

COMMISSIONERS' PROCEEDINGS

Regular Meeting
Adams County Courthouse
Ritzville, Washington

July 16, 2025 – 9:00 a.m.
(Wednesday)

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.

Approval/Addition of Agenda

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

Board Workshop

Credit Card Policy

Courtney Fannin, Accounts Payable Deputy, along with Auditor Hunt, reviewed the current credit card policy, noting a portion of the policy that needs immediate updating.

Commissioner Blankenship moved, Weise seconded, to *authorize raising the single limit transaction amount of \$2,500 per county credit card. A letter stating the same will be forwarded to the Auditor's office*. **Motion carried.**

Road Development

A meeting was held to review road development procedures. County employees present included:

- Andie Lorenz, Director, Building and Planning Department;
- Cory Stolsig, Director, Geographic Information Systems (GIS);

- Todd O'Brien, Director, Public Works Department; and
- Scott Yaeger, County Engineer.

Engineer Yaeger acknowledged challenges with road procedures with new housing developments in the county. Director Lorenz will consult with the public works department as issues arise with new developments. Additional workshops will be scheduled to allow for collaboration between the GIS, Building and Planning, and Public Works departments.

Voluntary Stewardship Program

Commissioner Blankenship moved, Weise seconded, to *authorize Andie Lorenz, Adams County Building and Planning Director, to sign 2025-2027 Biennium Contract No. K2605 between Washington State Conservation Commission and Adams County for the Voluntary Stewardship Program for the period July 1, 2025 through June 30, 2027.* **Motion carried.**

Adams County Code Title 17

Andie Lorenz, Building and Planning Director, along with Planning Commission members Bob Carlson, Mikki Kison, and Michael Anderson, provided background on the Title 17 Code revision process.

Amendments are being proposed to Adams County Code (ACC) Title 17 Zoning as well as the official zoning map. Adams County contracted with AHBL to finalize the draft proposal after working with the Planning Commission to create an initial draft. Director Lorenz reviewed the summary of proposed changes.

The Planning Commission held a series of workshops to discuss the changes in detail; and, hosted two evening community open houses in April, one in Othello and one in Ritzville. On May 8, 2025, the Planning Commission held a duly noticed public hearing for the purpose of taking comments on the proposed amendments to Title 17 and the official zoning map. The Planning Commission received both written and verbal comments. The Planning Commission continued the public hearing to June 26, 2025, in order to review the comments received as well as allow for the conclusion of the state agency comment period. At the hearing, the Planning Commission again received comments and directed staff to make minor amendments to the draft and recommended forwarding a recommendation of approval to the Board of County Commissioners.

No action was taken pending additional consideration.

Adjournment @ 12:12 p.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