

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

June 8, 2020
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

[9:00:20 AM](#)

Othello Fair Board

Anthony Dailey, president of the Othello Fair Board, reported on 2020 Othello fair progress noting he will meet with Environmental Health Director Taff to review COVID-19 statistics. Dailey further reported that the campground is booked, vendors are booked, and entertainment is secured for the fair in September. Dailey noted that it is unlikely, however possible, that the carnival will cancel.

The Board noted that cancellation of the fair is a decision to be made by the Adams County Health Officer, not the commissioners. Public Works Director O'Brien noted the Public Works Department will follow the direction of the Public Health Officer as is the guidance used for commercial building rentals.

Should the fair be cancelled, a virtual livestock sale was discussed with Dailey noting decisions will need to be made on the maximum number of people allowed following social distancing guidelines set by the health department. The total area to be rented will be modified as well.

It was further noted that utility readings will be conducted prior to and after the fair has concluded. Dailey proposed a one (1) year contract for 2020 due to current circumstances with a longer term contract to be looked at in the future.

Board **consensus authorized a contract for 2020 Othello Fair to mirror last year's contract; and, utility bill language will be accounted for in future contracts.**

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[10:03:28 AM](#)

Public Works

Public Works Director O'Brien and Engineer Yaeger provided updates on road maintenance in all three districts, noting crack sealing has commenced and will continue this week with seal coat operations beginning after the 4th of July holiday. In operations and maintenance, O'Brien reported on progress of the recycle building project; security measures; impound yard; and, routine maintenance of the fairgrounds.

Additionally, O'Brien reported fuel taxes collected, compared to last year, were down approximately 40% in March noting, in all likelihood, April collections will be even lower.

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

Commissioner Thompson moved, Marshall seconded, to *approve Pay Estimate #2 in the amount of \$329,917.69 to Granite Construction Company, Yakima, Washington, for work completed April 1, 2020 through April 30, 2020 on the Deal Road Widening/Surfacing and Deal #1 Project – Phase #1.* **Motion carried.**

[10:32:22 AM](#)

Executive Session – *Relocated to the Public Works Conference Room*

The Board held an Executive Session pursuant to RCW 42.30.110(1)(g) – “To evaluate the qualifications of an applicant for public employment...”. Session began at 11:00 a.m. An additional five (5) minutes was called at 12:00 p.m. Session ended at 12:05 p.m. County staff present included Public Works Director O'Brien; Building and Planning Director Wiltse; Assessor Sherri Brewer; Human Resources Manager Perez; Prosecutor Flyckt; and, Civil Deputy Prosecuting Attorney Barden.

Recess @ 12:00

Reconvene @ 1:00 p.m.

[1:30:25 PM](#)

Fireworks Stand Permit

The Board provided **consensus authorization for the Chairman to sign Washington State Fireworks Retail Sales Permit Application, to Joe Phillips, Othello, Washington, to operate a fireworks sales stand located at 2098 W. Bench Road, Othello, for fireworks sales from**

June 28, 2020 through July 5, 2020. Mr. Phillips reviewed social distancing procedures during the time the stand will be open for public sales.

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Fireworks Stand Permit

Steve Gardner, on behalf of Traci Walker, requested approval of a fireworks sales stand, to be located in Othello. Upon review, additional documents are required from Ms. Walker. The Board will take action on the matter once required paperwork is received.

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Public Works Personnel

Public Works Director O'Brien reviewed proposed reclassifications, as well as proposed new classifications on the management level salary scale of certain positions within the Public Works Department. Additionally, policies for non-represented employees within the Public Works Department regarding wages, vacation, sick leave, and boot allowance were reviewed.

[3:04:18 PM](#)

Department of Commerce Grant

Commissioner Thompson moved, Marshall seconded, to *authorize the Chairman to sign Interagency Agreement Contract No. 20-6541-001 between Washington State Department of Commerce and Adams County, in the amount of \$1,108,250 for costs incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) during the period March 1, 2020 through October 31, 2020.* **Motion carried.**

Atkinson Road Project (CRP-190)

Commissioner Marshall moved, Thompson seconded, to *approve Resolution No. R-032-2020 In the Matter of Notice of Call for Bids for the Atkinson Road Project (CRP-190).* **Motion carried.** Bid opening is set for Monday, July 13, 2020 at 10:00 a.m. in Room 202 of the Adams County Courthouse, Ritzville.

Consent Agenda

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

Preliminary minutes of June 1 and 3, 2020

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	1590 – 1611	\$ 7,159.24
104	1612 – 1618	\$ 12,712.67
502	1619 – 1623	\$ 4,794.58
115	721 – 733	\$ 81,158.90
401	734 – 737	\$ 7,884.41
501	738 – 745	\$ 9,981.31
590	746 – 759	\$ 11,247.50
	TOTAL	\$134,938.61

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Permanent Minutes Signed

May 26, 2020

Correspondence Received

Notice of Marijuana License Application re: OMJ 1 LLC, 1199 W. Cunningham Road, Suite L1, Othello (*change of corporate officers/stockholder application*)

Adjournment @ 3:30 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

RESOLUTION NO. R-032-2020

**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, July 13, 2020** and will be opened and publicly read on **July 13, 2020** at 10:00 a.m. for the following construction improvements:

Atkinson Road Project (CRP-190), M.P 1.27 to M.P 2.16, consists of restoration of the roadway by grading, draining, culverts, widening of roadway, resurfacing the road with crushed surfacing and an asphalt wearing surface to re-establish crown and super elevation on curves 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 8th day of June, 2020.

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

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