

## COMMISSIONERS' PROCEEDINGS

Regular Meeting  
Adams County Courthouse  
Ritzville, Washington

May 18, 2022 – 9:00 a.m.  
(Wednesday)

### Call to Order

Chairman Weise called the meeting to order.

### Present:

Chairman Jay R. Weise *(left at 10:45 a.m. to attend a Zoom meeting at the Public Works office)*

Vice-Chairman Terrance J. Thompson  
Commissioner Dan C. Blankenship

### Pledge of Allegiance

Chairman Weise led the Pledge of Allegiance.

### Approval/Addition of Agenda

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

### Board Workshop

Public Works – Director O'Brien provided updates on the following:

Road Maintenance: Activities include weed control; soil stabilization; Schoonover Road culvert work is continuing.

Operations and Maintenance: Facilities Manager Sackmann will schedule the tree removal project with the contractor with an expected schedule of seven days to complete the work. Award letters have been sent to the contractors for the Ritzville Health Building project and the jail HVAC replacement project. There is a Zoom meeting taking place today at 11:00 a.m. to discuss information received during the preliminary permit application to the City of Othello regarding the Sheriff's Evidence Building project.

### 2021 County Wide Crushing Project (ERP-801)

Commissioner Blankenship moved, Thompson seconded, to approve Pay Estimate #4 and final, in the amount of \$80,369.25 to DeAtley Crushing

Company, Lewiston, Idaho, for release of retainage on the 2021 County Wide Crushing Project (ERP-801). **Motion carried.**

### Engineering

Engineer Yaeger reported the Town of Lind has requested the county provide crack sealing and auger holes for placement of speed and safety signs on Highway 21, coordinated between Lind and WSDOT, on a reimbursable basis; the Cunningham Road Widening #2 project is out for advertisement; the Booker Road Overlay #2 timeline is being reviewed; and, a partial shipment of culverts has been received for the Snowden Road drainage structure replacement project. Additionally, Yaeger provided an update on applications for bridges on the canal widening project.

### Cunningham Road Widening Project #2

Engineer Yaeger filed, pursuant to RCW 36.77.010, the Contract Plans and Provisions for Construction of Cunningham Road Widening Project #2, CRP-186.

### Board Discussion

#### District Court, Position No. 2, Administrator

Based on the recommendation of District Court Judge Benzel, Position No. 2, Commissioner Blankenship moved, Thompson seconded, to authorize a salary increase for District Court Administrator Jessica Melo, from EE1, Step 3 to EE1, Step 5, on the Adams County Exempt Employee Salary Schedule, due to the initial salary placement, when the position was reclassified, being inappropriate based on the qualifications and level of experience of Ms. Melo. **Motion carried.**

### Public Records Management

Kevin Stay, Granicus, met virtually to preliminarily review the county's needs regarding the public records process in terms of having a way to search for, retrieve, and obtain the records necessary to satisfy requests. A presentation will be scheduled, at a later date, tailored to the county's process as well as a pricing structure.

### Adjournment @ 11:49 a.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