

COMMISSIONERS' PROCEEDINGS

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

August 6, 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 – Department Updates

Emergency Management

Director Duffey reported on budgetary matters, noting she has submitted applications for a new round of cybersecurity grants. The Emergency Management Program Grant/Homeland Security (EMPG/HS) grants program issued a notice of funding opportunity. Additionally, Duffey reported on events attended and those scheduled, as well as training opportunities.

Central Services

Director Igbinoba provided updates on various IT projects within his department, noting the Lumen project is 90% complete. Additional updates were provided on data center power redundancy; data backup and storage infrastructure; Ritzville Police Department collaboration; Windows 11 upgrade; and, the Adams County Integrated Health display sign installation.

Director Igbinoba presented a *draft* of Computer and Network Policies and Procedures to implement a DUO MFA policy.

Building and Planning

Director Lorenz provided updates on Planning Commission activities. The Comprehensive Plan update is due in 2027, with Lorenz noting AHBL has started the process and will prepare an estimate of costs. The county has been pre-approved for a grant in the amount of \$150,000 from the Department of Commerce for the update.

Additionally, to date, twenty-two land use permits have been issued with \$13,035 in collected fees being reported; and, seventy-five building permits have been issued to date, with \$256,018.33 in collected fees.

Currently, the department is working on draft updates to Title 14 and Title 15 of the Adams County Code.

Lorenz had no fire marshal activity to report.

Lorenz reported the department is continuing to work on active cases related to code enforcement.

Geographic Information Systems (GIS)

Director Stolsig provided updates on departmental activities, noting the ESRI license structure will be changing at the next renewal. Additional updates were provided on county addressing and parcel edits with plat reviews; the Cemetery Road annexation by the City of Othello; and 2026 budgeting.

Recess @ 10:18 a.m.

Reconvene @ 10:24 a.m.

Executive Session – Employee Evaluation

At 10:25 a.m. Chairman Garza announced the Board would recess into Executive Session for fifteen (15) minutes under RCW 42.30.110(1)(g) – “...to review the performance of a public employee. Geographic Information Systems (GIS) Director Stolsig and Prosecutor Flyckt were present.

At 10:40 a.m. the Board reconvened from Executive Session.

Geographic Information Systems (GIS)

Commissioner Weise moved, Blankenship seconded, to *grant GIS Director Cory Stolsig a step increase from R1/S5 to R1/S6 on the Adams County Management Salary Schedule, effective August 17, 2025, based on achieving a satisfactory level of performance during the respective evaluation period.* **Motion carried.**

Executive Session – Employee Evaluation

At 10:49 a.m. Chairman Garza announced the Board would recess into Executive Session for twenty (20) minutes under RCW 42.30.1120(1)(g) – “...to review the performance of a public employee.: Emergency Management Director Duffey and Prosecutor Flyckt were present.

At 11:09 a.m. the Board reconvened from Executive Session.

Emergency Management

Commissioner Weise moved, Blankenship seconded, to *grant Emergency Management Director Sandi Duffey a step increase from R1/S5 to R1/S6 on the Adams County Management Salary Schedule, effective August 16, 2025, based on achieving a satisfactory level of performance during the respective evaluation period.* **Motion carried.**

Recess @ 11:21 a.m.

Reconvene @ 1:00 p.m.

Adams County Coroner/Alan Thompson

Coroner Cutforth, along with Alan Thompson, Stevens Funeral Home/Danekas Funeral Chapel, met with the Board to review costs associated with indigent cremation. Prosecutor Flyckt was present for the session.

Mr. Thompson reviewed previous cost structures. Current duties and costs of Mr. Thompson’s services were also reviewed.

A list of services that the county uses, and the costs associated with each was requested. Mr. Thompson will prepare a fee listing for Board review.

Department of Labor and Industries

Human Resource Manager Campbell reported the Department of Labor and Industries has agreed to a 40% reduction of the imposed penalty of \$4,284.00 for the recent OSHA violation.

Commissioner Blankenship moved, Weise seconded, to *authorize the Chairman sign Agreement of Parties to Settle Appeal between Adams County/Adams County Sheriff's Office and the Washington State Department of Labor and Industries, for the purpose of expediting the resolution of the matter and precluding protracted and expensive litigation. The total penalty, after modification, will be \$2,570.40, payable to the Department of Labor and Industries.* **Motion carried.**

2026 Adams County Budget

Auditor Hunt reviewed spreadsheets reviewing the current financial position of the current expense fund to aid in 2026 budget planning.

Capitol Path Consulting

John Culton, along with Kyla Shkerich Blair, met to review county project priorities; funding priorities; and potential legislative funding requests.

Policy priorities include continuing to advocate for changes to Board of Equalization hearing examiner residency requirements. Currently, the law states that a hearing examiner for the Board of Equalization must reside within the county appeals are received.

Additional issues reviewed were criminal justice; public safety, the placement of Keep Washington Working Act (KWVA) language in criminal justice agreements; rural government efficiency; and, transportation.

Economic development priorities include the protection of agriculture and bringing employment to Adams County, which would increase the population of the county.

Adjournment @ 2:47 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