

## Minutes for February 2<sup>nd</sup>, 2004

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**062147 THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **February 2, 2004** at **9:00 a.m.** Les Wigen, Chairman, G.R. "Jerry" Finch and Greg Partch, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

**062148 1.** Items discussed included: lobbyist conference call, Prosecutor's letter, Avista update, LSC update, Parks Department purchases, and jail food acquisitions. No action taken.

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

Present: Tammy Lewis, Kelli Campbell, Joe Reynolds, and Eunice Coker.

**D062148A 2. Motion** by Commissioner Partch to approve the consent agenda. Motion **seconded** by Commissioner Finch and **carried**.

**062149 3.** Claims/Payroll warrants numbered **159110** and **159119-159196** for **\$230,973.96** approved.

FUND	FUND NAME	AMOUNT
001	Current Expense	17,135.45
102	Building & Development	209.97
103	Countywide Planning	209.97
110	County Roads	15,723.89
112	Public Facilities Improvement	294.81
118	Inmate Welfare	425.04
119	Emergency Services	161.73
127	Drug Enforcement	5,490.50
132	Auditor's Document Preservation	29.05
142	Whitcom-911	223.98
400	Solid Waste	2,385.92
501	Equipment Rental & Revolving	3,337.41
510	Photocopier Revolving	71.97
511	Unemployment Insurance	2,130.00
513	Communications Revolving	207.36
690	Clearing & Suspense	182,936.91

**062150 4.** January 26, 2004 minutes approved.

**062151-062154 5.** Personnel board orders approved.

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**062155**     **6. Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** to authorize the publishing of the 2004 budget amendment hearing.

**062156**     **7. Motion** by Commissioner Partch **seconded** by Commissioner Finch and **carried** to authorize the publishing of a call for bids for the 2004-05 legal printing for Whitman County.

**062157**     **8. Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** to set a public hearing specifically for taking public comment about creating a streamlined review procedure for existing residences and existing accessory structures on existing parcels where parcel size does not change to be held at 10:30 a.m. on February 17, 2004. This Rural Residential Site Review (RRSR) will replace the current Certificate of Zoning Compliance (CZC) requirements in some cases.

**062158**     **9. Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** to appoint Christopher B. Crider of St. John and Linda Jovanovich of Palouse to unexpired terms on the Planning Commission. Mr. Crider's term will expire January 1, 2006 and Ms. Jovanovich's term will expire December 31, 2006.

**062159**     **10. Motion** by Commissioner Finch **seconded** by Commissioner Partch to sign an interlocal agreement with the City of Pullman regarding cluster residential development. At the request of the Chairman, Commissioner Partch explained this agreement is a culmination of over seven years of work that previous commissioners and the City of Pullman have worked on for cluster residential development. He believed this agreement meets both the city and county's needs and interests and would probably be a model for other counties. The agreement will be passed to the city for council action tomorrow.

Commissioner Finch added this is a win-win issue for the citizens of Whitman County. We are trying to send the message that Whitman County is willing to grow and this document sets the stage to allow that to happen. We cannot tax our way out of our problems we have to grow out of our problems. It is hoped that more Washington wage earners living outside the state would eventually reside and pay taxes in Whitman County. Contrary to what people think, this is a lifestyle issue and not strictly a revenue-driven issue.

Chairman Wigen concluded it is a known fact that 35% of the WSU staff and over 30% of SEL, Inc. employees leave for their homes outside of Whitman County every night. This agreement now gives those people other options as well as protecting the City of Pullman.

The commissioners thanked all parties involved in the preparation of this agreement. Motion **carried**.

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**062160**     **11. Motion** by Commissioner Finch **seconded** by Commissioner Partch to sign an intergovernmental agreement with Columbia County for administrative and fiscal staff services for the Columbia County Health District. Commissioner Partch noted Fran Martin has worked hard with the neighboring counties to form a regional area of interlocal agreement with the Health Departments. Regionalization helps to reduce costs for all counties involved and to be more effective. Ms. Martin is to be commended for putting this together. Motion **carried**.

**062161**     **12.** Assessor Reynolds presented the certified assessed valuation and tax levies for collection in 2004. The assessor will work with the junior taxing districts and cities on the proper certification procedure for 2005.

**062162**     **Motion** by Commissioner Partch **seconded** by Commissioner Finch and **carried** to certify to the accurate accounting of the 2004 assessed valuation for Whitman County.

**10:35 a.m.** - Kelli Campbell, Eunice Coker, Kathy Lemon, Bob Lothspeich, Tammy Lewis, and Rana Reavis.

**062163**     **13.** The County Auditor reported once each year the Treasurer balances the years' tax rolls and reports that to the County Auditor. Part of that report is uncollectible personal property taxes. The Treasurer's office did collect 97.7% for the 2003 tax year as of December 31, 2003. This is a phenomenal fete in comparison with other counties. The total amount to have been collected was \$1,028,805. Of that amount, \$11,800 can't be pursued because the account is too old or the property is included in a bankruptcy. Once the bankruptcy is completed, the county can receive the taxes. The remainder balance of \$8,768.15 for the years 2001-2003 is uncollectible personal property. Today's action is to authorize cancellation of these uncollectible personal property taxes.

According to the Treasurer, all credit is due Kathy Lemon whose tenacity in collecting these taxes results in a small amount of uncollectible revenue.

**10:40 a.m.** - Hillary Hamm.

Ms. Lemon and Commissioner Partch will follow-up on 2 of the 3 uncollectible accounts. Ms. Lemon pointed out even after the taxes are canceled, they can be restored for collection if the property and owner's address is located.

**062164**     **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** to sign the resolution canceling uncollectible personal property taxes.

**RESOLUTION NO. 062164**

**BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

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In the matter of the approval of the Board of County Commissioners to cancel the following uncollectible personal property taxes, in accordance with R.C.W. 84.56.240,

WHEREAS, it has been deemed by Kathy Lemon, Revenue officer for the Whitman County Treasurer, that the taxes on the following parcels are uncollectible:

4-4355-00-06-82-2000	Network Event Theater Dev.	2003	\$ 33.75
4-4500-00-11-22-0000	Rambo Ranches, Inc.	2002	\$ 892.66
		2003	\$1,462.03
7-4260-00-00-00-0960	Consolidated Oil/ Transportation 2003 Company	2003	<u>\$6,379.71</u>

**Total Canceled**

**\$8,768.15**

NOW, THEREFORE, IT IS HEREBY RESOLVED by this Board that the above-mentioned uncollectible personal property taxes be canceled, as we are satisfied they are uncollectible.

Dated this 2<sup>nd</sup> day of February 2004.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Les Wigen, Chairman

ATTEST:

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Greg Partch, Commissioner

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Maribeth Becker, CMC  
Clerk of the Board

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G. R. Finch, Commissioner

**062165** 14. The 2003 refund list was explained by Ms. Lemon totaling \$16,613.00. No action necessary by the Board.

**062165A** 15. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** to approve the 2004 request for flyover by Fountain Flying Service LLC.

**062166** 16. A letter was received from the Port of Whitman County requesting authorization for the co-location of fiber optics. This item tabled for discussion with staff.

**062167** 17. **Motion** by Commissioner Partch **seconded** by Commissioner Finch and **carried** that Commissioner Finch be the commissioners' representative on the LEOFF 1 Board, removing this responsibility from the rotating Chairman of the Board position.

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**062168** 18. A letter was received from the Fair Manager stating that the Palouse Empire Fair Board unanimously voted to incorporate language concerning tobacco issues in the commercial vendor contracts for the 2004 season.

**062168A** 19. Notice of a request for a special occasion liquor license submitted by Guardian Angel/St. Boniface School was received from the Washington State Liquor Control Board. No objections were raised and the notice was returned to the Liquor Control Board stating the same.

**062169** 20. A letter sent to Karl Dreher, Director of Idaho Department of Water Resources concerning ground water management was received from the Latah County Board of Commissions.

**D062169A** 21. Commissioners' pending list reviewed.

**D062169B** 22. Kelli Campbell advised the Board the county received a \$2,000 wellness grant from the Washington Counties Insurance Fund.

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

Present: Mark Storey, Tammy Lewis, Rana Reavis, and Hillary Hamm.

**Action Items:**

**062170** 1. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** that the business associate agreement with Health Trends, Inc. for hearing tests be signed as presented.

**062171** 2. Mr. Dunford presented a recommendation for award of 3 foremen pick-ups based on the fact three bidders failed to meet specifications. Although, failure to meet specifications could be seen as rather minor, in the future the problem then becomes how far are you willing to deviate from the specifications and where do you draw the line. The commissioners asked Public Works to try to buy light vehicles locally. In the past they have met with the local dealers and through no fault of their own, their parent companies, in many cases, did not want to extend fleet purchasing prices as far as they do on Washington State contract. That practice has apparently changed. The county has since awarded 3 police cars to a local dealer in the region, they are recommending the award of 3 pick-ups to a local dealer today, an additional call for bids is in process, and the department is preparing to call for a couple of other bids. Based on that, Public Works does not want to get into the business of deviating from the specifications and thus brings forward the recommendation to award this bid to Chipman & Taylor.

**062172** **Motion** by Commissioner Partch **seconded** by Commissioner Finch to award the bid for three pick-ups to Chipman & Taylor for a total bid amount of \$68,430.98. Commissioner Finch was glad the money was moving around

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within the county. Commissioner Partch said he liked the fact the county was bringing back its sales tax dollars to our own county as well as having local warranty service. Chairman Wigen was happy to see Whitman County vendors bid. Motion **carried**. The commissioners also signed the bid award contract.

**Administration Division:**

**062173 3.** A completed copy of the 2004 road levy certification and estimated revenue sent to the County Road Administration Board was received from the Director.

**D062173A 4.** A thank you card was shared with the Board from Bob and Norma Schulz regarding the excellent maintenance and plowing of the Morley and Bob Schulz Roads.

**Engineering Division:**

**D062173B 5.** The Engineer updated the commissioners on the design work for the Palouse Cove Road. This includes discussions with the appropriate parties in Idaho to seek matching funds from the Idaho legislature. This is no guarantee, but it sounds more promising than it previously did. If this all comes together, Mr. Dunford said Whitman County would pay all bills up front and then submit invoices to the State of Idaho for reimbursement.

**D062173C 6.** Commissioner Partch talked about the SR 270 improvement project and a concern about the Palouse Basin Aquifer Committee's (PBAC) monitoring well that is located in the course of the proposed road. The Engineer said from his conversation with Larry Kirkland of PBAC, he was going to contact the state about the well. This particular well provides the best quality information for PBAC's research purposes.

**Maintenance Division:**

**D062173D 7.** According to Mr. Dunford, the maintenance crews were called out over the weekend to plow snow.

**Planning Division:**

**D062173E 8.** The Director verified the date of February 17<sup>th</sup> at 10:30 for the CZC amendment hearing.

**D062173F 9.** Commissioner Partch commented that Christopher B. Crider and Linda Jovanovich were appointed to the 2 remaining District I vacancies on the Planning Commission.

**D062173G 10.** Staff was advised that the Board signed the cluster residential interlocal agreement between Whitman County and the City of Pullman. Commissioner Finch will hand-deliver the documents to the City today for the Pullman council's consideration tomorrow.

**11:25 a.m. - Recess.**

**1:30 p.m. - Bev Welch and Dan Brown, Information Services.**

**062174** Dan Brown presented and explained two options for moving the last peripheral node for the telephone system from the Prosecutor's Office to the Information Services Building (ISB). The first move included everything they could move at that time, keeping some of the phone system in the Prosecutor's Office because they didn't think they had enough wire to move all of it. As they started into the move, the system that was thought to be a 100-pair line was actually a 200-pair line. The second 100 had never been connected. That brought up the possibility of moving the balance of the system to the IS Building.

They have also been in contact with the State Department of Information Services (DIS) about the SCAN lines advising the state that the county now has more capacity to home-run the SCAN lines in the Prosecutor's Office on county wire. DIS agreed to pay the monthly fee for a T1 circuit as part of their normal course of business if the county upgrades the 11 analog circuits to full T1 circuits, thereby providing 24 circuits and basically doubling the outgoing line capacity. This would also eliminate any remaining long distance echo problems.

Option 1 - Keeps 11 existing analog scan lines and moves the cabinet to the ISB. Labor to move, program, terminate 100-pair line in 3 places (ISB, PSB, Courthouse) plus 180 fuses totals \$2,180. This options involves leaving the analog scan lines the way they are and running them over to county wire down the alley, through the Public Service Building (PSB) and into the ISB. The cost for Qwest to reterminate the lines is \$2,700.

Option 2 - Involves upgrading to digital T1 trunks for SCAN (24-lines) and moving the cabinet to the ISB. Labor to move, program, terminate 100-pair lines in 3 places (ISB, PSB, Courthouse), and purchasing a T1 card, adapter, and 100 fuses totals \$3,450. Under this option, upgrading to a T1 circuit for long distance brings all county lines into the ISB and moves the last peripheral node to the ISB. By doing so, there would no longer be any hardware in the Prosecutor's office other than wiring for the Auditor's office dedicated connection to the Department of Licensing and the Prosecutor's office dedicated connection to the Department of Social and Health Services.

There are 2 telephone poles in the alley located next to the former Weed Department building. One is located at the corner of the building and another is located mid-way down the building. Through discussion with the Public Works Director and Qwest Mr. Brown looked into the cost of moving the pole mid-way down the building. There could be some issues with moving this pole because all lines coming into the Courthouse are on that pole. If option 2 were approved, some issues with the pole would be eliminated. If all lines were run to the ISB, there is enough capacity on county wire to return the lines to the Courthouse. Jim's Service Station is the only non-county customer connected to this particular pole.

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Another possibility with the mid-way pole is to dig a ditch and move everything that goes to this pole to the pole at the corner of the building. If the county reterminates the other 100-pair lines and Qwest says it will cost thousands of dollars the county could suggest to send all lines to the ISB located across the street from Qwest' central office. Qwest is looking into the best way to handle the issue of the pole.

Commissioner Partch inquired about verifying each line to ensure all lines the county is being charged for are active. Mr. Brown said he has been gradually auditing line usage against the line charges. He would like to keep a couple lines separate from the overall system for safety purposes.

**Motion** by Commissioner Finch **seconded** by Commissioner Partch to accept option 2 as presented by Information Services staff. Commissioner Partch suggested the cost involved be deducted from the bond fund as part of the IS move. Motion **carried**. Mr. Brown was instructed to keep the Prosecutor posted on this project.

**1:45 p.m. - Board Business Continued/BOCC Workshop.**

Present: Kelli Campbell and John Peterson (2:00 p.m.), Dane Dunford, Mark Storey, and Julie Banks (2:45 p.m.), and Tim Myers, Tom Miller, and Bob Reynolds (3:55 p.m.).

**D062174A 23.** Items discussed included long-term care insurance, email and internet policies, medical insurance, Fair operations/budget summary, conditional use permit on new youth agriculture building, surplus sale, woodworking shop, old Weed Department building, Superior Court ceiling and fans, ventilator door removal, sidewalks, replacement of Courthouse second floor runners, and Parks infractions versus misdemeanor process. No action taken.

**5:00 p.m. - Adjournment.**

**D062174B** Commissioner Partch **moved** to adjourn the **February 2, 2004** 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 **February 9, 2004**. The foregoing action made this **2nd** day of **February 2004**.

ss/ G.R. FINCH, Commissioner  
ss/ GREG PARTCH, Commissioner

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MARIBETH BECKER, CMC  
Clerk of the Board

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LES WIGEN, CHAIRMAN  
Board of County Commissioners