

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

December 20, 2021
(Monday)

Call to Order @ 8:30 a.m.

Present:

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

Public Works

Engineer Yaeger provided an update on road maintenance activities; solid waste; maintenance and operations; and, activities within the engineering department.

Adams County Farm Ground Lease

Commissioner Weise moved, Thompson seconded, to *award the 2021 Farm Ground Lease to Brent Mitchell, Othello, for a bid of \$100 per acre, per year, for a period of four years; and, to authorize the Public Works Department to prepare and forward the award letter to Mr. Mitchell along with the Lease for signature.* **Motion carried.**

Sheriff's Department

Sheriff Wagner reviewed the current salary placement of Deputy Roman Varyvoda. Sheriff Wagner submitted a letter December 14, 2021, requesting a placement of Step 5 on the Adams County Sheriff's Deputies Association Salary Schedule due to Varyvoda coming to the county as a lateral hire with noted experience. Earlier this morning, Payroll Deputy Bowman shared a new hire document she received whereby the Sheriff requested a Step 6 placement for Deputy Varyvoda. Wagner stated his intent was to hire Varyvoda at a Step 6 placement and erred when stating the placement of Step 5 in the letter received by the Board.

Commissioner Thompson moved, Blankenship seconded, to *authorize the salary placement of Roman Varyvoda, in the position of lateral deputy, at Step 6 of the Adams County Sheriff's Deputies Association Salary Schedule, effective December 2, 2021; and, negating the action taken by*

the Board on December 15, 2021, authorizing a Step 5 placement for Deputy Varyvoda on the Adams County Sheriff's Deputies Association Salary Schedule. Motion carried with Commissioner Blankenship voting yes; Commissioner Thompson voting yes; and, Commissioner Weise voting no.

Indigent Defense Contract

Prosecutor Flyckt reviewed staffing issues of public defenders currently under contract with the county noting an addendum to the contract may be necessary moving forward.

Adams County Board of Equalization

Commissioner Weise moved, Thompson seconded, to *re-appoint Larry L. Koch, Ritzville, to the Adams County Board of Equalization for a three (3) year term, effective January 1, 2022 through December 31, 2024. Motion carried.*

Resolution No. R-064-2021

Commissioner Weise moved, Thompson seconded, to *approve Resolution No. R-064-2021 In the Matter of Transferring Funds from America Rescue Plan Act (ARPA) Fund #133 to Current Expense Fund #001. Motion carried.*

2022 Adams County Budget

Commissioner Blankenship moved, Weise seconded, to *approve Resolution No. R-065-2021 In the Matter of Adopting the 2022 Adams County Budget. Motion carried.*

Resolution No. R-066-2021

Commissioner Weise moved, Thompson seconded, to *approve Resolution No. R-066-2021 In the Matter of Transferring Funds from Real Estate Technology Fund #323 to Auditor's Operation and Maintenance Fund #116. Motion carried.*

Board Reorganization

Commissioner Thompson moved, Weise seconded, to *confirm Jay R. Weise to serve as 2022 Chairman; and, Terrance J. Thompson to serve as 2022 Vice-Chairman. Motion carried.*

Consent Agenda

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

Preliminary minutes of December 13 and 15, 2022

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	21-3845 – 21-3912	\$ 79,541.23
103	21-3913 – 21-3916	\$ 2,525.73
103A	21-3917 – 21-3919	\$ 62,124.45
104	21-3920 – 21-3924	\$ 1,127.46
106	21-3925	\$ 444.29
112	21-3926 – 21-3927	\$ 103.20
116	21-3928	\$ 12.82
130	21-3929	\$ 17.50
502	21-3930 – 21-3934	\$ 2,565.80
108	1921 – 1924	\$ 203.15
115	1925 – 1932	\$100,975.23
321	1933 – 1935	\$ 121.70
401	1936 – 1941	\$ 37,522.99
501	1942 – 1957	\$ 18,543.03
590	1958 – 1967	\$ 36,451.65
	TOTAL	\$342,280.23

Recess @ 11:43 a.m.

Reconvene @ 1:00 p.m.

Integrated Health Care Services

Integrated Health Care Services Director Guse presented the SCRILS Charter for approval noting the Charter is a leadership structure of the Spokane County region. The purpose of the Charter is to establish a vision for the Spokane regional service area integrated care model, and act as a regional voice regarding the integrated managed care resource priorities and needs.

Spokane County Regional Interlocal Leadership Structure (SCRILS) Charter

Commissioner Weise moved, Thompson seconded, to *approve Spokane County Regional Interlocal Leadership Structure Resolution No. 21-0759 In the Matter of Amending Charter No. CS 18 SCRILS(1) between Adams, Ferry, Lincoln, Pend Oreille, Spokane, and Stevens counties, as well as*

*the Continued Invitation of the Following Entities to Participate : The Washington State Health Care Authority (HCA), Apple Health Managed Care Organization (MCO), Behavioral Health – Administrative Service Organization (BH-ASO), Physical and Behavioral Health Providers, Regional Tribal Authorities, and other entities serving the Spokane County Regional Service Area (RSA), Effective December 1, 2021. **Motion carried.***

Foundation Public Health Services – IHCS Work Plan

Director Guse reviewed Integrated Health Care Services' work plan for the delivery of foundation Public Health services and the allocated funding for the 2021-2023 biennium. The plan includes a request to increase the Environmental Health Specialist job description by 1.0 FTE; a request to increase the Public Health nursing staff by .5 FTE for a total of 3.0 FTE's; and, a request to restructure the Public Health program and employ a 1.0 FTE Public Health Division Director rather than 2.0 FTE's dividing the duties within the existing department's Public Health structure.

Executive Session

At 1:51 p.m. Chairman Blankenship announced the Board would recess into Executive Session for seven (7) 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 were Integrated Health Care Services Director Guse, Prosecutor Flyckt; and, Civil Deputy Prosecuting Attorney Barden.

At 1:56 p.m. the Board reconvened from Executive Session. No action taken.

Indigent Defense Contract

Attorney Kyle Smith and Attorney Barrett Scudder reviewed staffing within the current public defense contract. Attorney Chris Bajalcaliev is requesting to be released from the contract. Attorney Richard Wall, Spokane, has requested to be added to the contract in the place of Mr. Bajalcaliev, submitting his resume for Board review. Both Mr. Scudder and Mr. Smith spoke on behalf of Mr. Wall's qualifications and proposed preparing an addendum to the current contract substituting Mr. Wall in place of Mr. Bajalcaliev. The Board provided **consensus authorization for the public defense attorneys to prepare an addendum to the 2021-2025 Adams County Indigent Defense Contract for Board consideration.**

Additionally, Attorney Brandon West has requested he be released from the current contract. Currently, there is not a clear replacement for Mr. West. As such, Mr. West has agreed to continue under the terms of the current contract for a limited time.

Permanent Minutes Signed

December 6 and 8, 2021

Correspondence Received

Adams County Noxious Weed Control Board re: Minutes of November 9, 2021, and Agenda for December 14, 2021

Adjournment @ 2:37 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-064-2021

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM AMERICAN RESCUE PLAN
ACT (ARPA) FUND #133 TO CURRENT EXPENSE FUND #001**

WHEREAS, Adams County has utilized COVID-19 screening services, through Phoenix Protective Services, Spokane, Washington, at the Adams County Courthouse, Ritzville; and, the County Services Building, Othello, Washington; and

WHEREAS, expenditures for COVID-19 screening services were paid with Current Expense funds; and

WHEREAS, Adams County received funds through the American Rescue Plan Act for COVID-19 eligible activities.

THEREFORE BE IT HEREBY RESOLVED that One hundred seventy-one thousand, two hundred ninety-one and 27/100 dollars (\$171,291.27) be transferred from American Rescue Plan Act (ARPA) Fund #133, Bars 597.00.00.00 to Current Expense Fund #001, Bars 397.00.00.01.

DATED this 20th 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-065-2021

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

IN THE MATTER OF ADOPTING THE 2021 ADAMS COUNTY BUDGET

WHEREAS, public hearings were held on December 13, 2021 and December 15, 2021 for the purpose of receiving public comment on the proposed 2022 Adams County budget; and,

WHEREAS, all financial details of the proposed revenues and expenditures were considered and analyzed during subsequent public meetings;

NOW THEREFORE BE IT HEREBY RESOLVED that the 2022 Adams County Budget expenditures are adopted at the level equal to revenues constituting a balanced budget as follows:

2022 Adams County Budget

	Cash C/Over 2021	Revenue 2022	Appropriation	Ending Cash 2022
Current Expense Departments				
Commissioners				428,923
Personnel				371,023
Operational				56,400
Capital Outlay				1,500
Superior Court				264,934
Personnel				167,034
Operational				97,900

District Court Pos. #1	430,455
Personnel	410,055
Operational	18,400
Capital Outlay	2,000
District Court Pos. #2	491,124
Personnel	450,274
Operational	40,850
Adult Probation	100,464
Personnel	82,914
Operational	16,550
Capital Outlay	1,000
Board of Equalization	4,350
Auditor	525,296
Personnel	414,096
Operational	111,200
Clerk	326,982
Personnel	296,240
Operational	15,742
Capital Outlay	15,000
Treasurer	379,225
Personnel	356,925
Operational	22,300
Assessor	481,636
Personnel	443,446
Operational	36,690
Capital Outlay	1,500
Prosecuting Attorney	995,224
Personnel	888,124
Operational	106,600
Capital Outlay	500
Support Enforcement	244,029
Personnel	179,129
Operational	64,650
Capital Outlay	250
Civil Service	2,100
Human Resources	124,687
Personnel	109,187
Operational	15,000
Capital Outlay	500
LEOFF	50,000
Police Operations	2,657,150
Personnel	2,213,446
Operational	436,204
Capital Outlay	7,500

Care & Custody			1,072,625	
Personnel			817,160	
Operational			245,465	
Capital Outlay			10,000	
Juvenile			766,627	
Personnel			521,069	
Operational			245,558	
Planning			289,347	
Personnel			173,897	
Operational			115,450	
GIS			129,723	
Personnel			94,003	
Operational			15,720	
Capital Outlay			20,000	
Coroner			30,000	
WSU Ext.			168,368	
Personnel			52,492	
Operational			115,876	
Subtotal CE			9,963,269	
Non-Departmental			2,396,370	
Operational			2,396,370	
TOTAL CURRENT EXPENSE	3,200,000	11,587,177	12,359,639	2,427,538
Current Expense Reserve	1,500,000			1,500,000
CE Emp. Liab. Fund	183,000	130	50,000	133,130
CE Juvenile Det. Alter.	28,000		10,000	18,000
Jail Operations Reserve	41,000		41,000	
CJ Reserve	376,000	500	376,500	
Sheriff Donation Fund	22,000	5,100	20,100	7,000
Total CE Other Funds	2,150,000	5,730	497,600	1,658,130
Other Funds				
Enhanced 911 #103	190,000	648,799	838,537	262
Personnel			667,563	
Operational			160,474	
Capital Outlay			10,500	
Enhanced 911 Reserve #103A	1,400,000	475,000	161,300	1,713,700
Integrated Health Care Services	1,700,000	3,604,281	3,704,281	1,600,000
Personnel			3,030,685	
Operational			644,596	
Capital Outlay			29,000	
Criminal Justice .03% #105	1,034,368	701,200	747,496	988,072
Criminal Justice Sales Tax #105A	900,000	201,000	121,810	979,190
Emergency Services #106		160,843	145,894	14,949
Personnel			91,248	

			Operational	38,769	
			Capital Outlay	15,877	
Veteran's Relief #107	29,994	1,020	11,300		19,714
Adams County Fair #108	68,000	178,000	188,780		57,220
			Personnel	75,530	
			Operational	113,250	
Law Library #109	3,700	2,500	5,000		1,200
Paths & Trails #110	185,000	22,500	55,000		152,500
Regional Landfill #111	195,700	30,000	40,500		185,200
Building #112	500,000	166,000	214,522		451,478
			Personnel	162,672	
			Operational	45,700	
			Capital Outlay	6,150	
Education Support Program #113	5,500	250	1,300		4,450
Treasurer's O&M #114	6,500	11,135	10,500		7,135
County Road #115	6,200,000	11,460,346	12,355,068		5,305,278
			Personnel	3,640,169	
			Operational	4,546,499	
			Capital Outlay	4,168,400	
Auditor's O&M #116	90,000	78,500	46,220		122,280
			Personnel	24,530	
			Operational	21,690	
Developmental Disabilities #117	90,000	50,000			140,000
Trial Court Improvement #119	135,000	17,600	110,000		42,600
Tourism Enhancement #120	7,900	300	8,200		
Public Facilities Imp #122	1,645,000	700,000	285,000		2,060,000
Low Income Housing #123	450,000	162,000	162,000		450,000
			Personnel	9,708	
			Operational	152,292	
Drug Enforcement #130	79,630	11,140	31,950		58,820
RSO Address Verification #131	80,000	51,500	53,000		78,500
American Rescue Plan Act #133	1,940,731	1,945,731	970,376		2,916,086
Crime Victims Comp #135	110,000	26,500			136,500
Domestic Violence Prevent #136	3,110	200			3,310
Domestic Violence Assess #137	10,300	660			10,960
Noxious Weed #166	253,550	240,000	261,599		231,951
			Personnel	180,389	
			Operational	66,210	
			Capital Outlay	15,000	
AdCoDebt Service #210	53	166,500	166,500		53
Rodeo Lake #301	1,000	4,000	4,000		1,000
Capital Imp #321	265,000	100,000	265,000		100,000
Capital Projects #322	88,000	200	88,200		
Real Estate Technology #323	74,577				74,577
Real Estate Technology #323A	71,966	12,984			84,950

EconDevelCapital Projects #324	123,500	750		124,250
Solid Waste #401	2,800,000	1,997,000	2,303,399	2,493,601
Personnel			699,499	
Operational			1,173,900	
Capital Outlay			430,000	
Courthouse O&M	5,000	659,000	652,945	11,055
Personnel			348,445	
Operational			304,500	
Central Services #502	70,000	573,335	600,756	42,579
Personnel			240,936	
Operational			294,320	
Capital Outlay			65,500	
IGS #590	1,850,000	3,632,006	3,775,543	1,706,463
Personnel			841,643	
Operational			1,982,900	
Capital Outlay			951,000	
TOTAL OTHER FUNDS			28,385,976	
Total Current Expense	3,200,000	11,587,177	12,359,639	2,427,538
Total CE Reserve	1,500,000			1,500,000
CE EmpLiabFund	183,000	130	50,000	133,130
Total Juvenile Det Alt	28,000		10,000	18,000
Jail Operations Res.	41,000		41,000	
Criminal Justice Res.	376,000	500	376,500	
Total Sheriff Donation	22,000	5,100	20,100	7,000
Total Other Funds			28,385,976	
GRAND TOTAL			41,243,215	

AND, BE IT FURTHER RESOLVED that the adopted budget includes the following:

Elected Officials - Salary per Citizens Commission on Salaries for Elected Officials;
Medical Insurance Cap at \$804.85/month

Non-Represented Employees - Medical Insurance Cap at \$804.85/month; 3.0% COLA

Non-Represented Exempt Employees - Medical Insurance Cap at \$804.85/month; 3.0% COLA

Non-Represented Management Employees - Medical Insurance Cap at \$804.85/month; 3.0% COLA

Represented Employees per Contract

Public Works
Courthouse
Corrections/E-911 Dispatch
Sheriff's Association

DATED this 20th 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-066-2021

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM REAL ESTATE
TECHNOLOGY FUND #323 TO AUDITOR'S OPERATION AND MAINTENANCE
FUND #116.**

WHEREAS, the Adams County Treasurer approved use of Real Estate Excise funds for purchase of a large volume document scanner for the Auditor's Recording Department in the amount of \$4,096; and

WHEREAS, the scanner was purchased and inadvertently paid from Auditor's O & M Fund #116 instead of Real Estate Excise Fund #323. These funds need to be transferred from Fund #323 to Fund #116 to correct the error.

THEREFORE, BE IT HEREBY RESOLVED that Four thousand ninety-six and 00/100 dollars (\$4,096) be transferred from Real Estate Excise Fund #323 Bars 597.00.00.00 to Auditor's O & M Fund #116 Bars 397.00.00.00.

DATED this 20th day of December, 2021.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Dan Blankenship, Chairman
s/Terry Thompson, Vice Chairman
s/Jay Weise, Commissioner

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