irregularities in the bids or in the bidding, if the best interest of Adams County will be served, or to accept the bid, which in their opinion best serves the interest of Adams County.

Maps, plans, specifications, and proposals may be obtained from the office of the Department of Public Works, 210 W. Alder, Ritzville, Washington, 99169; phone (509) 659-3276.

Informational copies of maps, plans and specifications are on file for inspection in the office of the Adams County Engineer in Ritzville, Washington, and the chapter office of the Associated General Contractors of America in Spokane, Washington.

Adams County, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

DATED this 4th of November, 2019.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON

-absent-

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