

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

April 4, 2023 – 9:00 a.m.
(Tuesday)

Call to Order

Chairman Weise called the meeting to order.

Present:

Chairman Jay R. Weise
Commissioner Miguel A. Garza

Absent:

Vice-Chairman Dan C. Blankenship

Pledge of Allegiance

Chairman Weise led the Pledge of Allegiance.

Public Comment – None

Approval/Addition of Agenda

Commissioner Weise moved, Garza seconded, to *amend the agenda as follows; and; approve the amended agenda.*

- *Move Item “f” under consent agenda to Board discussion.*
- *Remove Items “d” and “e” under consent agenda – not complete.*
- *Item 8d – SAO Exit Conference will be held at 1:30 p.m.*

Motion carried.

Consent Agenda

Commissioner Weise moved, Garza seconded, to *approve the following consent agenda items:*

- *a. Approve March 21 and 22, 2023 Preliminary Minutes*
- *b. Approve Vouchers*
- *c. Approve Resolution No. R-020-2023.*

Motion carried.

Minutes

Approve Preliminary Minutes of March 21 and 22, 2023

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	5367 – 5406	\$ 57,464.70
103	5407 – 5408	\$ 831.41
104	5409 – 5415	\$ 1,905.81
106	5416 – 5419	\$ 825.54
123	5420 – 5421	\$ 4,026.36
130	5422 – 5424	\$ 767.64
131	5425	\$ 4,750.00
502	5426 – 5433	\$ 7,470.00
108	359	\$ 302.93
115	360 – 366	\$ 72,758.17
401	367 – 370	\$ 19,690.69
501	371 – 374	\$ 736.04
590	375 – 388	\$223,985.27
	TOTAL	\$395,514.56

Resolution No. R-020-2023

Approve Resolution No. R-020-2023 In the Matter of Adopting the Modified Job Description for Position No. 506 – Health Information Coordinator, Retitling the Position to Health Information Supervisor; and, Reclassification of the Same

Correspondence

Attorney Carson Van Valkenburg re: Public Defender Quarterly Report for 1st Quarter, 2023

Alex McGregor, McGregor Land and Livestock Company re: Waste Management (WM)

Becky Flint re: Swine barn at Adams County Fairgrounds

Board Updates

Commissioner Garza provided a report on legislative updates from the meeting he attended last week; and, interviews for the position of Planner in the Building and Planning Department.

Commissioner Weise was able to virtually attend the Columbia River caucus, however, technical difficulties plagued the meeting. Weise reported he attended the Eastern Washington Council of Governments (EWCOG) on Friday, noting Yakima and Klickitat Counties have expressed interest in joining the group; interest in the Greater Idaho movement was reviewed; and, a letter addressed to Governor Inslee and Representatives Cantwell, Murray and Newhouse opposing the breaching of the four Lower Snake River Dams will be sent to county commissioners for signatures. Additionally, Weise noted he is continuing to work on county policy and Collective Bargaining Agreements.

Board Discussion/Decision Items

Legal County Newspaper

The Ritzville Adams County Journal submitted a bid for the period July 1, 2023 through June 30, 2024.

Pursuant to RCW 36.72.075 – “At its first April meeting, the county legislative authority shall let a contract to a legal newspaper qualified under this section to serve as the official county newspaper for the term on one year beginning on the first day of July following. If there be at least one legal newspaper published in the county, the contract shall be let to a legal newspaper published in the county...”.

The Board provided **consensus authorization to accept and award the bid for the Official County Newspaper for legal publication, pursuant to RCW 36.72.075, to Ritzville Adams County Journal for the period July 1, 2023 through June 30, 2024 at the bid price of \$10.00 per column inch if provided in a digital text document; a 10% surcharge on any .pdf or other format that require typesetting; a \$5.00 affidavit fee; and, a minimum charge of \$25.00 for all insertions.**

Emergency Management Contract

Commissioner Weise reported the 2022 Homeland Security Grant #E23-093, approved March 21, 2023, in the amount of \$21,547 for the period September 1, 2022 through March 31, 2024 contained incorrect information. The corrected contract, in the amount of \$24,134 for the

contract period of September 1, 2020 through March 31, 2023, was due to the state on March 31, 2023. Commissioner Weise reported, due to time constraints and the previous approval by the Board, he executed the corrected contract on March 31, 2023. The purpose of the contract is to fund efforts to prevent terrorism and other catastrophic events and to prepare for threats and hazards that pose the greatest risk to security.

Human Resources

Manager Campbell, along with Commissioner Garza, reviewed findings of their individual research of the Spanish language proficiency testing. Campbell reported a webinar is scheduled tomorrow for the Board to speak directly with a testing vendor.

Additionally, Campbell reported on unemployment statistics; Planner position interviews; and, the salary commission will be meeting in Othello on April 26, 2023.

Public Works

Public Works Director O'Brien and Engineer Yaeger provided the weekly update on road maintenance in all three districts; solid waste; facilities; and, personnel.

Engineering

Engineer Yaeger reported the Booker Road guardrail is repaired; additional guardrail damage over the weekend was reported in Ritzville; and, updates were provided on the Hatton Road Safety project and the Deal Road project.

Hatton Road Safety Project (CRP-196)

Commissioner Garza moved, Weise seconded, to *authorize the Chairman sign Local Agency Agreement, Supplement No. 1, between Washington State Department of Transportation and Adams County; and, Local Agency Federal Aid Project Prospectus between Washington State Department of Transportation and Adams County for the purpose of authorizing construction funding for the Hatton Road Safety Project – CRP-196.* **Motion carried.**

Othello Community Fair

Becky Flint, Othello Fair Board, has requested approval to paint over the Adams County Fair logo on the south side of the swine barn. If approved, they plan to paint the barn a solid color and place a large banner with the

Othello Fair Board name. Public Works Director O'Brien noted he does not have any issues with the request. The Board provided **consensus authorization for the Othello Fair Board to paint over the Adams County Fair logo as requested in a March 29, 2023 e-mail.**

Other Business

Ordinance No. O-01-2023

Commissioner Garza moved, Weise seconded, to *approve Ordinance No. O-01-2023 – An Ordinance Amending Exhibit “B” of Ordinance No. O-02-2022, Title 17, Zoning Map, to Provide for a Zone Change from Rural Prime Agricultural (PA) to Rural Residential (RR) for Specific Parcels of Property; and Amending the Adams Code Exhibit “B” (Zoning Map) Accordingly.* **Motion carried.**

Permanent Minutes Signed

March 14 and 15, 2023

Executive Session

At 10:57 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 were Prosecutor Flyckt and Civil Attorney Barden.

At 11:27 a.m. the Board reconvened from Executive Session. No action taken.

Recess @ 11:27 a.m.

Reconvene @ 1:00 p.m.

State Auditor Exit Conference

The exit conference for the 2021 Accountability Audit was conducted by Brad White, Program Manager; Weston Fink, Assistant Audit Manager; and Cindy Fitzporter, Audit Lead. Exit recommendations were provided for management consideration. A management letter was received noting concerns related to Central Services' cost allocation plan. Additionally, the status of prior audits was reviewed.

The audit produced no findings.

The next audit is scheduled to be conducted in 2023 and will cover accountability for public resources; financial statements; and, federal programs with an estimated cost of \$53,000 plus travel expenses.

County staff present: Public Works Director O'Brien; Prosecutor Flyckt; Auditor Hunt; Assessor Rodriguez; and, Deputy Treasurer Manke.

Adjournment @ 2:19 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
-absent-
Dan C. Blankenship, Vice-Chairman
s/Miguel A. Garza Commissioner

RESOLUTION NO. R-020-2023

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

**IN THE MATTER OF ADOPTING THE MODIFIED JOB DESCRIPTION FOR
POSITION NO. 506 – HEALTH INFORMATION COORDINATOR, RETITLING THE
POSITION TO HEALTH INFORMATION SUPERVISOR; AND, RECLASSIFICATION
OF THE SAME**

WHEREAS, specific duties and responsibilities of the position of Health Information Coordinator within the Adams County Integrated Health Care Services Department have changed; and,

WHEREAS, following discussion with the legislative authority of Adams County, agreement has been reached for a modification of the Health Information Coordinator job description; position title; and, reclassification of the same.

THEREFORE BE IT HEREBY RESOLVED that the job description for Position No. 506 – Health Information Coordinator is hereby modified to reflect said changes to specific duties and responsibilities as set forth in the attached document.

BE IT FURTHER RESOLVED that Position No. 506 – Health Information Coordinator is hereby amended to be titled Health Information Supervisor.

BE IT FURTHER RESOLVED that classification of Position 506 – Health Information Supervisor is classified at Range EE4 of the Adams County Exempt Employee Salary Schedule, effective April 1, 2023.

DATED this 4th day of April, 2023.

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

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