

BOCC MINUTES-11/02/20

083519 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, November 2, 2020 at 9:00 a.m.** Michael Largent, Chairman, Arthur D Swannack (remotely) and Dean Kinzer Commissioners (remotely), Maribeth Becker, CMC, Clerk of the Board (remotely) and Connie Ellis, Deputy Clerk of the Board attended.

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

Remotely: Lance Bishop, Mark Storey, Annie Pillers, Bailey Wiedmer, Jessica Jensema, Tom Storey, Brandy Dean, WC Gazette, Jacob Jones, Sharron Cunningham, Sandy Jamison (9:00 a.m.) and Ellary Holliday (9:30 a.m.)

083520-083521 1-2. The following items were discussed but no action was taken.

- Interim Health Director
- Board Order/Health Director
- Credit Card Request/District Court
- Rental Assistance/Fire Victims
- CARES Funding Distribution
- WA State Conservation Commission
- 2021 Property Tax
- Coroner/Driver Position
- Credit Card Request/Coroner
- SB 5604
- Public Service Building Foundation
- Parking Lot Sink Hole

10:00 a.m. - Recess.

10:15 a.m. - Flag Salute.

Remotely: Lance Bishop, Jessica Jensema, Annie Pillers, Mark Storey, Hailey Lewis, Jody Opheim, Tom Handy, Paull, Jacob Jones, WC Gazette (10:15 a.m.), and Andrew Engell (10:25 a.m.).

D083521A 3. Pledge of Allegiance.

Consent Agenda:

083522 4. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to accept the consent agenda as presented.

083523 5. Treasurer's Wire Transfers and Check Report in the amount of **\$584,799.62**, General Claims/Veterans' Relief warrants numbered **351809-351873** for **\$751,059.05**.

083524 6. October 19, 2020 minutes approved.

083525-083528 7. Personnel change orders approved.

083529 8. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to sign the 2020 Grant Application Data form for the Bulletproof Vest Partnership Program grant as presented.

083530 9. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to approve the County Provider Program Agreement with Boost Collaborative as presented.

083531 10. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to approve and sign the contract with Potts & Associates for 2021-2022 lobbyist services as presented.

D083531A 11. This item has been tabled.

083532 12. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to approve Information Technology's purchase of the new recording system hardware as presented.

083533 13. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to approve the credit card request for District Court with a \$10,000 credit limit.

083534 14. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to approve the resolution for the 2021 Whitman County/Palouse Empire Fair and Fairground fee schedule.

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the Matter of Updating the) **RESOLUTION NO. 083534**
 Whitman County/Palouse Empire)
 Fair and Fairground Fee Schedule)
 Whitman County, Washington)

BEFORE THE BOARD OF COUNTY COMMISSIONERS of Whitman County, Washington in the matter of updating the Whitman County/Palouse Empire Fair Fee Schedule;

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met in a regular session on the 2nd day of November, 2020; and,

WHEREAS, the Whitman County Commissioners have reviewed the proposed Whitman County/Palouse Empire Fair Fee Schedule and finds that the proposed fees are necessary.

WHEREAS, the Board also recognizes the necessity of allowing Whitman County/Palouse Empire Fair Director the ability to make minor adjustments at his sole discretion, depending on fluctuating cost factors.

NOW THEREFORE, BE IT HEREBY RESOLVED that the attached Whitman County/Palouse Empire Fair Fee Schedule be adopted and implemented effective January 1, 2021 through December 2021.

PASSED AND APPROVED by the Whitman County Board of Commissioners on this 2nd day of November, 2020.

BOARD OF COUNTY COMMISSIONERS
 OF WHITMAN COUNTY, WASHINGTON

ATTEST:

 Michael Largent, Chairman

 Maribeth Becker, CMC
 Clerk of the Board
 BY: Connie Ellis
 Deputy Clerk of the Board

 Arthur D Swannack, Commissioner

 Dean Kinzer, Commissioner

| | |
|-------------------------------------|---|
| Fair Admission | |
| Season 4 day Pass | \$ 17.00 Adults |
| | \$ 7.00 Youth (K-12 grade) |
| Daily Ticket | \$ 8.00 Adult |
| | \$ 5.00 Youth (K-12 grade) |
| Advance Day/Senior Day Pass | \$ 7.00 55yrs old and above daily pass |
| Family Day Pass (Friday only) | \$ 25.00 (Household family members only) |
| Camping Fees | |
| Daily Fee | \$ 20.00 per night |
| Daily Fee - Discount | \$ 15.00 per night w/\$1,000 or over in other rentals |
| During the Fair - Water/Electric | \$ 65.00 flat fee in RV Park-water/electricity |
| During the Fair - Water OR Electric | \$ 50.00 flat fee limited water OR electricity |

BOCC MINUTES-11/02/20

| | |
|--|--|
| Dry Camping (during the 4 day fair | \$ 35.00 flat fee - No hookups |
| Vendor Booth Space | Additional Electrical Permits may apply |
| Inside, Display Bldg. Single Space | \$ 75.00 - \$275.00 per space Add. Electric Permits may apply |
| Outside Open Air Market Place | \$ 75.00 - \$350.00 per space Add. Electric Permits may apply |
| Additional Footage | \$ 8.00 per foot. Additional Electrical Permits may apply |
| Exhibitor Guide Advertising | \$ 30-\$300 (ad size can be tailored to fit space available) |
| Food Concessions | |
| Permanent Concessions Contracted | Sliding Scale based on attendance plus utility fee of \$135.00 |
| For Profit Concessions | 125.00 deposit plus 18% of gross sales after taxes |
| Off Season Events | 10% of sales or \$50.00 whichever is greater |
| Facility Rental | |
| Premium Package (3 day rental) | \$1,500.00 |
| Classic Package (2 day rental) | \$1,000.00 |
| Basic Package (1 day rental) | \$ 500.00 |
| Meeting Package #1 (1 day rental) | \$ 250.00 |
| Meeting Package #2 (1/2 day Rental) | \$ 150.00 |
| Small Outdoor Event Package (1 day rental) | \$ 600.00 |
| Community Building (per day) | \$ 300.00 |
| Gazebo with Benches(per day) | \$ 200.00 |
| Gazebo without Benches (per day) | \$ 100.00 |
| Jones Schoolhouse (per day) | \$ 100.00 |
| Kitchen - for Commercial Use | \$ 30.00 per hour, by reservation only |
| Large Grass Area (Midway) | \$ 500.00 per day with negotiated terms and conditions |
| Outdoor Arena | |
| Outdoor Arena available for contracted events May through August. September is closed because of Fair. Because of manpower availability and weather conditions, typically no outdoor arena events are scheduled from August 15. thru April. Please contact the office for further information. | |
| For Profit event (with 500+ spectators) | \$1,500.00 base fee with negotiated terms and conditions |
| Arena Event | \$ 350.00 base fee per day with terms and conditions negotiated (surcharges for fuel, lights, labor) |
| Arena Equipment/Attendant | Minimum of \$200.00 (for up to 6 hours). \$ 30.00 per hour after 6 hours |
| Arena Lights | \$ 18.00 per hour |
| Indoor Arena | |
| Arena Event | \$ 250.00 base fee per day with terms and conditions negotiated (surcharges for fuel, lights, labor) |
| Arena Equipment/Attendant | Minimum of \$200.00 (for up to 6 hours). \$ 30.00 per hour after 6 hours |
| Individual Riding | \$ 15.00 per hour (1 hour minimum) |
| Group Riding | \$ 15.00 per hour (1 hour minimum) |
| Rental - No security provided. Maximum of 10 nights. | \$ 15.00 per night/per stall. Bedding extra (with advanced arrangements/availability) |
| Winter Storage (boat, vehicle, camper) | |
| Package A (20' and under total length) | \$ 300.00 (plus 12.84% Leasehold Tax) = \$338.52 |
| Package A (21' and over total length) | \$ 350.00 (plus 12.84% Leasehold Tax) = \$394.94 |
| Package B (20' and under total length) | \$ 250.00 |
| Package B (21' and over total length) | \$ 300.00 (plus 12.84% Leasehold Tax) \$338.52 |
| Package C (21' and over total length) | \$ 200.00 |
| Package C (21' and over total length) | \$ 250.00 |
| 20' and under | \$ 10.00 per week plus 12.84% leasehold tax (if over \$250.00) |
| 21' and over | \$ 12.00 per week plus 12.84% leasehold tax (if over \$250.00) |
| 4H/FFA Sanctioned Event(s) | ½ of normal fee (applies to Indoor Arena Rental, Outdoor Arena Rental and Facility Rental. Does not apply to labor or utility rates). |
| Credit Card Service Fee | Convenience Fee applied to all credit card sales. Fee rate depended on industry standard |
| Taxes | Included in price except where noted. |

083535 **15.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to authorize the chairman to sign the 2020 Life Flight Group Membership Agreement as presented.

083536 16. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to sign a resolution dissolving the Self-Insurance fund #101.012.000 as presented.

RESOLUTION NO. 083536

OF

**THE BOARD OF WHITMAN COUNTY COMMISSIONERS
FOR WHITMAN COUNTY, STATE OF WASHINGTON**

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met in regular session on Monday, November 2nd, 2020; and

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington recognizes the need to dissolve the Self-insurance Fund #101.012.000 originally created on December 14, 1987.

WHEREAS, the custodial assets will be transferred to the Administrative Services Current Expense Fund 001.012.000 effective December 31, 2020.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of County Commissioners to dissolve the Self-insurance Fund #101.012.000 effective December 31, 2020 and to move all assets to Fund 001.012.000.

PASSED, APPROVED AND ADOPTED the 2nd day of November 2020.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Michael Largent, Chairman

Maribeth Becker, CMC
Clerk of the Board
BY: Connie Ellis
Deputy Clerk of the Board

Arthur D Swannack, Commissioner

Dean Kinzer, Commissioner

083537 17. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to sign a resolution dissolving the WSU-Whitman County Extension Special Revenue fund #106.240.000 as presented.

RESOLUTION NO. 083537

OF

**THE BOARD OF WHITMAN COUNTY COMMISSIONERS
FOR WHITMAN COUNTY, STATE OF WASHINGTON**

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met in regular session on Monday, November 2nd, 2020; and

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington recognizes the need to dissolve the WSU-Whitman County Extension Special Revenue Fund #106.240.000 originally created on August 29th, 2005. The custodial assets will be transferred to WSU-Whitman County Extension's Current Expense Fund 001.240.000 effective December 31st, 2020.

BOCC MINUTES-11/02/20

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of County Commissioners for Whitman County agree to dissolve the WSU-Whitman County Extension Special Revenue Fund #106.240.000 effective December 31, 2020 and move all assets to Fund 001.240.000.

PASSED, APPROVED AND ADOPTED the 2nd day of November 2020.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Michael Largent, Chairman

Maribeth Becker, CMC
Clerk of the Board
BY: Connie Ellis
Deputy Clerk of the Board

Arthur D Swannack, Commissioner

Dean Kinzer, Commissioner

083538 **18.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to authorize the publishing of a notice of meeting for budget amendment #4 to the 2020 WC budget.

083539 **19.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to accept Troy Henderson's resignation as Director of Whitman County's Public Health Department effective November 15, 2020.

083540 **20.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to authorize the appointment of Chris Skidmore as the Health Department's Interim Director upon Troy Henderson's resignation effective November 16, 2020.

083541 **21.** There were no COVID-19 related updates or decisions.

083542 **22.** Commissioner Swannack reported he was asked and accepted to attend the Malden/Pine City Long Term Recovery committee meetings.

CORRESPONDENCE:

D083542 **23.** The following correspondence was received:

083543 **23A.** A letter from the Department of Commerce was received stating Whitman County has been awarded \$466,180 in federal Community Development Block Grant - Coronavirus (CDBG-CV1 funds).

083544 **24.** Commissioners' pending list reviewed.

10:30 a.m. - Recess.

10:45 a.m. - Public Works.

Present: Mark Storey and Marc LaVanway (10:45 a.m.).
Remotely: Lance Bishop, Jessica Jensema, Ellary Holliday, Tom Handy, Hailey Lewis, Andrew Engell, and WC Gazette (10:45 a.m.).

083545 **24A.** The following Public Works related issues approved/updated:

083546 **25.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to sign the resolution of intent to change the name of County Road No. 1130 from Hanson Road to Hansen Road.

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

| | | |
|---|---|----------------------------|
| In the Matter of the Intent to Change the Name of |) | RESOLUTION No. 083546 |
| County Road No. 1130, the Hanson Road |) | INTENT TO CHANGE ROAD NAME |
| located in Sections 3, 9, 10, & 16 |) | AND DIRECTIVE TO COUNTY |
| Township 19 North, Range 45 East, W.M. |) | ENGINEER FOR REPORT |
| in Whitman County, Washington. |) | |

WHEREAS, a request to Change the Name of County Road No. 1130, the Hanson Road has been received by the Whitman County Board of County Commissioners, it is hereby declared the intention of the Whitman County Board of County Commissioners to change the name of said Hanson Road as follows:

County Road No. 1130, the Hanson Road shall be changed to County Road No. 1130, Hansen Road.

IT IS HEREBY RESOLVED that before a final decision can be reached on said name change, the Whitman County Engineer shall investigate and prepare a report on the proposed name change.

IT IS FURTHER RESOLVED that this resolution be entered upon the minutes of this Board.

DONE at Colfax, Washington, this 2nd day of November, 2020.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Michael Largent, Chairman

Maribeth Becker, CMC
Clerk of the Board
BY: Connie Ellis
Deputy Clerk of the Board

Arthur D Swannack, Commissioner

Dean Kinzer, Commissioner

083547 26. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and **carried** to approve publishing the notice for a public hearing to change the name of County Road NO. 1130 from Hanson Road to Hansen Road.

DIVISION UPDATES:

D083547A 27. The following division updates provided by Public Works staff.

Solid Waste Division:

D083547B 27A. Mark Storey reported the Moderate Risk Waste Facility remodel project continues to move forward. The building should have the new siding on it in a day or two. The project is on target to be complete by the end of the year.

Planning Division:

D083547C 27B. Western Construction had their appeal hearing last week. The Board of Adjustment approved their appeal, adding a couple of conditions. The first condition is all people who were a party to the appeal will be notified 24 hours before blasting. The second is Western Construction must develop a traffic safety plan for heavy traffic weekends. This responsibility primarily falls on the Department of Transportation.

D083547D 27C. The marijuana code ordinance hearing is scheduled for Wednesday, November 4th. The Planning Commission hopes to bring it forward with their recommendations to the Board of County Commissioners after the hearing. They are expecting many will attend remotely.

BOCC MINUTES-11/02/20

10:55 a.m. - Recess.

D083547E 28. Approved documents signed.

11:15 a.m. - Reconvene/Board Business Continued.

Remotely: Zak Kennedy, Jim Potts, Ellary Holliday, Lance Bishop, Jessica Jensema, Tom Handy, Hailey Lewis, and Jacob Jones.

083548 29. Jim Potts and Zak Kennedy provided a brief update on the status of state legislative issues.

11:45 - Recess.

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

Remotely: Jessica Jensema, Ellary Holliday, Lance Bishop, Tom Handy, Jacob Jones, Hailey Lewis, Bailey Wiedmer, Mark Storey (2:00 p.m.), Kristine Meyer and Carl Webber (3:00 p.m.).

083549-083550 30-31. The following items were discussed but no action was taken.

- 2021 Whitman County Budget
- Introduction of newly appointed Port Commissioner, Carl Webber
- Port of Wilma Project
- Fiber Project Update

3:30 p.m. - Return to Open Session/Recess.

D083550A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, November 9, 2020 at 9:00 a.m.** Michael Largent, Chairman, Arthur D Swannack (remotely) and Dean Kinzer (remotely) Commissioners, Maribeth Becker (remotely), CMC, Clerk of the Board and Connie Ellis, Deputy Clerk of the Board attended.

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

D083550B 32. Approved consent agenda items signed.

0833551 33. Treasurers Wire Transfers and Check Report in the amount of **\$381,229.88,** Payroll warrants numbered **351882-351891** for **\$669,455.21** and General/Veterans' Relief/Payroll warrants numbered **351892-351989** for **\$252,806.79** approved.

D083551A 34. Personnel change orders approved.

083552 35. There were no COVID-19 Related updates or decisions.

083553 36. There were no fire related updates or decisions.

9:05 a.m. - BOCC Workshop.

Remotely: Lance Bishop, Jessica Jensema, Ellary Holliday, WC Gazette, Tom Handy, Kelli Campbell, Bailey Wiedmer, Brandy Dean, Jacob Jones, Mark Storey, Sharron Cunningham, Bill Tensfeld, Sandy Jamison, and Corey Mitzimberg (9:00 a.m.)

083554 37. The following items were discussed but no action was taken.

BOCC MINUTES-11/02/20

- Interim Public Health Director
- County Employee Emergency Leave
- Planning Commission Vacancy
- SHB 1406
- Fire Clean-Up
- GIS Project
- Marijuana Code
- Elections

10:00 a.m. - Adjournment.

D083554A Commissioner Swannack **moved** to adjourn the **November 2** and **November 9, 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 **November 16, 2020**. The foregoing action made this **9th** day of **November 2020**.

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

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

MICHAEL LARGENT, CHAIRMAN
Board of County Commissioners