

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

October 25, 2021
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Human Resources

Human Resource Manager Perez reported on the progress of her department issuing employee ID badges, noting the sheriff's office equipment does not appear to be compatible with the equipment she is using in her office. Perez requested and received **consensus authorization to purchase a printer at a cost of \$4,731.44**. The printer will be expensed from the 2021 budget.

Discussion was held concerning the county moving to a two bank sick leave model with HR Manager Perez given direction from the Board to roll over sick leave hours in excess of the nine hundred sixty (960), at the end of 2021, to be combined with the forty (40) hours that will be transferred to the Washington State Paid Leave (WSPL) bank.

HR Manager Perez updated the Board on a leave issue regarding an employee originally in a represented position, later employed in a non-represented position. At the time of transfer, the employee was authorized to accumulate 1068 hours of leave rather than the standard 960 hours. No action was taken pending further discussion.

Public Works

Public Works Director O'Brien reported road maintenance crews are blading gravel roads due to recent rainfall; and, preparing for winter

weather. Additionally, updates were provided on solid waste, fairgrounds; and, maintenance and operations.

Engineer Yaeger provided an update on the county wide crushing project, noting work is expected to be completed at the Ritzville site today. The contractors will then move to the Marcellus pit, with that being the final site. Additionally, Yaeger noted Warden Hutterian Brethren franchise materials have been forwarded to the Prosecutor's office for review.

Cunningham Road Widening #2 Project (CRP-186)

Engineer Yaeger reported the Public Works Department requested proposals from seven (7) consulting firms for a Cultural Resource Survey for the Cunningham Road Widening #2 Project (CRP-186). Plateau Archaeological Investigations, Pullman, Washington, was the only firm to respond.

Based on the recommendation of the County Engineer, Commissioner Weise moved, Thompson seconded, to *approve the County Engineer entering into an agreement with Plateau Archaeological Investigations, Pullman, Washington, in the amount of \$6065 for the purpose of performing a Cultural Resource Survey for the Cunningham Road Widening #2 Project (CRP-186).* **Motion carried.**

Public Works Budget Workshop

Public Works Director O'Brien and Engineer Yaeger reviewed revenues and expenditures for IGS Fund #590 (ER&R) to include the following:

- Other Jobbing and Contract Work;
- Pits, Quarries and Asphalt Plants;
- Central Stores;
- Mechanical Shop;
- Parts Store; and,
- Equipment Rental Services.

Capital outlay items in the amount of \$951,000 were identified as follows:

- six (6) motor graders (currently leasing at \$72,000 annually with 2026 the final payment year);
- two (2) motor graders (lease agreement anticipated);
- three (3) sheriff department vehicles (to replace #552, #558, #539);
- three (3) pool cars (to replace #538, #595, #507);

- one (1) pickup; (public works sign shop);
- two (2) power brooms;
- one (1) shop truck crane;
- two (2) 10-yard dump trucks;
- one (1) slide in sander body;
- three (3) Lind equipment bays;
- one (1) shop diagnostic tool;
- three (3) rock rakes; and,
- three (3) multi terrain loaders.

Executive Session

At 11:07 a.m. Chairman Blankenship announced the Board would recess into Executive Session for forty-five (45) 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; Sheriff Wagner; and, Central Services Director Boness.

At 11:52 a.m. the Board reconvened from Executive Session. No action taken.

At 11:52 a.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 were Prosecutor Flyckt; Sheriff Wagner; and, Central Services Director Boness.

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

Recess @ 12:12 p.m.

Reconvene @ 1:09 p.m.

The Board spent a portion of the afternoon reviewing the *preliminary 2022* budget.

Consent Agenda

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

Preliminary minutes of October 18 and 20, 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	21-3147 – 21-3174	\$ 71,431.96
103	21-3175 – 21-3176	\$ 934.13
104	21-3177 – 21-3182	\$ 11,198.41
122	21-3183	\$ 20,000.00
123	21-3184 – 21-3185	\$ 476.20
130	21-3186	\$ 716.92
131	21-3187 – 21-3188	\$ 726.30
108	1627	\$ 3,970.51
115	1628 – 1630	\$ 553.96
401	1631 – 1635	\$ 72,664.31
501	1636 – 1639	\$ 16,115.68
590	1640 – 1645	\$ 29,958.34
	TOTAL	\$228,746.72

Permanent Minutes Signed

October 11 and 13, 2021

Adjournment @ 2:36 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