

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

November 22, 2022 – 9:02 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.

Public Comment – None

Approval/Addition of Agenda

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

Consent Agenda

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

Minutes

Approve Preliminary Minutes of November 1 and 2, 2022
Approve Preliminary Minutes of November 8 and 9, 2022

Payroll

Approve October 15 – 31, 2022 Payroll in the amount of \$476,820.37; and, Benefits in the amount of \$231,523.53 (Warrant # Series 532949-532954; Direct Deposit # Series 74034-74209; Benefit/Deduction # Series 1167334-1167341)

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	22-3361 – 22-3723	\$ 163,179.96
001	Hand Pays	\$ 300.00
0018H	22-3724 – 22-3724	\$ 1,764.17
103	22-3725 – 22-3728	\$ 3,498.57
104	22-3729 – 22-3758	\$ 24,087.69
106	22-3759 – 22-3760	\$ 2,411.19
119	22-3761	\$ 6,239.57
122	22-3762 – 22-3763	\$ 114.19
123	22-3764 – 22-3766	\$ 1,276.75
130	33-3767 – 22-3769	\$ 334.93
131	22-3770 – 22-3772	\$ 485.66
166	22-3773 – 22-3783	\$ 3,351.05
108	1504 – 1506	\$ 766.32
115	1507 – 1521	\$1,269,378.98
401	1522 – 1533	\$ 71,622.73
501	1534 – 1544	\$ 9,366.69
590	1545 – 1571	\$ 101,033.70
	TOTAL	\$1,659,212.15

Correspondence

Adams County Noxious Weed Control Board re: October 11, 2022 Meeting Minutes and Agenda for November 8, 2022

Veronica Rodriguez, Adams County Assessor re: 2022 Estimate of Value

Jennifer Lewis, Project Manager, Department of Commerce re: Community Development Block – Coronavirus (CDBG-CV) Contract Number 20-6221C-101

Dennis Sackmann, Adams County Facilities Manager re: Letter of Resignation

Board Updates

Commissioner Thompson reported attending the Aging and Adult Care meeting; and, the Columbia Basin Development League (CBDL) annual conference, noting information gained at the meeting.

Commissioner Blankenship reported advertisements have been placed for Request for Proposals for the Broadband Fiber-to-the-Home Design Work; Additionally reported was his attendance at the County Leaders Conference noting he participated in Broadband funding workshops noting a new round of Broadband grant applications will open this week through

January 17, 2023. Information on county Boards of Equalization was reviewed at the conference. Adams County is eligible for two (2) additional ARPA supplemental local access payments of approximately \$95,000.00 each.

Commissioner Weise reported the Public Works Union has accepted the Collective Bargaining contract with the logistics of obtaining signatures being worked out. The Courthouse contract has not been finalized at this time. Additionally, Weise reported on his attendance at the Adams County Development Council (ACDC) meeting noting ACDC is considering a revamping of the by-laws. Commissioner Weise reported attending the County Leaders Conference noting sessions he participated in; and, his attendance at the Martin Hall meeting.

Board Discussion/Decision Items

Human Resources

Manager Campbell reported on the interview process for the Public Works facilities manager position. Integrated Health Care Department staffing was reviewed as there are several open positions with a discussion of attracting applicants through different avenues of advertising.

Commissioner Weise reviewed the possibility of a formal workshop to meet and discuss the recruitment process with department heads and elected officials. Additionally, Campbell noted open enrollment ends November 30; and, she will be traveling to Othello to meet with staff there that may require assistance with the process.

Executive Session – Employee Evaluation

The Board recessed into Executive Session under RCW 42.30.110(1)(g) – “To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.” Employee evaluation was held from 10:36 a.m. until 11:06 a.m. Public Works Director O’Brien was present.

Other Business

Quarterly Jail Inspection

Jail Administrator Nick Williams reported on upgrades to the jail facility; maintenance currently being performed; current staffing; and, the number of inmates being housed in alternate facilities.

Public Works Personnel

Based on the annual performance evaluation of Public Works Director O’Brien, the Board provided **consensus authorization to grant a step increase from M9/S5 to M9/S6 on the Adams County Management Level Salary Schedule, effective January 1, 2023.**

2022 Certified Values

2023 Tax Levy Limitations

Assessor Rodriguez placed on file with the Board the 2022 Certified Values upon which the 2023 Tax will be based from Current Expense as well as County Road.

Permanent Minutes Signed

October 25 and 26, 2022

Recess @ 11:43 a.m.

Reconvene @ 1:00 p.m.

2023 Adams County Budget

The Board spent a portion of the afternoon session reviewing the proposed 2023 Adams County Budget.

County Health Insurance Benefits

Commissioner Blankenship moved, Thompson seconded, to *approve an increase in the medical insurance cap for 2023 to \$970.10 per month for health insurance expenses to all elected officials; non-represented employees; non-represented exempt employees; and non-represented management employees. Represented employee caps are addressed in the respective contracts.* **Motion carried.**

Adjournment @ 2:56 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