

COMMISSIONERS' PROCEEDINGS

**Adams County Courthouse
Ritzville, Washington
Regular Meeting**

July 15, 2025 – 9:00 a.m.
(Tuesday)

Call to Order

Chairman Garza called the meeting to order.

Present:

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

Pledge of Allegiance

Chairman Garza led the Pledge of Allegiance.

Public Comment – None

Board Updates

Commissioner Garza reported attending the Aging and Adult Care meeting in Wenatchee on Thursday; and, perused vouchers.

Commissioner Blankenship reported assembling Broadband materials, noting a meeting is scheduled with Petrichor on July 21, after which, there will hopefully be additional information on funding for the Othello portion of the project. Additionally, Blankenship reported assembling materials for the state auditor for ARPA reporting purposes.

Commissioner Weise reported working on budgeting; collective bargaining; and, the county personnel policy.

Approval/Addition of Agenda

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

Consent Agenda

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

Minutes

Approve Preliminary Minutes of July 1 and 2, 2025

Payroll

Approve June 16 - 30, 2025 Payroll in the amount of \$607,693.16; and, Benefits in the amount of \$319,473.99 (Warrant # Series 533325-533326; Direct Deposit # Series 86011-86214; Benefit/Deduction # Series 1184626-1184637)

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>Number of Vouchers</u>	<u>Amount</u>
001	44	\$ 102,778.59
106	2	\$ 1,980.89
112	1	\$ 251.33
502	9	\$ 9,492.35
108	1010 – 1013	\$ 6,444.01
115	1014 – 1025	\$ 485,421.77
401	1026 – 1035	\$ 93,315.87
501	1036 – 1047	\$ 21,652.86
590	1048 – 1078	\$ 354,581.46
	TOTAL	\$1,075,919.13

Resolution No. R-018-2025

Approve Resolution No. R-018-2025 In the Matter of Dissolving the Petty Cash Fund in the Office of the Adams County Auditor

Resolution No. R-019-2025

Approve Resolution No. R-019-2025 In the Matter of Dissolving the Petty Cash Fund in the Adams County Central Services Department

Resolution No. R-020-2025

Approve Resolution No. R-020-2025 In the Matter of Transferring Funds from Current Expense Fund #001 to Courthouse O&M Fund #501

Correspondence

Attorney Andrea Crumpler re: Public Defense Quarterly Report for 2nd Quarter, 2025

Board Discussion/Decision Items

Human Resources

Human Resource Manager Campbell provided updates on labor force figures and Washington state's job market trends. Additionally, Campbell reviewed a worker adjustment and retraining notification (WARN) layoff and closure database on Washington state employers.

Public Works

Engineer Yaeger provided updates on maintenance. Noted activities include seal coat, brooming seal coat roads, gravel road maintenance, spraying, and counting cracks to establish pavement conditions for the CAP program next year.

Engineer Yaeger provided updates on Schoonover Road. The high-volume corridor RFQ's due date has been postponed until August 7, 2025.

Adams County Fairgrounds

Director O'Brien reported receiving a letter from the Othello Fair Board regarding Pet Rescue using the commercial building for an event during the period the fair board will be renting the facility for the Othello fair. Under the current contract, the fair board does not have control of the facilities during the time of the Pet Rescue event. The fair board will be notified of such.

Evidence Building

Director O'Brien reviewed an Additional Service Agreement between Mackenzie, Inc. and Adams County for services in connection with the Adams County Evidence Storage Facility project. The Board provided **consensus authorization for O'Brien to move forward with the execution of the Additional Service Agreement between Mackenzie, Inc. and Adams County, for services to be provided on a time and materials basis at an estimated amount of \$12,000 for the Adams County Evidence Facility project.**

Jail Utility and Remodel Project

The Board provided **consensus authorization to move forward with the first phase of the Jail Utility and Remodel project, at a cost of \$2,604,971, with monies allocated from USDA grant funds and state funding.**

Schoonover Road Project #1 (CRP-180)

Based on the recommendation of the Public Works department, Commissioner Blankenship moved, Weise seconded, to *approve Contract and Contract Bond in the amount of \$2,403,806.54 between Culbert Construction, Inc., Pasco, Washington for the Schoonover Road Project #1, CRP-180.* **Motion carried.**

Petition to Vacate Alleys Within the Hedricks 1st Addition of Cunningham in Adams County, Washington

Commissioner Blankenship moved, Weise seconded, to *approve Resolution No. R-021-2025 In the Matter of Petition to Vacate Alleys within the Hedricks 1st Addition of Cunningham in Adams County, Washington.* **Motion carried.**

Recess @ 10:54 a.m.

Reconvened @ 11:00 a.m.

Executive Session

At 11:00 a.m. Chairman Garza announced the Board would recess into Executive Session for thirty (30) 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 Prosecutor Flyckt; Deputy Prosecutor Eugenio; Human Resource Manager Campbell; Public Works Director O’Brien; and, Engineer Yaeger. No action is anticipated.

At 11:30 a.m. the Board reconvened from Executive Session. No action was taken.

Closed Session

At 11:32 a.m. Chairman Garza announced the Board would recess into Closed Session for fifteen (15) 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 Human Resource Manager Campbell; Prosecutor Flyckt and Deputy Prosecutor Eugenio.

At 11:47 a.m. the Board reconvened from Closed Session.

Other Business – None

Permanent Minutes Signed

June 24 and 25, 2025

Adjournment @ 11:47 a.m.

Submitted:

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

Edited and Approved:

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

RESOLUTION NO. R-018-2025

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

**IN THE MATTER OF DISSOLVING THE PETTY CASH FUND IN THE OFFICE OF
THE ADAMS COUNTY AUDITOR**

WHEREAS, Resolution No. R-75-87 established a petty cash fund for the Adams County Auditor's Office in the amount of \$50.00; and

WHEREAS, the Adams County Auditor's Office is no longer in need of a petty cash fund.

THEREFORE, BE IT HEREBY RESOLVED that the petty cash fund be closed and the remaining funds of Fifty and no/100 dollars (\$50.00) be deposited into Current Expense Fund #001 Miscellaneous Revenue Account BARS 369.91.00.00.

DATED this 15th day of July, 2025.

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

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

RESOLUTION NO. R-019-2025

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

**IN THE MATTER OF DISSOLVING THE PETTY CASH FUND IN THE ADAMS
COUNTY CENTRAL SERVICES DEPARTMENT**

WHEREAS, Resolution No. R-02-95 established a petty cash funds for the Adams County Central Services Department for incidental expenses related to services provided by the department; and

WHEREAS, the Adams County Central Services Department is no longer in need of a petty cash fund.

THEREFORE, BE IT HEREBY RESOLVED that the petty cash fund be closed and the remaining funds of Fifty and no/100 dollars (\$50.00) be deposited into Central Services Fund #502 Miscellaneous Revenue Account BARS 369.91.00.00.

DATED this 15th day of July, 2025.

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

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

RESOLUTION NO. R-020-2025

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM CURRENT EXPENSE FUND
#001 TO COURTHOUSE O&M FUND #501**

WHEREAS, funds were allocated in the 2025 Current Expense Fund #001 for the operation of Courthouse O&M Fund #501.

THEREFORE, BE IT HEREBY RESOLVED that One hundred fifty thousand and no/100 dollars (\$150,000) be transferred from Current Expense Fund #001 BARS 597.18.00.01 to Courthouse O&M Fund #501 BARS 397.18.30.00.

DATED this 15th day of July, 2025.

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

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

RESOLUTION NO. R-021-2025

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

**IN THE MATTER OF PETITION TO VACATE ALLEYS WITHIN THE HEDRICKS 1st
ADDITION OF CUNNINGHAM IN ADAMS COUNTY, WASHINGTON**

WHEREAS, a petition requesting vacation of alleys within the Hedricks 1st Addition of Cunningham, Adams County, Washington, was received from Sergio Garcia Torres;

THEREFORE BE IT HEREBY RESOLVED that it is the intention of the Board of County Commissioners to vacate alleys within the Hedricks 1st Addition in the Town of Cunningham, described as follows:

Alleys adjacent to Lots 1 thru 10 in Block 1 and Block 5 and also Lots 1 and 2 of Block 4 as per the Hedricks 1st Addition to Cunningham Plat.

All streets and alleys to be vacated are located in Section 04, Township 15 North, Range 32 East within the plat known as "Hedricks 1st Addition" as recorded in the office of the County Auditor of Adams County AFN #100006 on May 1905.

All existing utility easements shall remain.

The whole distance being about 0.12 miles.

BE IT FURTHER RESOLVED that the County Engineer is hereby ordered to inspect said roads and report his recommendations on the vacation of the same. The Engineer's report will be heard at public hearing on the date fixed in the Commissioner's Notice of Hearing.

DATED this 15th day of July, 2025.

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

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