

COMMISSIONERS' PROCEEDINGS

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

October 14, 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 being in Ellensburg last week for a Board of Health training, noting he will have a slide show presentation at the next Board of Health meeting. Additionally, Garza perused vouchers.

Commissioner Blankenship had no activities to report.

Commissioner Weise reported working on budget items. Dr. Brzezny phoned him Friday afternoon regarding a possible case of Avian flu in Adams County.

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 September 23 and 24, 2025

Payroll

Approve September 16-30, 2025 Payroll in the amount of \$704,610.89; and, Benefits in the amount of \$300,818.65 (Direct Deposit # Series 87216-87410; Benefit/Deduction # Series 1184935-1184946)

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	\$ 97,690.95
001 Hand Pay	\$ 23,201.76
001I	\$ 39,817.60
103	\$ 78.33
103A	\$ 170.71
104	\$189,007.32
105	\$ 2,172.00
106	\$ 2,061.65
109	\$ 39.84
112	\$ 1,920.02
116	\$ 27,062.05
122	\$ 36.00
123	\$ 3,617.76
130	\$ 2,754.23
131	\$ 3,814.78
166	\$ 3,956.25
502	\$ 52,460.81
108	\$ 538.23
115	\$ 2,084.67
401	\$ 14,454.97
501	\$ 14,469.58
590	\$ 59,444.46
TOTAL	\$540,853.97

Resolution No. R-027-2025

Approve Resolution No. R-027-2025 In the Matter of Transferring Funds from Current Expense Fund #001 to Adams County Fair Fund #108

Resolution No. R-028-2025

Approve Resolution No. R-028-2025 In the Matter of Transferring Funds from Current Expense Fund #001 to Courthouse O&M Fund #501

Correspondence – None**Board Discussion/Decision Items****Human Resources**

Manager Campbell was unavailable for her scheduled appointment.

Public Works

Interim Public Works Director Yaeger provided the weekly update on gravel road maintenance. Additional updates were provided on the CDL apprentice program; solid waste; facilities; and, Schoonover Road and Sackman Road bridge projects.

Kaylee Road

On August 13, 2025, Engineer Yaeger made a final inspection of the complete asphalt roadway to be dedicated as an extension of Kaylee Road for public access to the Rocky Point Housing project. Engineer Yaeger presented his final report on the establishment of Kaylee Road from Sielaff Road South 463 feet to the end of the road and a graveled Cul-de-Sac in Adams County, Washington.

A resolution establishing Kaylee Road will be prepared for Board adoption on November 21, 2025.

Broadband Fiber to the Home Project

Bid opening is set for Wednesday, November 5, 2025, at 11:00 a.m. for Phase #2, Othello, Broadband Fiber to the Home project

Jail Remodel Project

A review of the remodel report will be conducted, followed by a walk-through of the project, Friday, October 17, 2025.

Schoonover Road Project #1 (CRP-180)

Commissioner Blankenship moved, Weise seconded, to *approve Pay Estimate 2, to Culbert Construction, Inc., Pasco, Washington, in the amount of \$587,395.74, for work completed September 1, 2025, through September 30, 2025, on the Schoonover Road Project #1 (CRP-180).*

Motion carried.

2026 Budget Workshop

WSU Extension

Aaron Esser reviewed Fund #095 with minimal changes to last year's budget. Additionally, Esser reviewed 2025 Adams County WSU Extension highlights.

A Washington State University/Adams County wheat grower meeting is scheduled for January 27, 2025.

Other Business – None

Permanent Minutes Signed

September 16 and 17, 2025

Executive Session

At 11:40 a.m. Chairman Garza announced the Board would recess into Executive Session for fifteen (15) 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...”. No action is anticipated. Prosecutor Flyckt was present.

At 11:55 a.m. the Board reconvened from Executive Session. No action was taken.

Recess @ 11:56 a.m.

Reconvene @ 1:00 p.m.

Building and Planning – Master Fee Schedule

Director Lorenz reviewed proposed amendments to the Master Fee Schedule, effective January 1, 2026. The matter will be placed on the consent agenda for October 21, 2025 approval.

2026 Budget Workshop

Building and Planning

Director Lorenz reviewed the proposed 2026 budgets for the following funds:

- Fund #112 Building – revenues and expenditures were reviewed. No capital outlay expense was identified.
- Fund #087 Planning – revenues and expenditures were reviewed. No capital outlay expense was identified.

Geographic Information Systems (GIS)

Director Stolsig reviewed expenditures for Fund #089 with no significant changes over last year. No capital outlay expense was identified.

Prosecutor

Prosecutor Flyckt reviewed the proposed 2026 budgets for the following funds:

- Fund #045 Prosecutor – an increase of \$5,000 for professional services was requested. No capital outlay expense was identified.
- Fund #046 Support Enforcement – no significant changes over last year. No capital outlay expense was identified.

Adjournment @ 3:11 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

RESOLUTION NO. R-027-2025

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM CURRENT EXPENSE FUND
#001 TO ADAMS COUNTY FAIR FUND #108**

WHEREAS, funds were allocated in Current Expense Fund #001 for support of Adams County Fair Fund #108; and

THEREFORE BE IT HEREBY RESOLVED that Thirty-five thousand and no/100 dollars (\$35,000.00) be transferred from Current Expense Fund #001/099 BARS 597.75.00.01 to Adams County Fair Fund #108 BARS 397.75.00.00.

DATED this 14th day of October, 2025.

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

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-028-2025

**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 thousand and no/100 dollars (\$100,000) 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 14th day of October, 2025.

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

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