

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

September 12, 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.**

Payroll

Approve August 16 – 31, 2023 Payroll in the amount of \$556,501.78; and, Benefits in the amount of \$279,357.32 (Warrant # Series 533085-533095; Direct Deposit # Series 77591-77775; Benefit/Deduction # Series 1173034-1173043)

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	23-7406 – 23-7439	\$ 69,245.44
103	23-7440 – 23-7442	\$ 2,991.24
103A	23-7443 – 23-7444	\$ 9,872.18
104	23-7445 – 23-7461	\$ 26,980.81
116	23-7462	\$ 594.08
123	23-7463	\$ 2,559.98
130	23-7464	\$ 5,010.20
166	23-7465 – 23-7472	\$ 3,956.76
3231	23-7473	\$ 3,855.00
502	23-7474 – 23-7480	\$ 21,611.01
108	1229 – 1230	\$ 494.10
115	1231 – 1241	\$ 4,996.25
401	1242 – 1247	\$ 16,427.38
501	1248 – 1252	\$ 12,709.80
590	1253 – 1275	\$ 11,285.31
	TOTAL	\$192,589.54

Resolution No. R-037-2023

Approve Resolution No. R-037-2023 In the Matter of Adopting the Modified Job Description for Position No. 1402 – Deputy Clerk

Correspondence – None

Board Updates

Commissioner Garza reported attending the local law and justice committee meeting yesterday noting Public Works Director O'Brien provided updates on jail repairs; and, the sheriff reported receiving applicants for corrections officers.

Commissioner Blankenship reported he may try to zoom in to the Columbia Rivers caucus meeting tomorrow. Additionally, Broadband activities were reviewed.

Commissioner Weise reported working on budget matters. Additionally, Weise reported scheduling a Lexipol presentation on Human Resource policies for September 20, 2023 via Zoom.

Board Discussion/Decision Items

Public Works

Engineer Yaeger and Public Works Director O'Brien provided updates on Deal Road #2 project, noting striping is scheduled to begin September 25,

2023 with completion of the project anticipated by September 28, 2023. Updates were provided on the Hatton Road Safety project, noting paving is anticipated to begin October 16, 2023. A guardrail was damaged on Bench and Taylor Roads last week.

Additionally, updates were provided on road maintenance; solid waste; facilities; and, the Broadband project. A ticketing system that will enable staff to request services through the public works department was discussed.

Solar Energy Facilities

Building and Planning Director Lorenz reviewed a proposed ordinance as well as the Adams County Planning Commission's determination of a need for additional regulation and guidance in the Adams County zoning code for the development of solar energy facilities. The Planning Commission conducted public hearings on the matter on July 27, 2023 and August 24, 2023 for the purpose of receiving comments on proposed changes to the zoning code. The Board requested Lorenz provide the public comment materials for review prior to taking action.

Public Defense Contract

Prosecutor Flyckt advised the Board that Public Defense Attorney Barrett Scudder has requested dismissal from the public defense contract at the end of 2023. Mr. Scudder forwarded a resume for Attorney Andrea Crumpler as a potential replacement for him in the contract. The Clerk was directed to set up an appointment to meet with Ms. Crumpler to review qualifications.

Additional discussion is necessary to determine the effect on the defense attorney's contract as they no longer provide public defense services for City of Othello cases.

Other Business – None

Permanent Minutes Signed

August 15 and 16, 2023

August 22 and 23, 2023

Executive Session

At 11:44 a.m. Chairman Weise announced the Board would recess into Executive Session for fifteen (15) 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.”
Prosecutor Flyckt was present.

At 11:59 a.m. the Board reconvened from Executive Session. No action taken.

Adjournment @ 12:00 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-037-2023

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

**IN THE MATTER OF ADOPTING THE MODIFIED JOB DESCRIPTION FOR
POSITION NO. 1402 – DEPUTY CLERK**

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

WHEREAS, the current job description for Position No. 1402 -Deputy Clerk does not effectively outline all the supervision exercised and received by the position.

NOW THEREFORE BE IT RESOLVED that the attached modified job description for Position No. 1402 – Deputy Clerk is hereby adopted.

BE IT FURTHER RESOLVED that Position No. 1402 – Deputy Clerk will remain classified at Range B on the Adams County Courthouse Bargaining Unit Salary Schedule.

DATED this 12th day of September, 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**