

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

December 16, 2019
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

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 10:00 a.m. Prosecutor Flyckt and Human Resource Manager Perez were present.

[10:02:03 AM](#)

Six Year Transportation Improvement Program (2020-2025)

It being the time of 10:02 a.m. and the place set for the public hearing to consider the 2020-2025 Six Year Transportation Program, Chairman Marshall convened the public hearing.

Engineer Yaeger reviewed each of the projects by priority.

Public comment was received from Paul Wollman, Warden, Washington.

Hearing no further comment, Chairman Marshall closed the public hearing at 10:25 a.m.

Annual Road Construction Program

Engineer Yaeger reviewed the 2020 Annual Road Construction Program.

County Wide Crushing Project

Commissioner Hartwig moved, Thompson seconded, to *approve Pay Estimate #3 in the amount of \$204,227.68 to Western Construction of Lewiston, Inc., Lewiston, Idaho, for work completed November 2, 2019 through November 27, 2019 on the 2019 County Wide Crushing Project.*

Motion carried.

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

Engineer Yaeger reviewed the bids opened on December 9, 2019 on the Deal Road Widening/Surfacing and Deal #1 Project – Phase #1, noting Granite Construction Company, Moses Lake, Washington is the low bidder on the project. A mathematical error was found in the bid, however, the error did not affect the bid ranking. Irregularities were found in the proposal from James Dean Construction, Inc., White Salmon, Washington. The bid was rejected due to an irregularity in the proposal with James Dean Construction submitting paperwork to withdraw their bid. The Public Works Department will make a recommendation of award once Under Utilized Business Enterprise (UUBE) information is received from Washington State DOT.

Public Works Updates

Public Works Director O'Brien reviewed road maintenance activities; recycling; facility maintenance; and, the apprenticeship program.

[10:58:59 AM](#)

[11:04:59 AM](#)

Public Hearing – Amend 2019 Budget

It being the time of 11:04 a.m. and the place set for the public hearing to consider amendments to the 2019 Adams County Budget, Chairman Marshall convened the public hearing.

County staff present were Auditor Hunt; Sheriff Wagner; Public Works Director O'Brien; and, Prosecutor Flyckt. There were no members of the public present.

Auditor Hunt reviewed departmental amendments to the 2019 Budget.

Chairman Marshall closed the public hearing at 11:18 a.m.

[11:18:01 AM](#)

Recess @ 11:55 a.m.

Reconvene @ 1:00 p.m.

[1:39:16 PM](#)

Finance Committee

The Finance Committee session was called to order at 1:40 p.m. Present in addition to Treasurer Meise and Auditor Hunt were Chairman Marshall; Vice Chairman Hartwig; Commissioner Thompson; Prosecutor Flyckt; and, Human Resource Manager Perez.

State revenue distributions received through November 30, 2019 were reviewed.

Amendments to the 2019 Budget were discussed. Additionally, cash carryover in previous years as well as a projection of 2020 cash carryover was reviewed.

The Finance Committee adjourned at 1:53.p.m.

[1:53:13 PM](#)

[2:35:23 PM](#)

Integrated Health Care Services

Integrated Health Care Services Director Guse reviewed the state contract for the continuation of state-non-Medicaid funding for behavioral health (mental health and substance use services) to allow for funding to supplement eligible low income individuals that fall below 220% poverty, noting a decrease in funds for the 2020 year.

Agreement 20ASO2405

Commissioner Hartwig moved, Thompson seconded, to *authorize the Chairman to sign Agreement 20ASO2405 with Spokane County, a political subdivision of the State of Washington, by and between Spokane County Regional Behavioral Health (SCRBH), a Division of Spokane County Community Services, Housing, and Community Development Department (CSHCD), (hereinafter "CSHCD SCRBH"), and Contractor identified as Adams County Integrated Health Care Services in the amount of \$168,802 for the period January 1, 2020 through December 31, 2020. Motion carried.* (Continuation of state/non-Medicaid funding for behavioral health (mental health and substance use services) funding to supplement eligible low income individuals that fall below 220% poverty.) (Mental health non-Medicaid, increase of \$9,914; substance use non-Medicaid decrease of \$87,500; criminal justice, decrease of \$23,461.)

Public Health

Karen Potts, RN, reported a current nursing staffing shortage in the public health department. Potts reviewed the division of work for the community

health programs and employee responsibilities. The department is struggling to fill a vacant part time position.

Additionally, Potts noted Hepatitis A vaccines are being shipped and will be available for Adams County Jail inmates.

[3:23:21 PM](#)

[4:28:02 PM](#)

Six Year Transportation Improvement Program (2020-2025)

Commissioner Hartwig moved, Thompson seconded, to *approve Resolution No. R-054-2019 In the Matter of Adopting the Adams County Six Year Transportation Improvement Program (2020-2025)*. Motion carried.

Annual Road Construction Program

Commissioner Thompson moved, Hartwig seconded, to *approve Resolution No. R-055-2019 In the Matter of Adopting the 2020 Annual Road Construction Program*. Motion carried.

Credit Card Policy

Commissioner Hartwig moved, Thompson seconded, to *approve Resolution No. R-056-2019 In the Matter of Amending Section 19: Credit Card Policy of the Adams County Personnel Policy; Amending Adams County Code Chapter 2.128; and, Repealing Adams County Code Section 2.80.101(A)*. Motion carried.

Increasing Taxing District's Regular Levy

Commissioner Thompson moved, Hartwig seconded, to *approve Resolution No. R-057-2019 In the Matter of Increasing the Taxing District's Regular Levy from that which was Levied the Previous Year (Current Expense) per RCW 84.55.120*. Motion carried.

Commissioner Hartwig moved, Thompson seconded, to *approve Resolution No. R-058-2019 In the Matter of Increasing the Taxing District's Regular Levy from that which was Levied the Previous Year (County Road) per RCW 84.155.120*. Motion carried.

Tax Levies Certification

Commissioner Thompson moved, Hartwig seconded, to *approve Resolution No. R-059-2019 In the Matter of Tax Levies Certification for 2020 and County Population Certification as of April 1, 2019*. Motion carried.

Martin Hall

Commissioner Hartwig moved, Thompson seconded, to *approve Resolution No. R-060-2019 In the Matter of Approving and Authorizing the 2020 Maintenance and Operation Budget Pursuant to the Amended and Restated Interlocal Juvenile Detention Facility Agreement (Martin Hall); and Providing for Other Matters Properly Relating Thereto.* **Motion carried.**

Adams County Library District No. 2 – Ritzville

Commissioner Thompson moved, Hartwig seconded, to *confirm the appointment of Debbie Knodel, Lind, to the Adams County Library District No. 2 Board of Trustees, for a five (5) year term, effective December 14, 2019 through December 13, 2024.* **Motion carried.**

Medical Insurance Cap

Commissioner Hartwig moved, Thompson seconded, to *approve a medical insurance cap of \$769.65 to non-represented employees; non-represented exempt employees; and, non-represented management employees, effective January 1, 2020. Medical insurance caps are pursuant to collective bargaining agreements for represented employees.* **Motion carried.**

Cost of Living Allowance (COLA)

Commissioner Hartwig moved, Thompson seconded, to *approve a Cost of Living Allowance (COLA) increase of three percent (3%) to non-represented employees; non-represented exempt employees; and, non-represented management employees, effective January 1, 2020. COLA increases are pursuant to collective bargaining agreements for represented employees.* **Motion carried.**

Consent Agenda

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

Preliminary minutes of December 9 and 11, 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	4492 – 4525	\$27,047.54
104	4526 – 4538	\$ 6,903.02
106	4539	\$ 375.53
107	4540	\$ 250.00
117	4541	\$ 2,132.25
123	4542	\$ 1,186.00
166	4543 – 4553	\$ 4,003.27
502	4554 – 4558	\$ 2,394.67
115	2044 – 2056	\$ 5,665.73
401	2057 – 2060	\$12,428.28
501	2061 – 2062	\$ 362.84
590	2063 – 2080	\$14,008.28
	TOTAL	\$76,757.41

[4:38:48 PM](#)

Meeting Cancellation

Due to a lack of quorum the regular meeting scheduled for December 30, 2019 is cancelled. Press will be notified.

Permanent Minutes Signed

December 2 and 4, 2019

Correspondence Received

Adams County Noxious Weed Control Board re: Minutes of October 8, 2019 and Agenda for December 10, 2019

Kayla Meise, Ritzville Library District #2 Trustee re: appointment of Debbie Knodel, Lind, to Board of Trustees

Adjournment @ 5:00 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

RESOLUTION NO. R-054-2019

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

**IN THE MATTER OF ADOPTING THE ADAMS COUNTY SIX YEAR
TRANSPORTATION IMPROVEMENT PROGRAM (2020-2025)**

WHEREAS, the preliminary Six Year Transportation Improvement Program and the transportation project priority array were prepared and presented to the Board for their review and consideration on Monday, November 18, 2019, during a public meeting of the Board of Commissioners; and,

WHEREAS, the County Engineer submitted and made available to the Board and the public the 2018 Bridge Inspection Report on October 14, 2019 for consideration during the preparation of the Six Year Transportation Improvement Program; and,

WHEREAS, an environmental pre-assessment of the Six Year Transportation Improvement Program indicated that the social, economic and aesthetic values would not be disturbed; and,

WHEREAS, a public hearing was held on Monday, December 16, 2019, during which the final program and was presented and discussed; and,

WHEREAS, all public comments were heard and reviewed during the public hearing and no objections were heard;

THEREFORE BE IT HEREBY RESOLVED that the 2020-2025 Six-Year Transportation Improvement Program is hereby approved and adopted.

DATED this 16th day of December, 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-055-2019

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

**IN THE MATTER OF ADOPTING THE 2020 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 2020 as presented by the Adams County Engineer and filed and attached hereto is adopted.

DATED this 16th day of December, 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-056-2019

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

IN THE MATTER OF AMENDING SECTION 19: CREDIT CARD POLICY OF THE ADAMS COUNTY PERSONNEL POLICY; AMENDING ADAMS COUNTY CODE CHAPTER 2.128; RESCINDING RESOLUTION NO. R-07-2012; RESCINDING RESOLUTION NO. R-117-04; RESCINDING RESOLUTION NO. R-65-03; AND, REPEALING ADAMS COUNTY CODE SECTION 2.80.010(A)

WHEREAS, RCW 43.09.2855 authorizes local governments, including counties, to use credit cards for official government purchases and acquisitions provided that their legislative bodies adopt a system for specific processes; and

WHEREAS, the currently adopted Credit Card Policy does not clearly outline all of the processes as required by law;

THEREFORE BE IT HEREBY RESOLVED that Section 19 of the Adams County Personnel Policy is hereby amended and the attached Exhibit A is hereby adopted as the official Adams County Credit Card Policy; and

BE IT FURTHER RESOLVED that Resolution No. R-07-2012, Resolution No. R-117-04, Resolution No. R-65-03 and any Resolution(s) in conflict herewith are hereby rescinded; and

AND BE IT FURTHER RESOLVED that Adams County Code Chapter 2.128 is hereby amended and recodified as set forth in the attached Exhibit B and Adams County Code Section 2.80.010(A) is hereby repealed.

DATED this 16th day of December, 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-057-2019

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

IN THE MATTER OF INCREASING THE TAXING DISTRICT'S REGULAR LEVY FROM THAT WHICH WAS LEVIED THE PREVIOUS YEAR (CURRENT EXPENSE) PER RCW 84.55.120

WHEREAS, the Legislative Authority of Adams County has met and considered its budget for the calendar year 2020; and,

WHEREAS, the districts actual levy amount from the previous year was **\$3,769,245**; and,

WHEREAS, the population of this district is more than 10,000;

NOW, THEREFORE, BE IT RESOLVED by the Legislative Authority of Adams County that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2020 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be **\$37,692**, which is a percentage increase of **1.0%** from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in value of state assessed property, and annexations that have occurred and refunds made.

DATED this 16th day of December, 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-058-2019

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

IN THE MATTER OF INCREASING THE TAXING DISTRICT'S REGULAR LEVY FROM THAT WHICH WAS LEVIED THE PREVIOUS YEAR (COUNTY ROAD) PER RCW 84.55.120

WHEREAS, the Legislative Authority of Adams County has met and considered its budget for the calendar year 2020; and,

WHEREAS, the districts actual levy amount from the previous year was **\$1,887,824**; and,

WHEREAS, the population of this district is less than 10,000;

NOW, THEREFORE, BE IT RESOLVED by the Legislative Authority of Adams County that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2020 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be **\$18,878**, which is a percentage increase of **1.0%** from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in value of state assessed property, and annexations that have occurred and refunds made.

DATED this 16th day of December, 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-059-2019

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

IN THE MATTER OF TAX LEVIES CERTIFICATION FOR 2020 AND COUNTY POPULATION CERTIFICATION AS OF APRIL 1, 2019

WHEREAS, the attached document stipulates levy requests provided to the Board of County Commissioners for collection in 2020;

THEREFORE BE IT HEREBY RESOLVED that the attached tax levies are certified to the Adams County Assessor; and,

BE IT FURTHER RESOLVED that Adams County population is hereby certified at 20,150 as of April 1, 2019 as transmitted by the Office of Financial Management, Olympia, Washington.

DATED this 16th day of December, 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-060-2019

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF
ADAMS COUNTY, WASHINGTON, APPROVING AND AUTHORIZING THE 2020
MAINTENANCE AND OPERATION BUDGET PURSUANT TO THE AMENDED AND
RESTATED INTERLOCAL JUVENILE DETENTION FACILITY AGREEMENT
(MARTIN HALL); AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING
THERE TO**

ADAMS COUNTY, WASHINGTON

**BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF
ADAMS COUNTY, WASHINGTON**, as follows:

WHEREAS, Adams County, Washington (the “County”) is a political subdivision duly organized and existing under and by virtue of the Constitution and laws of the State of Washington;

WHEREAS, the County is required by chapter 13.16 RCW to acquire, construct and maintain juvenile detention facilities for dependent, wayward and delinquent children;

WHEREAS, Chapter 309, Laws of 1995, authorizes cities and counties, or any combination thereof, to participate in agreements, pursuant to chapter 39.34 RCW, to jointly expend funds for criminal justice purposes of mutual benefit, which include, but are not limited to, the construction, improvement and expansion of jails, court facilities and juvenile justice facilities;

WHEREAS, the County and eight other counties entered into an Amended and Restated Interlocal Juvenile Detention Facility Agreement (Martin Hall) (“the Amended and Restated Agreement”) executed by each County on the following dates:

Douglas County - August 26, 1996

Stevens County - August 20, 1996

Pend Oreille County - July 22, 1996

Spokane County - August 13, 1996

Adams County - August 22, 1996

Asotin County - August 19, 1996

Lincoln County - July 15, 1996

Whitman County - July 15, 1996

Ferry County - July 15, 1996

under the authority granted by chapter 39.34 RCW, Chapter 309, Laws of 1995, and Chapter 10, Laws of 1995, 2nd sp. sess., to provide for the joint operation and maintenance of Martin Hall for use as a “juvenile rehabilitation center” as amended from time to time;

WHEREAS, Section 12 of the Amended and Restated Agreement requires the Adams County Board of County Commissioners (the “Board”) to approve the Operating Budget for the operation and maintenance of Martin Hall, which has been prepared by the Martin Hall Juvenile Facility Board;

NOW THEREFORE, IT IS HEREBY FOUND, DETERMINED AND ORDERED as follows:

Section 1. The Board hereby approves the 2020 Operating Budget (as defined in Section 12 of the Amended and Restated Agreement) in substantially the form attached hereto as Exhibit “A”. The County shall pay its proportionate amount of costs incurred pursuant to this approved Operating Budget in accordance with Section 5 of the Amended and Restated Agreement.

Section 2. All other resolutions of the Board that are inconsistent with the provisions of this Resolution are hereby repealed to the extent of such inconsistency.

Section 3. This Resolution shall take effect immediately upon its adoption.

ADOPTED by the Board of County Commissioners of Adams County, Washington, at a regular meeting thereof held on December 16, 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