

082892 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for Monday, April 6, 2020 at 9:00 a.m. Michael Largent, Chairman, Arthur D Swannack (remotely) and Dean Kinzer (remotely) Commissioners, Maribeth Becker, CMC, Clerk of the Board and Connie Ellis, Deputy Clerk of the Board attended.

9:00 a.m. - Call to Order/Board Business/BOCC Workshop.

Present: Bill Tensfeld, Lance Bishop (9:00 a.m.), and Troy Henderson (9:30 a.m.)  
Remotely: Chris Nelson, Mark Storey, Bailey Wiedmer, Ellary Holliday, Gary Petrovich, Sandy Jamison, Kelli Campbell, Sharron Cunningham, Jessica Jensema, Annie Pillars, Brandon Kruger, Janet Schmidt, Cathrine Wigen, Bill's iPhone, Lauriel, Brett Myers (9:00 a.m.), Jill Whelchel (9:05 a.m.), Lori Nails, Victoria Fowler, and Brandy Dean (9:10 a.m.).

082893-082894 1-2. The following items were discussed but no action was taken.

- Construction Moratorium
- Pullman Criminal Justice
- McKinstry Project
- CDBG-PS Grant
- Trails Committee
- Veteran Services Officer
- Voluntary Stewardship Program
- Property Tax Relief
- Department of Revenue
- Budget Revenues
- Paycheck Warrant Stubs
- Citizens' Comm. on Salaries
- Payroll Codes/Emergency Leave
- COVID-19 Update
- Spring Clean-Up
- Road Maintenance
- Gas Tax
- Elected/Appointment Team Mtg.
- WSU Extension
- Courthouse Concrete Work
- County Cost Savings

10:00 a.m. - Recess.

10:15 a.m. - Flag Salute.

Present: Lance Bishop  
Remotely: Gary Petrovich, Mark Storey, Ellary Holliday, Kelli Campbell, Roger Harnack, Brandon Kruger, Bailey Wiedmer, Victoria Fowler, Robin Jones (10:15 a.m.), Paul Spencer, Bill Tensfeld, Kelsey Duer, and Paul Kimmel (10:30 a.m.).

D082894A 3. Pledge of Allegiance.

Consent Agenda:

082895 4. Commissioner Swannack moved Commissioner Kinzer seconded the motion and carried to accept the consent agenda as presented.

082896-082897 5. Treasurer's Wire Transfers and Check Report in the amount of \$119,306.04, and General Claims/Veterans' Relief warrants numbered 348507-348562 for \$91,056.00 approved.

082898 6. March 16, 2020 minutes approved.

082899-082902 7. Personnel change orders approved.

082903 8. Commissioner Swannack moved Commissioner Kinzer seconded the motion and carried to authorize the publishing of a notice of hearing for budget amendment #1 to the 2020 Whitman County budget.

**BOCC MINUTES-04/06/20**

**082904** 9. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to authorize the chairman to sign a letter of appreciation to Rick McNannay for his service on the Emergency Communications Advisory Committee.

**082905** 10. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to authorize the chairman to sign a letter appointing Tina Page to an unexpired four year term on the Citizens' Commission on Salaries for Elected Officials to expire on December 31, 2023.

**082906** 11. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to approve a 2<sup>nd</sup> extension thru 12/31/20 for the Town of Uniontown's 2018 Public Facilities (.09) grant.

**082907** 12. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to authorize and sign the 2021 agreement for criminal justice services with the City of Pullman as presented.

**082908** 13. At 10:30 a.m. the following combined bid was received for 2020-2021 legal printing.

**BIDDERS:**

	<b>AMOUNT</b>
Whitman County Gazette/Moscow-Pullman Daily News	\$11.00 per column inch
	\$ 5.00 for affidavit of publication
	\$10.00 for each additional

affidavit

There was no cashier's check included in the bid as required by the specifications.

**082909** 14. A tentative bid award will take place on April 20, 2020.

**BOCC #082910-#082914-Items #15-#19 appears below item #21.**

**CORRESPONDENCE:**

**D082909A** 20. The following correspondence was received:

**082915** 20A. A copy of a letter from Booth, Davis and Associates, PLLC to the Secretary of Washington Utilities and Transportation Commission was received notifying they would be filing revisions to the tariff to include limitation of service in the case of a public health emergency on behalf of Pullman Disposal Service, Inc.

**082916** 21. Commissioners' pending list reviewed.

**082910** 15. The regular meeting was recessed at 10:45 a.m. and the hearing convened by the Chairman for the 2020-2021 CDBG-PS grant.

Executive Director for Community Action Center (CAC), Jeff Guyett, reported on what services were provided in Whitman County through funding from the CDBG-Public Service grant for the fiscal year July 1, 2018 to June 30, 2019. Over 5,750 individuals were served throughout Whitman County. Funds were utilized as a critical support of programs which do not provide adequate funding to cover staff payroll and benefits, supportive administrative costs and/or space costs to fulfill the needed services to Whitman County residents with low-to-moderate income.

Last year's sub-recipient CDBG-PS funds totaled \$99,106, less county administrative costs of \$3,000. Programs which benefited were the community food program, permanent housing assistance and case management, emergency/crisis assistance, Washington State low income weatherization and improvement, and community coordination and collaboration.

The CDBG-PS grant for July 1, 2020 through June 30, 2021 is in the amount of \$100,203, with \$97,103 dedicated to provide program support and services for Whitman County's

11,000+ low income households. Despite COVID-19, the current plan is to continue utilizing the CDBG-PS funds as allowable for staff salaries, benefits and taxes, as well as administrative and space costs. Mr. Guyett stated he will work with Whitman County and inform of any changes. In light of COVID-19, Community Action Center has seen a slight increase in usage of the food bank. There are 12 isolation units available in Pullman and 4 in Colfax.

There being no further comments, the hearing was adjourned at 10:50 a.m. and the regular meeting reconvened.

**082911** 16. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and carried to authorize the chairman to sign the 2020-2021 CDBG-PS Resolution with Certifications of Compliance.

**RESOLUTION NO. 082911**  
**RESOLUTION WITH CERTIFICATIONS OF COMPLIANCE**  
**(FOR CDBG PUBLIC SERVICES GRANT ONLY)**

WHEREAS, Whitman County is authorized to apply to the state Department of Commerce for a Community Development Block Grant (CDBG); and

WHEREAS, Whitman County has identified a community development and housing priority need for which to seek CDBG funding; and

WHEREAS, it is necessary that certain conditions be met to receive CDBG funds;

NOW, THEREFORE, be it resolved that the Whitman County Commissioners authorizes submission of this application to the state Department of Commerce to request \$101,203.00 and any amended amounts to fund public service activities in coordination with Community Action Center, and certifies that, if funded, it:

Will comply with applicable provisions of Title I of the Housing and Community Development Act of 1974, as amended, and other applicable state and federal laws;

Has provided and will provide opportunities for citizen participation that satisfy the CDBG requirements of 24 CFR 570.486;

Will not use assessments against properties owned and occupied by low-and moderate-income persons or charge user fees to recover the capital costs of CDBG-funded public improvements from low- and moderate-income owner-occupants;

Has established or will establish a plan to minimize displacement as a result of activities assisted with CDBG funds; and assist persons actually displaced as a result of such activities, as provided in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended;

Will conduct and administer its program in conformance with Title VI of the Civil Rights Act of 1964 and the Fair Housing Act, will affirmatively further fair housing (Title VIII of the Civil Rights Act of 1968); and

Has adopted (or will adopt) and enforce a policy to prohibit the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and has adopted (or will adopt) and implement a policy to enforce existing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within its jurisdiction, in accordance with Section 104(1) of the Title I of Housing and Community Development Act or 1974, as amended;

**BOCC MINUTES-04/06/20**

Certifies to meeting the National Environmental Policy Act (NEPA) through a determination the CDBG-funded public services will not have a physical impact or result in any physical changes and are exempt under 24 CFR 58.34(a), and are not applicable to the other requirements under 24 CFR 58.6; and are categorically exempt under the State Environmental Policy Act (SEPA) per WAC 197-11-305(2); and

Whitman County designates Michael Largent, Chairman of the Board, as the authorized Chief Administrative official and authorized representative to act in all official matters in connection with this application and Whitman County's participation in the Washington State CDBG Program.

Signature \_\_\_\_\_ Date April 6, 2020

Name Michael Largent

Title Chairman

Attested \_\_\_\_\_ Date April 6, 2020  
Maribeth Becker, CMC, Clerk of the Board

**082912** 17. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to authorize the 2020-21 CDBG-PS grant application be submitted to the Washington State Department of Commerce.

**082913** 18. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** authorize the chairman to sign the 2020-2021 CDBG Contract 19-62210-016 Amendment "A".

**082914** 19. There were no COVID-19 related decisions.

**11:00 a.m. - Public Works.**

Present: Lance Bishop  
Remotely: Gary Petrovich, Mark Storey, Ellary Holliday, Kelli Campbell, Brandon Kruger, Brandon Kruger, Bailey Wiedmer, Victoria Fowler, Robin Jones, Paul Spencer, Bill Tensfeld, Kelsey Duer, and Paul Kimmel (11:00 a.m.).

**082917** 21A. The following Public Works related issues approved/updated:

**ACTION ITEMS:**

**082918** 22. The following bids were received for the Solid Waste Loader.

<b>BIDDER</b>		<b>AMOUNT</b>
Pape Machinery	Item #1	\$1,859.37/mo
	Item #2	\$1,798.57/mo
	Item #3	\$1,821.15/mo
Western States Equipment Co/Boise	Item #1	\$2,624.35/mo
	Item #2	\$2,507.48/mo
	Item #3	\$2,375.10/mo
Western States Equipment Co/Boise (Catapillar 926 M)	Item #1	\$3,639.16/mo
	Item #2	\$3,322.68/mo
	Item #3	\$3,078.99/mo

The commissioners will make an award on April 20, 2020.

**DIVISION UPDATES:**

**D082918A** 23. The following division updates provided by Public Works staff.

**Maintenance Division:**

**D082918B 23A.** Mark Storey reported the department is running on modified services. They have received many positive comments about good county road conditions.

**D082918C 24.** Approved documents signed.

**11:15 a.m. - Recess.**

**2:00 p.m. - Reconvene/Board Business Continued.**

Remotely: Lance Bishop, Bailey Wiedmer, Ellary Holliday, and Jacob Jones.

**082919 25.** No workshop for COVID-19 held.

**082920 26.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to approve signing a letter to Governor Inslee requesting lifting the moratorium on private construction activities.

**082921-082924 27-30.** Chairman Largent asked Commissioner Swannack and Commissioner Kinzer if there was any need to meet on Tuesday, April 7, 2020. The consensus was there was not. Therefore, the April 7<sup>th</sup> meeting day was cancelled.

**2:10 p.m. - Recess.**

**D082924A THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, April 13, 2020 at 9:00 a.m.** Michael Largent, Chairman, Arthur D Swannack and Dean Kinzer Commissioners (all remotely), Maribeth Becker, CMC, Clerk of the Board and Connie Ellis, Deputy Clerk of the Board attended.

**9:00 a.m. - Reconvene/Board Business Continued.**

**D082924B 31.** Approved consent agenda items signed.

**082925 32.** Treasurers Wire Transfers and Check Report in the amount of **\$335,914.47**, and General/Veterans' Relief/Payroll warrants numbered **348579-348677** for **\$1,244,286.58** approved.

**082926-082927 33.** Personnel change orders approved.

**9:05 a.m. - BOCC Workshop.**

Remotely: Lance Bishop, Gary Petrovich, Mark Storey, Ellary Holliday, Kelli Campbell, Bailey Wiedmer, Sandy Jamison, Jessica Jensema, Sharron Cunningham, Victoria Fowler, Robin Jones, Janet Schmidt, Bill Tensfeld, Jacob Jones, Sign Shop (9:05 a.m.), Jill Whelchel (9:10 a.m.), and Brett Myers (9:15 a.m.).

**082928-082929 34-35.** The following items were discussed but no action was taken.

- McKinstry Update
- Whitcom
- CRAB Board
- Landfill Incident
- Almota Road
- WSU Extension
- 2020 Budget

**082930 36.** There were no COVID-19 related decisions.

**BOCC #082931-#082932-Item #37-#38 appears below Item #42.**

082933-082936 39-42. Chairman Largent asked Commissioner Swannack and Commissioner Kinzer if there was any need to meet on Tuesday, April 14, 2020. The consensus was there was not. Therefore, the April 14<sup>th</sup> meeting day was cancelled.

9:20 a.m. - Recess.

9:45 a.m. - Reconvene/Board Business Continued/Executive Session.

Remotely: Gary Petrovich (9:45 a.m.), Kelli Campbell (10:30 a.m.), and Maribeth Becker (11:15 a.m.).

082931 37. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to go into executive session with the above individuals until 12:00 p.m. in accordance with RCW 42.30.110(1)(g) for matters related to employee evaluations.

12:00 p.m. - Recess.

1:00 p.m. - Reconvene/Board Business Continued/Executive Session.

Remotely: Brandy Dean (1:00 p.m.), Mark Storey (1:45 p.m.), Lance Bishop (2:30 p.m.), Troy Henderson (3:15 p.m.), and Bill Tensfeld (4:00 p.m.).

082932 38. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to go into executive session with the above individuals until 4:45 p.m. in accordance with RCW 42.30.110(1)(g) for matters related to employee evaluations.

4:45 p.m. - Adjournment.

D082936A Commissioner Swannack **moved** to adjourn the **April 6 and 13, 2020** meeting. Motion **seconded** by Commissioner Kinzer and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **April 20, 2020**. The foregoing action made this **13th** day of **April 2020**.

ss/ DEAN KINZER, COMMISSIONER  
ss/ ARTHUR D SWANNACK, COMMISSIONER

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MARIBETH BECKER, CMC  
Clerk of the Board  
BY: Connie Ellis  
Deputy Clerk of the Board

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MICHAEL LARGENT, CHAIRMAN  
Board of County Commissioners