

## COMMISSIONERS' PROCEEDINGS

Adams County Courthouse  
Ritzville, Washington  
Regular Meeting

April 26, 2022 – 9:01 a.m.  
(Tuesday)

### Call to Order

Chairman Weise called the meeting to order.

### Present:

Chairman Jay R. Weise  
Vice-Chairman Terrance J. Thompson  
Commissioner Dan C. Blankenship

### Pledge of Allegiance

Chairman Weise led the Pledge of Allegiance.

### Approval/Addition of Agenda

Commissioner Weise moved, Blankenship seconded, to add the following items to the agenda; and, to approve the agenda as amended.

1. One Washington Memorandum of Understanding Between Washington Municipalities relating to the Use of the Proceeds of Opioid Settlements; and
2. Emergency Management Performance Grant Agreement #E22-274 and related documents. **Motion carried.**

### Consent Agenda

Commissioner Blankenship moved, Thompson seconded, to approve the consent agenda. **Motion carried.**

### **Minutes**

Approve Preliminary Minutes of April 12 and 13, 2022

### **Payroll**

Approve April 1 - 15, 2022 Payroll in the amount of \$494,915.14; and, Benefits in the amount of \$91,047.00 (Warrant # Series 532835-532844; Direct Deposit # Series 71615-71803; Benefit/Deduction # Series 1163971-1163978)

## **Vouchers**

Approve 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	22-1079 – 22-1138	\$ 87,467.37
103	22-1139 – 22-1140	\$ 265.34
103A	22-1141	\$ 1,231.20
104	22-1142 – 22-1145	\$ 6,841.37
106	22-1146	\$ 979.20
130	22-1147	\$ 5,100.00
502	22-1148 – 22-1151	\$ 1,375.95
108	536 – 537	\$ 2,569.13
115	538 – 543	\$ 9,337.23
401	544 – 548	\$ 59,300.47
501	549 – 553	\$ 3,978.22
590	554 – 562	\$ 5,147.32
	TOTAL	\$183,592.80

## **Signature Authorization Form Update                      Emergency Management**

Approve the Signature Authorization Form update for the Hazard Mitigation Grant between Washington State Military Department and Adams County for Contract No. D20-004-A

## **Resolution No. R-014-2022    Juvenile Department**

Approve Resolution No. R-014-2022 In the Matter of Modifying Position No. 905 – Part-Time Secretary Within the Adams County Juvenile Court Services; and, Adopt Modified Job Description – Department Secretary

## **Board Updates**

Commissioner Blankenship provided the Board information regarding a potential change in the Board of Equalization structure. Additionally, the process involving the reporting of ARPA funds (Coronavirus State and Local Disal Recovery Funds – SLFRF) was reviewed with a consensus to report the use of funds received by the county as lost revenue.

Commissioner Thompson reported on his attendance at the People Against Illegal Drugs (P.A.I.D.) meeting; and, his attendance at the Rattlesnake Flat Wind Farm celebration.

### **Board Discussion/Decision Items**

One Washington Memorandum of Understanding Between Washington Municipalities – Commissioner Weise reported that Dr. Brzezny, Adams County Health Officer, and Integrated Health Care Services Director Guse have each reviewed the opioid settlement agreement and concur with the terms. The Memorandum of Understanding allocates the settlement on a percentage basis to Washington counties.

Commissioner Blankenship moved, Thompson seconded, to approve One Washington Memorandum of Understanding Between Washington Municipalities. **Motion carried.** (CP04/13/2022)

### **Emergency Management**

Commissioner Blankenship moved, Thompson seconded, to approve Contract No. E22-274 between Washington State Military Department and the U.S. Department of Homeland Security and Adams County in the amount of \$16,000 for the period January 1, 2022 through September 30, 2022; and related documents – Debarment form (Chairman); and, Signature form (full Board). **Motion carried.**

### **Other Business – None**

### **Executive Session**

At 11:44 a.m. Chairman Weise announced the Board would recess into Executive Session for thirty (30) minutes under RCW 42.30.110(1)(i) – “...to discuss with legal counsel representing the agency litigation or potential litigation...”. Additionally present were Prosecutor Flyckt and Sheriff Wagner. No action anticipated.

At 12:16 p.m. the Board reconvened from Executive Session. No action taken.

At 12:18 p.m. Chairman Weise announced the Board would recess back into Executive Session for ten (10) minutes under RCW 42.30.110(1)(i) – “...to discuss with legal counsel representing the agency litigation or potential litigation...”. Additionally present were Prosecutor Flyckt and Sheriff Wagner. No action anticipated.

At 12:28 p.m. the Board reconvened from Executive Session. No action taken.

**Recess @ 12:35 p.m.**

**Reconvene @ 1:30 p.m.**

**Booker Road Overlay #2 Project**

Bids were opened from:

Granite Construction Company 80 Pond Road Yakima, WA 98901	\$2,050,252.40
Central Washington Asphalt, Inc. P. O. Box 939 Moses Lake, WA 98837	\$1,893,000.00
Inland Asphalt Company 955 Lacy Road Richland, WA 99352	\$2,499,499.99

Engineer's Estimate: \$2,039,908.56

**Permanent Minutes Signed**

April 5 and 6, 2022

**Correspondence Received – None**

**Adjournment @ 1:43 p.m.**

Submitted:

s/Patricia J. Phillips, CMC

Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS  
ADAMS COUNTY, WASHINGTON  
s/Jay R. Weise, Chairman  
s/Terrance J. Thompson, Vice-Chairman  
s/Dan C. Blankenship, Commissioner

**RESOLUTION NO. R-014-2022**

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

**IN THE MATTER OF MODIFYING POSITION NO. 905 – PART-TIME SECRETARY  
WITHIN THE ADAMS COUNTY JUVENILE COURT SERVICES; AND, ADOPTING  
THE MODIFIED JOB DESCRIPTION**

**WHEREAS**, the administrative workload within the Adams County Juvenile Court Services has increased substantially; and

**WHEREAS**, it has been determined that increasing the scheduled hours of work for the current Part-time Secretary position to full-time would provide the additional staffing necessary to meet the increased administrative workload; and

**WHEREAS**, it is prudent to update the position title and job description to reflect this change.

**THEREFORE BE IT HEREBY RESOLVED** that the title of Position No. 905 is changed from Part-time Secretary to Department Secretary.

**AND BE IT FURTHER RESOLVED** that the attached job description for Position No. 905 – Department Secretary is hereby adopted effective May 1, 2022.

**AND BE IT FURTHER RESOLVED** that there shall be no change in range designation such that Position No. 905 – Department Secretary will continue to be designated at Range A on the Courthouse Bargaining Unit Salary Structure.

**AND BE IT FURTHER RESOLVED** that the current incumbent in Position No. 905 – Part-time Secretary will continue employment under Position No. 905 – Department Secretary and be eligible to full-time hours and corresponding County benefits effective May 1, 2022.

**DATED** this 26th day of April, 2022.

BOARD OF COUNTY COMMISSIONERS  
ADAMS COUNTY, WASHINGTON  
s/Jay R. Weise, Chairman  
s/Terrance J. Thompson, Vice Chairman  
s/Dan C. Blankenship, Commissioner

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