

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse
Ritzville, Washington
Regular Meeting

September 16, 2025 – 9:00 a.m.
(Tuesday)

Call to Order

Chairman Garza called the meeting to order.

Present:

Chairman Miguel A. Garza
Commissioner Dan C. Blankenship

Absent:

Vice-Chairman Jay R. Weise

Pledge of Allegiance

Chairman Garza led the Pledge of Allegiance.

Public Comment – None

Board Updates

Commissioner Garza provided updates on the Aging and Adult Care meeting last week. Reported activities included reviewing preliminary budgets and reviewing vouchers.

Commissioner Blankenship provided updates on the Broadband project.

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 September 2 and 3, 2025

Payroll

Approve August 16-31, 2025 Payroll in the amount of \$574,365.96; and, Benefits in the amount of \$289,663.56 (Warrant # Series 533334; Direct Deposit # Series 86821-87018; Benefit/Deduction # Series 1184913-1184924)

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>Amount</u>
001	\$167,695.54
103	\$ 42,212.74
104	\$ 15,920.06
105	\$109,939.95
112	\$ 251.33
119	\$ 3,953.95
123	\$ 72.00
166	\$ 1,342.31
108	\$ 538.23
115	\$467,216.71
401	\$ 16,123.24
501	\$ 8,093.42
590	\$121,077.00
TOTAL	\$954,436.48

Resolution No. R-023-2025

Approve Resolution No. R-023-2025 In the Matter of Transferring Funds from American Rescue Protection Act (ARPA) Fund #133 to Rodeo Lake Fund #301

Adams County Jail Remodel Project

Approve AIA Agreement, B 104, between Adams County and The DOH Associates, Wenatchee, Washington, for professional services related to the Adams County Jail Remodel with compensation set at \$331,975.00

Emergency Management

Commissioner Blankenship moved, Garza seconded, to *authorize the Chairman sign Contract #25-182, Amendment #1, between Adams County*

*and Washington State Military Department and U.S. Department of Homeland Security, for the purpose of moving budgeted funds in the amount of \$7,480, from radio project to cybersecurity projects, plus additional document – Signature Authorization form (full Board). **Motion carried.** The contract end date of June 30, 2027, and the total contract amount of \$17,780, remains unchanged.*

Correspondence

Todd O'Brien, Adams County Public Works Director re:
Resignation
Letter, effective September 30, 2025

Board Discussion/Decision Items

Human Resources

Manager Campbell reviewed Calendar Year 2026 rate information received from Washington State Health Care Authority Public Employees Benefits Board.

Public Works

Engineer Yaeger reported on maintenance, noting Othello and Lind crews are performing gravel road maintenance for harvest roads and vegetation control (mowing, knifing). Pre-level is expected to be completed in the Ritzville area this week.

Yaeger reported the City of Ritzville requested the county perform patching and pre-level work within city limits. Yaeger recommended, and received Board concurrence, to move forward with the work on a reimbursement basis, as crews are available.

Additionally, Yaeger reported on recycling; payment of surplus equipment; miscellaneous facility projects; and, current engineering projects.

Sackman Road Bridge #411-3 (CRP-201)

Commissioner Blankenship moved, Garza seconded, to *approve Resolution No. R-025-2025 In the Matter of Notice to Contractors for the Sackman Road Bridge #422-3, CRP-201.* **Motion carried.** Bid opening is set for Wednesday, October 15, 2025, at 11:00 a.m., in the Adams County Courthouse, 210 W. Broadway, Ritzville.

Resolution No. R-024-2025

Commissioner Blankenship moved, Garza seconded, to *approve Resolution No. R-024-2025 In the Matter of Creating Fund #402 – Adams County Broadband Fund.* **Motion carried.**

Other Business – None

Permanent Minutes Signed

August 19 and 20, 2025

August 26 and 27, 2025

Executive Session – None

Adjournment @ 10:57 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

-absent-

Jay R. Weise, Vice-Chairman

s/Dan C. Blankenship, Commissioner

RESOLUTION NO. R-023-2025

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM AMERICAN RESCUE
PROTECTION ACT (ARPA) FUND #133 TO RODEO LAKE FUND #301**

WHEREAS, funds were allocated in the 2025 American Rescue Protection Act (ARPA) Fund #133 for Rodeo Lake Improvement Fund #301, to replace and/or improve the drainage structures

and vegetation management in the areas of Upper Rodeo Lake, Lower Rodeo Lake, and the physical water conveyance structures at Adams County's Panama Road and State Route 26.

THEREFORE, BE IT HEREBY RESOLVED that Seventy-five thousand and no/100 dollars (\$75,000) be transferred from American Rescue Protection Act (ARPA) Fund #133 BARS 597.00.00.04 to Rodeo Lake Improvement Fund #301 BARS 397.00.00.04.

DATED this 16th day of September, 2025.

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

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

RESOLUTION NO. R-024-2025

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

IN THE MATTER OF CREATING FUND #402 - ADAMS COUNTY BROADBAND FUND

WHEREAS, the Adams County Board of Commissioners applied for funding from the U.S. Department of Treasury to further the goals and objectives of the Infrastructure Projects Program; and

WHEREAS, Adams County was awarded ARPA State and Local Fiscal Recovery funding through the Department of Commerce, Washington State Broadband Office (WSBO); and

WHEREAS, the funds available under WSBO have been used to construct a Fiber to the Home network that will be owned and operated by the County, and

WHEREAS, it is necessary to deposit revenues generated from the newly constructed project in a separate fund to avoid co-mingling these resources with the general fund.

THEREFORE, BE IT HEREBY RESOLVED Adams County Broadband Fund #402 is hereby created, and all revenues from the Broadband Project will be deposited into said fund.

BE IT FURTHER RESOLVED that expenditures related to Broadband operations and maintenance will be paid from Fund #402.

BE IT FURTHER RESOLVED a one-time transfer of \$50,000.00 from Fund #122 will be made to accommodate cash flow for expenses incurred within Fund #402.

DATED this 16th day of September 2025.

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

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

RESOLUTION NO. R-025-2025

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 11:00 a.m., Wednesday, October 15, 2025** and will be opened and publicly read on **October 15, 2025 at 11:00 a.m.** for the following construction improvements:

Bridge #411-3 Sackman Road Bridge Replacement Project (CRP-201), M.P. 0.00 to M.P. 0.27 by the removal of the existing structure and replacement with a concrete substructure, precast, pre-stressed concrete superstructure, reconstruct the bridge approaches, installation of guardrail and other work, all in accordance with the attached Contract Plans, these 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 the provisions of 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 16th of September 2025.

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

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