

COMMISSIONERS' PROCEEDINGS

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

October 11, 2021
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Canvassing Board

Dan C. Blankenship will serve on the Canvassing Board for the November 2, 2021 General Election for the time frame of October 8, 2021 through November 23, 2021.

Long Term Care Program

Human Resource Manager Perez reviewed employee concerns regarding the Washington State Long Term Care program. It was noted the Human Resource Department has sent out numerous notices of the impending withdrawal of premiums, beginning January, 2022, from employee's payroll. An additional email will be distributed to employees to further explain the process.

Prosecutor Staffing

Prosecutor Flyckt reviewed credentials of an applicant for a deputy prosecutor position in his office. The Board provided consensus authorization for the Prosecutor to set the compensation for Daniel Eigler at Range 7, Step 5, on the Adams County Exempt Employee Salary Schedule.

Solid Waste Refuse Trailers

Bids were opened from:

Western Trailer
6214 E. Broadway Avenue
Spokane, WA 99212-1033

\$113,745.00 ea. (inc. sales tax)

Public Works

Public Works Director O'Brien and Engineer Yaeger provided the weekly report on road maintenance; solid waste; and, facilities.

Booker Road Overlay#1 Project (CRP-194)

Commissioner Weise moved, Thompson seconded, to *approve Pay Estimate #1, and Final, in the amount of \$728,983.38 to Granite Construction, Yakima, Washington, for work completed August 31, 2021 through September 22, 2021 on the Booker Road Overlay #1 Project (CRP-194).* **Motion carried.**

County Wide Crushing Project

Engineer Yaeger provided an update on the county wide crushing project noting crushing at the Haase pit should be completed this week. The contractor will then move to the Marcellus pit.

Application for Franchise Renewal

Engineer Yaeger reviewed an application by the Warden Hutterian Brethren for a franchise to construct, operate, and maintain Existing Irrigation Water Transmission Pipeline and Additional Irrigation and Process Water Transmission Pipeline Associated Appurtenance's upon, under, over, across, and along the rights-of-way of certain county roads of Adams County. Once the franchise permit has been finalized for review a hearing will be set for public comment.

County Pay Policy

Commissioner Weise moved, Thompson seconded, to *approve Resolution No. R-046-2021 In the Matter of County Pay Policy; and, Amending the Adams County Personnel Policy.* **Motion carried.**

Reclassification Policy

Commissioner Thompson moved, Weise seconded, to *approve Resolution No. R-047-2021 In the Matter of Amending Section 7: Reclassification, of the Adams County Personnel Policy.* **Motion carried.**

Paid Sick Leave

Commissioner Weise moved, Thompson seconded, to *approve Resolution No. R-048-2021 In the Matter of Paid Sick Leave; and, Amending the Adams County Personnel Policy.* **Motion carried.**

Voluntary Stewardship Program

Commissioner Thompson moved, Weise seconded, to *approve the Intergovernmental Cooperation Agreement between Adams County and Grant County Conservation District to assume the duties of the contract between the Washington State Conservation Commission and Adams County as they relate to the implementation and administration of the Voluntary Stewardship Program (VSP) in accordance with the State approved VSP work plan and contract.* **Motion carried.**

Consent Agenda

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

Preliminary minutes of October 4 and 6, 2021

September 16 – 30, 2021 Payroll in the amount of \$491,073.77; and, Benefits in the amount of \$236,326.97 (Warrant # Series 532668-532686; Direct Deposit # Series 69206-69388; Benefit/Deduction # Series 1160544-1160553

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	21-2944 – 21-2960	\$210,331.00
001	Hand Pays	\$ 41,992.31
106	21-2961 – 21-2962	\$ 259.62
112	21-2963 – 21-2967	\$ 4,331.47
122	21-2968	\$ 28.00
166	21-2969 – 21-2977	\$ 3,356.77
502	21-2978 – 21-2986	\$ 14,273.10
108	1531	\$ 6,332.59
115	1532 – 1541	\$113,827.52
401	1542 – 1547	\$ 69,273.37
501	1548 – 1554	\$ 14,797.12
590	1555 – 1578	\$334,419.85
	TOTAL	\$813,222.72

Executive Session

At 11:40 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...". Additionally present were Prosecutor Flyckt and Deputy Prosecutor Lehman. No action anticipated.

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

At 12:00 p.m. Chairman Blankenship announced the Board would recess back 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...". Additionally present was Prosecutor Flyckt. No action anticipated.

At 12:20 p.m. the Board reconvened from Executive Session. No action taken.

Justice AV Solutions (JAVS) Agreement

Commissioner Weise moved, Thompson seconded, to *authorize the Chairman to sign, and initial where indicated, Sales Contract and Agreement between Justice AV Solutions (JAVS), Louisville, Kentucky, and Adams County to provide and install JAVS HD recording system to Adams County District Court, Positions 1 and 2; and, Superior Court in the amount of \$232,286.45.* **Motion carried.**

Permanent Minutes Signed

September 27 and 29, 2021

Adjournment @ 12:39 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-046-2021

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

**IN THE MATTER OF COUNTY PAY POLICY; AND, AMENDING THE ADAMS
COUNTY PERSONNEL POLICY**

WHEREAS, Section 2.4 of the Adams County Personnel Policy outlines the County's pay policy;
and

WHEREAS, the County previously compensated employees once per month and provided for a
draw day; and

WHEREAS, the County has since modified its pay procedures in such a manner as to begin
paying employees twice per month rather than once per month; and

WHEREAS, it is prudent to update this section of the Adams County Personnel Policy to
appropriately outline current pay procedures.

**THEREFORE BE IT HEREBY RESOLVED THAT THE ADAMS COUNTY
PERSONNEL POLICY IS AMENDED** to accurately reflect current pay procedures, as
attached, in Section 2.4.

BE IT FURTHER RESOLVED that the previous practice of allowing for a mid-month draw is
now inapplicable and unavailable; and

BE IT FURTHER RESOLVED that Resolution No. 83-85 is hereby rescinded.

DATED this 11th day of October, 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, Prosecutor
WSBA #29302

RESOLUTION NO. R-047-2021

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

**IN THE MATTER OF AMENDING SECTION 7: RECLASSIFICATION, OF THE
ADAMS COUNTY PERSONNEL POLICY**

WHEREAS, Section 7 of the Adams County Personnel Policy currently outlines the process that applies when an Elected Official/Department Head puts forth a request to reclassify a position in their office/department; and,

WHEREAS, it is necessary to clarify the information that the Board of County Commissioners need in order to effectively evaluate such a request.

THEREFORE BE IT HEREBY RESOLVED THAT SECTION 7: RECLASSIFICATION OF THE ADAMS COUNTY PERSONNEL POLICY IS AMENDED and replaced in its entirety by the attached language.

DATED this 11th day of October, 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, Prosecutor
WSBA #29302

RESOLUTION NO. R-048-2021

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

**IN THE MATTER OF PAID SICK LEAVE; AND, AMENDING THE ADAMS COUNTY
PERSONNEL POLICY**

WHEREAS, effective January 1, 2018, Chapter 49.46 RCW set the minimum rate at which Washington employers must provide paid sick leave to employees, including temporary and seasonal workers; and

WHEREAS, Adams County's existing paid sick leave policy was amended at that time to ensure compliance with all requirements of Chapter 49.46 RCW; and

WHEREAS, Adams County desires to distinguish paid sick leave provided in accordance with Chapter 49.46 RCW and paid sick leave provided in excess of these requirements by the County to clearly demonstrate compliance with all requirements and guidance related to state-mandated paid sick leave.

THEREFORE BE IT HEREBY RESOLVED that the process of having two (2) distinct paid sick leave banks, one designated for paid sick leave provided in accordance with Chapter 49.46 RCW and one for County paid sick leave, will begin effective January 1, 2022;

AND BE IT FURTHER RESOLVED THAT THE ADAMS COUNTY PERSONNEL POLICY IS AMENDED to codify this process in Section 4.3: Paid Sick Leave, as attached hereto.

AND BE IT FURTHER RESOLVED THAT nothing contained herein is intended to modify or supersede the terms of any collective bargaining agreement in effect at the time of adoption.

DATED this 11th day of October, 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, Prosecutor
WSBA #29302