

COMMISSIONERS' PROCEEDINGS

Adams County Courthouse Ritzville, Washington Regular Meeting

November 25, 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 (*virtually*)
Commissioner Dan C. Blankenship

Pledge of Allegiance

Chairman Garza led the Pledge of Allegiance.

Public Comment – None

Board Updates

Commissioners Garza and Blankenship reported attending the County Leader's Conference last week.

Approval/Addition of Agenda

Commissioner Blankenship moved, Weise seconded, to *approve the agenda with the following deletion:*

- *Treasurer Weise – Revenue Update*

Motion carried.

Consent Agenda

Commissioner Weise moved, Garza seconded, to *approve the consent agenda with the following items removed for additional discussion:*

- g. *Approve Resolution No. R-036 In the Matter of Transferring Funds from Criminal Justice Fund #105 to Current Expense Fund #001*
- h. *Approve Resolution No. R-037-2025 In the Matter of Adopting "Computer and Network Policies and Procedures" Dated November 12, 2025; Rescinding Resolution No.*

R-42-00; and Amending Section of the Adams County Personnel Policy

- i. Approve Resolution No. R-038-2025 In the Matter of Clarifying Certain Aspects of the Adams County Salary Policy; Rescinding Resolution No.R-65-06; and, Amending the Adams County Personnel Policy*

Motion carried.

Payroll

Approve October 16-31, 2025 Payroll in the amount of \$578,825.39; and, Benefits in the amount of \$288,502.07 (Warrant # Series 533335; #Direct Deposit # Series 87602-87792; Benefit/Deduction # Series 1184957-1184968)

Payroll

Approve November 1-15, 2025 Payroll in the amount of \$551,213.89; and, Benefits in the amount of \$84,294.93 (Direct Deposit # Series 87793-87981; Benefit/Deduction # Series 1184969-1184977)

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>
108	\$ 1,488.05
115	\$265,344.85
401	\$ 37,052.70
501	\$ 8,472.01
590	\$ 65,816.20
TOTAL	\$378,173.81

<u>Fund</u>	<u>Amount</u>
001	\$215,980.40
001I	\$ 70,076.39
103A	\$ 153.80
104	\$ 26,603.54
106	\$ 1,691.78
112	\$ 287.05
116	\$ 324.00
122	\$ 36.00
123	\$ 1,422.22

130	\$ 144.03
131	\$ 48.70
166	\$ 202.50
502	\$ 21,763.67
108	\$ 1,555.10
115	\$ 33,784.78
401	\$ 6,472.84
402	\$ 1,838.95
501	\$ 2,859.18
590	\$ 25,127.60
TOTAL	\$410,372.53

Resolution No. R-033-2025

Approve Resolution No. R-033-2025 In the Matter of Transferring Funds from American Rescue Protection Act (ARPA) Fund #133 to Current Expense Fund #001

Resolution No. R-034-2025

Approve Resolution No. R-034-2025 In the Matter of Transferring Funds from American Rescue Protection Act (ARPA) Fund #133 to Current Expense Fund #001

Resolution No. R-035-2025

Approve Resolution No. R-035-2025 In the Matter of Transferring Funds from American Rescue Protection Act (ARPA) Fund #133 to County Road Fund #115

Resolution No. R-039-2025

Approve Resolution No. R-039-2025 In the Matter of Adopting the Updated Job Description for Position Number 1100 – Public Works Director

Disposal of Inventory

Superior Court

Approve Superior Court's request for disposal of inventory that is no longer of any use or value.

Correspondence

Julie Flyckt, Clerk-Treasurer, City of Ritzville re: 2026 Ad Valorem Tax Ordinance and levy certification in accordance with Chapter 84.52.020

Board Discussion/Decision Items

Port of Othello

Port of Othello Commissioners Weaver, Vietzke, and Montemayor provided updates on Port activities to include the water tower and airport projects.

Human Resources

Manager Campbell provided updates on open enrollment; insurance caps for non-represented; and, the public works director position job announcement.

Six Year Transportation Improvement Program (2026-2031)

It being the time of 10:00 a.m. and the place set for the public hearing to consider the 2026-2031 Six Year Transportation Improvement Program, Chairman Garza convened the public hearing.

Press from the *Ritzville Adams County Journal* was present.

Engineer Yaeger reviewed each of the projects by priority.

There was no public comment.

Chairman Garza closed the public hearing at 10:13 a.m.

Commissioner Blankenship moved, Weise seconded, to *approve Resolution No. R-040-2025 In the Matter of Adopting the Adams County Six Year Transportation Improvement Program (2026-2031)*.
Motion carried.

Public Works

Interim Director Yaeger and Assistant Director Reynolds provided the weekly update on gravel road maintenance in all three districts; culvert cleaning; and, ditching. A fence has been installed at the Lind yard. Hydroseeding is scheduled at two gravel pits. A couple catch basins in the Othello area need attention. Plows and sanders are being prepared for winter weather. Metal recycling is complete at Bruce and will now move to the Ritzville transfer station.

Engineering

Rodeo Lake is flowing well. However, a beaver dam has been located and the Fish and Wildlife department will be contacted to relocate the

beaver. Additional updates were provided on Gottlieb-Hille project design; Herman Road Safety project design; and, Schoonover Road, noting delineators need to be installed.

2026 Equipment Rental Rates

Commissioner Blankenship moved, Weise seconded, to *approve Resolution No. R-041-2025 In the Matter of Establishment of 2026 Equipment Rental Rates for County Intragovernmental Fund #590.*
Motion carried.

Fiber to the Home – Phase #2 – Othello

Interim Director Yaeger reviewed the bids, opened on November 5, 2025, for the Fiber to the Home – Phase #2 – Othello Broadband project. The bids were evaluated, noting allowable corrections were made to the low bidders bid. The low bidder had twenty four (24) hours to claim errors in the bid. However, no correspondence was received from the low bidder until November 10, 2025. At that time, Blue Mountain, Inc. agreed the bid numbers were not good.

In reviewing the contract language and the contract bond with legal, there is some uncertainty on whether the county will be able to collect on the bidder's bond.

The county has forty-five (45) days to either award the project or to reject all bids submitted on this project. No action was taken pending additional consideration by the Board.

Schoonover Road Project #1 (CRP-180)

Commissioner Blankenship moved, Garza seconded, to *approve Pay Estimate 3, to Culbert Construction, Inc., Pasco, Washington, in the amount of \$1,579,934.20, for work completed October 1, 2025, through November 4, 2025, on the Schoonover Road Project #1 (CRP-180).*
Motion carried.

Revenue Update

Treasurer Meise cancelled her scheduled appointment.

Closed Session

At 11:00 a.m. Chairman Garza announced the Board would recess into Closed Session for sixty (60) minutes under RCW 42.30.140(4)(b) – “that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or

grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.” Prosecutor Flyckt; Deputy Prosecutor Eugenio; Interim Public Works Director Yaeger; Assistant Public Works Director Reynolds; and, Human Resource Manager Campbell were present.

At 12:00 p.m. the Board reconvened from Closed Session.

Other Business – None

Recess @ 12:00 p.m.

Reconvene @ 1:00 p.m.

Integrated Health Care Services

Director Guse and Environmental Health Director Abonyi appeared virtually

Washtucna Landfill Permit Fee

Commissioner Blankenship moved, Weise seconded, to *authorize a Landfill Permit Fee of \$10,000 for renewal of the annual fee for the Washtucna landfill.* **Motion carried.** Commissioner Blankenship reported false allegations have been made regarding his interest in the Washtucna landfill and, if true, would create a conflict of interest. Blankenship stated the allegations were utterly false and there is no conflict of interest in his voting on the matter.

2026-2027 Adams County Indigent Defense Contract

Commissioner Blankenship moved, Weise seconded, to *approve 2026-2027 Adams County Indigent Defense Contract between Adams County and Crumpler Law, PLLC; Deanna Crull, P.S.; Senit Legal, PLLC; Van Valkenburg Law, P.S.; and, Findley and Silcher Law for the period commencing January 1, 2026 and ending December 31, 2027 for total compensation of \$589,490 for 2026 and \$613,069 for 2027.* **Motion carried.**

2026 Addendum to the 2026-2027 Adams County Indigent Defense Contract

Commissioner Blankenship moved, Garza seconded, to *approve 2026 Addendum to the 2026-2027 Adams County Indigent Defense Contract to assign caseloads, duties and assignments to each attorney and to provide for the division of fees between the attorneys.* **Motion carried.** The addendum does not alter the total compensation of the 2026-2027 Adams County Indigent Defense Contract.

Tyler Technologies Software Agreement

Prosecutor Flyckt reported he has not yet reviewed the Tyler Technologies Software agreement. Action was deferred until such time the Prosecutor reviews said agreement.

2025 Budget Amendments

A public hearing to consider 2025 amendments to the Adams County budget is set for Tuesday,, December 16, 2025, at 1:30 p.m. in Room 202 of the Adams County Courthouse, 210 W. Broadway, Ritzville, Washington.

Resolution No. R-036-2025

Commissioner Blankenship moved, Weise seconded, to *approve Resolution No. R-036-2025 In the Matter of Transferring Funds from Criminal Justice Fund #105 to Current Expense Fund #001*. Motion carried.

Resolution No. R-042-2025

Commissioner Blankenship moved, Weise seconded, to *approve Resolution No. R-042-2025 In the Matter of Transferring Funds from Criminal Justice Fund #105A to E-911 Fund #103*. Motion carried.

Executive Session

At 2:10 p.m. Chairman Garza announced the Board would recess into Executive Session for thirty (30) 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...”. Prosecutor Flyckt was present.

At 2:40 p.m. the Board reconvened from Executive Session.

State of Washington vs. Adams County

Commissioner Blankenship moved, Weise seconded, to authorize Vice-Chairman Weise sign Verification of County’s Responses and Objections to the Plaintiff’s First Interrogatories and Requests for Production of Documents in the matter of State of Washington vs. Adams County Sheriff’s Office, Adams County, Washington.

Commissioners Blankenship – YES

Commissioner Weise – YES

Commissioner Garza – ABSTAINED

Motion carried.

Adjournment @ 2:51 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-033-2025

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM AMERICAN RESCUE
PROTECTION ACT (ARPA) FUND #133 TO CURRENT EXPENSE FUND #001**

WHEREAS, funds were allocated in the 2025 American Rescue Protection Act (ARPA) Fund #133 to fund the provision of inmate housing during calendar year 2025.

THEREFORE, BE IT HEREBY RESOLVED that Seven hundred seventy two thousand, four hundred ninety two and 96/100 dollars (\$772,492.96) be transferred from American Rescue Protection Act (ARPA) Fund #133 to Current Expense Fund #001 as follows:

Care and Custody Fund #070	\$772,492.96
1330.000.597.00.00.01	

DATED this 25th day of November, 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-034-2025

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM AMERICAN RESCUE
PROTECTION ACT (ARPA) FUND #133 TO CURRENT EXPENSE FUND #001**

WHEREAS, funds were allocated in the 2025 American Rescue Protection Act (ARPA) Fund #133 to allocate up to \$165,000 for the replacement and improvement of countywide financial, auditing, and personnel management software.

THEREFORE, BE IT HEREBY RESOLVED that One hundred ten thousand, eight hundred eighty one and no/100 dollars (\$110,881.00) be transferred from American Rescue Protection Act (ARPA) Fund #133 to Current Expense Fund #001 as follows:

Auditor Fund #023	\$110,881	1330.000.597.00.00.02
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DATED this 25th day of November, 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-035-2025

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM AMERICAN RESCUE
PROTECTION ACT (ARPA) FUND #133 TO COUNTY ROAD FUND #115**

WHEREAS, funds were allocated in the 2025 American Rescue Protection Act (ARPA) Fund #133 to support County Road Fund #115 for the continued provision of a safe and consistence surface road and transportation system in the County

THEREFORE, BE IT HEREBY RESOLVED that Five hundred thousand, and no/100 dollars (\$500,000.00) be transferred from American Rescue Protection Act (ARPA) Fund #133 to County Road Fund #115 BARS 1330.000.597.00.00.02.

DATED this 25th day of November, 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-036-2025

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM CRIMINAL JUSTICE FUND
#105 TO CURRENT EXPENSE FUND #001**

WHEREAS, on November 6, 2018, the Adams County voters approved a three-tenths of one percent (.03%) sales tax measure for the purpose of enhancing and improving criminal justice and law enforcement functions within Adams County; and

WHEREAS, positions were approved by the Board as enhancements and improvements to criminal justice programs in Adams County with to be transferred from Fund #105 to the fund(s) paying the salaries.

THEREFORE, BE IT HEREBY RESOLVED that \$567,355 be transferred from Criminal Justice Fund #105 to Current Expense Fund #001 as follows:

District Court Position 2	\$ 61,669	1050.000.597.12.00.01
Adult Probation	\$ 61,669	1050.000.597.23.00.01
Prosecutor	\$ 74,003	1050.000.597.15.00.01
Police Operations	\$185,007	1050.000.597.21.00.00
Care and Custody	\$185,007	1050.000.597.23.00.02

DATED this 25th day of November, 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-039-2025

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

**IN THE MATTER OF ADOPTING THE UPDATED JOB DESCRIPTION FOR
POSITION NUMBER 1100 – PUBLIC WORKS DIRECTOR**

WHEREAS, job descriptions are periodically reviewed for accuracy; and

WHEREAS, the currently adopted job description for Position No. 1100 – Public Works Director, no longer accurately reflects the position.

THEREFORE BE IT HERBY RESOLVED that the job description for Position No. 1100 – Public Works Director, is hereby updated to reflect an accurate description of the position as set forth in the attached document.

BE IT FURTHER RESOLVED that Position No. 1100 – Public Works Director will remain classified at Range 9 on the Adams County Management Salary Schedule.

DATED this 25th day of November, 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-040-2025

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

**IN THE MATTER OF ADOPTING THE ADAMS COUNTY SIX YEAR
TRANSPORTATION IMPROVEMENT PROGRAM (2026-2031)**

WHEREAS, the preliminary Six Year Transportation Improvement Program and the transportation project priority array were prepared and presented to the Board for their review and consideration on Tuesday, November 4, 2025, during a public meeting of the Board of Commissioners; and,

WHEREAS, the County Engineer submitted and made available to the Board and the public the 2024 Bridge Inspection Report on October 7, 2025 for consideration during the preparation of the Six Year Transportation Improvement Program; and,

WHEREAS, an environmental pre-assessment of the Six Year Transportation Improvement Program indicated that the social, economic and aesthetic values would not be disturbed; and,

WHEREAS, a public hearing was held on Tuesday, November 25, 2025, during which the final program was presented and discussed; and,

WHEREAS, all public comments were heard and reviewed during the public hearing and no objections were heard;

THEREFORE BE IT HEREBY RESOLVED that the 2026-2031 Six-Year Transportation Improvement Program is hereby approved and adopted.

DATED this 25th day of November, 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-041-2025

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

**IN THE MATTER OF ESTABLISHMENT OF 2026 EQUIPMENT RENTAL RATES FOR
COUNTY INTRAGOVERNMENTAL FUND #590**

WHEREAS, the State of Washington requires an annual review, and adjustment, if necessary, of equipment rental rates imposed by the Intergovernmental Fund #590; and,

WHEREAS, that review process was completed on November 25, 2025 and rates were modified as necessary.

THEREFORE BE IT HEREBY RESOLVED that the Adams County Public Works Department - Rental Rates Chart as attached is hereby adopted and becomes effective as of January 1, 2026.

DATED 25th day of November, 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-042-2025

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

**IN THE MATTER OF TRANSFERRING FUNDS FROM CRIMINAL JUSTICE FUND
#105A TO E-911 FUND #103**

WHEREAS, E-911 Fund #103 is unable to meet budgetary demands; and

WHEREAS, the Board of Commissioners approved a transfer of \$50,000 from Criminal Justice Fund #105A to E-911 Fund #103 to meet such demands.

THEREFORE, BE IT HEREBY RESOLVED that fifty thousand and no/100 dollars (\$50,000) be transferred from Criminal Justice Fund 105A BARS 597.28.00.01 to E-911 Fund #103 BARS 397.28.00.00.

DATED this 25th day of November, 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