

## COMMISSIONERS' PROCEEDINGS

Regular Meeting  
Adams County Courthouse  
Ritzville, Washington

May 4, 2022 – 9:03 a.m.  
(Wednesday)

### 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.

### Approval/Addition of Agenda

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

### Board Workshop

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

- Road Maintenance – gravel road maintenance activities include hauling gravel, soil stabilization and contact spraying. A calendar is being prepared for crack seal, pre-level, and seal coat activities.
- Solid Waste – a litter issue in the 700 Block of Longmeier Road, Lind, was addressed with crews removing the litter within the county right-of-way.
- Adams County Jail – bids for the replacement of the Adams County Jail HVAC Replacement project will be opened Tuesday, May 10, 2022 at 1:30 p.m.
- Ritzville Health Department – the Public Works Department is working with OMNIA Partners to determine roofing alternatives prior to awarding the contract. Director O'Brien noted that evaluation of the roof produced no structural concerns, however, asbestos has

been found making asbestos abatement necessary in the demolition.

- Courthouse – Signage directing visitors to the side entrance was discussed. Additionally, Director O'Brien was provided **consensus authorization to request DOH Architects update the cost estimates for the courthouse window replacement project** prior to a decision being made on the county applying for a grant through the Historic Courthouse Preservation Grant program.
- Fairgrounds – Facilities Manager Sackmann is meeting with the apparent low bidder on the tree removal project at the fairgrounds to discuss the items in detail that were bid and to detail the county's expectations.
- Engineering – Assistant Public Works Director Reynolds provided updates on the Cunningham Road Widening project; Lind-Warden Fill/Culvert Replacement project; and, McKinney Road project.
- Staffing – Director O'Brien reviewed open positions in his department.

Building and Planning –Assistant Building and Planning Director Lorenz reviewed building permit fee revenues; a *draft* interlocal agreement with the City of Ritzville for building permit plan review and inspection services; and, a Master Subscription Agreement for a virtual inspection software subscription with Blitzz, Inc., Los Gatos, California. Civil Attorney Barden requested the automatic annual renewal be deleted from the contract with Blitzz agreeing to the change in contract terms. The Board provided **consensus authorization for the Building and Planning Department to move forward with obtaining a virtual inspection software subscription from Blitzz, Inc.**

Building and Planning Director Wiltse reviewed Agreement No. SEASMP-2123-AdCoBP-00177 Shorelands Shoreline Master Program Agreement between the State of Washington Department of Ecology and Adams County Building and Planning Department for the purpose of conducting a periodic review of the Shoreline Master Program (SMP) that is developed in a manner consistent with requirements of the Shoreline Management Act. Director Wiltse addressed concerns Civil Attorney Barden outlined in her review of the contract. The Board provided **consensus authorization for Wiltse to forward the Shoreline Master Program Agreement, as presented, for Board signature.** Action is anticipated May 10, 2022. Additionally, Wiltse reported on departmental short-range projects; current enforcement actions; and, enforcement complaints currently under review.

Central Services – Central Services Director Boness provided updates on departmental activities. Additionally, Boness reviewed current network storage space, requesting and receiving **consensus authorization for the Central Services Department to purchase an additional server at a cost of approximately \$13,000.**

Emergency Management – Emergency Management Director Duffey provided departmental updates on the Radiological Emergency Preparedness (REP) Plan; Hazard Mitigation Plan; Homeland Security Grant; budgetary matters; and, completed trainings. Additionally, Duffey requested and received **consensus authorization to raise the Emergency Management Department credit card limit from \$5,000 to \$10,000.**

Geographic Information Systems (GIS) – GIS Director Stolsig provided departmental updates on mapping of new precincts and precinct splits, E-911 mapping; and, commissioner district mapping. Additionally, Stolsig reported he is working on the transportation component of the zoning map for the Building and Planning Department.

**Adjournment @ 12:53 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