

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

June 13, 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 *add the following item to the agenda under Board Discussion/Decision Items; and, to approve the agenda as amended.*

f. Discussion regarding Pet Rescue Contract/Land Transfer

Motion carried.

Consent Agenda

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

Payroll

Approve May 16 – 31, 2023 Payroll in the amount of \$534,237.53; and, Benefits in the amount of \$267,073.96 (Warrant # Series 533036-533042; Direct Deposit # Series 76494-76672; Benefit/Deduction # Series 1171273-1171283).

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	23-6195 – 23-6233	\$208,174.44
0018H	23-6234	\$ 371.18
103	23-6235 – 23-6237	\$ 17,612.21
104	23-6238 – 23-6260	\$ 22,199.82
106	23-6261	\$ 195.89
112	23-6262 – 23-6264	\$ 1,772.56
122	23-6265	\$ 31.00
123	23-6266 – 23-6268	\$ 3,377.86
130	23-6269	\$ 261.80
166	23-6270 – 23-6279	\$ 2,255.77
502	23-6280 – 23-6287	\$ 29,182.65
108	742 – 744	\$ 560.04
115	745 – 752	\$ 7,815.83
401	753 – 762	\$ 16,059.14
501	763 – 771	\$ 4,595.15
590	772 – 791	\$110,871.06
	TOTAL	\$425,336.40

Resolution No. R-031-2023

Approve Resolution No. R-031-2023 In the Matter of Amending Section 4, Subsection 10: Holidays/Floating Holidays of the Adams County Personnel Policy.

Animal Shelter Services

Approve Agreement for Animal Shelter Services between Adams County, Washington, a Municipal Corporation and Adams County Pet Rescue, a Washington Non-Profit Corporation, Independently Owned and Operated. (CP05092023)

Memorandum of Understanding

Approve Memorandum of Understanding between Adams County Board of Commissioners and the Association of Adams County Employees Regarding Margarita Alfaro, Lead Deputy District Court Clerk. (CP05162023)

Adams County HMP Update

Emergency Management

Approve Supplemental Agreement No. 1 between Adams County and Perteet, Inc. to update Section II: Payment (remaining budget from

Subconsultant, Tetra Tech, Inc., in the amount of \$6,632 will be reallocated to Consultant to be utilized on Task 6 – Assemble Update Plan); and, Section III: Time of Completion (time of completion is revised and extended to March 31, 2024). (CP06072023)

Grant Agreement No. E23-041, Rev. No. 1 Emergency Management
Approve Grant Agreement No. #23-041, Revision No. 1, between Washington State Military Department and Energy Facility Site Evaluation Counsel and Adams County (changes the original Contract amount from \$32,148 to \$35,448; and, changes original Budget Sheet, Exhibit D). (CP06072023)

Correspondence

Office of Financial Management re: preliminary April 1, 2023 population estimates

Notice of Cannabis License Application re: Greensmith, 986 E. Hampton Road, Suite H, Lind, WA (*change of corporate officers/stockholders application*)

Notice of Cannabis License Application re: KPIP Management, LLC, 986 E. Hampton Road, Suite Z, Lind, WA (*change of corporate officers/stockholders application*)

Washington State Liquor and Cannabis Board – License Services re: Special Occasion License #090364, Adams County Pet Rescue, Othello

Carolyn Benzel, Judge, District Court, Position #2 re: Othello Municipal Court Transition – Monthly Reporting

Board Updates

Commissioner Garza's activities included attending the IT employee interviews; travelling to Wenatchee for the Aging and Adult Care meeting; attending the local jail improvement meeting in Ritzville; and attending a Zoom meeting regarding homelessness. Additionally, Garza reported he will be attending the county law and justice meeting Thursday in Othello.

Commissioner Blankenship has been focused on ARPA funding as well as Broadband design and attempting to pin down co-locations in cities. Additionally, Blankenship reported a virtual meeting has been scheduled with Steven Gill from the Veteran's Services Affairs office for July 11, 2023 at 11:00 a.m.

Commissioner Weise reviewed an elevator policy he is proposing and will be discussing later in the meeting. Additionally, Weise reported he will follow up with a public records software company in July in an attempt to have public records software in place by the beginning of 2024.

Board Discussion/Decision Items

Human Resources

Manager Campbell reported a representative from Nationwide was on-site to review the deferred compensation program for county employees, noting the Department of Retirement Systems is rolling out a deferred compensation program this fall. Additionally, Campbell reported on Spanish language proficiency testing, noting testing is complete and provided a review of composite scores.

Public Works

Engineer Yaeger provided updates on road maintenance noting crews have been busy with pre-level; mag lig application; gravel road maintenance; cold mix; mowing; spraying; and, are preparing to start seal coat as early as next week. Additional updates were provided on solid waste and facilities noting Apollo is still working on the HVAC system in the jail; and, the new Lind maintenance shop building is scheduled for an electrical inspection tomorrow.

Human Resources

Manager Campbell previously requested the Board allow her to work four (4), ten (10) hour days. Upon consideration of the request, the Board provided **consensus authorization for Human Resource Manager Kathleen Campbell to work Monday through Thursday from 7:00 a.m. to 5:00 p.m. and remotely on Fridays.**

Courthouse Elevator Policy

A proposed courthouse elevator policy was reviewed. Commissioner Weise will review the proposed policy with Sheriff Wagner.

CDBG Contract No. 20-6221C-101

Commissioner Blankenship moved, Garza seconded, to *authorize the Board to sign Community Development Block Grant 20-6221C-101, Request No. B, to move funds from subsistence payments to food bank services; and, to extend the contract end date.* **Motion carried.**

Solid Waste Advisory Committee

Commissioner Garza moved, Blankenship seconded, to *confirm the City of Othello's appointment of Cameron Williamson, Othello, to serve as the city's representative on the Solid Waste Advisory Committee completing the unexpired term of Genna Dorow, effective June 13, 2023 through December 31, 2023.* **Motion carried.**

Adams County Pet Rescue

Prosecutor Flyckt reviewed "Agreement for Provision of County Animal Shelter Services and for Use of Real Property" between Adams County and Adams County Pet Rescue, dated April 16, 2012. The Agreement states that Adams County will convey to Pet Rescue, by way of quit claim deed, title to the property after the passage of the first ten (10) years of the Agreement, provided Pet Rescue has fully performed its obligations under the Agreement for those ten (10) years. Prosecutor Flyckt noted that in the current Boards' attempt to comply with the Agreement, issues have arisen. Treasurer Meise was present and noted that an excise tax affidavit must be completed noting the value of the property. No action was taken pending additional consideration.

Other Business – None

Permanent Minutes Signed

May 16 and 17, 2023
May 23 and 24, 2023

Recess @ 11:57 a.m.

Reconvene @ 1:00 p.m.

Deal Road Project #2

It being the date and time set for bid opening on the Deal Road Project #2, bids were opened from:

Central Washington Asphalt, Inc. P. O. Box 939 Moses Lake, WA 98837	\$2,165,000.00
Selland Construction, Inc. P. O. Bo 119 Wenatchee, WA 98807	\$2,170,755.93

Granite Construction Company \$2,149,149.00
1525 E. Marine View Drive
Everett, WA 98201

Engineer Estimate: \$2,280,012.00

Spanish Language Proficiency Testing

The Board reviewed language applicable to new hires to the county that request the Spanish language proficiency testing and perform at a passing level, making them eligible for a stipend pursuant to the Collective Bargaining Agreement between Adams County and the Association of Adams County Employees. A Memorandum of Understanding will be drafted for consideration.

Executive Session

At 2:00 p.m. Chairman Weise announced the Board would recess into Executive Session for forty-five (45) 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. Chuck Boyd, Washington Counties Risk Pool, was present virtually.

At 2:45 p.m. the Board reconvened from Executive Session. No action taken.

At 2:45 p.m. Chairman Weise announced the Board would recess back 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. Chuck Boyd, Washington Counties Risk Pool, was present virtually until 2:58 p.m.

At 3:15 p.m. the Board reconvened from Executive Session. No action taken.

Adjournment @ 3:30 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-031-2023

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

**IN THE MATTER OF AMENDING SECTION 4, SUBSECTION 10:
HOLIDAYS/FLOATING HOLIDAYS OF THE ADAMS COUNTY PERSONNEL POLICY**

WHEREAS, Section 4, Subsection 10 of the Adams County Personnel Policy lists recognized paid holidays as:

- New Year's Day
- Martin Luther King Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- The day following Thanksgiving Day
- Christmas Day.

WHEREAS, during the 2021 legislative session, the State of Washington made June 19th a state legal holiday through the passing of Substitute House Bill 1016, commonly referred to as "Juneteenth"; and,

WHEREAS, Section 4, Subsection 10: Holidays/Floating Holidays of the Adams County Personnel Policy does not currently recognize Juneteenth as a paid holiday; and

WHEREAS, Resolution No. R-017-2022 recognized Juneteenth as a paid holiday during the 2022 calendar year; and

WHEREAS, Adams County will continue to recognize Juneteenth as a paid holiday for employees.

NOW, THEREFORE BE IT HEREBY RESOLVED that Section 4, Subsection 10: Holiday/Floating Holidays of the Adams County Personnel Policy is amended to include Juneteenth as a paid holiday for Adams County employees.

DATED this 13th day of June, 2023.

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

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

Approved as to form:
s/Randy J. Flyckt, Prosecuting Attorney
WSBA #29302