

Minutes for February 14, 2005

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063449 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **February 14, 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.

063450 1. Items discussed included Port/CETC meeting follow-up, Qwest easement, EAT Committee discussion, meeting proposal for Developmental Services transition, proposed transfer of the Youth Agricultural Pavilion (YAP), Sheriff's request and Greater Columbia RSN. No action taken.

9:50 a.m. - Recess.

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

Present: Nikkie Pfaff, Adam Roberts, Kris Bunch and Megan Doyle.

D063450A 2. Motion by Commissioner Finch to approve the consent agenda. Motion **seconded** by Commissioner Wigen and **carried**.

063451 3. Claims/Payroll warrants numbered **173351-173458** for **\$215,132.14** approved for February 7, 2005.

FUND	FUND NAME	AMOUNT
001	Current Expense	34,076.71
102	Building & Development	180.35
103	Countywide Planning	46.42
104	Developmental Services	16.39
110	County Roads	2,299.23
118	Inmate Welfare	515.00
119	Emergency Services	598.76
123	Paths & Trails	266.73
129	House Bill 3900	365.63
135	Prosecutor's Stop Grant	1,046.45
142	Whitcom-911	155,456.09
320	Cap. Project/Outside Sources (Bond)	765.84
400	Solid Waste	11,419.44
501	Equipment Rental & Revolving	7,800.64
511	Unemployment Insurance	278.46

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063452 4. Claims/Payroll warrants numbered 173238-173272, 173303-173334 and 173502-173639 for \$926,727.67 approved for February 14, 2005.

FUND	FUND NAME	AMOUNT
001	Current Expense	54,556.68
102	Building & Development	6.59
103	Countywide Planning	126.31
104	Developmental Services	218.25
110	County Roads	17,235.11
118	Inmate Welfare	92.87
119	Emergency Services	18,135.94
123	Paths & Trails	2,223.79
126	Treasurer's M&O	121.65
132	Auditor's Document Preservation	1.24
137	Web Site Development	410.26
141	Washington Housing SHB 2060	3,206.91
142	Whitcom-911	25.15
400	Solid Waste	4,787.04
501	Equipment Rental & Revolving	219,443.63
510	Photocopier Revolving	1,646.04
513	Communications Revolving	876.39
690	Clearing & Suspense	240,259.19
ET	Electronic Transfer	363,354.63

063453-063456 5. Personnel board orders approved.

063457 6. January 31, 2005 minutes approved.

063458 7. Commissioner Finch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to publish a notice of call for bids for the 2005-06 legal printing.

063459 8. Commissioner Wigen **moved**, Commissioner Finch **seconded** the motion and it **carried** to publish a notice of hearing for proposed amendments to Whitman County Code Chapter 19.15 Comprehensive Plan and Zoning Ordinance as they relate to the Pullman-Moscow Corridor.

063460 9. Commissioner Wigen **moved**, Commissioner Finch **seconded** the motion and it **carried** to publish a notice of hearing for proposed amendments to Whitman County Code Chapter 3.36, Timber Harvesters' Tax.

10:05 a.m. - Kelli Campbell.

063461 10. Commissioner Finch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to sign an easement agreement with Qwest for access to their equipment on Mill Street. Qwest has agreed to provide certain services to the county related to the old Weed Department building in lieu of a monetary payment.

063462 11. Commissioner Wigen **moved**, Commissioner Finch **seconded** the motion and it **carried** to appoint Miriam Flock to the Blue Ribbon Advisory Task Committee upon Rich Weatherly's resignation at the end of the 2005 award cycle. Ms. Flock's term will commence in 2006.

063463 12. Commissioner Wigen **moved**, Commissioner Finch **seconded** the motion and it **carried** to sign an agreement with Fountain Flying Service LLC authorizing fly-overs in Whitman County.

063464 13. Nikkie Pfaff explained Developmental Services need for a \$16,000 interfund loan to cover some of their general fund expenses. The loan will be repaid tomorrow at an interest rate of 2.4%. Commissioner Finch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to sign a resolution authorizing a \$16,000 interfund loan from current expense to Developmental Services.

RESOLUTION NO. 063464

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

WHEREAS, the Board of Whitman County Commissioners met in regular session on the 14th day of February 2005; and,

WHEREAS, Developmental Services has requested an interfund loan to cover General Fund expenses; and,

WHEREAS, this request complies with R.C.W.'s regarding loan agreements and debt limitations; and,

WHEREAS, the interfund loan will be repaid in one payment on February 15, 2005 at an interest rate equal to the monthly average of the Local Government Investment Pool (LGIP) of the State of Washington for the month immediately preceding the month during which the interfund loan is authorized.

NOW, THEREFORE, BE IT HEREBY RESOLVED that an interfund loan of \$16,000.00 is loaned to Developmental Services from the Whitman County Current Expense Fund, to be repaid as stated.

PASSED, APPROVED AND ADOPTED this 14th day of February 2005.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

ATTEST:

Les Wigen, Commissioner

Maribeth Becker, CMC
Clerk of the Board

G. R. Finch, Commissioner

063465 **14.** Adam Roberts explained an Asset Acquisition request from Human Resources for a new printer that can handle mass envelope mailings in the amount of \$600 plus tax. Commissioner Finch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to purchase an HP LaserJet 1320 printer for Human Resources.

063466 **15.** Kris Bunch explained the need for a Virtual Private Network (VPN) User Agreement Policy. This is a method for employees to connect to the county's network via the internet from home. There is security built into the technology, but Mr. Bunch wished to add an additional layer of security with procedures and guidelines. Kelli Campbell noted the policy meets the county's criteria. Chairman Partch pointed out while at a meeting in Olympia last week, the subject came up regarding the use of home computers for work and whether or not those files are discoverable, meaning are they subject to the Open Public Documents Act and they are. He wondered if language needed to be added to this policy informing employees that their work files accessed by their home computers are discoverable. After further discussion, it was agreed to table adoption of this policy until next week to allow for the additional language.

10:20 a.m. - Tim Myers.

D063466A **16.** Mr. Myers advised the commissioners there was a fire on Kamiak Butte county property over the weekend. Someone illegally camped on the Butte and had a fire that spread to a dead tree. The individual was cited for the fire.

063467 **17.** A letter was received from Troy Woo, City of Pullman Finance Director regarding I-747.

063468 **18.** A letter was received from Tekoa Mayor Rich Weatherly regarding the effects I-747 has had on the city.

063469 **19.** A letter was received from Palouse Mayor Michael Echanove regarding the effects I-747 has had on the city.

063470 **20.** A letter was received by Commissioner Partch from Lula Rader seeking to overturn I-747 so the voters can decide on tax issues themselves.

063471 **21.** A draft agreement transferring ownership of the Youth Agricultural Pavilion (YAP) located at the Fairgrounds from the Palouse Empire Fair Foundation to the county was received. The Prosecutor's office has reviewed and approved the proposed agreement as to form. Commissioner

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Finch said he informed the Fair Board that the county would accept the building but not the liability to complete the building; the Foundation must do that on they're own and he requested that language be included in the transfer agreement. Therefore, the agreement was tabled until after a meeting with the Fair Manager, Prosecutor and Commissioner Finch.

063472 22. A draft of proposed parking rules at county parks was received from the Director of Parks for incorporation into Whitman County Code Chapter 2.12.260. This item was also tabled for further commissioner workshop review.

063473 23. The 2005 agricultural burning permit delegation order #05AQ-E142 was received from the Department of Ecology.

063474 24. A letter was presented to the Port of Whitman County Commissioners concerning the disposition of the CETC building.

063475 25. A letter was forwarded to the 9th legislative district members opposing HB 1350 related to public records legislation.

063476 26. A letter was sent to Pullman Mayor Glenn Johnson outlining a possible sales tax sharing proposal with the county.

063477 27. Letters were sent by Chairman Partch to DSHS Secretary Dennis Braddock and Congressman Brian Baird concerning the extension of terms on the Mental Health waiver with CMS.

063478 28. The commissioners signed a letter to the property owners within the Pullman-Moscow Corridor regarding the revisions to the Corridor portion of the Comprehensive Plan.

29. The following executed copies were received:

- 063479** CRAB Rural Arterial Program for Pleasant Valley Bridge,
- 063480** CRAB Rural Arterial Program for Peterson Bridge,
- 063481** CRAB Rural Arterial Program for White Elephant Bridge,
- 063482** CRAB Rural Arterial Program for Staley No. 3 Bridge and
- 063483** CRAB Rural Arterial Program for Judson Bridge.

D063483A 30. Commissioners' pending list reviewed.

10:30 a.m. - Eunice Coker, County Auditor.

Present: Kathy Lemon, Bob Lothspeich and Megan Doyle.

063484 The Auditor reviewed the list of unpaid property taxes as of December 31, 2004 totaling \$546,504.53. This represents a 98.16% collection rate for taxes due by December 31, 2004. The unpaid amounts in 2002 and 2003 are much less, but still substantial. For the year 2001 and prior the amount of unpaid taxes are very minimum because the Treasurer's office can

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begin the foreclosure process after 3 years of unpaid taxes. The report indicates the Treasurer's office is doing a superb job of collecting taxes in the year due.

063485 Kathy Lemon presented a list of 2004 tax refunds in accordance with R.C.W. 84.69.020.

10:45 a.m. - Mike Thomason, Avista Utilities.

Present: Tim Myers, Tom Miller, Eunice Coker, Kathy Lemon, Bob Lothspeich, Jerry Jones and Megan Doyle.

D063485A On behalf of Avista Utilities, Mr. Thomason presented a check to the commissioners in the amount of \$53,606 for the county's participation in the Incentive Energy Savings Program. The county installed new windows and a new HVAC system in the Courthouse and a new boiler in the jail. This is the second time Whitman County has participated in the program. The county first installed new lighting systems in several county buildings. Mr. Thomason and the commissioners praised staff for their hard work on all the projects.

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

Present: Mark Storey, Tammy Lewis and Megan Doyle.

Action Items:

063486 1. Commissioner Wigen **moved**, Commissioner Finch **seconded** the motion and it **carried** that the resolution of intent for vacation and abandonment of the Steptoe Bridge be signed as presented.

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON**

In the Matter of the Intent to)	
Vacate and Abandon an Approach)	RESOLUTION NO. <u>063486</u>
Bridge located Northwest of)	
County Road No. 4470, the Black-)	INTENT TO VACATE AND DIRECTIVE
Well Road, in the NW ¼ of Section)	TO COUNTY ENGINEER FOR REPORT
11, Township 17 North, Range 43)	
East, W.M. in Whitman County, WA)	

WHEREAS, the Whitman County Board of County Commissioners considers useless, for the public, an Approach Bridge located Northwest of County Road No. 4470, the Blackwell Road, in the NW ¼ of Section 11, Township 17 North, Range 43 East, W.M. in Whitman County, Washington, known as Steptoe Bridge, bridge No. 4450-00.00, and based on R.C.W. 36.878.010 it is hereby declared the intention of the Board of County Commissioners of Whitman County, Washington, to vacate and abandon said Steptoe Bridge.

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WHEREAS, pursuant to R.C.W. 36.87.040, before a final decision can be reached on said vacation, the Whitman County Engineer shall investigate and prepare a report on the proposed vacation.

NOW, THEREFORE, BE IT RESOLVED that the Steptoe Bridge located Northwest of County Road No. 4470, the Blackwell Road, in the NW ¼ of Section 11, Township 17 North, Range 43 East, W.M. in Whitman County, Washington, known as Steptoe Bridge, bridge No. 4450-00.00, is preliminarily found to be of no use to Whitman County and that the vacation of said Steptoe Bridge may be in the best interest of Whitman County.

IT IS FURTHER RESOLVED that pursuant to R.C.W. 36.87.040 the Whitman County Engineer shall investigate and prepare a report on the issue of vacating said Steptoe Bridge.

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

DATED at Colfax, Washington, this 14th day of February 2005.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

G.R. Finch, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Les Wigen, Commissioner

063487 2. Commissioner Finch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to publish the notice of hearing for the vacation and abandonment of the Steptoe Bridge.

063488 3. Commissioner Wigen **moved**, Commissioner Finch **seconded** the motion and it **carried** to publish the notice of call for bids for one 2005 Chevy Suburban.

063489 4. Commissioner Finch **moved**, Commissioner Wigen **seconded** the motion and it **carried** that the contracts between Whitman County and Nicholls Engineering for the Farband Bridge be signed as presented.

063490 5. Commissioner Wigen **moved**, Commissioner Finch **seconded** the motion and it **carried** that the RAP project agreement for the Farband Bridge be signed as presented.

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063491 6. Commissioner Wigen **moved**, Commissioner Finch **seconded** the motion and it **carried** that the RAP project agreement for the Henderson Mill Bridge be signed as presented.

063492 7. Commissioner Wigen **moved**, Commissioner Finch **seconded** the motion and it **carried** that the CRAB certification of road fund expenses for Traffic Law Enforcement be signed as presented.

Engineering Division:

D063492A 8. Mark Storey indicated staff is nearing completion of design work for 3 bridges they hope to build this summer pending state plan approval.

D063492B 9. If the weather continues to hold, the department will be able to blacktop the Palouse Cove Road in May.

Maintenance Division:

D063492C 10. General maintenance work continues.

11:30 a.m. - Chad Connors, Juvenile Services Administrator.

Present: Megan Doyle.

D063492D 1. Mr. Connors stated he would be providing a monthly report to the commissioners. He plans to bring a staff person or lead worker to future meetings.

063493 2. The Juvenile staff recently completed a 2-day vision retreat. As a team, they put together a shared vision, shared mission and shared values. As they write their strategic plan they will have outcome indicators to determine if they are accomplishing what they set out to do and being accountable to the stakeholders. By doing so, they hope to have a more professional and focused organization.

D063493A 3. Whitman County Juvenile Services is in the process of becoming certified as having a nationally approved and recognized CASA (Court Appointed Special Advocate) program. This certification opens the door to grants through the Office of Juvenile Justice and Delinquency Prevention (OJJDP) for abused and neglected youths.

D063493B 4. The Director reminded the Board that the federally funded tracking grant funds 3 part time staff that work from 8 p.m. to 1 a.m. checking curfews, administering drug tests, portable breath tests, searching rooms, and meeting with the juveniles and their parents. This grant is up for renewal and Mr. Connors will know later this week if funding will be available as of September 1, 2005. If the funding is not continued, the Administrator will have to look at other grants and working on other strategies to keep this program alive. Chairman Partch offered his assistance.

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D063493C 5. The probation caseload has historically averaged 20 cases per probation officer, which is a more manageable number. Over the past year that number has increased to 30 cases per probation officer. As a result, the department has done more cross training and brought other staff into the probation work. The increase is due to more youths seen by the department and longer periods of supervision. There were 81 cases filed in 2002, 97 in 2003 and 114 in 2004.

D063493D 6. Last month Whitman County averaged 1.0 bed days at Martin Hall. This is 1.5 bed days below the contracted amount. During this lull the county is banking bed days not used because there will be months they use more than the contracted amount.

D063493E 7. Mr. Connors was very optimistic about a Senate bill that expands a Clallam County community commitment pilot project for housing youths locally rather than in a very costly state institution. The bill had a hearing last week and is being revised. If enacted, the bill would provide better service to youths, their families and resolve the Martin Hall financial issue. Chairman Partch said he has also been involved in this legislation and testified in favor of the bill. Mr. Connors said this is a win-win situation for all parties involved. The Chairman will email the appropriate senate committee members supporting this legislation. Commissioner Finch said the downside of this legislation is that it could cost a few jobs.

D063493F 8. According to Chad Connors, the Intensive Supervision issue is completely off the radar screen and he did anticipate any funding cuts.

D063493G 9. Chairman Partch spoke about the indigent juvenile legislation and the attempt for the state to pay a portion of this cost to counties. The Administrator will provide the Chairman with information on Whitman County's cost in this area for the next WSAC Legislative Steering Committee meeting.

12:00 p.m. - Recess.

1:30 p.m. - Board Business Continued/BOCC Workshop.

Present: Dane Dunford and Mark Storey.

D063493H 31. Items discussed included the Steptoe Bridge vacation and Winona gravel pit. No action taken.

2:00 p.m. - 2005 Liquid Asphalt Bids.

Present: Dane Dunford, Mark Storey, Steve Vanderbogert and Luke Zierterkoef.

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063494 The following bids for 2005 liquid asphalt were received, opened and read aloud. Public Works will review the bids and make a recommendation for award on February 22nd at 11 a.m.

BIDDER	AMOUNT W/TAX
Koch Pavement Solutions, Spokane, WA	\$365,102.50
Idaho Asphalt Supply, Hauser, ID	\$323,266.20

2:15 p.m. - Board Business Continued/BOCC Workshop.

Present: Kelli Campbell.

D063494A 32. A reclassification was discussed. No action taken.

3:00 p.m. - Recess.

D063494B THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **February 15, 2005** at **2:00 p.m.** Greg Partch, Chairman and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

2:00 p.m. - Reconvene/Board of Health.

Present: Fran Martin and John Skyles.

D063494C 1. The Director updated the commissioners on Dr. Moody's absence. In the event of a Public Health issue, Dr. Moody has made arrangements with two other doctors.

D063494D 2. On February 15th the State Board of Health amended the communicable disease WAC changing some provisional reporting items to mandatory reporting items, i.e. Autism, Cerebral Palsy, alcohol related birth defects, abdominal wall defects, Chronic Hepatitis B, Acute Hepatitis C and Chronic Hepatitis C. After August mosquito, sand fly or tick born diagnosis must be reported.

D063494E 3. The department does not have any flu shots left. Ms. Martin felt that the recent study conducted and the article in the newspaper about flu shots for the elderly is skewed.

D063494F 4. John Skyles reported on the meth lab bust in Endicott 2-weeks prior and Public Health's involvement dealing with future habitation of this home as well as the homeowner's responsibility.

D063494G 5. Chairman Partch indicated Department of Health Secretary, Mary Selecky would like to make a visit to Whitman County. He will assist with arranging for her visit this summer.

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063495 6. Commissioner Wigen **moved**, Commissioner Finch **seconded** the motion and it **carried** to write off 2 Public Health invoices totaling \$35.00.

RESOLUTION NO. 063495

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, acting as the Board of Health, met on February 15, 2005 in regular session; and,

WHEREAS, the Whitman County Public Health has contracts that prohibit denials based on an ability to pay and provides limited funding for serving those priority individuals who cannot pay the full fee.

WHEREAS, attempts have been made to collect the past due amounts of Public Health accounts listed:

Client Name	Service	Amount
Invoice #11421	Immunization	\$20.00
Invoice #11506	Immunization	<u>\$15.00</u>
Total		\$35.00

NOW, THEREFORE, BE IT RESOLVED that the listed accounts be declared not collectible and removed from the accounting records of Whitman County Public Health accounts.

PASSED, APPROVED AND ADOPTED this 15th day of February 2005.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

G.R. Finch, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Les Wigen, Commissioner

D063495A 7. The Director noted the State Board of Health is pushing the Public Health Standards and Performances and its measurement to determine how health departments are doing with their objectives in dealing with assessments. She has already completed the training and John Skyles will attend training tomorrow. The state will then make a site visit in May or later to determine how close Whitman County is in meeting all the standards. In the future, funding from the Department of Health will be based on the baseline performance evaluation.

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D063495B 8. In reviewing the 2004 expenses, an error was discovered in the keying of the 2004 budget by another department related to rolling over funds from 2003 to 2004. That error has since been corrected.

D063495C 9. The next Board of Health meeting is March 15th.

2:20 p.m. - Adjournment.

D063495C Commissioner Finch **moved** to adjourn the **February 14 and 15, 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 **February 22, 2005**. The foregoing action made this **15th** day of **February 2005**.

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

MARIBETH BECKER, CMC
Clerk of the Board

GREG PARTCH, CHAIRMAN
Board of County Commissioners