

COMMISSIONERS' PROCEEDINGS

**Adams County Courthouse
Ritzville, Washington
Regular Meeting**

August 16, 2021
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Addition to Consent Agenda

Approval of Auditor Office Inventory Item #10887 – no longer of value and to be junked

Geographic Information System (GIS)

GIS Director Stolsig reviewed a small enterprise agreement for Environmental Systems Research Institute (ESRI) products as well as costs for the same. No action was taken pending further discussion.

Employee Evaluation

Executive Session was held under RCW 42.30.110(1)(g) – “to review the performance of a public employee.” Employee evaluation was held from 9:00 a.m. to 9:40 a.m. Geographic Information System (GIS) Director Stolsig and Prosecutor Flyckt were present.

Public Works

Engineer Yaeger provided updates on road maintenance activities; solid waste; and, fairgrounds. Additionally, Yaeger reported on the Booker Road Overlay project; county wide crushing project; guardrail repairs; facilities; and, the McKinney Road project, noting the County Road Administration Board (CRAB) has requested the County reschedule the project for 2022, currently scheduled for 2024. Should the county agree to the updated timeline, CRAB will provide the remainder of the funding for a fully funded project. The Public Works Department discussed the matter internally and made the decision to move forward with the project in 2022.

Public Services Building Roof Repair

Commissioner Weise moved, Thompson seconded, to *authorize the Chairman to sign Payment No. 2/Retainage to Garland/DBS, Inc., Cleveland, Ohio, in the amount of \$2,919.10, for the Othello Services Building Roof Repair Project – 90-2027.* **Motion carried.**

Executive Session

At 11:00 a.m. the Board recessed into Executive Session for thirty (30) minutes under RCW 42.30.110(1)(a)(ii) – “To consider,...with legal counsel available, information regarding the infrastructure and security of computer and telecommunications networks,...”. No action anticipated. Prosecutor Flyckt and Central Services Director Boness were present.

At 11:29 a.m. the Board reconvened from Executive Session. No action taken.

Auditor Office Equipment

Commissioner Thompson moved, Weise seconded, the *authorize the Chairman to sign Cooperative Purchasing Participation Agreement between Clear Ballot Group, Inc, Boston, MA and Adams County, for ballot products (hardware, software, implementation) in the amount of \$89,800.99 for Year 1; and, Support Services fees in the amount of \$15,980.00 for Year 2.* **Motion carried.**

Auditor Entrance Document

Commissioner Blankenship moved, Weise seconded, to *authorize the Chairman to sign the Engagement Letter between Adams County and the Office of the Washington State Auditor, confirming the nature and limitations of the audits for the fiscal year ended December 31, 2020, as well as responsibilities of the parties and other engagement terms.* **Motion carried.**

Consent Agenda

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

Preliminary minutes of August 9 and 11, 2021

July 16 – 31, 2021 Payroll in the amount of \$494,137.77; and, Benefits in the amount of \$238,273.88 (Warrant # Series 532584-532603;

Direct Deposit # Series 68455-68645; Benefit/Deduction # Series 1159499-1159508

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	21-2366 – 21-2430	\$ 24,348.33
103	21-2431 – 21-2432	\$ 3,669.00
103A	21-2433 – 21-2444	\$ 7,894.52
112	21-2445	\$ 540.00
123	21-2446 – 21-2448	\$ 2,505.55
108	1239 – 1241	\$ 519.53
115	1242 – 1251	\$142,676.65
401	1252 – 1255	\$ 18,983.91
501	1256 – 1259	\$ 6,236.93
590	1260 – 1274	\$ 58,882.31
	TOTAL	\$266,256.73

Approval of Auditor Office Inventory Item #10887 (2005 Fujitsu Fi-5750C Duplex Scanner) no longer of value and to be junked.

Permanent Minutes Signed

August 2 and 4, 2021

Correspondence Received

Assessor Sheri Brewer re: notice of retirement, effective September 30, 2021

Adjournment @ 11:58 a.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