

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

January 31, 2023 – 9:00 a.m.
(Tuesday)

Call to Order

Chairman Weise called the meeting to order.

Present:

Chairman Jay R. Weise
Vice-Chairman Dan C. Blankenship
Commissioner Miguel A. Garza

Pledge of Allegiance

Chairman Weise led the Pledge of Allegiance.

Public Comment – None

Approval/Addition of Agenda

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

Consent Agenda

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

Minutes

Approve Preliminary Minutes of January 17 and 18, 2023

Payroll

Approve January 1 - 15, 2023 Payroll in the amount of \$504,704.17; and, Benefits in the amount of \$93,390.95 (Warrant # Series 532983-532987; Direct Deposit # Series 74915-75093; Benefit/Deduction # Series 1168742-1168749)

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	22-4434 – 22-4441	\$43,831.68
001	Hand Pays	\$ 1,247.69
103	22-4442	\$ 732.50
103A	22-4443	\$ 101.52
130	22-4444	\$ 426.00
131	22-4445	\$ 3,020.61
	TOTAL	\$49,360.00

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	4528 – 4596	\$188,654.13
103	4597 – 4598	\$ 4,622.29
103A	4599 – 4600	\$197,699.82
104	4601 – 4611	\$ 14,104.06
106	4612 – 4616	\$ 6,533.77
111	4617 – 4619	\$ 37,500.00
112	4620	\$ 255.60
114	4621	\$ 2,866.50
122	4622	\$ 37,500.00
123	4623 – 4625	\$ 31,240.00
166	4626 – 4631	\$ 2,324.28
502	4632 – 4638	\$ 6,600.51
108	1 – 2	\$ 6,420.91
115	3 – 18	\$ 28,075.03
321	19 – 20	\$ 11,850.76
401	21 – 31	\$ 34,160.47
501	31 – 44	\$ 26,059.78
590	45 – 79	\$ 36,483.40
	TOTAL	\$672,951.31

Performance Grant

Approve Emergency Management Performance Grant Agreement No. E23-180 between Washington State Military Department and the U.S.

Emergency Management

Department of Homeland Security and Adams County in the amount of \$31,866 for the period June, 1, 2022 through September 30, 2023 and related documents – Debarment Form (Chairman); and, Signature Authorization Form (full Board). (CP01172023)

Board Updates

Commissioner Blankenship reported on topics discussed at the Eastern Washington Council of Governments meeting he attended. Additionally, Blankenship attended a meeting in Ephrata, Washington to discuss funding for replacement of bridges in Grant and Adams Counties, noting a potential of hiring a consultant firm to work on funding sources for bridge replacement.

Chairman Weise reported on Martin Hall activities; positions in the Building and Planning Department were discussed; and, DocuSign was reviewed noting the county does not have a DocuSign policy at this time.

Board Discussion/Decision Items

Human Resources

Manager Campbell noted she is working with the Building and Planning Department, as well as the Sheriff's Office, on marketing vacant positions. Campbell noted the Sheriff is requesting a reclassification of his department's administrative assistant position. Additionally discussed was the District Court administrative assistant position; and, positions on the Citizens' Commission on Salaries for Elected Officials were reviewed.

Public Works

Director O'Brien and Engineer Yaeger provided the weekly maintenance update noting crews are working on small erosion repair; asphalt patch repair; drainage structures; and, road restrictions. Additionally, updates were provided on the LeMaster Road bridge; and, guardrail damage repairs. Engineer Yaeger noted he is preparing information to submit to CRAB for possible matching money for Sackmann Road bridge.

Solid Waste Long Haul

Based on the recommendation of the Public Works Department, Commissioner Blankenship moved, Garza seconded, *to enter into contract with Zuniga's Trucking, LLC, Othello, Washington, as the lowest responsible bidder for the transport of solid waste refuse from the Adams County Transfer Stations to Columbia Ridge Landfill, Arlington, Oregon.*

Motion carried.

Solid Waste Long Haul Analysis - 2022

Public Works Director O'Brien reviewed figures for the fuel adjustment clause included in the current contract with Yancey, LLC for solid waste hauling to Arlington, Oregon. The Board provided **consensus authorization for the Public Works Department to process a payment of \$65,145.50 for the fuel pricing increases throughout 2022; and, adjust the price to \$896.87 per load from January 1, 2023 through February 14, 2023, at which time the contract period ends.**

Sheriff's Department

Sheriff Wagner discussed the department's administrative assistant position that is currently vacant, requesting reconsideration of reclassification to a salary of EE3 or EE4 on the Adams County Exempt Employee Salary Schedule. Salaries of other counties with similar positions were reviewed as well as the current job description for the position. No action was taken pending additional discussion.

Additionally, Sheriff Wagner reviewed recruitment options; dispatch capabilities; possible car-pooling for Othello employees coming to Ritzville for work; and, retention incentives.

Recess @ 12:11 p.m.

Reconvene @ 1:15 p.m.

Cancellation of Personal Property Taxes

Treasurer Meise filed, pursuant to RCW 84.56.240, a list of personal property taxes which are uncollectible by distress or otherwise.

Commissioner Blankenship moved, Garza seconded, to *approve Resolution No. R-006-2023 In the Matter of Cancelling Taxes Assessed Upon Personal Property Pursuant to RCW 84.56.240.* Motion carried.

Resolution No. R-007-2023

Commissioner Blankenship moved, Garza seconded, to *approve Resolution No. R-007-2023 In the Matter of Transferring Funds from Current Expense Fund #001 to Treasurers' O&M Fund #114.* Motion carried.

2023 County Wide Crushing Project (ERP-802)

Bids were opened from:

DeAtley Crushing Company, Inc. \$1,059,961.00
P. O. Box 759
Lewiston, ID 83501

Western Construction of Lewiston, Inc. \$1,370,001.00
3900 Industrial Way
Lewiston, ID 83501

Engineer's Estimate: \$1,204,751.00

Executive Session

At 1:37 p.m. Chairman Weise announced the Board would recess into Executive Session for twenty (20) 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 was Prosecutor Flyckt.

At 1:57 p.m. the Board reconvened from Executive Session. No action taken.

Other Business – None

Permanent Minutes Signed

January 10 and 11, 2023

2023 County Wide Crushing Project (ERP-802)

Based on the recommendation of the Public Works Department, Commissioner Blankenship moved, Garza seconded, to *award the 2023 County Wide Crushing Project – ERP-802, to DeAtley Crushing Company, Inc., Lewiston, Idaho, as the lowest, responsible bidder in the amount of \$1,059,961.00; and, approve the Chairman sign the Concurrence to Award. Motion carried.* The bid is 87.98% of the Engineers Estimate of \$1,204,751.00.

Adjournment @ 2:45 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

RESOLUTION NO. R-006-2023

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

**IN THE MATTER OF CANCELLING TAXES ASSESSED UPON PERSONAL
PROPERTY PURSUANT TO RCW 84.56.240**

WHEREAS, RCW 84.56.240 directs the County Treasurer to seek cancellation of Personal Property taxes that are uncollectable; and,

WHEREAS, after diligent search and inquiry if the County Treasurer is unable to collect the personal taxes, for want of goods or chattels whereupon to levy, the County Treasurer is directed to file with the County legislative authority a list of said taxes and an Affidavit stating the inability to collect them, asking the County legislative authority to cancel said taxes from the County tax rolls as uncollectable; and,

WHEREAS, taxes were duly assessed upon the Personal Property shown on the schedule of property appended hereto as **Exhibit B**, which Personal Property taxes are more than four years delinquent, and which assessments were duly extended on the tax rolls of Adams County; and,

WHEREAS, attesting to the same and recommending cancellation, in addition to the list hereto as **Exhibit B**, also attached is the Affidavit of the County Treasurer, **Exhibit A**, attesting that the Treasurer has made diligent search to collect said taxes.

THEREFORE BE IT HEREBY RESOLVED that the taxes assessed upon the personal property listed on **Exhibit B**, attached hereto, attested by the County Treasurer in **Exhibit A** as uncollectable, are hereby determined to be uncollectable, and such taxes are hereby cancelled from the tax rolls of Adams County pursuant to RCW 84.56.240.

DATED this 31st 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

RESOLUTION NO. R-007-2023

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM CURRENT EXPENSE FUND
#001 TO TREASURER'S O&M FUND #114**

WHEREAS, RCW 84.56.020(13) requires that fees and costs applicable to the foreclosure, distraint and sale of real and personal property for delinquent taxes, be deposited into the Treasurer's Operation and Maintenance Fund; and

WHEREAS, these monies may be used by the county treasurer to defray the cost of further foreclosure, distraint and sale for delinquent taxes without regard to budget limitations; and

WHEREAS, the amount of the costs to process tax foreclosures has exceeded the amount being reimbursed from the sale of foreclosure property; and

WHEREAS, it is necessary to transfer funds to replenish the operating cash balance in Treasurer's O&M Fund #114.

THEREFORE, BE IT HEREBY RESOLVED that Ten thousand five hundred and 00/100 dollars (\$10,500) be transferred from Current Expense Fund #001 BARS 597.00.00.00 to Treasurer's O&M Fund #114 BARS 397.00.00.00

DATED this 31st 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