

COMMISSIONERS' PROCEEDINGS

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

December 6, 2021
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Payroll

Payroll Deputy Bowman, along with Auditor Hunt and Human Resource Manager Perez, reported a new hire form has been received from the Sheriff's office regarding a deputy being classified as a lateral hire. Bowman noted that salary placement of lateral hires is not addressed in the Adams County Sheriff's Deputy Association contract or the Adams County personnel policy. Bowman requested clarification from the Board as to the placement of the new hire. No action was taken pending further consideration.

Central Services Update

Central Services Director Boness provided the Board updates of Central Services goals and projects, reporting on several software programs. Additionally discussed was a potential restructuring of the department.

Human Resources

Human Resource Manager Perez provided updates regarding open enrollment; ACA reporting; budget matters; and, her work schedule in the coming weeks.

Additionally, an employee that served in an exempt position has resigned and will move back to a previously held represented position. Prosecutor Flyckt will meet with Civil Deputy Prosecuting Attorney Barden to discuss seniority, annual leave, and probationary period, if applicable. No action taken at this time.

Public Works

Public Works Director O'Brien provided updates on the following:

- Quality Driving School lease at 445-449 E. Cedar Blvd., Othello – tenant wishes to vacate – no written notice has been received to date. No action was taken pending further consideration.
- Road Maintenance – salt brine was applied Friday; culverts are being cleared of debris; the last culvert on Deal Road is being installed; delineators are being installed.
- Solid Waste – trailer inspections are in progress; working on weed control; and cardboard is baled and ready to ship.
- Operations & Maintenance – juvenile department front area project is nearing completion; duress buttons have been distributed at the County Services building.
- Quadco – Public Works Director O’Brien reported on his attendance at a meeting held last week.

Engineering

Assistant Public Works Director Reynolds reported engineering activities include bridge inspections; stockpiling quarry; and, the design of upcoming projects.

Executive Session

Executive Session was held under RCW 42.30.110(1)(g) – “...to review the performance of a public employee.” Employee evaluation was held from 11:00 a.m. until 11:42 a.m. Integrated Health Care Services Director Guse was present. Additionally present was Prosecutor Flyckt.

Recess @ 11:45 a.m.

Reconvene @ 1:00 p.m.

District Court

District Court Judge Russell, Position 1; and, District Court Judge Benzel, Position 2; reviewed an opportunity to apply for grant money to purchase court security equipment through the Washington Administrative Office of the Courts. Judge Benzel noted the Courthouse would be at a higher priority for funding as it is a “shared use site” in which a Superior and District or Municipal court share a building. The application must be submitted by December 17, 2021. Additional processes of the grant were reviewed as well as potential security equipment. Presiding Judge Benzel will gauge appropriate courtroom security needs with Sheriff Wagner and Facilities Manager Sackmann prior to application submittal.

Consent Agenda

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

Preliminary minutes of November 29 and December 1, 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	21-3610 – 21-3649	\$ 50,812.71
0018H	21-3650	\$ 759.80
103	21-3651 – 21-3653	\$ 5,225.67
104	21-3654 – 21-3666	\$ 21,381.18
106	21-3667	\$ 181.66
112	21-3668 – 21-3677	\$ 1,608.07
123	21-6378 – 21-3679	\$ 2,349.56
130	21-3680	\$ 336.15
131	21-3681	\$ 194.76
502	21-3682 – 21-3691	\$ 5,631.00
115	1832 – 1841	\$ 1,438.84
321	1842 – 1843	\$ 162.55
401	1844 – 1852	\$ 25,873.08
590	1861 – 1885	\$ 42,373.23
	TOTAL	\$158,328.26

Permanent Minutes Signed

November 22, 2021

Adjournment @ 2:23 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