

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

August 22, 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 Garza moved, Blankenship seconded, to *approve the agenda as presented*. **Motion carried.**

Consent Agenda

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

Minutes

Approve Preliminary Minutes of August 8 and 9, 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	23-7219 – 27-7262	\$ 75,513.04
0018H	23-7263	\$ 32.75

103	23-7264 – 23-7266	\$	1,705.90
103A	23-7267	\$	649.35
104	23-7268 – 23-7276	\$	7,885.60
106	23-7277 – 23-7278	\$	597.66
112	23-7279 – 23-7280	\$	819.09
123	23-7281 – 23-7283	\$	3,216.09
166	23-7284 – 23-7286	\$	819.50
502	23-7287	\$	793.94
108	1149	\$	105.54
115	1150 – 1154	\$	1,043,090.41
401	1155 – 1156	\$	227.63
501	1157	\$	1,792.08
590	1158 – 1173	\$	18,564.83
	TOTAL	\$	1,155,813.41

Resolution No. R-033-2023

Approve Resolution No. R-033-2023 In the matter of Amending the Filing Period for Petitions to the Board of Equalization for Change in Assessed Valuation on Property; and, Rescinding Resolution No. 79-97 *(CP07052023)*

Resolution No. R-034-2023

Approve Resolution No. R-034-2023 In the Matter of Creating Adams County Position No. 405 – Computer Technician; Adopting the Job Description; and, Establishing the Compensation Level *(CP08162023)*

Resolution No. R-035-2023

Approve Resolution No. R-035-2023 In the Matter of Modifying the Job Description for Position No. 1040511 – Mental Health Professional DCR in the Integrated Health Care Services Department; and, Designating Degree Qualifications with Respective Compensation Levels *(CP07122023)*

Correspondence – None

Board Updates

Commissioner Garza reported on his attendance at the local Law and Justice Council meeting.

Commissioner Blankenship reported he participated in a Legislative Steering Committee conference call with a request for prioritization of county issues in preparation of the next legislative session. Additionally, Blankenship reported on coroner discussions with neighboring counties.

Commissioner Weise reported his time has been occupied with collective bargaining and the 2024 Budget process. Weise reported attending a virtual meeting regarding housing noting the proposed policies are urban driven and not necessarily viable for a rural county such as ours.

Board Discussion/Decision Items

Public Works

Engineer Yaeger and Public Works Director O'Brien reported submitting SEPA paperwork on the broadband monitoring plan; and, payment for BNSF permitting is being processed. Updates were provided on gravel road maintenance; solid waste; and, the Deal Road and Hatton Road Safety projects. Additionally noted was the federal government's attempt to have local governments purchase electric equipment at a discounted cost.

Jail Roofing Project

Commissioner Garza moved, Blankenship seconded, to *authorize the Chairman sign Pay Estimate #1 to Garland/DBS, Inc., Cleveland, Ohio, in the amount of \$64,843.77 for the Adams County Jail Roof Replacement project.* **Motion carried.**

Deputy Placement

During the June 27, 2023 regular session, the Board approved a salary placement for new deputy hire, Mark Cameron, at Step 5 on the Adams County Deputy Salary Schedule. Commissioner Weise noted it was the intent of the Sheriff and the Board to place Mr. Cameron at the highest step available, based on the level of experience Mr. Cameron brings with him, mistakenly believing the highest step to be Step 5. To correct the error, Commissioner Weise moved, Blankenship seconded, to *authorize Sheriff Wagner to place Deputy Cameron at Step 6 on the Adams County Deputy Salary Schedule, effective August 1, 2023.* **Motion carried.**

WSU Cooperative Extension

Commissioner Blankenship moved, Garza seconded, to *authorize the Chairman to sign Memorandum of Agreement, Appendix A, between Washington State University Extension and Adams County, authorizing funding to provide an extension program in the amount of \$74,671 for the period January 1, 2023 through December 31, 2023.* **Motion carried.**

Public Defense Grant Application

Commissioner Garza moved, Blankenship seconded, to *authorize the Chairman to sign 2023 Application for Chapter 10.101 RCW Public*

Defense Improvement Funds for Calendar Year 2024 in the amount of \$30,704. Motion carried.

Water Conservancy Board

Correspondence was reviewed from Cara Hulce, Adams County Conservation District, whereby Ms. Hulce requested clarification of the handling of the remaining funds held in the Water Conservancy Board account.

The Water Conservancy Board was formed September 13, 1999 pursuant to Resolution No. R-72-99. At that time Adams County provided a grant of \$1,000 from Adams County Current Expense Fund #001/099 for Water Conservancy Board startup costs.

The Adams County Water Conservancy Board was formally dissolved on March 16, 2020 pursuant to Resolution No. R-017-2020. Since that time, funds have been held in a Water Conservancy Board bank account with Ms. Hulce requesting the ability to close out the account as well as direction in disbursing the funds. Hulce noted former conservancy board members have not responded to her requests for direction.

The Board, by **consensus, directed the Clerk of the Board to notify the Adams County Conservation District to issue back to Adams County the \$1,000 initially provided for startup costs; and, utilize the remainder of the funds to assist the conservation district with water projects within the organization.**

Other Business

Central Services Director Igbinoba introduced Central Services Department new hire Emmanuel Atilano.

Human Resources

Manager Campbell reviewed proposed application forms for citizens wanting to perform volunteer work for Adams County.

Permanent Minutes Signed

August 1 and 2, 2023

Recess @ 11:54 a.m.

Reconvene @ 1:00 p.m.

Executive Session

At 1:02 p.m. Chairman Weise announced the Board would recess into Executive Session for twenty-five (25) minutes 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.” Additionally present were Prosecutor Flyckt; Civil Attorney Barden; and, Human Resource Manager Campbell.

At 1:27 p.m. the Board reconvened from Executive Session. No action taken.

Proposed Sale of County Owned Tax Title Property

Chairman Weise convened the public hearing at 1:30 p.m. to consider the sale of the following county owned tax title properties:

- Parcel Number 2733320212040 located at 125 E. Presnel Road, Rural Lind, Washington, described as Tax #2040 in NW1/4 Sec 32, Twp 17, Rge 33.
- Parcel Number 1935230540308 located at 1006 Low Street, Ritzville, Washington, described as Lots 8 & 9, Block 3, Greene’s Addition.
- Parcel Number 1935230524405 located in Ritzville, Washington, described as Lots 5 through 8, Block 44, Second Railroad Addition.

There was no public comment.

Chairman Weise closed the public hearing at 1:36 p.m.

Sale of County Owned Tax Title Property

Commissioner Blankenship moved, Garza seconded, to *place the following property, Parcel No. 2733320212040, located at 125 E. Presnel Road, Rural Lind, Washington, described as Tax #2040 in NW1/4 Sec 32, Twp 17, Rge 33, for sale at public auction with a minimum bid price of \$5,010; and, to authorize the Treasurer to sell the described property at public auction.* **Motion carried.**

Commissioner Garza moved, Blankenship seconded, to *place the following property, Parcel No. 1935230540308, located at 1006 Low Street, Ritzville, Washington, described as Lots 8 & 9, Block 3, Greene’s Addition, for sale at public auction with a minimum bid price of \$1,820; and, to authorize the Treasurer to sell the described property at public auction.* **Motion carried.**

Commissioner Blankenship moved, Garza seconded, to *place the following property, Parcel No. 1935230524405, located in Ritzville, Washington, described as Lots 5 through 8, Block 44, Second Railroad Addition, for sale at public auction with a minimum bid price of \$100; and, to authorize the Treasurer to sell the described property at public auction.*
Motion carried.

Central Services

Director Igbinoba, along with Assistant Boyer, reviewed the scope of work for the Sheriff's Department Network Infrastructure Rebuild project in Ritzville and Othello. The Board noted contracts will need to be provided for review.

Adjournment @ 2:13 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-033-2023

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

**IN THE MATTER OF AMENDING THE FILING PERIOD FOR PETITIONS TO THE
BOARD OF EQUALIZATION FOR CHANGE IN ASSESSED VALUATION ON
PROPERTY; AND, RESCINDING RESOLUTION NO. 76-97**

WHEREAS, Resolution No. R-76-97 was passed on July 21, 1997, allowing petitions for a change in the assessed valuation placed upon property by the County Assessor to be filed with the Board of Equalization on or before July 1 of the year of assessment, or within a time limit of up to sixty (60) days after the date an assessment or value change notice has been mailed, whichever is later; and

WHEREAS, the County Assessor has expressed a desire to amend the time limit for petitions for a change in the assessed valuation placed upon property by the County Assessor to be filed with the Board of Equalization.

THEREFORE, BE IT HEREBY RESOLVED that petitions for a change in the assessed valuation placed upon property by the County Assessor shall be filed with the Board of Equalization on or before July 1 of the year of assessment, or within a time limit of up to thirty (30) days after the date an assessment or value change notice has been mailed, whichever is later.

BE IT FURTHER RESOLVED that Resolution No. R-76-97 is hereby rescinded.

DATED this 22nd day of August, 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

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

RESOLUTION NO. R-034-2023

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

**IN THE MATTER OF CREATING ADAMS COUNTY POSITION NO. 405 –
COMPUTER TECHNICIAN; ADOPTING THE JOB DESCRIPTION; AND,
ESTABLISHING THE COMPENSATION LEVEL .**

WHEREAS, staffing within the Adams County Central Services Department has recently been evaluated; and

WHEREAS, the Board of County Commissioners concur that there is sufficient need to create a Computer Technician position.

THEREFORE, BE IT HEREBY RESOLVED that Position No. 405 – Computer Technician is hereby created.

BE IT FURTHER RESOLVED that the attached job description is adopted.

BE IT FURTHER RESOLVED that the compensation level for Position No. 405 – Computer Technician is set at Range 15 of the Adams County Non-Represented 8HR Salary Schedule.

DATED this 22nd day of August, 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-035-2023

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

IN THE MATTER OF MODIFYING THE JOB DESCRIPTION FOR POSITION NO. 1040511 – MENTAL HEALTH PROFESSIONAL DCR IN THE INTEGRATED HEALTH CARE SERVICES DEPARTMENT; AND, DESIGNATING DEGREE QUALIFICATIONS WITH RESPECTIVE COMPENSATION LEVELS

WHEREAS, a review was performed of the minimum qualifications of the position of Mental Health Professional in the Integrated Health Care Services Department; and,

WHEREAS, the IHCS Director has, for the purpose of recruitment, expressed a desire to modify the job description for Position No 1040511 – Mental Health Professional DCR to accept an entry level degree for employment; and,

WHEREAS, there is a need to designate degree qualifications with respective compensation levels.

THEREFORE, BE IT HEREBY RESOLVED that Position No. 1040511 – Mental Health Professional DCR will be compensated, for the level of degree, on the Adams County Exempt Employee Salary Schedule as follows:

Bachelor’s degree in social services.....EE4
Master’s degree in social services (MSW).....EE6

DATED this 22nd day of August, 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