

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

October 4, 2021
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Public Works

Public Works Director O'Brien and Engineer Yaeger reported on road maintenance, noting crews are working on the Schoonover Road shoulder restoration; solid waste; and, operations and maintenance, noting the juvenile department upgrade is nearing completion. Facilities Manager Sackmann will then complete the door projects in the offices of Assessor, Auditor, and Treasurer.

Fairgrounds

Director O'Brien reported the county's allotment of water is depleted at the fairgrounds. The farm ground tenant has advised he will allow the county the use of a portion of his water allotment. O'Brien noted the county may request additional water, however, there is a cost associated with such. The Board provided consensus authorization to cease watering of the fairgrounds once the current water allotment is depleted and prepare for winterization.

Booker Road Overlay #2 Project

Commissioner Weise moved, Thompson seconded, to *approve Resolution No. R-044-2021 In the Matter of Booker Road Overlay #2 Project (CRP-195) with an estimated project cost of \$1,890,405.*
Motion carried.

Commissioner Weise moved, Thompson seconded, to *authorize the Chairman to sign the Local Agency Federal Aid Project Prospectus; and, the Local Agency Agreement between Adams County and Washington State Department of Transportation for the purpose of requesting*

preliminary engineering funding for the Booker Road Overlay #2 Project (CRP-195). **Motion carried.**

Engineering

Engineer Yaeger provided updates on the Booker Road Overlay #1 project, noting the county has not received a pay estimate for completion of the work; and, the county wide crushing project contractor has moved to the Haase pit, with four of the seven sites now completed.

Solid Waste Equipment

The Board provided **consensus authorization for the Public Works Department to purchase a John Deere Gator HPX615E** off State Bid in the amount of \$17,351.31, a budgeted expense.

Fuel Tax

Public Works Director O'Brien reviewed the effects of the COVID-19 pandemic on funding the county receives through Arterial Preservation and Motor Vehicle Fuel Tax (MVFT). O'Brien noted a major revenue source is fuel tax distribution; and, during the pandemic the amount of fuel tax collected saw a dramatic decrease. Therefore, what the state distributes to the county reflected a major deduction.

Sheriff's Evidence Building

Two consultant interviews were held with a firm selected to enter into an agreement with. Public Works Director O'Brien noted negotiations of a scope of work as well as negotiating costs will take place with the selected firm and, once that is complete, the agreement will come before the board for approval.

Human Resources

Human Resource Manager Perez reviewed minor changes to the paid sick leave policy, noting an effective date of January 1, 2022. The Board concurred with the policy as presented. Perez noted a resolution to adopt the policy will be prepared for the Board to approve on Monday, October, 11, 2021, with a memo going out to the employees with payroll on Friday, October 8, 2021.

Additionally, Perez reviewed the state minimum wage increase, effective January 1, 2022. As such, the state overtime threshold will also change for 2022. Perez will forward additional information regarding salary threshold implementation to the Board for review.

KnowBe4 Contract

Commissioner Thompson moved, Weise seconded, to *authorize the Chairman to sign Master Agreement between KnowBe4 and Adams County in the amount of \$24,981.66 for cyber security products and services.* **Motion carried.** The cost will be reimbursed in full by the Washington Counties Risk Pool (WCRP).

Resolution No. R-043-2021

Commissioner Weise moved, Thompson seconded, to *approve Resolution No. R-043-2021 In the Matter of Lifting the County Wide Burn Ban.* **Motion carried.**

Resolution No. R-045-2021

Commissioner Weise moved, Thompson seconded, to *approve Resolution No. R-045-2021 In the Matter of Amending the 2021 Capital Improvement Plan for Adams County.* **Motion carried.**

Consent Agenda

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

Preliminary minutes of September 27 and 29, 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	21-2879 – 21-2907	\$ 19,139.41
103	21-2908 – 21-2911	\$ 1,811.44
104	21-2912 – 21-2923	\$ 10,053.92
106	21-2924	\$ 517.71
123	21-2925	\$ 2,025.00
130	21-2926	\$ 362.98
131	21-2927	\$ 42.71
502	21-2928 – 21-2932	\$ 8,902.55
108	1495	\$ 17.61
115	1496 – 1500	\$ 79,557.91
401	1501 – 1507	\$ 10,807.88
501	1508 – 1509	\$ 232.68
590	1510 – 1530	\$ 15,056.31
	TOTAL	\$148,528.11

Approval of **Resolution No. R-042-2021 In the Matter of Transferring Funds from Current Expense Fund #001 to Courthouse O&M Fund #501**

Permanent Minutes Signed

September 20 and 22, 2021

Correspondence Received

Adams County Noxious Weed Control Board re: Minutes of June 8, 2021, and Agenda for September 28, 2021

Adjournment @ 12:12 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-042-2021

**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 Sixty three thousand seven hundred fourteen and no/100 dollars (\$63,714.00) 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 4th day of October, 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-043-2021

ORDER OF BOARD OF COUNTY COMMISSIONERS

IN THE MATTER OF LIFTING THE COUNTY WIDE BURN BAN

WHEREAS, the Adams County Board of Commissioners adopted Resolution No. R-024-2021 which declared that hazardous fire conditions existed and established a burn ban on outdoor burning of combustible materials in the county; and,

WHEREAS, moderate temperatures and recent rainfall contributed to higher humidity throughout the county; and

WHEREAS, the Adams County Fire Marshal recommended Adams County lift its burn ban; and,

WHEREAS, the Department of Natural Resources (DNR) have either reduced fire danger from moderate to low and/or already allow recreational fires in approved fire pits and do not object to the county lifting its burn ban.

THEREFORE BE IT RESOLVED the Adams County Board of Commissioners do hereby lift the county wide burn ban established by Resolution No. R-024-2021 in its entirety, effective October 4, 2021.

DATED this 4th day of October, 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

Before the Board of County Commissioners of Adams County, Washington

In the matter of (Booker Overlay #2 Project) ... **Resolution No. R-044-2021**

County Road Project
No.195

IT IS HEREBY RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS that it is their intention to resurface the Booker Rd # 21901 from MP 8.03 to MP 12.01 by adding Asphalt surfacing and improvements as needed.

Length of project: **3.98 miles** Width of roadbed: **34 feet** Surface: **34 feet**
Type surfacing: **Asphalt Surfacing**
Estimated date of beginning: **October, 2021**
Estimated date of completion: **December 31, 2025**

BE IT FURTHER RESOLVED that the foregoing proper road is hereby appropriated the sums in the following detail.

	County Road Fund
Preliminary Engineering	\$ 70,000.00
Right-of-way	\$
<u>Items of Work</u>	
County Force	\$
Contract	\$ 1,760,405.00
Construction Engineering	\$ 60,000.00
TOTAL	\$ 1,890,405.00

The county road purpose herein described is HEREBY DECLARED to be a public necessity and the County Road Engineer is HEREBY ORDERED AND AUTHORIZED to report and proceed thereon as by law provided.

BE IT FURTHER RESOLVED that this purpose by Contract in accordance with Standard Road and Bridge Specifications of the State of Washington as adopted by this Board.

Adopted this 4th day of October, 2021.

BOARD OF 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-045-2021

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

**IN THE MATTER OF AMENDING THE 2021 CAPITAL IMPROVEMENT PLAN FOR
ADAMS COUNTY**

WHEREAS, an opportunity has become available for Adams County to apply for broadband grant funding to serve premises in areas of Adams County to improve broadband access and speeds, promoting economic development and providing a better quality of life for its constituents.

WHEREAS, the current Capital Improvement Plan, adopted for 2021, does not include a fiber-to-the-premise broadband project.

THEREFORE, BE IT HEREBY RESOLVED that the 2021 Capital Improvement Plan is hereby amended to include the fiber-to-the-premise broadband project

DATED this 4th day of October, 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