

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

October 21, 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

<u>Speaker</u>	<u>Topic</u>
Gary DeMoss	Manufactured Homes

Board Updates

Commissioner Garza reported attending the Othello career showcase; attending a meeting with the consultant for the pre-design on the jail project; and, reviewing vouchers.

Commissioner Blankenship reported reviewing 2026 budget proposals and perusing vouchers. Additionally, Blankenship reported trying to pin down, through the appropriation process, the timing for the bridge funding request.

Commissioner Weise reported having a conversation with a planning committee member and researching various county matters.

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.**

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	\$ 101,796.60
001H	\$ 1,180.26
103	\$ 23,660.86
112	\$ 3,051.33
114	\$ 650.00
116	\$ 52.00
131	\$ 4,750.00
502	\$ 10,229.41
108	\$ 4,595.57
115	\$ 869,542.60
301	\$ 34,581.20
321	\$ 462.50
401	\$ 71,121.82
501	\$ 2,839.45
590	\$ 35,612.35
TOTAL	\$1,164,125.95

Resolution No. R-030-2025

Approve Resolution No. R-030-2025 In the Matter of Amending the Adams County Building and Planning Master Fee Schedule

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

Manager Campbell reported working on the job description for the vacant position of public works director. Additionally, Campbell reviewed the state's expansion of paid family medical leave (PFML).

Public Works

Interim Director Yaeger reported on road maintenance, vegetation management; culvert cleaning; solid waste; facilities; and, current engineering projects.

Kaylee Road Establishment

Engineer Yaeger presented the Engineer Final Report and staff report for the establishment of Kaylee Road.

Engineer Yaeger reported the following:

1. On August 13, 2025, a final inspection was made of the complete asphalt roadway to be dedicated as an extension of Kaylee Road for public access to the Rocky Point Housing project and according to the Binding Site Plan recorded with the Auditor File Number 33699.
2. The road has been included and dedicated in the Rocky Point Housing Record of Survey and Binding Site Plan Auditor File Number 33699.
3. The road has been constructed satisfactorily by the project owner to County standards and all required material testing reports have been submitted and approved.
4. It has been found that the proposed route to be a public necessity for public access to the Rocky Point Housing site.

Resolution No. R-029-2025

Commissioner Blankenship moved, Weise seconded, to *approve* **Resolution No. R-029-2025 In the Matter of Establishment of Kaylee Road in Adams County, Washington. Motion carried.**

Utility Easement

Commissioner Blankenship moved, Weise seconded, to *authorize the Chairman to sign Utility Easement between Adams County and Northwest Open Access Network ("NoaNet") to construct a separate, secure area dedicated to housing a NoaNet communications cabinet on the following described property ("Easement Area"):*

LOTS 1 THRU 5, BLOCK 2, ORIGINAL LIND

Assessor's Parcel No.: 1-733120500201

Adams County, Washington

The easement area consists of a parcel measuring eight feet (8') by eight and one-half feet (8-1/2'). **Motion carried.**

JDAI Implementation Contract

Commissioner Blankenship moved, Weise seconded, to *authorize the Chairman to sign County Program Agreement, No. 2563-64295, Amendment #1, to amend the Statement of Work for the period October 1, 2025 through June 30, 2027 with no change to the total contract award of \$56,000. Motion carried.*

2026 Budget Workshops

Human Resources

Manager Campbell reviewed Fund #055. No capital outlay expense was identified.

Noxious Weed Board

Director Eric Bell reviewed proposed revenues and expenditures for Fund #166 with minimal increases over last year. A capital outlay expense of \$15,000 was identified.

Treasurer

Treasurer Meise reviewed proposed revenues and expenditures for Fund #030. No capital outlay expense was identified. Additionally, a chief deputy position was discussed.

Other Business – None

Recess @ 11:56 a.m.

Reconvene @ 1:00 p.m.

Treasurer Meise – Revenue Update

Treasurer Meise reviewed projected and actual expenditures and revenues for fiscal years 2022, 2023, 2024 and 2025 in current expense funds.

Executive Session

At 3:03 p.m. Chairman Garza announced the Board would recess into Executive Session for seven (7) 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.” Prosecutor Flyckt was present.

At 3:10 p.m. the Board reconvened from Executive Session.

Adjournment @ 3:10 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-029-2025

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

**IN THE MATTER OF ESTABLISHMENT OF KAYLEE ROAD IN ADAMS COUNTY,
WASHINGTON.**

WHEREAS, Rocky Point Housing Record of Survey and Binding Site Plan in Section 5, Township 15N, Range 29E approved and filed August 19, 2024 recorded in AF #336991, Volume S of, Pages 1934 created an additional section of **Kaylee Road** by dedication of a 60' wide, 462.82' long road extending south from existing county road known as Sielaff Road just north of a graveled Cul-de-Sac; and,

WHEREAS, construction of this roadway has been completed and has been inspected and approved by the County Engineer; and,

WHEREAS, the addition of this road section is found to be a public necessity for public access to the Rocky Point Housing Project.

THEREFORE BE IT HEREBY RESOLVED that the following roads are hereby established within Adams County:

Kaylee (90354)

DATED this 21st day of October, 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-030-2025
ORDER OF BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON**

**IN THE MATTER OF AMENDING THE ADAMS COUNTY BUILDING AND
PLANNING MASTER FEE SCHEDULE**

WHEREAS, Adams County has the authority to establish a fee schedule for the various building permits (IBC section 109) and land use permits (ACC 17.89) required within the unincorporated portions of Adams County.

THEREFORE, BE IT HEREBY RESOLVED that the following fee schedule A, labeled “Master Fee Schedule” is hereby adopted and becomes effective January 01, 2026.

BE IT FURTHER RESOLVED that all other resolutions of adopted fee schedules pertaining to ACC Title’s 15,16,17 and 18, that are inconsistent with the provisions of this resolution, are repealed.

DATED this 21st day of October, 2025

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

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

Approved as to form:
s/Randy J. Flyckt
Adams County Prosecuting Attorney
WSBA#29302