

## COMMISSIONERS' PROCEEDINGS

### Adams County Courthouse Ritzville, Washington Regular Meeting

July 6, 2021

(Tuesday due to July 4th observance on 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

#### **Integrated Health Care Services**

Integrated Health Care Services Director Guse reported interviews were held for the Qualified Medical Professional position and an applicant was chosen. The rate of pay was reviewed.

A temporary employee has applied for the permanent position of Billing Clerk/Interpreter with Director Guse requesting authorization to place her at Range 6, Step 2, on the non-represented salary schedule noting the employee is currently compensated at Range 6, Step 1, in the temporary position. No action was taken pending consultation with payroll and human resource departments.

Additionally, Guse noted a vacant position of Client and Care Housing Coordinator, requesting and receiving Board **consensus authorization to begin the process of filling the position.**

#### **Sheriff's Department**

Sheriff Wagner reviewed the current cell service contract for the sheriff's office noting he would like to change the billing from Central Services to the Sheriff's office. All employees in his department will be on the same plan with no change in cost. Wagner reviewed a quote of \$1,618.97 plus tax as the monthly rate, noting the current bill through Central Services is higher than that. The Board provided **consensus authorization for Sheriff Wagner to move forward with setting up an account with AT&T with direct billing to the Sheriff's department.**

### **Human Resources**

Human Resources Manager Perez requested and received **consensus authorization to purchase a subscription to Adobe Pro at a cost of \$15.00 per month.**

### **Building and Planning**

Building and Planning Director Wiltse reviewed an interaction with Othello resident Daniel Nygard. Wiltse noted complaints were received regarding an event that was held in June, 2021 on Mr. Nygard's property. Wiltse met with Mr. Nygard and, based on the information obtained, determined the event was not a violation of county code. Wiltse noted, should the event be open to the public, a conditional use permit would be required.

Additionally, Director Wiltse reviewed a letter that identifies an issue relating to chickens. Wiltse maintains that complaints of that nature should not be made to the Building and Planning Department, noting the Sheriff's office needs to confer with the Prosecutor's Office to see how to proceed. Wiltse noted the issue may be a code violation, however, does not feel his department is authorized to process the complaint. It was suggested for the time being, that Director Wiltse be willing to work cooperatively with the Sheriff's department in determining what is and is not a violation.

**Recess @ 11:39 a.m.**

**Reconvene @ 1:00 p.m.**

### **Superior Court Vacancy**

The Honorable Steve Dixon met with the Board to discuss the administrative assistant vacancy in his office. Telephone calls are being transferred to the Clerk's office and, for the time being, Clerk Sloan is assisting with functions necessary for the court to proceed. Judge Dixon noted requirements of the position warrant an increase in salary along with a request to consider a reclassification of the position. No action was taken pending further discussion.

### **Resolution No. R-035-2021**

Commissioner Thompson moved, Weise seconded, to *approve Resolution No. R-035-2021 In the Matter of the Washington Paid Family and Medical Leave Program; and, Amending the Adams County Personnel Policy.* Motion carried.

**Juvenile Detention Alternatives Initiative Grant**

Commissioner Thompson moved, Weise seconded, to *authorize the Chairman to sign the Juvenile Detention Alternatives Initiative County Program Agreement, Number 2163-24594, between State of Washington Department of Children, Youth and Families (DCYF) and Adams County, in the amount of \$49,000 for the period July 1, 2021 through June 30, 2023.* **Motion carried.**

**WSU Cooperative Extension**

Commissioner Weise moved, Thompson 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 \$80,561.36 for the period January 1, 2021 through December 31, 2021.* **Motion carried.**

**Adams County Development Council**

Commissioner Blankenship moved, Thompson seconded, to *authorize the Chairman to sign Agreement for Development Services between Adams County Development Council (ACDC) and Adams County, for ACDC to provide economic development assistance to the county for the period July 1, 2021 through December 31, 2024. Compensation for the remainder of 2021 shall be \$75,000; and, beginning January 1, 2022, and each year thereafter, through December 31, 2024 compensation shall be \$150,000.* **Motion carried.**

**Consent Agenda**

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

Preliminary minutes of June 28, 2021

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	21-1929 – 21-1960	\$ 18,935.53
0015E	21-1961	\$ 108.18
103	21-1962	\$ 241.41
104	21-1963 – 21-1967	\$ 1,591.01
107	21-1968	\$ 750.00

112	21-1969 – 21-1971	\$ 1,629.05
123	21-1972	\$ 2,025.00
130	21-1973 – 21-1975	\$ 4,895.76
131	21-1976	\$ 1,947.69
502	21-1977 – 21-1985	\$ 9,343.65
108	990 – 991	\$ 58.39
115	992 – 998	\$ 78,337.02
321	999	\$ 85.96
401	1000 – 1002	\$ 8,567.13
501	1003 – 1004	\$ 9,001.64
590	1005 – 1022	\$ 18,707.18
	TOTAL	\$156,224.60

Declare Treasurer Office Inventory Items No Longer of Use and to be Disposed of: Inventory #1224 (typing table); #1338 (typing table); #1226 (typing table); #3944 (table); #1052 (posting stand); #3940 (calculator); #3976 (calculator); and #3978 (calculator)

### **Public Works**

Public Works Director O'Brien and Engineer Yaeger provided updates on road maintenance; solid waste; and the Lind-Hatton Road #5 project.

### **Atkinson Road Project**

Commissioner Weise moved, Thompson seconded, to *authorize the Chairman to sign the updated Local Agency Federal Aid Project Prospectus and the Local Agency Agreement Supplement #2 for the purpose of changing line item funding to cover actual project charges for the Atkinson Road Project, STPR-01AK (001).* **Motion carried.**

### **Permanent Minutes Signed**

June 21 and 23, 2021

### **Correspondence Received**

Kayla Meise, Adams County Treasurer re: Request to dispose of inventory items of no use or value

The Honorable Steve Dixon, Superior Court re: Superior Court Administrator vacancy

Deb Haaland, Department of the Interior re: Payment in Lieu of Taxes

**Adjournment @ 2:47 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-035-2021**

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

**IN THE MATTER OF THE WASHINGTON PAID FAMILY AND MEDICAL LEAVE  
PROGRAM; AND, AMENDING THE ADAMS COUNTY PERSONNEL POLICY**

**WHEREAS**, Washington State has implemented a paid family and medical leave program that provides partial wage replacement and protected leave to eligible employees who are on leave from work for a covered family and/or medical reason (RCW 50A); and

**WHEREAS**, it is prudent to adopt a policy that outlines key features about this program such as eligibility requirements, benefits, how the program interacts with other benefits, and the like.

**THEREFORE BE IT HEREBY RESOLVED THAT THE ADAMS COUNTY PERSONNEL POLICY IS AMENDED** to include the Washington Paid Family and Medical Leave (PFML) policy, as attached hereto, as a new subsection (D) under Section 4.12.

**DATED** this 6<sup>th</sup> day of July, 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