

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

October 18, 2021
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Commissioner Updates

Commissioners reported on the following committee meetings attended:

- Commissioner Thompson – People Against Illegal Drugs (P.A.I.D.); Aging and Adult Care; and, Adams County Development Council (ACDC).
- Commissioner Weise – Othello Port District.

State Auditor Entrance Conference

Heather Peterson, Audit Lead, conducted the Entrance Conference for the Accountability Audit for the period January 1, 2020 through December 31, 2020. Audit costs are estimated to be approximately \$23,500, plus estimated charges for travel time of \$5,100, travel costs, and other expenses, if any.

Public Works

Public Works Director O'Brien provided the weekly maintenance update noting potato harvest is winding down; the department is preparing for impending inclement weather; and, routine maintenance is being conducted on solid waste equipment.

Engineer Yaeger reported on the County Wide Crushing project; the Warden Hutterian Brethren franchise renewal application; and, miscellaneous road projects.

Solid Waste Refuse Trailers

Based on the recommendation of the Public Works Department, Commissioner Weise moved, Thompson seconded, to *approve the purchase of two (2) Solid*

Waste refuse trailers from Western Trailers, Spokane, Washington, for a total of \$227,080.00 including sales tax, as the lowest responsive bidder meeting all bid specifications. **Motion carried.**

2021 County Wide Crushing Project (ERP-801)

Commissioner Thompson moved, Weise seconded, to approve Pay Estimate #2, in the amount of \$447,222.78 to Granite Construction, Yakima, Washington, for work performed September 2, 2021 through September 30, 2021 on the 2021 County Wide Crushing Project (ERP-801). **Motion carried.**

2022 Budget Workshop

Public Works Director O'Brien reviewed Solid Waste Fund #401. Proposed revenues were reviewed as well as proposed expenditures. Staffing was discussed. Other costs reviewed were administration; landfill closure/post-closure care; maintenance of transfer stations; and, various transfer station operations. Two (2) chip style trailers and one (1) loader were identified as capital outlay items as well as yard improvements at both the Ritzville and Bruce transfer stations.

2022 Budget Workshop

Judge Benzel, District Court, Position 2, presented a supplemental proposed 2022 Budget for Fund #016. Judge Benzel reviewed criminal caseloads; court docket schedules; number of probation cases; civil caseloads; and, search warrant activity. The judge position is currently defined as eighty percent (80%) of a full-time position with a request from Judge Benzel to revise and define the percentage allocation to one hundred percent (100%) of a full-time position.

Farm Lease

Commissioner Weise moved, Thompson seconded, to approve **Resolution No. R-049-2021 In the Matter of Notice to Interested Persons for Sealed Bids for a Farm Lease of Adams County Real Estate.** **Motion carried.** Bid opening will be held Monday, November 15, 2021, at 10:00 a.m. in Room 202 of the Adams County Courthouse, Ritzville.

Consent Agenda

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

Preliminary minutes of October 11 and 13, 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	21-3055 – 21-3091	\$ 22,575.97
104	21-3092 – 21-3107	\$ 47,671.70
106	21-3108 – 21-3109	\$ 635.79
112	21-3110	\$ 125.67
117	21-3111	\$ 1,985.29
123	21-3112 – 21-3116	\$ 10,338.98
166	21-3117 – 21-3118	\$ 342.56
502	21-3119 – 21-3122	\$ 2,131.58
108	1580 – 1584	\$ 3,450.22
115	1585 – 1596	\$ 932,084.51
401	1597 – 1602	\$ 15,782.30
501	1603 – 1608	\$ 1,590.54
590	1609 – 1626	\$ 67,554.06
	TOTAL	\$1,106,269.17

Recess @ 11:51 a.m.

Reconvene @ 1:00 p.m.

Budget Workshops

Afternoon workshops for the 2022 Budget were held as follows:

County Clerk

County Clerk Sloan reviewed Fund #010, noting a requested increase in training, travel, and advertising. Capital outlay in the amount of \$15,000 was identified.

Auditor

Auditor Hunt reviewed the following funds:

- #023 Auditor – estimated revenues were reviewed. No capital outlay items identified.
- #116 Auditor O&M – estimated revenues were reviewed. No capital outlay items identified.
- #099 Non-Departmental.
- #001D Employment Liability Fund.
- #105 Criminal Justice.
- #105A Criminal Justice Sales Tax.

Central Services

Central Services Director Boness reviewed Fund #502. An expense in the amount of \$33,000 was identified for Office 365. Cost allocation formulas were discussed. Capital outlay expenses in the amount of \$65,500 were identified.

WSU Extension

WSU Extension Coordinator Esser reviewed Fund #095. There were no major changes over the 2021 Budget. No capital outlay items were identified.

Permanent Minutes Signed

October 4 and 6, 2021

Correspondence Received

Kyle R. Smith, Attorney re: Public Defender Quarterly Report for 3rd Quarter, 2021

Brandon West, Attorney re: Public Defender Quarterly Report for 3rd Quarter, 2021

Barrett J. Scudder, Attorney re: Public Defender Quarterly Report for 3rd Quarter, 2021

Carson Van Valkenburg, Attorney re: Public Defender Quarterly Report for 3rd Quarter, 2021

Mike Mohrman, State Demographer, Office of Financial Management re: Revision of the 2021 Population Determinations

Adjournment @ 3:35 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-049-2021

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

Adams County is soliciting bids from interested persons to fulfill the terms of a **FARM LEASE**. Bidders shall complete and submit bid documents by 10:00 a.m., Monday, November 15, 2017 in a sealed envelope to:

Adams County Board of Commissioners
Room 202, Adams County Courthouse
210 West Broadway
Ritzville, WA 99169

with the bidder's name, address and wording of **"2021 FARM LEASE"** plainly written on the outside of the envelope.

The lease would consist of up to four (4) crop years commencing on December 1, 2021 and terminating on November 30, 2025 for the following described real estate situated in the County of Adams, State of Washington.

Tract A, F.U. 45 BLK 140, situated in Adams County, Washington, more particularly described as follows:

Start (POB): N: 536727.600 E: 1977564.968

Beginning at the NW corner, Section 14, Township 15 N., Range 29 E.W.M. of said Tract A; thence South along the West line of said Section, for a distance of 30.00 feet; thence east and parallel to the North line, of said Section for a distance of 30.00 feet; To the True Point of Beginning; thence East and parallel to the North line of said Section for a distance of 1483.05 feet; thence South and parallel to the West line, of said Section for a distance of 846.57 feet;

thence an angle of 64 degrees to the right, South Westerly along a line, for a distance of 390.84 feet; thence an angle 27 degrees to the right, a distance of 1131.81 feet; along a line running west and parallel to, the North line of said Section; thence North and parallel to the

West line, of said Section a distance of 1023.09 feet; to the True Point of Beginning; Containing an area 34 acres more or less.

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.

Bid proposal with sample lease documents outlining specifications, may be obtained from the office of the Department of Public Works, 210 W. Alder, Ritzville, Washington, 99169; phone (509) 659-3276.

The Recipient, 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 insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises 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 or national origin in consideration for an award.

DATED this 18th 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