

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

October 5, 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

[10:00:09 AM](#)

Public Works

Public Works Director O'Brien provided updates on road maintenance; solid waste; and facilities.

Additionally, updates were provided on the progress of the Atkinson Road project, noting paving is expected to begin by the end of the week.

Commissioner Marshall reported a citizen inquired as to road damage due to the windmill project. Engineer Yeager will be meeting with Blattner Construction to prepare a punch list to inventory road damage. Additionally, Yeager reported area supervisors are monitoring the roads and notifying the construction company of any roads that need attention.

Remodel of the vacated Building and Planning department suite in the Othello Public Services Building was discussed. A meeting will be scheduled for further discussion of each interested department's needs.

[10:27:52 AM](#)

[11:03:03 AM](#)

Human Resources

Human Resource Manager Perez reported the state has set the minimum wage at \$13.69, effective January 1, 2021. Further discussion will take

place regarding the effect the new rate will have on certain exempt Adams County positions.

Additionally, salary schedules with proposed changes were reviewed for exempt and management positions. The variance in ranges was discussed. Public Works Director O'Brien proposed shortening the management and exempt scale so recruitment can be met with qualified individuals at the time of hire.

The Board provided **consensus authorization for Human Resource Manager Perez to revise management salary schedules with one year intervals between steps; and, exempt salary schedules with one year intervals and, for the final step, a two year interval.**

Additionally present were Prosecutor Flyckt; Deputy Civil Attorney Barden; and Public Works Director O'Brien.

[12:05:17 PM](#)

Recess @ 12:12 p.m.

Reconvene @ 1:10 p.m.

Budget Workshop – Superior Court

Superior Court Judge Steve Dixon, along with Court Administrator Catherine Sloan, reviewed Fund #001/010. Jury fees, as well as interpreter fees, were reviewed. No capital outlay items were identified.

Budget Workshop – Juvenile

Administrator Juan Garza and Administrative Assistant Priscilla Olascon reviewed the preliminary 2021 budget for Fund #001/085. Judge Dixon requested a salary reclassification for Administrator Garza to R2S6 or, upon commissioner discretion, a salary increase to M1S7.

An additional \$5,000 was requested in overtime from 2020. Digital police radios in the amount of \$8,000 were identified as capital expense items.

Juvenile Department Update

Garza reviewed the effects of the COVID-19 pandemic on youth crime as well as domestic violence cases.

Additionally, Judge Dixon noted that he does not want the juvenile department handling supervisory duties when a juvenile is brought in for a crime and awaiting transport to Martin Hall.

2020 Estimate of Value

2021 Preliminary Tax Levy Limitations

Assessor Sherri Brewer placed on file the 2020 Estimate of Value and the 2021 Preliminary Tax Levy Limitations.

[3:14:17 PM](#)

County Wide Burn Ban

Commissioner Marshall moved, Thompson seconded, to *approve Resolution No. R-050-2020 In the Matter of Lifting the County Wide Burn Ban*. **Motion carried.**

Consent Agenda

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

Preliminary minutes of September 28, 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	2847 – 2880	\$20,510.39
104	2881 – 2889	\$12,852.88
116	2890 – 2891	\$ 26.61
117	2892	\$11,848.10
123	2893 – 2895	\$ 5,788.68
502	2896 – 2901	\$12,482.07
108	1315	\$ 55.06
115	1316 – 1318	\$ 2,930.28
401	1319 – 1324	\$ 7,741.17
501	1325 – 1331	\$ 945.94
590	1332 – 1346	\$16,045.64
	TOTAL	\$91,226.82

Resolution No. R-049-2020 In the Matter of Transferring Funds from Current Expense Fund #001 to Courthouse O&M Fund #501

[3:16:18 PM](#)

Permanent Minutes Signed

September 14, 2020

September 21, 2020

Adjournment @ 3:16 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-049-2020

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 Twenty eight thousand six hundred seventy nine and no/100 dollars (\$28,679) 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 5th day of October, 2020.

BOARD OF COUNTY COMMISSIONERS

ADAMS COUNTY, WASHINGTON

s/Roger L. Hartwig, Chairman

s/Terrance J. Thompson, Vice Chairman

s/John N. Marshall, Commissioner

ATTEST:

s/Patricia J. Phillips, CMC

Clerk of the Board

RESOLUTION NO. R-050-2020

ORDER OF BOARD OF COUNTY COMMISSIONERS

IN THE MATTER OF LIFTING THE COUNTY WIDE BURN BAN

WHEREAS, the Adams County Board of Commissioners adopted Resolution No. R-024-2020 which declared that hazardous fire conditions existed and established a burn ban on outdoor burning of combustible materials in the county; and,

WHEREAS, moderate temperatures and recent rainfall contributed to higher humidity throughout the county; and

WHEREAS, the Adams County Fire Marshal recommended Adams County lift its burn ban; and,

WHEREAS, the Department of Natural Resources (DNR) have either reduced fire danger from moderate to low and/or already allow recreational fires in approved fire pits and do not object to the county lifting its burn ban.

THEREFORE BE IT RESOLVED the Adams County Board of Commissioners do hereby lift the county wide burn ban established by Resolution No. R-024-2020 in its entirety, effective October 5, 2020.

DATED this 5th day of October, 2020.

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

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