

## COMMISSIONERS' PROCEEDINGS

Adams County Courthouse  
Ritzville, Washington  
Regular Meeting

March 28, 2023 – 9:00 a.m.  
(Tuesday)

### **Call to Order**

Chairman Weise called the meeting to order.

### **Present:**

Chairman Jay R. Weise  
Vice-Chairman Dan C. Blankenship  
Commissioner Miguel A. Garza

### **Pledge of Allegiance**

Chairman Weise led the Pledge of Allegiance.

### **Public Comment – None**

### **Approval/Addition of Agenda**

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

### **Consent Agenda**

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

### **Minutes**

Approve Preliminary Minutes of March 14 and 15, 2023

### **Payroll**

Approve March 1 - 15, 2023 Payroll in the amount of \$511,621.12; and, Benefits in the amount of \$95,275.31 (Warrant # Series 533003-533008; Direct Deposit # Series 75620-75791; Benefit/Deduction # Series 1170036-1170043)

### **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	5315 – 5340	\$47,112.90
104	5341 – 5352	\$11,441.82
106	5353	\$ 627.00
112	5354 – 5355	\$ 682.80
123	5356 – 5357	\$ 981.64
166	5358 – 5359	\$ 51.24
502	5360 – 5363	\$ 1,702.50
108	359	\$ 921.38
115	360 – 363	\$ 1,392.12
401	364 – 366	\$17,241.50
501	367 – 368	\$ 3,952.06
590	369 – 383	\$ 8,702.57
	TOTAL	\$94,809.53

### **Correspondence**

Adams County Noxious Weed Control Board re: February 14, 2023 Meeting Minutes and Agenda for March 14, 2023

### **Board Updates**

Commissioner Garza reported he attended the People Against Illegal Drugs (P.A.I.D.) meeting; a Broadband Action Team (BAT) meeting; and, will attend the Legislative meeting virtually in Commissioner Blankenship's absence.

Commissioner Blankenship reported he attended the Broadband Action Team (BAT) meeting; and, the Adams County Development Council (ACDC) meeting via Zoom. Commissioner Blankenship noted he was contacted by members of a family who have been attempting to construct a home and were complimentary of the planning office staff. Additional reports include the House transportation committee budget was approved yesterday; funding for jail improvements has been forwarded to the subcommittee by Congressman Newhouse; and, Adams County has received an award letter for the Sackmann Road bridge grant with a 13.5% match.

Commissioner Weise reported on the Martin Hall meeting, noting the Martin Hall Consortium does not see a problem with the proposed juvenile

detention agreement between Adams County and Benton-Franklin Counties. However, Martin Hall legal counsel has issues that may need to be resolved. Commissioner Weise will request Prosecutor Flyckt review the contract. Additionally, Commissioner Weise reported Adams County may be facing a cost increase in the daily Martin Hall bed rate.

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

#### **Human Resources**

Human Resource Manager Campbell, along with Payroll Deputy Bowman, reviewed the county's process upon receiving unemployment claims from former employees. Manager Campbell will prepare a memo to departments notifying them of the proper process to follow.

The Spanish language proficiency testing criteria was reviewed. Commissioner Garza took a sample test and felt the third party testing is a viable option for employee testing and meets the needs of the county. The cost of testing, as well as which party would bear the cost of testing, was reviewed.

Additionally, Manager Campbell provided an update on the Citizens' Commission on Salaries for Elected Officials progress; and, reported on conferences she has scheduled as well as current departmental activities.

#### **Public Works**

Public Works Director O'Brien and Engineer Yaeger reported on maintenance, noting activities in all three districts; solid waste; facilities; and, personnel.

Director O'Brien noted the Public Works Department will begin the schedule of working four ten-hour days on Monday, April 3, 2023.

#### **Engineering**

Engineer Yaeger provided updates on the County Wide Crushing project; the Hatton Road Safety project; and the Deal Road project.

#### **McKinney Road Project #1**

Commissioner Blankenship moved, Garza seconded, to *approve Pay Estimate #4, and Final, in the amount of \$71,249.67, to Selland Construction Inc., Wenatchee, Washington for payment of retainage held on the McKinney Road Project #1 – CRP-192. Motion carried.*

### Town of Lind

Engineer Yaeger reviewed an agreement for the Public Works Department to provide dozer work for the Town of Lind. A cost estimate has been prepared and signed by all parties. The Town of Lind will be billed when the work is completed.

### Bridge Funding

Engineer Yaeger reported he has received notification of funding authorization for the Sackmann Road bridge this morning, requiring a 13 ½ percent non-federal match.

Adams County has also applied for a \$1.7 million grant, for canal bridge preliminary engineering and design, to Senator Murray's office for replacement of five (5) bridges in Adams County. Should a match requirement be a component of the grant, based on the recommendation of the Public Works Department, the Board provided **consensus authorization for Engineer Yaeger to provide confirmation of matching funds, if necessary.**

### County Vehicles

Engineer Yaeger reported receiving an email from Sheriff Wagner that two (2) non-patrol, passenger cars are being driven back and forth from Ritzville and Othello daily. Sheriff Wagner has researched replacement vehicles. Based on the recommendation of the Public Works Department, the Board provided **consensus authorization for Engineer Yaeger to use his discretion in purchasing replacement vehicles falling within the current budget.**

### National Opioid Settlement

Commissioner Weise reviewed Washington State Allocation Agreement Governing the Allocation of Funds Paid by Certain Settling Opioid Manufacturers and Pharmacies, similar to a previous Agreement involving opioid distributors in Washington State, noting Adams County is eligible for a percentage of the settlement funds. Commissioner Garza moved, Blankenship seconded, to *authorize the Chairman sign (via docuSign) National Opioid Settlement CL397 to include Participation Forms and Allocation Agreement.* **Motion carried.**

**Resolution No. R-018-2023**

Commissioner Blankenship moved, Garza seconded, to *approve Resolution No. R-018-2023 In the Matter of Rescinding Resolution No. R-024-2019*. Motion carried.

**Resolution No. R-019-2023**

Commissioner Blankenship moved, Garza seconded, to *approve Resolution No. R-019-2023 In the Matter of Adopting the Modified Job Description for Position No. 709 – District Court Administrator; and, Reclassification of the Same*. Motion carried.

**Memorandum of Understanding Central Services**

A proposed Memorandum of Understanding and Agreement for Professional Services for services regarding the Computer Deployment Plan (CDP) was reviewed with noted corrections necessary prior to moving forward. No action was taken.

**Ordinance No. O-01-2023**

Ordinance No. O-01-2023 was reviewed with noted corrections necessary prior to moving forward. No action was taken.

**Other Business – None**

**Permanent Minutes Signed**

March 7 and 8, 2023

**Executive Session**

At 11:35 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 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 was Prosecutor Flyckt.

At 12:05 p.m. the Board reconvened from Executive Session. No action taken.

**Adjournment @ 12:05 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/Dan C. Blankenship, Vice-Chairman  
s/Miguel A. Garza Commissioner

**RESOLUTION NO. R-018-2023**

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

**IN THE MATTER OF RESCINDING RESOLUTION NO. R-024-2019**

**WHEREAS**, the Adams County Sheriff, on occasion, conducts drug related investigations which may result in the civil seizure of real and personal property as well as currency; and

**WHEREAS**, in 2019 the Board was desirous of establishing a reserve fund in which a portion of funds derived from the forfeiture process would be held to constitute a litigation and operation reserve; and

**WHEREAS**, Resolution No. R-024-2019 was adopted April 3, 2019 for that purpose; and

**WHEREAS**, upon completion of the forfeiture process the Adams County Sheriff notifies the Adams County Treasurer of funds which have been forfeited to the agency or are the product of sales of property which has been sold by the agency. The Adams County Treasurer properly distributes funds to the State of Washington pursuant to RCW 69.50.505 and places retained funds in appropriate designated county accounts; and

**WHEREAS**, RCW 69.50.505 also provides means by which claimants and respondents may contest the seizure/forfeiture of funds and property, and this same RCW directs all net funds or proceeds from any seizure/forfeiture be retained by the seizing law enforcement agency exclusively for the expansion and improvement of controlled substance related law enforcement activity.

**THEREFORE BE IT HEREBY RESOLVED** that Fund #130A, Seized Property Litigation Reserve, be abolished and the fund balance be deposited into Drug Enforcement Fund #130 to be utilized by the Sheriff's office within the limitations set forth in RCW 69.50.505(11).

**BE IT FURTHER RESOLVED** that the Adams County Treasurer shall make appropriate deposits as set forth above.

**BE IT FURTHER RESOLVED** that Resolution No. R-024-2019 is hereby rescinded in its entirety.

**DATED** this 28th day of March, 2023.

BOARD OF COUNTY COMMISSIONERS  
ADAMS COUNTY, WASHINGTON  
s/Jay R. Weise, Chairman  
s/Dan C. Blankenship, Vice Chairman  
s/Miguel A Garza, Commissioner

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

**RESOLUTION NO. R-019-2023**

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

**IN THE MATTER OF ADOPTING THE MODIFIED JOB DESCRIPTION FOR  
POSITION NO. 709 – DISTRICT COURT ADMINISTRATOR; AND,  
RECLASSIFICATION OF THE SAME**

**WHEREAS**, job descriptions are periodically reviewed and updated for accuracy; and,

**WHEREAS**, the current job description for Position No. 709 -District Court Administrator does not effectively outline all the supervision exercised and received by the position; and,

**WHEREAS**, the position of District Court Administrator will now supervise all District Court clerks in both the Ritzville and Othello offices.

**NOW THEREFORE BE IT HEREBY RESOLVED** that the attached modified job description for Position No. 709 – District Court Administrator is hereby adopted.

**BE IT FURTHER RESOLVED** that this position is reclassified from Range EE1 to Range EE5 on the Adams County Exempt Employee Salary Schedule, effective April 1, 2023.

**DATED** this 28<sup>th</sup> day of March, 2023.

BOARD OF COUNTY COMMISSIONERS  
ADAMS COUNTY, WASHINGTON  
s/Jay R. Weise, Chairman  
s/Dan C. Blankenship, Vice Chairman  
s/Miguel A. Garza, Commissioner

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