

COMMISSIONERS' PROCEEDINGS

Regular Meeting
Adams County Courthouse
Ritzville, Washington

December 15, 2021
(Wednesday)

Call to Order @ 9:00 a.m.

Present:

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

Quarterly Jail Inspection

The Board conducted the 2021 fourth quarter jail inspection with Jail Administrator Williams.

Sheriff's Department

The Board provided **consensus authorization to approve a request from Sheriff Wagner to place Roman Varyvoda, a lateral deputy, at Step 5 of the Adams County Sheriff's Deputies Association Salary Schedule, effective the date of hire.**

Board of Equalization

Adams County Board of Equalization members Dale Wyman and Larry Koch met with the Board to discuss the current structure of the BOE. Additionally present was BOE Clerk of the Board Steve Ross and Prosecutor Flyckt. BOE member Brad Kent joined telephonically at 11:30 a.m.

Mr. Wyman submitted a letter of resignation from the BOE, effective immediately.

Additionally, Mr. Wyman requested the Board of Commissioners, with his resignation, serve as the Board of Equalization. Wyman cited several difficulties such as recording issues, adequate pay for the Board of Equalization Clerk, storing of Board of Equalization records, and the need

for a county-owned computer for clerk use, requesting the Commissioners focus on the issues and attempt to find a resolution. Prosecutor Flyckt suggested the Commissioners review the audit report, locate someone to fill the vacancy with the resignation of Mr. Wyman, and schedule a meeting after the new year to discuss the mechanics put in place for a functioning Board of Equalization moving forward.

Brad Kent announced he is willing to stay on the Board for the time being. Larry Koch has agreed to commit to another term on the Board.

Recess @ 12:00

Reconvene @ 1:00 p.m.

Resolution No. R-059-2021

Commissioner Weise moved, Thompson seconded, to *approve Resolution No. R-059-2021 In the Matter of Transferring Funds from Criminal Justice Fund #105 to Current Expense Fund #001*. Motion carried.

Adams County Budget 2022

Chairman Blankenship reconvened the public hearing on the proposed 2022 Adams County budget at 1:32 p.m.

Additionally present was Prosecutor Flyckt.

No public comment was received.

Hearing no comment, Chairman Blankenship closed the hearing at 2:00 p.m.

Resolution No. R-060-2021

Commissioner Thompson moved, Weise seconded, to *approve Resolution No. R-060-2021 In the Matter of Transferring Funds from Current Expense Fund #001 to Courthouse O&M Fund #501*. Motion carried.

Resolution No. R-061-2021

Commissioner Weise moved, Thompson seconded, to *approve Resolution No. R-061-2021 In the Matter of Transferring Funds from Current Expense Fund #001 to Current Expense Reserve Fund #001B*. Motion carried.

Resolution No. R-062-2021

Commissioner Thompson moved, Weise seconded, to *approve Resolution No. R-062-2021 In the Matter of Amending the 2021 Adams County Budget.* Motion carried.

Resolution No. R-063-2021

Commissioner Weise moved, Thompson seconded, to *approve Resolution No. R-063-2021 In the Matter of Setting a Schedule for Regular Meeting Days and Locations for Meetings of the Board of County Commissioners; and, Rescinding Resolution No. R-007-2021.* Motion carried.

Executive Session

At 2:01 p.m. Chairman Blankenship announced the Board would recess into Executive Session for thirty (30) 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.

At 2:30 p.m. the Board reconvened from Executive Session. No action taken.

Executive Session

At 2:30 p.m. Chairman Blankenship announced the Board would recess back into Executive Session for fifteen (15) minutes under RCW 42.30.110(1)(g) – "To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. Additionally present was Prosecutor Flyckt.

At 2:42 p.m. the Board reconvened from Executive Session. No action taken.

At 2:42 p.m. Chairman Blankenship announced the Board would recess back into Executive Session for eighteen (18) minutes under RCW 42.30.110(1)(g) – "To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. Additionally present was Prosecutor Flyckt.

At 3:00 p.m. the Board reconvened from Executive Session. No action taken.

Adams County Development Council

Kyle Niehenke and Brittany Hannas came before the Board with Mr. Niehenke announcing he has been chosen to serve as Executive Director of Adams County Development Council, effective January 3, 2022. Niehenke expressed his desire to work with the Board of Commissioners to establish improved communication between the two entities as well as his desire to initiate contact with towns and cities within Adams County.

Additionally, future office space was discussed with Niehenke noting he will be working from home for the time being unless an in-person meeting is required at which time he will utilize facilities in the towns/cities he will be meeting in.

Correspondence Received

Dale Wyman, Chairman, Board of Equalization re: letter of resignation from BOE

Adjournment @ 4:07 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-059-2021

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM CRIMINAL JUSTICE FUND
#105 TO CURRENT EXPENSE FUND #001**

WHEREAS, on November 6, 2018, the Adams County voters approve a three-tenths of one percent (.03%) sales tax measure for the purpose of enhancing and improving criminal justice and law enforcement functions within Adams County; and

WHEREAS, the three-tenths of one percent (.03%) sales tax increase began April 1, 2019, with Adams County receiving the revenues resulting from the increase in June, 2019; and

WHEREAS, positions were approved by the Board as enhancements and improvements to criminal justice programs in Adams County with the following stipulation: In 2021 reimbursements from wages tracked shall be paid from Criminal Justice Fund #105 as the three-tenths of one percent (.03%) sales tax dollars will be received monthly.

THEREFORE BE IT HEREBY RESOLVED the payroll for the following positions be transferred from Criminal Justice Fund #105 to Current Expense Fund #001:

105.000.597.21.00.00	Two Deputy Positions	\$192,804.85
105.000.597.23.00.01	Adult Probation	\$ 25,000.00
105.000.597.00.00.02	Care & Custody (Sergeant, Jailer, Evidence Tech)	\$230,737.34

DATED this 15th day of December, 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-060-2021

**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

WHEREAS, due to the COVID-19 pandemic, additional staff hours were necessary for cleaning and sanitizing of facilities and construction of protective barriers in courthouse offices; and

WHEREAS, it is necessary to provide additional funds allocated in the 2021 Current Expense Fund #001 for the operation of Courthouse O&M Fund #501

THEREFORE, BE IT HEREBY RESOLVED that Fifty-five thousand and no/100 dollars (\$55,000) 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 15th day of December, 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-061-2021

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM CURRENT EXPENSE FUND
#001 TO CURRENT EXPENSE RESERVE FUND #001B**

WHEREAS, it is the intent of the Board of Commissioners and the Finance Committee to build the Reserve Fund whenever possible; and

WHEREAS, there are funds available in the Current Expense General Fund; and

WHEREAS, Current Expense budgets have increased over time and it is necessary the Reserve Fund be approximately fifteen percent (15%) of the Current Expense budget to cover emergency expenses that may occur;

THEREFORE BE IT HEREBY RESOLVED that Two Hundred Thousand and no/100 dollars (\$200,000) be transferred from Current Expense Fund #001, Bars 597.14.00 to Current Expense Reserve Fund #001B, Bars 397.14.00.

DATED this 15th day of December, 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-062-2021

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

IN THE MATTER OF AMENDING THE 2021 ADAMS COUNTY BUDGET

WHEREAS, unanticipated expenses have necessitated the need for an amendment to the Adams County 2021 Budget; and,

WHEREAS, the public was legally notified of the hearing regarding the matter on December 1 and December 8, 2021; and,

WHEREAS, a public hearing was held on Monday, December 13, 2021, and all comments were heard and considered;

THEREFORE BE IT HEREBY RESOLVED that the 2021 Adams County Budget is amended as follows:

	<u>Budget</u>	<u>Change</u>	<u>Revised</u>
<u>Current Expense - #001</u>			
Superior Court			
Other Services/Charges	\$ 277,674	\$ 20,000	\$ 297,674
Board of Equalization #020			
Personnel	\$ 4,300	\$ 3,000	\$ 7,300
Police Operations #065			
Equipment	\$ 2,383,129	\$ 38,000	\$ 2,421,129
Non-Departmental #099			
Other Financing Uses	\$ 2,742,570	\$ 600,000	\$ 3,342,570
CURRENT EXPENSE TOTAL		\$ 661,000	
 <u>Current Expense – Other Funds</u>			
Auditor Grant #001C			
Other Financing Uses	\$ 198,025	\$ 9,000	\$ 207,025
 Sheriff Donation Fund #001H			
Other Financing Uses	\$ 20,100	\$ 3,000	\$ 23,100
CURRENT EXPENSE OTHER FUNDS TOTAL		\$ 12,000	
 <u>Other Funds</u>			
Law Library #109			
Other Services/Charges	\$ 2,500	\$ 500	\$ 3,000
Auditor O&M #116			
Other Services/Charges	\$ 45,436	\$ 2,000	\$ 47,436
Developmental Disability #117			
Other Services/Charges	\$ 0	\$ 3,100	3,100
Drug Enforcement #130			
Operations	\$ 30,350	\$ 20,000	\$ 50,350
RSO #131			
Other Services/Charges	\$ 53,000	\$ 30,000	\$ 83,000
American Rescue Protection Act (ARPA)			

Other Services/Charges	\$	0	\$ 200,000	\$ 200,000
Real Estate Technology #323				
Capital Outlay Expense	\$	0	\$ 4,500	\$ 4,500
Courthouse O&M #501				
Personnel	\$	614,451	\$ 20,000	
Other Services/Charges			\$ 35,000	\$ 669,451
Central Services #502				
Operating Expense	\$	545,271	\$ 75,000	\$ 620,271
TOTAL OTHER FUNDS			\$ 390,100	
TOTAL CURRENT EXPENSE			\$ 641,000	
TOTAL CURRENT EXPENSE OTHER FUNDS			\$ 12,000	
TOTAL OTHER FUNDS			\$ 390,100	
TOTAL AMENDMENTS ALL FUNDS			\$1,063,100	

DATED this 15th day of December, 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-063-2021

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

**IN THE MATTER OF SETTING A SCHEDULE FOR REGULAR MEETING DAYS AND
LOCATIONS FOR MEETINGS OF THE BOARD OF COUNTY COMMISSIONERS;
AND, RESCINDING RESOLUTION NO. R-007-2021**

WHEREAS, the Board recognizes that frequent meetings on-site at the County Courthouse, Ritzville, and the County Public Services Building, Othello, facilitate the budgetary, supervisory, and communication processes between offices, departments and staff within the county; and

WHEREAS, pursuant to RCW 36.32.080(3), the Board is permitted to hold one (1) regular meeting, per calendar quarter, outside of the county seat.

WHEREAS, the Board recognizes that certain legal holidays result in back-to-back meetings with few, if any, scheduled agenda items;

THEREFORE, BE IT HEREBY RESOLVED, effective January 4, 2022, the following meeting schedule is adopted:

A regular meeting every Tuesday of each month at the Adams County Courthouse, 210 W. Broadway, Ritzville, beginning at 9:00 a.m. until 4:30 p.m. or adjournment;

A regular meeting every Wednesday of each month at the Adams County Courthouse; 210 W. Broadway, Ritzville, beginning at 9:00 a.m. until 4:30 or adjournment; with the following exceptions:

A regular meeting on the following Wednesdays at the County Services Building, Othello, pursuant to RCW 36.32.080(3):

Wednesday, March 23, 2022 beginning at 9:00 a.m. until adjournment
Wednesday, June 29, 2022 beginning at 9:00 a.m. until adjournment
Wednesday, August 24, 2022 beginning at 9:00 a.m. until adjournment
Wednesday, December 7, 2022 beginning at 9:00 a.m. until adjournment

BE IT FURTHER RESOLVED that Resolution No. R-007-2021, and any other resolution in conflict herewith are hereby rescinded.

DATED this 15th day of December, 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

APPROVED AS TO FORM:
s/Randy J. Flyckt, Prosecuting Attorney
WSBA # 29302