

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

April 13, 2020
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Meeting Cancellation

The regular meeting scheduled for Wednesday, April 15, 2020 is cancelled. Press will be notified.

Executive Session

Executive Session was held under RCW 42.30.110(1)(i) – "...to discuss with legal counsel representing the agency litigation or potential litigation...". Prosecutor Flyckt and Civil Deputy Prosecuting Attorney Barden were present.

At 9:53 a.m. the Board reconvened from Executive Session. No action taken.

[10:00:32 AM](#)

**Deal Road Widening/Surfacing & Deal #1 Project-Phase #2-Group #1
Deal Road County Road Overlay (Project #82-0011)-Group #2**

It being the date and time set for bid opening on the Deal Road Widening/Surfacing and Deal #1 Project – Phase #2 and Deal Road County Road Overlay (Project #82-0011) – Group #2, bids were opened from:

Central Washington Asphalt, Inc.	\$1,625,453.15
P. O. Box 939	
Moses Lake, WA 98837	

Granite Construction Company	\$2,315,315.00
P. O. Box 1219	
Moses Lake, WA 98837	

Engineer's Estimate: \$2,431,323.22.

Public Works

Public Works Director O'Brien provided the weekly update on road maintenance and solid waste, noting winter hours are continuing at the Bruce transfer station. Additionally, O'Brien reported on facilities, noting the remodel of the Cedar Street building in Othello is being finalized with painting near completion and carpet expected to be installed this week. Preparations for air conditioning will begin with a pad poured for permanent placement of the chiller.

Engineer Yaeger provided progress reports on the Atkinson Road project as well as the Deal Road project.

Additionally discussed was the use of compression brakes at the SR26/Bench Road roundabout. Director O'Brien noted that, due to SR26 being a state highway, the county does not have the authority to place signage at the location. O'Brien will obtain clarification from Department of Transportation and research a "no compression brake" zone.

[10:29:03 AM](#)

[11:00:03 AM](#)

Bruce Transfer Station Pole Building

It being the date and time set for bid opening for construction of a pole building at the Bruce Transfer Station, bids were opened from:

Dug Excavation	\$398,140.00
P. O. Box 677	
Othello, WA 99344	

Engineer's Estimate: \$380,000.00.

[11:03:43 AM](#)

Recess @ 12:00

Reconvene @ 1:00 p.m.

[1:30:48 AM](#)

Human Resources

Human Resources Manager Perez, along with Civil Deputy Prosecuting Attorney Barden, reviewed a *draft* Geographic Information System (GIS) job description.

Families First Coronavirus Response Act Policy (FFCRA)

Basic benefits under the FFCRA were reviewed by Human Resources Manager Perez and Civil Deputy Prosecuting Attorney Barden as follows:

- **Emergency Paid Sick Leave Act (EPSLA)** – employees are eligible to take leave under the EPSLA if the employee is unable to work or telework because the employee:
 - Is subject to a federal, state, or local quarantine or isolation order related to COVID-19;
 - Has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
 - Is experiencing COVID-19 symptoms and seeking a medical diagnosis;
 - Is caring for an individual subject to a federal, state, or local quarantine or isolation order related to COVID-19, or who has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
 - Is caring for his or her child whose school or place of care is closed (or child provider is unavailable) due to COVID-19 precautions; or
 - Is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services.

- **Emergency Family and Medical Leave Expansion Act (EFMLEA)**
 - Employees can only use EFMLEA leave to care for his or her son or daughter whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons.
 - Initial two (2) weeks unpaid.
 - Remaining ten (10) weeks paid at two-thirds (2/3) the employee's regular rate of pay.

Perez reported a policy is being drafted to encompass requirements put forth to employers by the federal act with a review of employee qualifications for benefits under the provisions of the act. Currently, the county has employees that are being told to stay home, however they are on-call or are working from home, and are compensated at their regular rate of pay. The new federal act may modify our policies in those situations. The act further states employers can exclude certain employees from receiving access to the benefits if they are deemed “essential” employees.

Perez was directed to prepare a policy to be reviewed by the Board on Monday, April 20, 2020, at which time the Board will consider employee exclusions.

[2:39:43 PM](#)

[2:45:06 PM](#)

Equitable Sharing Agreement and Certification

Commissioner Marshall moved, Thompson seconded, to *authorize the Chairman to sign the Equitable Sharing Agreement for the Sheriff’s Office with the U.S. Department of Justice for fiscal year 2020.* **Motion carried.**

Consent Agenda

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

Preliminary minutes of April 6 and 8, 2020

March 16 – 31, 2020, Payroll in the amount of \$456,955.83; and, Benefits in the amount of \$238,649.99 (Warrant # Series 532034-532048; Direct Deposit # Series 62543-62716; Benefit/Deduction # Series 1151348-1151361)

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	0988 – 1007	\$ 48,136.93
103	1008 – 1010	\$ 164.63
104	1011 – 1018	\$ 28,494.60
114	1019 – 1020	\$ 430.47

117	1021	\$	6,858.75
123	1022 – 1024	\$	601.51
166	1025 – 1031	\$	1,749.01
502	1032 – 1039	\$	8,695.65
115	418 – 425	\$	4,177.91
321	426	\$	15,093.06
401	427 – 429	\$	372.36
501	430	\$	259.52
590	431 – 439	\$	9,388.24
	TOTAL		\$124,422.64

[2:47:33 PM](#)

Permanent Minutes Signed

March 30, 2020

Correspondence Received

Kyle R. Smith, Attorney re: Public Defender Quarterly Report for 1st Quarter, 2020

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