COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

October 11, 2022 – 9:00 a.m.
(Tuesday)

Call to Order
Chairman Weise called the meeting to order.

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

Pledge of Allegiance
Chairman Weise led the Pledge of Allegiance.

Public Comment – None

Agenda Deletion
Melissa Shepherd, E-911 Coordinator

Approval/Addition of Agenda
Commissioner Blankenship moved, Thompson seconded, to *add the following item to the agenda; and, to approve the agenda as presented:*

1. *Discussion of WSAC jail survey.*

Motion carried.

Consent Agenda
Commissioner Blankenship moved, Thompson seconded, to *approve the consent agenda as presented.* **Motion carried**.

Minutes
Approve Preliminary Minutes of September 27 and 28, 2022

Payroll
Approve September 16 – 30, 2022 Payroll in the amount of $501,324.70; and, Benefits in the amount of $235,287.16 (Warrant # Series 532940-

532943; Direct Deposit # Series 73675-73855; Benefit/Deduction # Series 1166791-1166798)

Vouchers
Approve 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:

Fund	Control Number	Amount
001	22-3080 – 22-3123	$104,882.86
104	22-3124 – 22-3128	$ 6,636.70
106	22-3129	$ 368.95
112	22-3130 – 22-3135	$ 2,440.24
114	22-3136	$ 219.45
116	22-3137	$ 18.34
502	22-3138 – 22-3146	$ 6,478.26
108	1293	$ 24.00
115	1294 – 1305	$ 26,302.04
401	1306 – 1312	$252,618.46
501	1313 – 1320	$ 13,448.37
590	1321 – 1346	$ 18,770.67
	TOTAL	$432,208.34

Correspondence
Adams County Technology Services Assistant Nancy Burt re: Resignation Effective November 2, 2022

Attorney Carson Van Valkenburg re: Public Defender Quarterly Report for 3rd Quarter, 2022

Attorney Barrett J. Scudder re: Public Defender Quarterly Report for 3rd Quarter, 2022

Carmon Derting, Executive Assistant, Port of Othello re: Request for Letter of Support to assist with the Water Tower Project in the Bruce Industrial Area

Correspondence Sent
Washington State Department of Commerce re: Letter of Support for the Industrial Site Readiness Grant for the Water Tower Project in the Bruce Industrial Area.

Board Updates
Commissioner Thompson reported he did not attend meetings last week noting he will be attending a SkillSource meeting as well as an Aging and Adult Care meeting Thursday of this week.

Commissioner Blankenship attended a meeting in Colfax with Petrichor regarding the Broadband project.

Commissioner Weise reported he attended collective bargaining negotiations last week.

Board Discussion/Decision Items
Jail Survey
Commissioner Blankenship reported that a legislative priority of WSAC will be funding for jail construction and/or upgrades. A survey on current county jail facilities was sent by WSAC for counties to complete. Commissioner Blankenship will forward the survey to the Sheriff's Department and the Public Works Department for their input. Once completed, the survey will be forwarded to WSAC.

Public Works
Engineer Yaeger provided updates on Cunningham Road Widening #2 Project; and, McKinney Road #1 Project.

McKinney Road #1 Project
Commissioner Blankenship moved, Thompson seconded, to *approve Pay Estimate #1 in the amount of $75,080.88 to Selland Construction Inc., Wenatchee, Washington for work completed September 26, 2022 through September 30, 2022 on the McKinney Road #1 Project – CRP-192.*
Motion carried.

Maintenance
Director O'Brien reported Department of Transportation, Ritzville, will continue to produce salt brine and make the product available for the county to purchase this year. A package will be prepared in the spring as to what costs may be in the coming year.

Solid Waste
Director O'Brien reported that cardboard was shipped in September, noting the recycler is full and will not accept any shipments of bulk

cardboard at this time. As such, the solid waste department is selective as to what is baled at the transfer station.

Operations and Maintenance

Adams County Lind Shop and Storage Addition

Director O'Brien reported Dug Excavation, contractor for the Adams County Lind Shop and Storage Addition project, requested inspection of the facility and was denied. Upon further investigation it was determined that the permit was applied for, received, and given to the contractor to be posted on-site during the pre-construction process. The Town of Lind had not invoiced the county; therefore software records showed the permit process incomplete. It was determined that in the interest of time, the contractor would pay the Town of Lind for the building permit and submit the same to the county in the form of a change order to move the inspection process forward.

Commissioner Thompson moved, Blankenship seconded, to *authorize the Chairman sign Change Order #1 to reimburse Dug Excavation, LLC, Othello, Washington, in the amount of $2,424.03 for final payment of Town of Lind for a building permit for the Lind Shop and Storage Addition project.* **Motion carried.**

Commissioner Thompson moved, Blankenship seconded, to *approve Pay Estimate # 1 in the amount of $177,595.69 to Dug Excavation, LLC, Othello, Washington for work completed July 18, 2022 through October 1, 2022 on the Lind Shop and Storage Addition project.* **Motion carried.**

Adams County Evidence Facility

Costs for construction of the evidence/storage facility in Othello were reviewed. Should the county move forward with the project, it will potentially trigger required improvements required by the City of Othello. Should a deferment process from the City of Othello be pursued, and the county is approved, the county will be responsible to complete and pay for the improvements on the county owned property if a neighboring developer requires city water, sewer and/or street improvements on an adjacent parcel.

Director O'Brien provided a review of probable estimated construction costs for platting of the land at the Sheriff's substation for construction of the evidence building. A construction cost estimate of street work for the project was prepared by Roen Associates . Estimated in today's dollars,

should all improvements be required and installed, the cost is estimated at $289,840. A five-year escalation will be an estimated cost of $363,605; and, a ten-year escalation will be an estimated cost of $428,964.

No action was taken pending additional discussion.

Operation and Maintenance
Director O'Brien reviewed the updated job description for the Public Works Facility Manager position. O'Brien requested and received **Board consensus to advertise for the Facilities Manager position to enable the new hire to job shadow the current employee in that position prior to his scheduled retirement.**

Human Resources
Manager Campbell provided an update on departmental activities as well as goals she has for the position.

E-911
E-911 Coordinator Shepherd notified the Board of her inability to attend her scheduled appointment.

Closed Session
At 11:38 a.m. Chairman Weise announced the Board would recess into Closed Session for twenty (20) minutes under RCW 42.30.140(4)(b) – "that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress." Additionally present was Prosecutor Flyckt.

At 11:58 a.m. the Board reconvened from Closed Session.

Other Business – None

Permanent Minutes Signed
September 20 and 21, 2022

Executive Session – None

<u>Recess</u> @ 11:38 a.m.
<u>Reconvene</u> @ 1:02 p.m.

<u>Broadband</u>
Commissioner Blankenship moved, Thompson seconded, to *authorize the Chairman to sign Contract Number 22-96810-001 between Washington State Department of Commerce, State Broadband Office, ARPA State and Local Fiscal Recovery Funds Grant and Adams County for the grant amount of $10,320,889 for the period July 1, 2021 through June 30, 2025, contingent on reappropriation; June 30, 2023 if funds are not reappropriated. Funds under this grant will be used for capital expenditures for the Adams County Washington State Broadband Office (WSBO) project.* **Motion carried.**

<u>Canvassing Board</u>
Dan C. Blankenship will serve on the canvassing board for the November 8, 2022 General Election for the time frame of October 19, 2022 through November 29, 2022.

<u>Public Hearing</u>
It being time of 1:30 p.m. and the place set for the public hearing to consider certain Elections equipment surplus, Chairman Weise convened the public hearing.

Commissioner Weise reviewed the surplus equipment. Auditor Hunt was present to explain the purpose of the equipment.

There was no public comment.

Chairman Weise closed the public hearing at 1:35 p.m.

<u>Declaring Elections Equipment Surplus</u>
Commissioner Blankenship moved, Thompson seconded, to *approve* ***Resolution No. R-030-2022 In the Matter of Declaring Surplus Equipment to be Sold by Sealed Bid and to Set Minimum Bid Price****.* **Motion carried.**

<u>Adjournment</u> @ 1:37 p.m.

Submitted:
s/Patricia J. Phillips, CMC
Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Jay R. Weise, Chairman
s/Terrance J. Thompson, Vice-Chairman
s/Dan C. Blankenship, Commissioner

RESOLUTION NO. R-030-2022

ORDER OF BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON

IN THE MATTER OF DECLARING SURPLUS EQUIPMENT TO BE SOLD BY SEALED BID AND TO SET MINIMUM BID PRICE

WHEREAS, following a public hearing the below noted items were declared surplus since they are no longer used in county operations.

THEREFORE BE IT HEREBY RESOLVED that the following will be sold by **SEALED BID** and must be on the forms provided by the County, placed in a sealed envelope, clearly marked on the outside of the envelope "SURPLUS ELECTIONS EQUIPMENT BID", mailed/delivered and received prior to the **scheduled opening on Wednesday, November 2, 2022, at 11:00 a.m.** in the **Office of the Adams County Treasurer**, Room 203, 210 W. Broadway, Ritzville, Washington 99169.

Item		Minimum Bid
2017 ES&S DS 450 Tabulator	#20271	$6,000
2017 ES&S Express Vote	#20272	$ 500

Bid form and full disclosure of equipment particulars are available from the Office of the Adams County Auditor at 509.659.3250 or at heidih@co.adams.wa.us. Equipment may be inspected on October 27, 2022, from noon until 3:00 p.m. at the Adams County Elections Office, 106 W. Main, Ritzville. Equipment will be sold "as is" and the Seller makes no express or implied warranties as to the condition or performance of the equipment.

The successful bidder who meets or exceeds the minimum bid price will be notified by phone and payment in the form of cash or cashiers check payable to the Adams County Treasurer must be delivered to the Adams County Treasurer, Room 203 located in the Courthouse at 210 W. Broadway, Ritzville, Washington, no later than 2:00 p.m. on Thursday, November 3, 2022.

DATED this 11th day of October, 2022.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Jay R. Weise, Chairman
s/Terrance J. Thompson, Vice-Chairman
s/Dan C. Blankenship, Commissioner

ATTEST:
s/Patricia J. Phillips, CMC
Clerk of the Board