

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

July 27, 2020
(Monday)

Call to Order @ 8:30 a.m.

Present:

Chairman Roger L. Hartwig
Commissioner John N. Marshall

Absent:

Vice-Chairman Terrance J. Thompson

Canvassing Board

Terrance J. Thompson will serve on the Canvassing Board for the August 4, 2020 Primary Election for the time frame of July 17, 2020 through August 18, 2020.

Central Services

Central Services Director Boness notified the Board of a resignation in his department. Boness requested and received **consensus authorization to begin the process of filling the position of Computer Systems Analyst.**

[10:00:06 AM](#)

Public Works

Public Works Director O'Brien reported on seal coat operations in the Lind and Ritzville maintenance districts noting due to high temperatures, the operation will be shut down with crews concentrating on gravel road maintenance during harvest.

Additionally, O'Brien reviewed upcoming O&M projects and applicable time-frames for such.

Solid Waste Imprest Fund

Public Works Director O'Brien requested and received authorization to increase the Solid Waste Transfer Station Imprest fund amount. A resolution will be prepared for formal adoption on Monday, August 3, 2020.

McKinney Road Project #83-0202

Based on the recommendation of the Public Works Department, Commissioner Marshall moved, Hartwig seconded, to award the Small Works Contract for the McKinney Road Project #83-0202, to Central Washington Asphalt, Inc., Moses Lake, Washington, in the amount of \$42,685, and to authorize the Chairman to sign the Concurrence to Award.

Motion carried.

[10:49:30 AM](#)

Elections Office

Commissioners Hartwig and Thompson, along with Auditor Hunt, Elections Administrator Laird, and Public Works Director O'Brien, participated in a walk-through of the new Elections Office, located at 106 W. Main Street, Ritzville.

[11:30:32 PM](#)

Integrated Health Care Services

Integrated Health Care Services Director Guse reported funds were granted under 2018-2020 Consolidated Contract No. CLH18235 for hiring additional staff for COVID-19 case investigation and contact tracing. Board **consensus authorized four (4) additional FTE temporary positions to provide investigative duties during the COVID-19 pandemic.** The temporary positions will be funded until December 31, 2020, or until grant monies have been expended.

Commissioner Marshall moved, Hartwig seconded, to *approve the following contracts as presented:*

Agreement 20ASO2405, Amendment #3, 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 for a total contract award of \$131,914 for the period July 1, 2020 through December 31, 2020. (No additional funding; document formatting changes; added quarterly progress reporting; and, listed the applicable services that may be provided.)

2018-2020 Consolidated Contract, Amendment #15, between Washington State Department of Health and Adams County for an increase of \$82,961 for a total contract award of \$883,323. (Adds

Statements of Work for ELC COVID-19, effective June 1, 2020 - \$79,836; adds Statements of Work for promotion of immunizations to improve vaccination rates - \$2,800; adds dollars for Farmers' Market - \$325.)

Motion carried.

Low Income Housing

Interagency Agreement between Othello Housing Authority and Adams County Integrated Health Care Services was updated with the signature of Board of County Commissioner Chairman Hartwig and Othello Housing Authority individuals.

Recess @ 12:00

Reconvene @ 1:00 p.m.

Geographic Information System (GIS) Director

The Board, following their application review, interviewed and offered the position of Geographic Information System (GIS) Director to Cory Stolsig, Moses Lake. Mr. Stolsig accepted and will begin employment August 17, 2020, at a compensation level of M1/S1.

[1:15:16 PM](#)

Resolution No. R-044-2020

Commissioner Marshall moved, Hartwig seconded, to *approve Resolution No. R-044-2020 In the Matter of Extending the Closing of County Facilities Until August 7, 2020 and Ceasing Specific Administrative Measures.* **Motion carried.**

Commissioner Marshall noted that an extension of the closure of county buildings is necessary at this time with a meeting tentatively scheduled for August 3, 2020 with department heads and elected officials for further discussion. Commissioner Hartwig noted the county will continue to take every available precaution for the safety of county employees as employee work schedules return to normal hours.

Consent Agenda

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

Preliminary minutes of July 20 and 22, 2020

July 1 - 15, 2020, Payroll in the amount of \$471,593.37; and, Benefits in the amount of \$98,503.81 (Warrant # Series 532147-532171; Direct Deposit # Series 63769-63944; Benefit/Deduction # Series 1153807-1153095

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	2180 – 2199	\$ 41,487.89
0013	2200	\$ 423.45
103	2201 – 2204	\$ 5,160.53
104	2205 – 2226	\$ 43,540.36
107	2227 – 2230	\$ 697.29
109	2231	\$ 847.16
123	2232 – 2236	\$ 14,725.00
130	2237	\$ 458.11
502	2238 – 2243	\$ 8,560.17
108	991 – 992	\$ 1,600.18
115	993 – 1000	\$275,248.01
401	1001 – 1008	\$123,210.04
501	1009 – 1014	\$ 2,510.51
590	1015 – 1038	\$ 32,401.70
	TOTAL	\$550,870.40

Resolution No. R-043-2020 In the Matter of Transferring Funds from Current Expense Fund #001 to Courthouse O&M Fund #501

[1:20:29 PM](#)

[1:30:18 PM](#)

Public Defenders

Public Defenders Chris Bajacaliev, Barrett Scudder, and Kyle Smith met to further review the terms for renewal of the public defense contract with the county.

The Board has taken the proposal of the defenders under consideration, considered Judge Benzel's requests and to that end, office space for attorney/client meetings has been made available at 445 Cedar, Othello.

Attorney Bajalcaliev will prepare a renewal contract for public defense services for Adams County and forward to the Board for review.

[1:54:26 PM](#)

[2:30:10 PM](#)

State Auditor

Heather Peterson, Washington State Auditor, met to review an audit-related risk assessment with the Board. Peterson conducted an oral risk

assessment asking questions of the commissioners relating to risk. No areas of risk were identified.

Additionally, Peterson reviewed an option of departments being sent entrance documents for review rather than meeting in person with the Board agreeing to that proposal. Peterson will forward the necessary documents for distribution.

[2:39:14 PM](#)

Permanent Minutes Signed

July 13 and 15, 2020

Adjournment @ 3:15 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
-absent-
Terrance J. Thompson, Vice-Chairman
s/John N. Marshall, Commissioner

RESOLUTION NO. R-043-2020

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM CURRENT EXPENSE FUND
#001 TO COURTHOUSE O&M FUND #501.**

WHEREAS, funds were allocated in the 2020 Current Expense Fund #001 for the operation of Courthouse O&M Fund #501; and

THEREFORE, BE IT HEREBY RESOLVED that One hundred fifty thousand and no/100 dollars (\$150,000) be transferred from Current Expense Fund #001 BARS 597.18.00.01 to Courthouse O&M Fund #501 BARS 397.18.30.00.

DATED this 27th day of July, 2020.

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

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

RESOLUTION NO. R-044-2020

IN THE MATTER OF EXTENDING THE CLOSING OF COUNTY FACILITIES UNTIL AUGUST 7, 2020 AND CEASING SPECIFIC ADMINISTRATIVE MEASURES.

WHEREAS, the Adams County Board of Commissioners have adopted a resolution declaring an emergency for the COVID-19 pandemic response; and

WHEREAS, Resolution No. R-019-2020 was adopted March 16, 2020 ordering the closure of county facilities, for a minimum of fourteen (14) days, for all non-emergent business and visits, directing the county department heads under the Administration of the Board of County Commissioners reduce staff to essential operating positions and consider options such as telecommuting and working from home so as to limit individual exposure and making similar recommendations to the elected officials of Adams County and to the Courts of Adams County; and

WHEREAS, Resolution No. R-020-2020 was adopted March 30, 2020 extending the closing of county facilities; and Resolution No. R-027-2020 was adopted April 27, 2020 further extending the closing of county facilities; and, Resolution No. R-029-2020 was adopted May 15, 2020 further extending the closing of county facilities; and, Resolution No. R-031-2020 was adopted May 26, 2020 further extending the closing of county facilities; and Resolution No. R-033 was adopted June 15, 2020 further extending the closing of county facilities; and

WHEREAS, to protect the health and safety of the public and reduce the possible exposure to COVID-19 it is necessary to extend the closure of county facilities through the close of business on August 7, 2020; and

WHEREAS, beginning on August 10, 2020 the Adams County Board of Commissioners directs the Adams County department heads to provide business to the public for limited services by appointment only and no longer directs that non-essential employees remain at home, or perform work from home, or operate on reduced hours; and

WHEREAS, the Adams County Board of Commissioners recommends that all elected officials of Adams County and the courts of Adams County employ measures similar to those directed of all Adams County department heads.

THEREFORE, BE IT HEREBY RESOLVED by the Adams County Board of Commissioners:

1. On August 10, 2020, all department heads under the administration of the Board of County Commissioners are directed to provide business to the public for limited services by appointment only.
2. On August 10, 2020, department heads under the administration of the Board of County Commissioners are no longer directed to have non-essential employees to remain at home, or perform work from home, or to operate on reduced hours.
3. The Adams County Board of Commissioners recommends that all Adams County elected officials and courts of Adams County employ measures similar to those directed of department heads.
4. Previous measures that allowed all employees to continue to be paid in accordance with their existing salary classification, even when working reduced hours, will cease.
5. All employees will be paid for actual hours worked.
6. This order shall be deemed effective July 27, 2020, and shall remain in effect until further order of the Adams County Board of Commissioners.

DATED this 27th day of July, 2020.

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

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

Approved as to form:
s/Randy J. Flyckt, Prosecutor
WSBA #29302