

## COMMISSIONERS' PROCEEDINGS

Adams County Courthouse  
Ritzville, Washington  
Regular Meeting

September 21, 2020  
(Monday)

*The meeting was held virtually via GoToMeeting.*

### **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, September 23, 2020 is cancelled.

[10:00:07 AM](#)

### **Public Works**

Public Works Director O'Brien and Engineer Yaeger provided the following reports:

- Road Maintenance – crews are working on fog sealing in the Othello area and will be moving up to Ritzville soon; general maintenance is on-going such as rock raking and mowing.
- Rodeo Lake – the department will continue to address the water flow issue and will be reviewing the 2021 budget necessary to address further issues.
- Solid Waste – the recycle building is substantially complete; the baler is expected to be delivered mid-October; recycle bins are being delivered; recycling of cardboard is continuing; authorization has been given to Pacific to provide on-site recycling of steel at Bruce.
- Booker Road Safety Project - a consulting firm has been selected for the project with final documents expected to be brought before the Board next week.

- Maintenance and Operations – barrier screens for courthouse offices are being completed and installation will begin this week; fire alarm inspection is being scheduled; there have been plumbing issues in the Othello Services building. A plumber was consulted and provided recommendations for a solution.

#### **Atkinson Road Project (CRP-190)**

Commissioner Marshall moved, Thompson seconded, to *approve Pay Estimate #1 to Inland Asphalt Paving, Co., Richland, Washington, in the amount of \$12,614.75 for period August 28, 2020 through August 31, 2020 on the Atkinson Road Project (CRP-190).* **Motion carried.**

#### **Sheriff's Impound Yard**

Commissioner Marshall moved, Thompson seconded, to *approve Proposal/Contract (Adams County WO 67975) between Northwest Fence Co., Spokane Valley, Washington, and Adams County in the amount of \$63,660.71 to furnish and install a galvanized chain link fence; three (3) cantilever gates; and, two (2) walk gates.* **Motion carried.**

#### **Certificate of Good Practice**

Chairman Hartwig presented the County Road Administration Board "Certificate of Good Practice" to Engineer Scott Yaeger. This certificate was transmitted to the State Treasurer on behalf of the county pursuant to RCW 36.78.090 and assures the continued distribution of the county's monthly state gas tax allotment from the Office of the State Treasurer.

[10:42:35 AM](#)

#### **Executive Session**

The Board entered in to Executive Session, to last thirty (30) minutes, under RCW 42.30.110(1)(i) "...to discuss with legal counsel representing the agency litigation or potential litigation...". No decision is expected following Executive Session with the Board recessing for lunch immediately after.

At 12:02 p.m. the Board reconvened from Executive Session. No action taken.

**Recess @ 12:03 p.m.**

**Reconvene @ 1:00 p.m.**

[1:59:48: PM](#)

### **Jody Opheim – Opheim Consulting**

Jody Opheim met with the Board to review the qualifications and experience she has with federal and state grants, including budget development and project development. The Board is considering a proposal to contract with Ms. Opheim to manage Adams County Coronavirus Relief funds to include A-19 reporting; recordkeeping; communications; and outcomes reporting. Additionally, the proposed contract will include services to advise and assist with administration of County CBDG-CV1 funds and related subcontracts.

Ms. Opheim will forward a professional services agreement for Board review.

Additionally present was Economic Development Director Stephen McFadden and Prosecutor Flyckt.

[2:30:38 PM](#)

[2:56:35 PM](#)

### **Contract No. 20-6541C-001 (Coronavirus Relief Funds)**

Commissioner Thompson moved, Marshall seconded, to *authorize the Chairman to sign Contract No. 20-6541C-001, Amendment A, between Washington State Department of Commerce and Adams County, for an increase of \$403,000 for a total grant award of \$1,511,250 to provide additional funding for costs incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) during the period of March 1, 2020 through November 30, 2020.* **Motion carried.**

### **Lease Agreement with Quality Driving School**

Commissioner Marshall moved, Thompson seconded, to *approve the Lease Agreement between Adams County and Quality Driving School for the space located at 445 E. Cedar Boulevard, Suite A, Othello, Washington, for a term beginning September 1, 2020 through August 31, 2021, automatically renewing for one (1) year periods, not to exceed ten (10) total years.* **Motion carried.**

### **Adams County Library District No. 1 (Othello)**

Commissioner Thompson moved, Marshall seconded, to *confirm the appointment of Nancy Faix, Othello, to the Adams County Library District No. 1 Board of Trustees, for a five (5) year term, effective September 22, 2020 through September 21, 2025.* **Motion carried.**

**Consent Agenda**

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

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	2797 – 2831	\$161,162.78
0014D	2832	\$ 289.34
122	2833 – 2837	\$ 8,432.09
502	2838 – 2841	\$ 30,296.62
108	1265 – 1267	\$ 5,797.67
115	1268 – 1277	\$123,179.73
321	1278 – 1279	\$ 396.96
401	1280 – 1288	\$ 79,730.28
501	1289 – 1290	\$ 456.08
590	1291 – 1295	\$113,252.68
	TOTAL	\$522,944.23

[3:00:46PM](#)

**Permanent Minutes Signed**

September 7, 2020

**Correspondence Received**

Eric Hood re: Summons and Complaint

**Adjournment @ 4:30 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