

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

January 3, 2023
(Tuesday)

Call to Order

The meeting was called to order at 9:00 a.m.

Present:

Commissioner Jay R. Weise
Commissioner Dan C. Blankenship
Commissioner Miguel A. Garza

Pledge of Allegiance

Commissioner Weise led the Pledge of Allegiance.

Public Comment – None

Board Reorganization

Commissioner Garza moved, Blankenship seconded, to *confirm Commissioner Weise to serve as 2023 Chairman; and, Commissioner Blankenship to serve as 2023 Vice-Chairman. Motion carried.*

Board Assignments

Based on the Boards' review of special assignments for 2023, Commissioner Blankenship moved, Garza seconded, to *confirm the following assignments:*

Blankenship: *Columbia River Caucus, Eastern Washington Council of Governments, Legislative Steering Committee, Martin Hall Alternate*

Weise: *Adams County Development Council (ACDC), Martin Hall, Solid Waste Advisory Committee, JTPA-PIC (SkillSource), Aging and Adult Care Alternate, Eastern Washington Council of Governments Alternate, Legislative Steering Committee Alternate*

Garza: *Aging and Adult Care, Columbia Basin Development League, LEOFF, QuadCo RTPO, Legislative Steering Committee Alternate.*

Motion carried.

Approval/Addition of Agenda

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

Consent Agenda

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

Minutes

Approve Preliminary Minutes of December 13 and 14, 2022

Approve Preliminary Minutes of December 20 and 21, 2022

Payroll

Approve December 1 - 15, 2022 Payroll in the amount of \$474,830.80; and, Benefits in the amount of \$88,605.65 (Warrant # Series 532968-532976; Direct Deposit # Series 74559-74735; Benefit/Deduction # Series 1168235-1168241)

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:

<u>Fund</u>	<u>Control Number</u>	<u>Amount</u>
001	22-4159 – 22-4167	\$43,884.49
104	22-4168	\$ 3,597.42
112	22-4169	\$ 349.04
114	22-4170	\$ 211.50
123	22-4171	\$ 152.48
166	22-4172	\$ 491.11
502	22-4173 – 22-4174	\$ 850.29
115	1694	\$ 4,254.44
401	1695	\$ 1,255.00
590	1696	\$ 2,514.72
	TOTAL	\$57,560.49

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:

<u>Fund</u>	<u>Control Number</u>	<u>Amount</u>
001	22-4175 – 22-4211	\$ 46,358.68
103	22-4212 – 22-4213	\$ 2,147.09
104	22-4214 – 22-4218	\$ 7,299.30
106	22-4219	\$ 33.00
112	22-4220 – 22-4221	\$ 906.79
114	22-4222	\$ 536.58
123	22-4223 – 22-4224	\$ 2,453.70
166	22-4225	\$ 521.68
108	1698	\$ 997.14
115	1699 – 1709	\$ 5,638.40
401	1710 – 1716	\$ 18,277.72
501	1717 – 1724	\$ 3,187.30
590	1725 – 1750	\$ 24,991.20
	TOTAL	\$113,348.58

Correspondence

Office of the Code Reviser, State of Washington re: Proposed Rule Making – Washington State Department of Agriculture Preproposal Statement of Inquiry filed as WSR 22-17-169

Washington State Liquor and Cannabis Board re: Notice of Cannabis License Application: Assumption, 1874 N. Batum Road, Suite 700, Odessa, WA 99159

Attorney Carson Van Valkenburg re: Public Defender Quarterly Report for 4th Quarter, 2022

The Honorable Carolyn Benzel re: Othello Municipal Court Transition

The Honorable Carolyn Benzel to Othello Mayor Shawn Logan re: Othello Municipal Court Transition (*copy of correspondence*)

Board Updates

Commissioner Blankenship reported on the following:

- Broadband proposals for fiber to the home and the progress of scoring the proposals.
- Columbia Basin Development League will be organizing a meeting regarding the path moving forward to obtain funding for the replacement of bridges due to expansion of the East Low canal.
- A resident residing near Taggares Park in Othello is having a water issue affecting his meter. Commissioner Blankenship informed the resident that it is not a county issue, however, the county is

attempting to assist the resident within the limitations of county involvement.

Board Discussion/Decision Items

Human Resources

Manager Campbell reported interviews for the position of Central Services Director will be tentatively scheduled for next week. Additionally, Campbell reported a requirement for wage and benefit information be posted within job listings. Upcoming projects include modifying salary schedules and policy review.

Public Works

Director O'Brien and Engineer Yaeger provided the weekly update on the following:

- Maintenance – salt brine is being applied; roads and shoulders needing erosion repair are being addressed; weekend damage is being assessed for prioritization.
- Operations & Maintenance – the HVAC system at the jail is being worked on by Apollo; the third floor heat issue seems to be resolved; the Central Services server room is having heat issues; a leaking roof within the jail was discovered over the weekend with roof replacement to be discussed as a capital improvement project in 2023; Johnson Glass, Othello, is replacing the front glass that is cracked at the Elections office with a quote requested for replacement of current windows and door while they are on-site.
- Engineering – Engineer Yaeger reviewed the four (4) locations for 2023 crushing and stockpiling.

County Wide Crushing Project

Commissioner Blankenship moved, Garza seconded, to *approve Resolution No. R-001-2023 In the Matter of Crushing and Stockpiling Mineral Aggregate for County Road Project #ERP-802 with the total appropriated amount of \$1,250,000 being funded from County Road Fund #115 and IGS Fund #590 for the above-mentioned project.*
Motion carried.

Commissioner Garza moved, Blankenship seconded, to *approve Resolution No. R-002-2023 In the Matter of Notice to Contractors for the 2023 County Wide Crushing Project, ERP-802.* **Motion carried.**
Bid opening is set for Tuesday, January 31, 2023 at 1:30 p.m. in Room 202 of the Adams County Courthouse, Ritzville.

County Vehicles

Engineer Yaeger reported receiving notice from Bud Clary Chevrolet, Moses Lake, Washington, that Adams County has been allotted one (1) unit if the County wishes to purchase a Ford F250 – F600 vehicle and have until Friday, January 6, 2023 to purchase the same. Yaeger noted \$65,000 is budgeted for 2023 and the pricing for the vehicle is \$59,000 off state bid. The Board provided **consensus authorization for the Public Works Department to purchase a vehicle, through the state bid process, from Bud Clary Chevrolet, at a cost of \$59,000.**

Transportation Haul of Solid Waste Refuse

Commissioner Blankenship moved, Garza seconded, to *approve Resolution No. R-003-2023 In the Matter of Notice of Call for Bids for Transportation Haul of Solid Waste Refuse. Motion carried.* Bid opening is set for Wednesday, January 25, 2023 at 1:30 p.m. in Room 202 of the Adams County Courthouse, Ritzville.

Other Business – None

Permanent Minutes Signed

December 6 and 7, 2022

Closed Session

At 11:08 a.m. Chairman Weise announced the Board would recess into Closed Session for forty-five (45) 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 were Prosecutor Flyckt; Civil Attorney Barden; Sheriff Wagner; Undersheriff Coronado; and, Human Resource Manager Campbell.

At 11:53 a.m. the Board reconvened from Closed Session.

Executive Session

At 11:53 a.m. Chairman Weise announced the Board would recess into Executive Session at 12:00 noon for fifteen (15) minutes under RCW.42.30.110(1)(i) – “To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official

capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.” Additionally present were Prosecutor Flyckt and Civil Attorney Barden. No action is anticipated.

At 12:15 p.m. the Board reconvened from Executive Session. No action taken.

Adjournment @ 12:17 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/Dan C. Blankenship, Vice-Chairman
s/Miguel A. Garza, Commissioner

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF ADAMS COUNTY,
WASHINGTON

In the matter	<i>Crushing and Stockpiling</i>)	Project
	<i>Mineral Aggregate</i>)	No. <i>ERP-802</i>
)	Resolution No. R-001-2023

IT IS HEREBY RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS that it is their intention to *crush and stockpile mineral aggregate for road maintenance in various county owned sites.*

Length of Project	<u>N/A</u> miles.	Width of Roadbed	<u>N/A</u> feet.	Surface	<u>N/A</u> feet.
Type and depth of Surfacing:	<i>N/A</i>				
Estimated date of beginning:	<i>January, 2023</i>				
Estimated date of completion:	<i>December, 2023</i>				

BE IT FURTHER RESOLVED that the foregoing proper road fund is hereby appropriated the sums in the following detail.

	<u>County Road Funds</u>	<u>IGS Funds</u>	Total
Preliminary Engineering	\$ 5,000		\$ 5,000
Right of Way			
<u>Items of Work</u>			
Contract	\$815,000	\$400,000	\$1,215,000
Construction Engineering	<u>\$ 30,000</u>	<u> </u>	<u>\$ 30,000</u>
Total	\$850,000	\$400,000	\$1,250,000

The county road purpose herein described is HEREBY DECLARED to be a public necessity and the County Road Engineer is HEREBY ORDERED AND AUTHORIZED to report and proceed thereon as by law provided.

BE IT FURTHER RESOLVED that this purpose to be performed by *contract* in accordance with the Standard Road and Bridge Specifications of the State of Washington as adopted by this Board.

Adopted this 3rd day of January, 2023.

ADAMS COUNTY
BOARD OF COMMISSIONERS
s/Jay R. Weise, Chairman
s/Dan C. Blankenship, Vice-Chairman
s/Miguel A. Garza, Commissioner

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

RESOLUTION NO. R-002-2023

NOTICE TO CONTRACTORS
County of Adams
Department of Public Works
Ritzville, Washington

Sealed bids will be received by Adams County at the office of the Board of County Commissioners located in the courthouse at 210 W. Broadway, Ritzville, Washington 99169, **until 1:30 p.m., Tuesday January 31, 2023** and will be opened and publicly read on **January 31, 2023** at 1:30 p.m. for the following construction improvements:

2023 County Wide Crushing Project, ERP-802
The production and stockpiling of approximately 136,00 tons of various mineral aggregates at four (4) separate sites (Dugger Loop Site #2, Batum Site #19, Campbell Site #37, and Schrag Site #67) in Adams County, all in accordance with the attached Contract Plans, Contract Provisions and the Standard Specifications.

All bid proposals shall be accompanied by a bid proposal deposit in cash, certified check, cashier's check or surety bond in amount equal to five percent (5%) of the amount of such bid proposal. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated in the specifications, the bid proposal deposit shall be forfeited to the County of Adams. All checks and bonds shall be made payable to the Adams County Treasurer.

The Board of Adams County Commissioners reserves the right to reject any or all bids, to waive informalities or irregularities in the bids or in the bidding, if the best interest of Adams County will be served, or to accept the bid, which in their opinion best serves the interest of Adams County.

Maps, plans, specifications, and proposals may be obtained from the office of the Department of Public Works, 210 W. Alder, Ritzville, Washington, 99169; phone (509) 659-3276.

Informational copies of maps, plans and specifications are on file for inspection in the office of the Adams County Engineer in Ritzville, Washington, and the chapter office of the Associated General Contractors of America in Spokane, Washington.

Adams County, in accordance with Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

DATED this 3rd day of January, 2023.

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

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Jay R. Weise, Chairman
s/Dan C. Blankenship, Vice-Chairman
s/Miguel A. Garza, Commissioner

RESOLUTION NO. R-003-2023

NOTICE OF CALL FOR BIDS Adams County Department of Public Works

Notice is hereby given by the Board of Adams County Commissioners that sealed bids will be received at their office in the Courthouse in Ritzville, Washington, **until 1:30 p.m., Wednesday, January 25, 2023**, at which time and place they will be publicly opened and read for the transporting of Solid Waste Refuse from Adams County Transfer Stations to the Columbia Ridge Landfill site, located in Arlington County, Oregon.

Please identify bids on the outside of the envelope as:
“TRANSPORTATION HAUL OF SOLID WASTE REFUSE”

Specifications and bid forms are available at the Adams County Public Works Department office, 210 W. Alder, Ritzville, Washington, 99169. Bids must be on the forms provided by the Public Works Department office and be attached to the County specifications.

Bidder shall submit bid in separate sealed envelope addressed to the Adams County Board of Commissioners, 210 W. Broadway, Ritzville, Washington 99169.

The Board of Adams County Commissioners reserves the right to reject any or all bids, to waive informalities or irregularities in the bids or in the bidding, if the best interest of Adams County

will be served, or to accept the bid, which in their opinion serves the best interest of Adams County.

Bidders are advised that Adams County, being a municipal corporation, is exempt from Federal excise tax.

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

Dated this 3rd day of January, 2023.

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Jay R. Weise, Chairman
s/Dan C. Blankenship, Vice-Chairman
s/Miguel A. Garza, Commissioner

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