

Minutes for January 24th, 2005

Disclaimer: This is only a web copy of the Whitman County Commissioners' Monday Meeting Minutes. Official minutes may be obtained by contacting the Whitman County Commissioners office at (509)-397-6200

063394 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **January 24, 2005** at **9:00 a.m.** Greg Partch, Chairman, G.R. "Jerry" Finch and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Sharron Cunningham.

063395 1. Items discussed included Auditor's overtime, Juvenile Administrator, CRAB report, 2005 EAT/budget meeting and sandbags. No action taken.

10:00 a.m. - Pledge of Allegiance.

Present: Tammy Lewis, Megan Doyle, Kris Bunch and Janel Goebel.

D063395A 2. Motion by Commissioner Finch to approve the consent agenda. Motion **seconded** by Commissioner Wigen and **carried**.

063396 3. Claims/Payroll warrants numbered **172851-172910** for **\$156,177.33** approved.

FUND	FUND NAME	AMOUNT	AMOUNT
001	Current Expense	1,590.42	113,313.46
102	Building & Development		37.80
103	Countywide Planning		41.01
104	Developmental Services		250.00
110	County Roads		484.65
112	Public Facilities Improvement		9,463.10
118	Inmate Welfare		63.93
123	Paths & Trails		279.51
127	Drug Enforcement		2,947.61
142	Whitcom-911		24,751.05
400	Solid Waste		26.71
501	Equipment Rental & Revolving	4.57	1,500.16
510	Photocopier Revolving		438.30
513	Communications Revolving	303.88	
653	Cemetery District	22.25	
658	Rural Library		658.92

063397 4. January 18, 2005 minutes approved.

063398-063402 5. Personnel board orders approved.

063403 6. Janel Goebel explained the reason for the one word addition of "temporary" to the policy would allow employees that work less than full time to be web editors. Human Resources and the Web Committee both have reviewed the policy and approved the change. Commissioner Finch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to approve the change to the Web Policy.

RESOLUTION NO. 063403
OF
THE BOARD OF 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, January 24, 2005, and

WHEREAS, the Board of County Commissioners for Whitman County recognizes the need for clear and precise policies to ensure that the county is well represented by web pages done in a consistent and professional manner, and

WHEREAS, the Board of County Commissioners for Whitman County recognizes the need to clarify POLICY-001 IS ESTABLISHING THE WEB COMMITTEE, CHAIRPERSON, VICE-CHAIRPERSON, WEBMASTER, & WEB EDITORS, Item 5. Department Heads Appoint Web Editor to now read:

5. Department Heads Appoint Web Editors

Department heads, if they require more than an annual update of their web pages, must appoint a Web Editor to actively manage their web pages. A Web Editor must receive web-editing training, and must be approved by the Webmaster.

The Web Editors:

- Must meet the same criteria as a Web Committee Member
- If qualified by the Webmaster, will be given a web password, which allows the editor to edit and publish web pages.
- If seasonal, temporary, or temporary part-time employees, will not be given passwords, and the publishing will be done through the Webmaster.

IT IS HEREBY RESOLVED that the attached Whitman County Washington Web Page Policy 001-IS be adopted as official Whitman County Policy.

PASSED, APPROVED, AND ADOPTED THIS 24th DAY OF JANUARY 2005.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

ATTEST:

G.R. Finch, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Les Wigen, Commissioner

Effective Date: 01-24-05	POLICY	Page: 1 of 3
Cancels: POL-001-IS, 10-01-02		Resolution No. 063403
See Also: PRO-001-IS		Approved by: BOCC

POL-001-IS ESTABLISHING THE WEB COMMITTEE, CHAIRPERSON, VICE-CHAIRPERSON, WEBMASTER, & WEB EDITORS

1. Commissioners Establish A Web Committee

The Board of County Commissioners (BOCC) will establish a Web Committee, which will oversee the operation of the Whitman County Web Site, making sure that the county is well represented by web pages done in a professional manner.

The Web Committee:

- To hold a vote, must have a quorum of five (5) committee members including the Webmaster and Chairperson who may be the same person.
- Will make decisions by a simple majority vote of committee members.
- Will be comprised of not more than one representative from each county department. Members must have web development experience or training in county web development procedures, and must be approved by the county Webmaster as Web Editors.
- Members will each have one vote.
- Members will each help with annual updates of department web pages.

2. Commissioners Will Appoint A Web Committee Chairperson

The BOCC will appoint the Web Committee Chairperson. The Web Committee will use a simple majority vote to select a skilled candidate to be recommended to the BOCC for appointment as Chairperson. The BOCC will appoint a Chairperson when personnel resign or when the need arises.

The Chairperson will:

- Represent the committee in all web site related meetings.
- Coordinate activities related to the county web site.
- Will give timely notices before upcoming meetings.
- Chair the Web Committee meetings.
- Write and distribute minutes of the meetings.

3. Web Committee Elects A Vice-Chairperson Using Simple Majority Vote

The Web Committee will elect a Vice-Chairperson using a simple majority vote when personnel resign or when the need arises.

The Web Committee Vice-Chairperson will:

- Substitute for the Chairperson as needed.
- Help with Chairperson's duties when requested.

4. Web Committee Elects A Webmaster

The Web Committee will elect a Webmaster using a simple majority vote when personnel resign or when the need arises.

The Webmaster will:

- Approve the designation of department personnel as Web Editors.
- Issue passwords to new Web Editors.
- Deny access to web pages when necessary.
- Approve submitted web page changes by Web Editors.
- Edit county homepage.
- Inspect all county web pages for changes and errors.

5. Department Heads Appoint Web Editors

Department heads, if they require more than an annual update of their web pages, must appoint a Web Editor to actively manage their web pages. A Web Editor must receive web-editing training, and must be approved by the Webmaster.

The Web Editors:

- Must meet the same criteria as a Web Committee Member.
- If qualified by the Webmaster, will be given a web password, which allows the editor to edit and publish web pages.
- If seasonal, temporary, or a part-time employees, will not be given passwords, and the publishing will be done through the Webmaster.

063403A 7. Commissioner Wigen **moved**, Commissioner Finch **seconded** the motion and it **carried** to sign a letter to Grant D. Pfeifer, DOE requesting continued delegation authority to administer the agricultural burning permit program in Whitman County.

063404 8. A letter was sent to all 50 cities, towns and senior and junior taxing districts regarding Initiative 747 and joining in Whitman County's quest to overturn this initiative.

10:10 a.m. - Susan Nelson.

063405 9. A letter was received from the Washington Counties Insurance Fund confirming Whitman County's award of a \$2,250 Wellness grant for 2005.

BOCC MINUTES-01/24/05

Commissioner Finch presented the certificate of award to Susan Nelson of Human Resources.

063406 10. A letter was received from Janet Carlson of DOE inquiring as to Dretha Phillips position on the Water Conservancy Board.

063407 11. Information was received from the Bureau of Land Management regarding the Columbia Basin Shrub-Steppe assembled land exchange.

063408 12. A completed copy of the CRAB certification of 2005 road levy and estimated revenue was received from the County Public Works Department.

063409 13. A letter was received from Senator Mark Schoesler regarding the commissioners' letter of January 10th outlining Whitman County legislative issues that the senator has already begun working on.

063410 14. An email was received from Representative Cox regarding the governor's 2004 election. Representative Cox continues to support efforts pushing for a revote.

063411 15. A letter was received from Secretary of State Sam Reed in response to the commissioners' request for a revote of the 2004 governor's race.

D063411A 16. Commissioners' pending list reviewed.

10:30 a.m. - Recess.

11:00 a.m. - Dane Dunford, Public Works Director.

Present: Mark Storey, Mark Bordsen, Alan Thomson, Mr. Streibick and Megan Doyle.

Action Items:

063412 1. A recommendation was received from Public Works for the award of the loader bid.

063413 Commissioner Wigen **moved**, Commissioner Finch **seconded** the motion and it **carried** to award the bid for a loader to Rowand Machinery for a total bid amount of \$122,000 without tax. The bid contract was also signed.

063414 2. Commissioner Finch **moved**, Commissioner Wigen **seconded** the motion and it **carried** that the resolution to initiate the crushing project at Repp Quarry be signed as presented.

RESOLUTION NO. 063414

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

BOCC MINUTES-01/24/05

In the matter of initiating a County Road Crushing Project designated as Repp Quarry, C.R.C.P. No. 140, Project No. XFC22.

IT IS HEREBY RESOLVED that the County Road Crushing Project be completed as follows:

This contract provides for the stockpiling of aggregate for county road maintenance purposes.

This project is hereby declared to be a public necessity and the County Engineer is hereby ordered and authorized to report and proceed thereon as by law provided (RCW 36.75.050, 36.80.030, 36.80.070)

IT IS FURTHER RESOLVED that an appropriation from the official adopted E.R. & R. fund budget and based on the County Engineer's estimate is hereby made in the amounts and for the purposes shown:

PURPOSE	AMOUNT OF APPROPRIATION
Engineering	\$ 2,000.00
Inspection	\$ 8,000.00
Crushing & Stockpiling	<u>\$131,000.00</u>
TOTAL ER&R FUND	\$141,000.00

IT IS FURTHER RESOLVED that the crushing and stockpiling is to be accomplished by contract in accordance with RCW 36.77.020 et seq.

ESTIMATED date of commencing work: March 1, 2005

ESTIMATED date of completing work: May 15, 2005

DATED this 24th day of January 2005.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

ATTEST:

G.R. Finch, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Les Wigen, Commissioner

063415 3. Commissioner Finch **moved**, Commissioner Wigen **seconded** the motion and it **carried** that the resolution to initiate the crushing project at Gnaedinger Quarry be signed as presented.

RESOLUTION NO. 063415

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the matter of initiating a County Road Crushing Project designated as Gnaedinger Quarry, C.R.C.P. No. 141, Project No. XFC50.

IT IS HEREBY RESOLVED that the County Road Crushing Project be completed as follows:

This contract provides for the stockpiling of aggregate for county road maintenance purposes.

This project is hereby declared to be a public necessity and the County Engineer is hereby ordered and authorized to report and proceed thereon as by law provided (RCW 36.75.050, 36.80.030, 36.80.070)

IT IS FURTHER RESOLVED that an appropriation from the official adopted E.R. & R. fund budget and based on the County Engineer's estimate is hereby made in the amounts and for the purposes shown:

PURPOSE	AMOUNT OF APPROPRIATION
Engineering	\$ 2,000.00
Inspection	\$ 8,000.00
Crushing & Stockpiling	<u>\$203,000.00</u>
TOTAL ER&R FUND	\$213,000.00

IT IS FURTHER RESOLVED that the crushing and stockpiling is to be accomplished by contract in accordance with RCW 36.77.020 et seq.

ESTIMATED date of commencing work: October 1, 2005

ESTIMATED date of completing work: November 20, 2005

DATED this 24th day of January 2005.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

G.R. Finch, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Les Wigen, Commissioner

Planning Division:

BOCC MINUTES-01/24/05

063416 4. Commissioner Wigen **moved**, Commissioner Finch **seconded** the motion and it **carried** to set the decision on amending the Whitman County zoning map for the proposed Streibick cluster rezone changing 20 acres of land from the agricultural district to cluster residential district be held in this room at 11 a.m. on January 31, 2005.

Solid Waste Division:

D063416A 5. According to the Director, the SWAC has finished its work on revising the Comprehensive Solid Waste Plan. That document along with a letter, has been sent to the 16 incorporated communities in Whitman County. The letter revisits the issue that the cities/towns need to sign on to the plan by formal council action or develop their own plan.

Maintenance Division:

D063416B 6. General maintenance work continues and load restrictions remain in effect.

Building Division:

063417 7. The year-end activity report for the Building Department was received from the Director.

11:15 a.m. - Recess.

2:00 p.m. - 3 Foremen Pickups.

Present: Dane Dunford, Mark Storey, Phil Meyer and 2 bidders.

Commissioner Partch is attending an E911 meeting.

063418 The following bids for 3 foremen pickups were received, opened and read aloud. Public Works will review the bids for award on January 31st at 11 a.m.

BIDDER	WITHOUT TAX	WITH TAX
Jess Ford, Pullman, WA	\$67,309.71	\$72,627.18
Chipman & Taylor, Pullman, WA	\$67,366.23	\$72,688.16
Neill Motors, Pullman, WA	\$64,260.60	\$69,337.19
Bagott Motors, Palouse, WA	\$64,713.00	\$69,825.33
Paradise Ford, Moscow, ID	\$65,997.00	\$71,210.76
Nelson GM Center, Moscow, ID	\$68,215.60	\$73,604.63

2:10 p.m. - Adjournment.

D063418A Commissioner Finch **moved** to adjourn the **January 24, 2005** meeting. Motion **seconded** by Commissioner Wigen and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **January 31, 2005**. The foregoing action made this **24th** day of **January 2005**.

BOCC MINUTES-01/24/05

ss/ G.R. FINCH, Commissioner
ss/ LES WIGEN, Commissioner

MARIBETH BECKER, CMC
Clerk of the Board

GREG PARTCH, CHAIRMAN
Board of County Commissioners