

## COMMISSIONERS' PROCEEDINGS

Regular Meeting  
Adams County Courthouse  
Ritzville, Washington

November 23, 2022 – 9:00 a.m.  
(Wednesday)

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

### Public Works

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

- Maintenance – tasks include culvert cleaning, preparing for winter weather with salt brine, and installation of delineators and snow stakes.
- Solid waste – projects are being completed; cardboard is being baled; and, a water leak is being repaired.
- Operations and Maintenance – the new compressor has been placed on the jail roof. Additionally, a certification of substantial completion has been issued for the Lind Shop and Storage Addition project.

### Adams County Lind Shop and Storage Building

Commissioner Thompson moved, Blankenship seconded, to *approve Pay Estimate #2 in the amount of \$75,191.06 to Dug Excavation, LLC, Othello,*

Washington for work completed October 2, 2022 through October, 28, 2022 on the Lind Shop and Storage Addition project. **Motion carried.**

### **Engineering**

Engineer Yaeger provided updates on the progress of bridge inspections noting the field work is expected to be completed today. Current projects include guardrail repairs; and, preparation of data for the CAP program. Additionally, Yaeger reported McKinney Road was opened on November 14, 2022 and the project is now complete.

### **Six Year Transportation Improvement Program (2023-2028)**

Engineer Yaeger provided a review of the Six Year Transportation Improvement Program (2023-2028). A public hearing to consider the Program was set for Tuesday, December 13, 2022 at 1:30 p.m. in Room 202 of the Adams County Courthouse, Ritzville.

### **2023 Public Works Budget**

Public Works Director O'Brien reviewed updated 2023 preliminary budgets for funds under his supervision.

### **Public Works Staffing**

Director O'Brien reported he has offered the positions of Custodial Maintenance Tech, Othello; and, Custodial Maintenance Tech, Ritzville noting both applicants have accepted employment with the county and are expected to be on-site December 5, 2022. O'Brien noted references are being checked for the position of Facilities Manager and is hopeful the applicant is able to begin employment the week of December 5<sup>th</sup> also. Additionally, O'Brien reported a resignation letter, due to retirement, was received from the employee in the Lead Maintenance Tech position. Director O'Brien requested and received **consensus authorization to begin the process of advertising for the position of Lead Maintenance Tech.**

### **Resolution No. R-035-2022**

Commissioner Blankenship moved, Thompson seconded, to *approve Resolution No. R-035-2022 In the Matter of Rescinding Resolution No. R-032-2022.* **Motion carried.**

### **Resolution No. R-036-2022**

Commissioner Blankenship moved, Thompson seconded, to *approve Resolution No. R-036-2022 In the Matter of Notice of Call for Bids: Gasoline – Diesel – Oil – Grease.* **Motion carried.** Bid opening is set

for December 13, 2022, at 1:30 p.m., in Room 202 of the Adams County Courthouse, Ritzville.

### **Levy Certification**

Commissioner Blankenship moved, Thompson seconded, to *authorize the Chairman to sign Levy Certification for Collection of Levy Amounts for Current Expense in 2023; and, Levy Certification for Collection of Levy Amounts for County Road in 2023.* **Motion carried.**

### **Increasing Taxing District's Regular Levy**

Commissioner Blankenship moved, Thompson seconded, to *approve Resolution No. R-037-2022 In the Matter of Increasing the Taxing District's Regular Levy from That Which Was Levied the Previous Year (Current Expense) per RCW 84.55.120.* **Motion carried.**

Commissioner Blankenship moved, Thompson seconded, to *approve Resolution No. R-038-2022 In the Matter of Increasing the Taxing District's Regular Levy from That Which was Levied the Previous Year (County Road) per RCW 84.55.120.* **Motion carried.**

### **Executive Session**

At 10:57 a.m. Chairman Weise announced the Board would recess into Executive Session at 11:00 a.m. for sixty (60) minutes under RCW 42.30.110(1)(i) – “To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.” Additionally present were Prosecutor Flyckt; Attorney Pat McMahon; Scott Henderson, Washington Counties Risk Pool; Civil Attorney Barden; and, Sheriff Wagner.

At 12:00 p.m. the Board reconvened from Executive Session. No action taken.

**Recess @ 12:02 p.m.**

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

### **Adams County District Court**

Judge Russell and Judge Benzel, Adams County District Court, reviewed the proposed restructure of the district courts in both Ritzville and Othello

noting Ms. Alfaro is not interested in continuing as District Court Administrator. Judges Russell and Benzel requested a reclassification of the District Court Administrator position prior to advertising the position with the Board noting a decision will be provided after consideration of the Administrator position only. The Board noted agreement with the concept of Court Clerk levels I, II and III, however, a final decision of any modification to structure or wage of the positions will need to be put before the Association for their consideration and approval. The Board provided **consensus authorization for Human Resource Manager Campbell and Commissioner Weise to review the appropriate salary level for the Administrator position.**

### **Closed Session**

At 2:02 p.m. Chairman Weise announced the Board would recess into Closed Session for forty-five (45) minutes under RCW 42.30.140(4)(b) – “that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.” Additionally present were Human Resource Manager Campbell; Prosecutor Flyckt; and, Civil Attorney Barden. Sheriff Wagner appeared telephonically from 2:11 p.m. until 2:33 p.m. Jail Administrator Williams was present from 2:26 p.m. until 2:33 p.m.

At 2:38 p.m. the Board reconvened from Closed Session.

### **Public Works Union**

Commissioner Blankenship moved, Thompson seconded, to *approve the Agreement between Adams County and Adams County Public Works Employees, Washington State Council of County and City Employees, Local 1374, AFL-CIO.* **Motion carried.** The contract period is January 1, 2023 through December 31, 2025.

### **Correspondence Sent**

Robert Duke, Business Development Manager, PPC Solutions, Inc., re: Security Service Agreement

**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

**RESOLUTION NO. R-035-2022**

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

**IN THE MATTER OF RESCINDING RESOLUTION NO. R-032-2022**

**WHEREAS**, on October 19, 2022, the Board adopted Resolution No. R-032-2022 adopting Notice of Call for Bids for gasoline, diesel, oil, and grease; and

**WHEREAS**, proper notification of Call for Bids was not published in the Adams County newspaper of record; and

**WHEREAS**, Resolution No. R-032-2022 is rendered moot and inapplicable and hereby replaced with Resolution No. R-036-2022.

**THEREFORE BE IT HEREBY RESOLVED** that Resolution No. R-032-2022 is rescinded.

**DATED** this 23<sup>rd</sup> day of November, 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

**RESOLUTION NO. R-036-2022**

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

**ADAMS COUNTY DEPARTMENT OF PUBLIC WORKS  
NOTICE OF CALL FOR BIDS  
GASOLINE – DIESEL – OIL – GREASE**

Sealed bids will be received by the Adams County Board of Commissioners until **1:30 p.m. December 13, 2022**, and subsequently opened for gasoline, diesel fuel, oil and grease for a period beginning January 1, 2023, or upon date of award until December 31, 2023, with four additional one-year renewal contract periods.

Each bid shall be separately sealed in an envelope addressed to the Adams County Board of Commissioners, c/o Clerk of the Board, 210 W. Broadway, Ritzville, Washington 99169, with the name of the bidder written plainly on the outside of the envelope. Please mark in red, “Gasoline, Diesel, Oil and Grease Bid Proposal Enclosed” on the front of the envelope.

The Board of Adams County Commissioners reserves the right to reject any or all bids, to waive informalities or irregularities in the bids or in the bidding, if the best interest of Adams County will be served, or to accept the bid, which in their opinion, best serves the interest of Adams County.

**DATED** this 23rd day of November, 2022.

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

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

**RESOLUTION NO. R-037-2022**

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

**IN THE MATTER OF INCREASING THE TAXING DISTRICT’S REGULAR LEVY  
FROM THAT WHICH WAS LEVIED THE PREVIOUS YEAR (CURRENT EXPENSE)  
PER RCW 84.55.120**

**WHEREAS**, the Legislative Authority of Adams County has met and considered its budget for the calendar year 2023; and,

**WHEREAS**, the districts actual levy amount from the previous year was **\$4,217,718.59**; and,

**WHEREAS**, the population of this district is more than 10,000;

**NOW, THEREFORE, BE IT RESOLVED** by the Legislative Authority of Adams County that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2023 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be **\$353,301.03**, which is a percentage increase of **8.376591%** from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in value of state assessed property, and annexations that have occurred and refunds made.

**DATED** this 23rd day of November, 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

**RESOLUTION NO. R-038-2022**

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

**IN THE MATTER OF INCREASING THE TAXING DISTRICT'S REGULAR LEVY FROM THAT WHICH WAS LEVIED THE PREVIOUS YEAR (COUNTY ROAD) PER RCW 84.55.120**

**WHEREAS**, the Legislative Authority of Adams County has met and considered its budget for the calendar year 2023; and,

**WHEREAS**, the districts actual levy amount from the previous year was **\$2,112,780.62** and,

**WHEREAS**, the population of this district is less than 10,000;

**NOW, THEREFORE, BE IT RESOLVED** by the Legislative Authority of Adams County that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2023 tax year. The dollar amount of the increase over the actual levy amount from the previous year shall be **\$218,079.20**, which is a percentage increase of **10.321905%** from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in value of state assessed property, and annexations that have occurred and refunds made.

**DATED** this 23rd day of November, 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