

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

August 31, 2020
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

The meeting was held virtually via GoToMeeting.

Meeting Cancellation

The regular meeting scheduled for Wednesday, September 2, 2020 is cancelled. Press will be notified.

[9:30:16 AM](#)

Building and Planning

Assistant Building and Planning Director Andie Lorenz presented a contract for back up support for inspection services during his leave time in order to maintain services to Adams County citizens. The Board will review the contract, as well as Prosecutor Flyckt, prior to making a decision. It was also suggested that the City of Othello be approached for their availability.

The permit technician position was discussed with a consensus to meet with Building and Planning employees Wiltse and Lorenz, the Board, and Human Resource Manager Perez to finalize requirements of the position.

The district court (Othello) microphones were discussed with Central Services with Director Boness being asked to review the system. Bob Carlson, Adams County Planning Commission, spoke to the urgency of a virtual meeting system for Planning Commission meetings.

[9:54:53 AM](#)

[10:00:12 AM](#)

Public Works

Engineer Yaeger provided an update on the Steele Road project in Othello. Additionally, Yaeger reviewed road maintenance activities; facility updates; and solid waste.

An engineering update was provided for Atkinson Road project as well as the Highway 26/Booker Road Intersection Safety project.

Public Works Director O'Brien reported that two employees in his department have tested positive for COVID-19. Contact tracing was performed. Health Department protocol is being followed and, as a result, a number of employees are absent from work. Employee absences have not impacted services at this time.

[10:23:52 AM](#)

[11:03:29 AM](#)

Human Resources

Human Resource Manager Perez met to review the COVID-19 Operation Plan for Adams County, noting Dr. Brzezny's comments have been incorporated into the plan. The screening process was discussed as well as additional administrative measures. Perez will make proposed alterations to the plan and present the same for adoption on Tuesday, September 8, 2020.

[11:45:14 AM](#)

Recess @ 11:55 a.m.

Reconvene @ 1:05 p.m.

[2:14:21 PM](#)

Adams County Library District No. 2 (Ritzville)

Commissioner Marshall moved, Thompson seconded, to *confirm the appointment of Christina Heater, Ritzville, to the Adams County Library District No. 2 Board of Trustees, to fill the unexpired term of Hank Buchmann for the period August 31, 2020 through December 13, 2023.*

Motion carried.

Extended Closure of County Facilities

Commissioner Thompson moved, Marshall seconded, to *approve Resolution No. R-047-2020 In the Matter of Extending the Closing of County Facilities and Ceasing Specific Administrative Measures.*

Motion carried.

Deal Road Widening/Surfacing and Deal #1 Project – Phase #1 (CRP-189)

Commissioner Marshall moved, Thompson seconded, to *approve Pay Estimate #4, and Final, in the amount of \$35,387.89 to Granite Construction Company, Yakima, Washington, for work completed on the Deal Road Widening/Surfacing and Deal #1 Project – Phase #1 (CRP-189).* **Motion carried.**

Consent Agenda

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

Preliminary minutes of August 24, 2020

August 1 – 15, 2020 Payroll in the amount of \$466,858.74; and, Benefits in the amount of \$96,810.09 (Warrant # Series 532197-532216; Direct Deposit # Series 64128-64313; Benefit/Deduction # Series 1153585-1153594

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	2595 – 2601	\$ 1,249.21
106	2602	\$ 760.43
502	2603 – 2607	\$ 3,720.00
108	1183 – 1185	\$ 2,736.96
115	1186 – 1191	\$435,524.54
401	1192 – 1194	\$ 48,565.31
501	1195 – 1199	\$ 3,181.03
590	1200 – 1219	\$ 16,749.52
	TOTAL	\$512,487.00

[2:19:11 PM](#)

Permanent Minutes Signed

August 17, 2020

Correspondence Received

People for People re: request for support of application to the Washington State Department of Transportation to fund replacement

vehicles to sustain special needs transportation in Adams, Grant and Lincoln Counties

Thomas Pulliam, Board of Trustees Secretary, Adams County Library District #2 (Ritzville) re: appointment of Christina Heater, Ritzville, to Board of Trustees

Correspondence Sent

People for People re: Support of People for People's application to Washington State Department of Transportation for the Public Transportation Consolidated Grant application

Adjournment @ 2:22 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-047-2020

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

**IN THE MATTER OF EXTENDING THE CLOSING OF COUNTY FACILITIES 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, subsequent resolutions were adopted extending the closing of county facilities through the close of business on August 31, 2020; 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 until such time Adams County is approved by the Washington State Department of Health to move to Phase 3 of Governor Inslee's Safe Start reopening plan; and

WHEREAS, beginning on September 14, 2020 the Adams County Board of Commissioners directs the Adams County department heads to no longer allow 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. All department heads under the administration of the Board of County Commissioners are directed to provide business to the public for limited services as currently provided.
2. On September 14, 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, shall terminate effective September 14, 2020.
5. This order shall be deemed effective August 31, 2020, and shall remain in effect until further order of the Adams County Board of Commissioners.

DATED this 31st day of August, 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

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