

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

January 25, 2021
(Monday)

The meeting was held virtually via GoToMeeting.

Call to Order @ 8:30 a.m.

Present:

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

Addition to Agenda:

Approval of January 1 – 15, 2021 Payroll and Benefits

[9:14:31 AM](#)

Adams County/OIC

Prosecutor Flyckt reviewed documents necessary to continue with the CDBG-CV1 grant application through Washington State Department of Commerce. No action was taken pending further review of the process.

[9:23:15 AM](#)

[9:30:06 AM](#)

Economic Development Director Position

Human Resource Manager Perez requested an update of the Boards' progress in evaluating the applications for the Economic Development Director position. Additionally, Perez reported she has reached out to other counties as to their process involving economic development and reviewed the findings. Perez requested a recommendation from the Board as to moving forward with a response to the applicants. The Board provided **consensus authorization for Perez to notify applicants the decision of the Board is to reevaluate the position and determine the best path for economic development in Adams County moving forward.**

[9:58:58 AM](#)

[10:04:20 AM](#)

Public Works

Public Works Director O'Brien provided the weekly maintenance update. Additionally, O'Brien reported on positions currently open in the Public Works Department.

Engineer Yaeger reported on the Countywide Crushing Project. Additionally, updates were provided on upcoming projects such as the Highway 26/Booker Road Intersection Safety project, noting about 90-95% of the design and plan specifications are complete; Lind-Hatton #5 project, noting quantities are being finalized in order to advertise; Booker Road Overlay #1 is being scheduled for this year; and, a road vacation petition in Ralston is being evaluated.

Quadco

Director O'Brien reviewed Quadco Regional Transportation Planning Organization (RTPO) Notice to Consultants for the project "Evaluation of GMA Transportation Elements of all Municipal Agencies in Grant and Kittitas Counties". The Board provided **consensus authorization for O'Brien to move forward with the process of advertising for consultants for the above-project**. O'Brien reviewed the process moving forward once the position has been advertised.

Solid Waste

Director O'Brien reported on recycling at both transfer stations. Additionally, O'Brien provided information regarding bills being introduced in the Legislature related to recycling of plastic bottles; Styrofoam, with certain exemptions; single use food service products; and, recycling of wind turbine blades. The Local Solid Waste Financial Assistance (LWSFA) grant program was reviewed.

Road Levy

Director O'Brien reviewed revenues collected as a result of property taxes pertaining to the Public Works Department noting the collections have specific limitations. Additionally reviewed were levy shifts; road levy diversions; and, levy limit restricting the growth of regular levies.

Road Levy Certification

Commissioner Weise moved, Thompson seconded, to *authorize the Chairman to sign the 2021 County Road Levy Certification*. **Motion carried.**

Director O'Brien reviewed functional classifications of roads in Adams County as well as statewide county bridge data.

[11:13:10 AM](#)

Executive Session

At 11:15 a.m. Chairman Blankenship announced the Board would recess into Executive Session for twenty (20) minutes under RCW 42.30.110(1)(i) – "...to discuss with legal counsel representing the agency litigation or potential litigation...". Present were Prosecuting Attorney Flyckt and Public Works Director O'Brien.

At 11:35 a.m. the Board reconvened from Executive Session. No action taken.

Executive Session

At 11:50 a.m. Chairman Blankenship announced the Board would recess into Executive Session for ten (10) minutes under RCW 42.30.110(1)(i) – "...to discuss with legal counsel representing the agency litigation or potential litigation...". Present were Prosecuting Attorney Flyckt, Auditor Hunt, and Payroll Deputy Bowman.

At 12:00 noon the Board reconvened from Executive Session. No action taken.

Recess @ 12:00

Reconvene @ 1:00 p.m.

Executive Session

At 1:03 p.m. Chairman Blankenship announced the Board would recess into Executive Session for seventeen (17) minutes under RCW 42.30.110(1)(i) – "...to discuss with legal counsel representing the agency litigation or potential litigation...". Present were Prosecuting Attorney Flyckt and Civil Deputy Prosecuting Attorney Barden.

At 1:20 p.m. the Board reconvened from Executive Session. No action taken.

[1:30:06 PM](#)

Permit Technician Position

Human Resource Manager Perez reviewed the latest modifications to the proposed Building and Planning Department Permit Technician position

requesting additional comment, if any. Additionally present, remotely, was Building and Planning Director Wiltse. Discussion was held regarding certification as a condition of employment vs. the ability to obtain the same within a specified time frame.

The Board directed Perez to finalize the Permit Technician job description listing certification as a Permit Technician by the International Code Council (ICC) as a minimum qualification; and, two (2) years of recent experience working as a Permit Technician will be listed as a desirable qualification. The position will be classified on the Represented Salary Schedule at Range F.

Upon finalization of the job description noting the above requirements and compensation; the same will be forwarded to the Association as a courtesy to receive their comments, if any, prior to adoption by the Board.

[2:04:42 PM](#)

Executive Session

At 2:05 p.m. the Board entered into Executive Session to last thirty (30) minutes under RCW 42.30.110(1)(h) – “To evaluate the qualifications of a candidate for appointment to elective office.” Additionally present was Prosecuting Attorney Flyckt.

At 2:35 p.m. the Board reconvened from Executive Session. No action taken.

At 2:35 p.m. Chairman Blankenship announced the Board would recess back into Executive Session for fifteen (15) minutes under RCW 42.30.110(1)(h) – “To evaluate the qualifications of a candidate for appointment to elective office.” Additionally present was Prosecuting Attorney Flyckt.

At 2:50 p.m. the Board reconvened from Executive Session. No action taken.

[3:00:50 PM](#)

Consent Agenda

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

January 1 - 15, 2021 Payroll in the amount of \$475,032.68; and, Benefits in the amount of \$99,283.24 (Warrant # Series 532373-532386; Direct Deposit # Series 65990-66177; Benefit/Deduction # Series 1156068-1156076

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 | 038 – 096 | \$226,175.32 |
| 0018H | 098 – 099 | \$ 7,704.04 |
| 103 | 100 – 102 | \$ 457.00 |
| 103A | 103 | \$ 6,077.16 |
| 104 | 104 – 124 | \$ 48,376.44 |
| 106 | 125 – 126 | \$ 1,395.80 |
| 109 | 127 | \$ 906.45 |
| 116 | 128 | \$ 240.77 |
| 122 | 129 – 130 | \$ 969.42 |
| 123 | 131 – 135 | \$ 27,325.00 |
| 130 | 136 | \$ 87.23 |
| 131 | 137 – 138 | \$ 2,032.26 |
| 166 | 139 – 143 | \$ 2,069.98 |
| 502 | 144 – 150 | \$ 44,911.41 |
| 108 | 1 – 2 | \$ 1,239.69 |
| 115 | 3 – 21 | \$ 69,034.17 |
| 401 | 22 – 28 | \$ 22,055.22 |
| 501 | 29 – 39 | \$ 13,242.40 |
| 590 | 40 – 64 | \$ 50,820.55 |
| | TOTAL: | \$525,120.31 |

Approval of **Resolution No. R-008-2021 In the Matter of Transferring Funds from Current Expense Fund #001 to Courthouse O&M Fund #501**

E-911

Commissioner Weise moved, Thompson seconded, to *authorize the Chairman to sign Contract #E21-006, Amendment A, between Washington State Military Department, State Enhanced 911 Funds and Adams County*

*for an increased funding in the amount of \$14,279 for a total contract award of \$454,056 for the period July 1, 2020 through June 30, 2021; and, to sign updated Signature Authorization form. **Motion carried.***

2021 County Wide Crushing Project (ERP-801)

Commissioner Weise moved, Thompson seconded, to *approve **Resolution No R-009-2021 In the Matter of Notice to Contractors for the 2021 County Wide Crushing Project (ERP-801).** Motion carried.* Bid opening is set for Monday February 22, 2021 at 10:00 a.m. in Room 202 of the Adams County Courthouse, Ritzville.

[3:04:40 PM](#)

Correspondence Received

Alex Lyle re: Letter of Support for Don Osborne for ECBID District Director 1 Appointment

Rebecca Taylor re: Letter of Support for Don Osborne for ECBID District Director 1 Appointment

Elizabeth Nyland re: Support for Don Osborne for ECBID District Director 1 Appointment

Lyle Family Land, LLC re: Support for Don Osborne for ECBID District Director 1 Appointment

Kate B. Johnson re: Support for Don Osborne for ECBID District Director 1 Appointment

Matthew Johnson re: Support for Don Osborne for ECBID District Director 1 Appointment

Orman W. Johnson re: Support for Don Osborne for ECBID District Director 1 Appointment

Gavin R. Johnson re: Support for Don Osborne for ECBID District Director 1 Appointment

Tami Baxter re: Support for Don Osborne for ECBID District Director 1 Appointment

Bowen re: Support for Don Osborne for ECBID District Director 1 Appointment

Justin Bowen re: Support for Don Osborne for ECBID District Director 1 Appointment

Jared Bowen re: Support for Don Osborne for ECBID District Director 1 Appointment

Artagene Hughes re: Support for Don Osborne for ECBID District Director 1 Appointment

David and Nancy Fitts re: Support for Don Osborne for ECBID District Director 1 Appointment

Kristin Gauthier re: Support for Don Osborne for ECBID District
Director 1 Appointment
David Hughes re: Support for Don Osborne for ECBID District
Director 1 Appointment
Kevin Lyle re: Support for Don Osborne for ECBID District Director
1 Appointment
Rex Lyle re: Support for Don Osborne for ECBID District Director 1
Appointment
Linious and Tricia Sparks re: Support for Don Osborne for ECBID
District Director 1 Appointment
Attorney Kyle R. Smith re: 2021 – 2025 Adams County Indigent
Defense Contract
Kenneth Johnson re: Support for Don Osborne for ECBID District
Director 1 Appointment
Ted Tschirky re: Support for Don Osborne for ECBID District
Director 1 Appointment
Dana and Valerie Herron re: Support for Don Osborne for ECBID
District Director 1 Appointment
A.J. Visser re: Support for Don Osborne for ECBID District Director
1 Appointment
Senator Mark Schoesler re: Support for Mark Booker for ECBID
District Director 1 Appointment

Adjournment @ 3:28 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 Weise, Commissioner

RESOLUTION NO. R-008-2021

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM CURRENT EXPENSE FUND
#001 TO COURTHOUSE O&M FUND #501.**

WHEREAS, funds were allocated in the 2021 Current Expense Fund #001 for the operation of Courthouse O&M Fund #501; and

THEREFORE, BE IT HEREBY RESOLVED that One hundred fifty thousand and no/100 dollars (\$150,000) be transferred from Current Expense Fund #001 BARS 597.18.00.01 to Courthouse O&M Fund #501 BARS 397.18.30.00.

DATED this 25th 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-009-2021

**NOTICE TO CONTRACTORS
County of Adams
Department of Public Works
Ritzville, Washington**

Sealed bids will be received by Adams County at the office of the Board of County Commissioners located in the courthouse at 210 W. Broadway, Ritzville, Washington 99169, **until 10:00 a.m., Monday, February 22, 2021** and will be opened and publicly read on **February 22, 2021** at 10:00 a.m. for the following construction improvements:

2021 County Wide Crushing Project, ERP-801

The production and stockpiling of various mineral aggregates at multiple separate sites; Base Bid includes approximately 192,660 tons of various mineral aggregates at six (6) separate sites (Ralston Site #3, Stelzer Site #4, Roxboro Site #14, Marcellus Site #17, Haase Site #23, Lind-Hatton Site # 53) Alternate Bid "A" includes approximately 22,000 tons of various mineral aggregates at one (1) site (Ritzville Site #50) and other work, all in accordance with the attached Contract Plans, these Contract Provisions, and the Standard Specifications.

All bid proposals shall be accompanied by a bid proposal deposit in cash, certified check, cashier's check or surety bond in amount equal to five percent (5%) of the amount of such bid proposal. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated in the specifications, the bid proposal deposit shall be forfeited to the County of Adams. All checks and bonds shall be made payable to the Adams County Treasurer.

The Board of Adams County Commissioners reserves the right to reject any or all bids, to waive informalities or irregularities in the bids or in the bidding, if the best interest of Adams County will be served, or to accept the bid, which in their opinion best serves the interest of Adams County.

Maps, plans, specifications, and proposals may be obtained from the office of the Department of Public Works, 210 W. Alder, Ritzville, Washington, 99169; phone (509) 659-3276.

Informational copies of maps, plans and specifications are on file for inspection in the office of the Adams County Engineer in Ritzville, Washington, and the chapter office of the Associated General Contractors of America in Spokane, Washington.

Adams County, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

DATED this 25th 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