

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

January 19, 2021

(Tuesday due to Martin Luther King Day on Monday)

The meeting was held via GoToMeeting

Call to Order @ 8:30 a.m.

Present:

Chairman Dan C. Blankenship
Vice-Chairman Terrance J. Thompson
Commissioner Jay R. Weise

Agenda Deletion:

Approval of Vouchers

[9:30:07 AM](#)

Geographic Information Systems (GIS)

GIS Manager Stolsig met to review a service level agreement for Statewide Imagery Consortium Group imagery services which will furnish access to Web based services and a hard copy of the applicable State/County/City specific data; and, functions necessary to make access to the data and service possible at a cost of \$6,000 for one year. The Board deferred action until later today.

[9:45:40 AM](#)

[10:02:38 AM](#)

Public Works

Public Works Director O'Brien reported minor damage to road signs due to strong winds last week. Additionally, O'Brien reported that Columbia Basin Wildlife Refuge is collecting tires out of Othello to recycle at the transfer station, noting a fee will be charged.

County Vehicles

Engineer Yaeger reviewed a portion of the 2021 new vehicle purchases. He would like to purchase three (3) vehicles (pickups) in an amount not to exceed \$142,000 from Washington State Department of Enterprise – State Bid.

Nuclear Gauge

Engineer Yaeger reviewed the following nuclear gauge quotes:

Vendor	Model	Cost
Northwest Technical Service	CPN MC1 Elite	\$6,602.75
Northwest Technical Service	Instro Tek 3500 Xplorer	\$6,710.55
Humboldt Scientific Inc.	HA-5001EZ122	\$8,410.00
Troxler	3440 Plus	\$9,023.41

The Board provided **consensus authorization for the Public Works Department to purchase three (3) vehicles (pickups) in an amount not to exceed \$142,000 from Washington State Department of Enterprise off of State Bid; and, one (1) Nuclear Gauge from Northwest Technical Services in the amount of \$6,602.75.** All items were budgeted for purchase in 2021.

Countywide Crushing Project

Engineer Yaeger reported the Department of Transportation special provisions have been updated and are being inserted into the bid document for the Countywide Crushing Project. The department is continuing to review sites for stock pile locations.

Operations and Maintenance

Public Works Director O'Brien reported fire inspections have been completed through Johnson Controls, noting deficiencies in six locations that need to be addressed. Three can be handled in house, the remaining repairs (one at Cedar Street rental building – 5 year inspection; one at courthouse – pull station alarm); and, one at the jail – twelve sprinkler heads need to be updated) will need to be contracted at a cost of \$4,504.47. Based on the recommendation of the Public Works Department, the Board provided **consensus authorization to move forward with contracted repairs in the amount of \$4,504.47.**

Additionally, O'Brien presented a prototype of the proposed Central Services reception counter remodel, noting he will share the information with Central Services Director Boness and Technology Services Assistant Burt for their comments.

Quadco

Director O'Brien reviewed the administrative process of Quadco, noting County public works departments rotate as lead agency for two year periods. Adams County is the current lead agency through June 30, 2021. Additionally, O'Brien presented a graph of Declining Share of Gas Tax Allocations prepared through a WSAC County Transportation funding study; and, a review of Washington State Association of County Engineers legislative priorities for 2021 through 2023.

Recess @ 12:07 p.m.

Reconvene @ 1:00 p.m.

[1:07:43 PM](#)

Adams County Development Council

Adams County Development Council (ACDC) Manager Janis Rountree met to update the Board on scheduled trade shows, noting the Spokane Ag trade show will be held virtually February 23, 24, and 25, 2021. The reservation has been made and invoiced at a cost of \$325.00. Additional events are the Northwest Food and Beverage World in April and Recon Expo in December of this year. Reservations are being accepted for the latter two, however, it is not known at this time if they will be in person or virtual,

Rountree reported the Spokane Ag show has a deadline for payment of February 1, 2021, noting ACDC is willing to participate. The Board provided **consensus authorization for Rountree to move forward with registration for the Spokane Ag Show and to bill Adams County for the expense.** The Board will evaluate the success of the virtual trade show prior to committing to future registrations.

[1:15:52 PM](#)

[1:29:54 PM](#)

Treasurer Workshop

Treasurer Meise met with the Board to provide an overview of the different functions and responsibilities of the County Treasurer's office. Meise provided an overview of the following:

- Property Tax Collection;
- Foreclosure Procedure;
- Distraint Procedure;
- Warrant Redemption;
- Real Estate Excise Tax;
- Bonds;
- Debt Policy;
- Investments;
- Finance Committee;
- Financial Statement; and
- Tax Account Balance Report.

Additionally, Treasurer Meise reviewed professional positions she currently holds.

[2:30:44 PM](#)

[2:35:26 PM](#)

GIS Agreement

Commissioner Thompson, moved, Weise seconded, to *authorize the Chairman to sign WaTech Service Level Agreement Number 2021-001 between Washington State Consolidated Technology Services (CTS) and Adams County for CTS to furnish access to the Web based services for the period effective upon the date of execution by both parties through March 31, 2022 at a cost of \$6,000 for one (1) year.* **Motion carried.** This was a budgeted 2021 expense.

Commissioner Meeting Schedule

Commissioner Thompson moved, Weise seconded, to *approve Resolution No. R-007-2021 In the Matter of Setting the Schedule for Regular Meeting Days and Locations for Meetings of the Board of County Commissioners; and, Rescinding Resolution No. R-02-2013.* **Motion carried.**

The primary change reflects that regular Wednesday meetings held in Othello will be limited to one (1) per calendar quarter.

Tax Levies Certification

Commissioner Thompson moved, Weise seconded, to *approve Resolution No. R-005-2021 In the Matter of Tax Levies Certification for 2021 and County Population Certification as of April 1, 2020.* **Motion carried.**

Washington Counties Risk Pool

Commissioner Thompson moved, Weise seconded, to *approve Resolution No 006-2021 In the Matter of Continuing Relationships with the Washington Counties Risk Pool and the Related Appointments and Designations of/for Each Member County.* **Motion carried.**

Solid Waste Advisory Committee

Commissioner Thompson moved, Weise seconded, to *confirm the following city/town Mayoral appointments to the Solid Waste Advisory Committee for a three (3) year term retroactive January 1, 2021 through December 31, 2023:*

- *City of Ritzville – Dennis Chamberlain;*
- *City of Othello – Genna Dorow;*
- *Town of Lind – Richard Baldwin; and*
- *Town of Washtucna – Cathy Blankenship.*

Motion carried.

Commissioner Thompson moved, Weise seconded, to *re-appoint the following to the to the Solid Waste Advisory Committee for a three (3) year term retroactive to January 1, 2021 through December 31, 2023:*

- *Mark Wash, Consolidated Disposal Services Inc. – representing the waste management industry category;*
- *Layne Iltz – representing the public interest category; and*
- *Darrel Koss – representing the private citizen category.*

Motion carried.

Adams County Planning Commission

Commissioner Thompson moved, Weise seconded, to *appoint Mikki Kison, Ritzville, to the Adams County Planning Commission to fill a term vacated March 31, 2020, effective January 19, 2021 through March 31, 2024.* **Motion carried.**

Consent Agenda

Commissioner Thompson moved, Weise seconded, to *approve the Consent Agenda.* **Motion carried.**

Preliminary minutes of January 11 and 13, 2021

Declare Treasurer's Office items to be disposed of: Inventory #1262 (desk); #1265 (desk); #1266 (desk); #2158 (desk); #3971 (chair); #3972 (chair); #3973 (chair); #3974 (chair); #1229 (file cabinet)

[2:48:41 PM](#)

Integrated Health Care Services

The Board provided **consensus authorization for Integrated Health Care Director Guse to begin the process to fill the vacant WISE Coordinator position in her department.**

Correspondence Received

Duaine Anderson, Board President, East Columbia Basin Irrigation District re: Vacant East Columbia Basin Irrigation District Director Position with copy of letter received by the District from Don Osborne stating his interest in filling the vacant Director Division No. 1

Adams County Noxious Weed Control Board re: Minutes of November 10, 2020 and Agenda for January 12, 2021

Celia Valdez, Coalition Coordinator re: People Against Illegal Drugs (P.A.I.D.) Meeting Minutes of January 13, 2021

Ross Fox re: Letter of Support for Mark Booker for ECBID Director Division 1

Bridget Coon, President, Adams County Farm Bureau re: Endorsement of Mark Booker for Vacant District 1 ECBID Director Position

Mikki Kison re: request for appointment to the Adams County
Planning Commission
Kayla Meise, Adams County Treasurer re: Disposal of Inventory
Items

Adjournment @ 3:05 p.m.

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

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Dan C. Blankenship, Chairman
s/Terrance J. Thompson, Vice-Chairman
s/Jay R. Weise, Commissioner

RESOLUTION NO. R-005-2021

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

**IN THE MATTER OF TAX LEVIES CERTIFICATION FOR 2021 AND COUNTY
POPULATION CERTIFICATION AS OF APRIL 1, 2020**

WHEREAS, the attached document stipulates levy requests provided to the Board of County
Commissioners for collection in 2021;

THEREFORE BE IT HEREBY RESOLVED that the attached tax levies are certified to the
Adams County Assessor; and,

BE IT FURTHER RESOLVED that Adams County population is hereby certified at 20,450 as
of April 1, 2020 as transmitted by the Office of Financial Management, Olympia, Washington.

DATED this 19th day of January, 2021.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Dan C. Blankenship, Chairman
s/Terrance J. Thompson, Vice-Chairman
s/Jay R. Weise, Commissioner

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

RESOLUTION NO. R-006-2021

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

**IN THE MATTER OF CONTINUING RELATIONSHIPS WITH THE WASHINGTON
COUNTIES RISK POOL AND THE RELATED APPOINTMENTS AND DESIGNATIONS
OF/FOR EACH MEMBER COUNTY**

WHEREAS, several Washington counties agreed to the creation of the Washington Counties Risk Pool (“Pool”), organized and operating under Chapters 48.62 and 39.34 RCW, to provide to its member counties programs of joint self-insurance, joint purchasing of insurance, and joint contracting for or hiring of personnel to provide risk management, claims handling, and administrative services; and

WHEREAS, the Pool’s Interlocal Agreement and Bylaws, and policies of its Board of Directors require appointees and/or designees from each member county; that is:

- a) **Director/Alternate Director** – officers or employees of each Pool member county that are appointed by and serve at the pleasure of the respective county’s legislative authority (*Article 8 of the Interlocal Agreement and Article 2 of the Bylaws*);
- b) **County Risk Manager** – an employee of each Pool member county appointed to serve as a liaison between the County and the Pool as to risk management and who is responsible for the risk management function within the County (*Article 11(b) of the Interlocal Agreement*);
- c) **County Safety Officer** – an active employee designated by each Pool member county who, along with a related committee, are maintained to consider all recommendations concerning the development and implementation of a loss control policy to prevent unsafe practices (*Article 11(c) of the Interlocal Agreement*); and
- d) **County Claims Administrator** – each Pool member county must designate someone to administer civil claims, with whom incidents should be immediately reported to, who is responsible for sending all claims and lawsuits and reporting various known incidents to the Pool, and with whom the Pool will coordinate the County’s claim administration (*sections B.6, C and E.1.b of the Pool Board of Directors’ Claims Handling Policies and Procedures*);

NOW THEREFORE BE IT RESOLVED that **Adams County** hereby confirms the appointment or designation of the following individuals for the applicable and required relationships with the Washington Counties Risk Pool:

Director: Jay R. Weise	County Title: Commissioner
Alternate Director: Patricia J. Phillips	County Title: Clerk of the Board
Risk Manager: Patricia J. Phillips	County Title: Risk Manager/Clerk of the Board
Safety Officer: Dennis Sackmann	County Title: Facility Manager
Safety Officer: Michelle Plumb	County Title: Maintenance – Union
Claims Administrator: Patricia J. Phillips	County Title: Clerk of the Board
Prosecuting Attorney: Randy J. Flyckt	County Title: Prosecutor

BE IT FURTHER RESOLVED that this resolution shall become effective immediately upon its passage and shall supersede any prior conflicting action(s); and,

BE IT STILL FURTHER RESOLVED that the Clerk of the Board of Adams County Commissioners shall forward a copy of this resolution, once executed, to the attention of the Executive Director at the Washington Counties Risk Pool, 2558 RW Johnson Road, Suite 106, Tumwater, WA 98512-6113

DATED this 19th day of January, 2021.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Dan C. Blankenship, Chairman
s/Terrance J. Thompson, Vice-Chairman
s/Jay R. Weise, Commissioner

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

RESOLUTION NO. R-007-2021

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

IN THE MATTER OF SETTING A SCHEDULE FOR REGULAR MEETING DAYS AND LOCATIONS FOR MEETINGS OF THE BOARD OF COUNTY COMMISSIONERS; AND, RESCINDING RESOLUTION NO. R-02-2013

WHEREAS, the Board recognizes that frequent meetings on-site at the County Courthouse, Ritzville, and the County Public Services Building, Othello, facilitate the budgetary, supervisory, and communication processes between departments and staff within the county; and

WHEREAS, pursuant to RCW 36.32.080(3), the Board is permitted to hold one (1) regular meeting, per calendar quarter, outside of the county seat.

WHEREAS, the Board recognizes that certain legal holidays result in back-to-back meetings with few, if any, scheduled agenda items;

THEREFORE, BE IT HEREBY RESOLVED, effective January 19, 2021, the following meeting schedule is adopted:

A regular meeting every Monday of each month at the Adams County Courthouse, 210 W. Broadway, Ritzville, beginning at 8:30 a.m. until 4:30 p.m. or adjournment;

A regular meeting every Wednesday of each month at the Adams County Courthouse; 210 W. Broadway, Ritzville, beginning at 9:00 a.m. until 12:00 noon or adjournment; with the following exceptions:

A regular meeting on the following Wednesdays at the County Services Building, Othello, pursuant to RCW 36.32.080(3):

Wednesday, February 24, 2021 beginning at 9:00 a.m. until noon or adjournment

Wednesday, May 19, 2021 beginning at 9:00 a.m. until noon or adjournment
Wednesday, August 18, 2021 beginning at 9:00 a.m. until noon or adjournment
Wednesday, November 17, 2021 beginning at 9:00 a.m. until noon or adjournment

EXCEPTIONS:

- No meeting will be held on a Wednesday following a Tuesday meeting that occurred due to a Monday holiday;
- No meeting will be held on a holiday occurring on a Wednesday;
- No meeting will be held on the Tuesday before a Wednesday holiday;
- No meeting will be held on a Thursday following a Wednesday holiday;
- No meeting will be held on a Wednesday before a Thursday holiday.

BE IT FURTHER RESOLVED that Resolution No. R-02-2013, and any other resolution in conflict herewith are hereby rescinded.

DATED this 19th day of January, 2021.

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

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Dan C. Blankenship, Chairman
s/Terrance J. Thompson, Vice Chairman
s/Jay R. Weise, Commissioner

APPROVED AS TO FORM:
s/Randy J. Flyckt, Prosecuting Attorney
WSBA # 29302