

077487 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, February 16, 2016 at 9:00 a.m.** Chairman Michael Largent, Arthur D Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Gary Petrovich, Mark Storey and Cinnamon Brown.

077488 1. The following items were discussed but no action was taken.

- John Wayne Trail
- Fiber Optics
- Healthcare Legislation
- Emergency Management Project
- Martin Hall
- Late Tax Payments/Notices
- Road Permit Legislations
- GFOA Conference Report
- Road Restrictions
- VSP Consultant Contract
- Adams County/Safety Project
- Corps of Engineers Evaluation
- Marijuana Shop Opposition
- Elberton County Property
- Shop Visits
- Financial Policies

**9:55 a.m. - Recess.**

**10:30 a.m. - Flag Salute.**

Present: Gary Petrovich and Paul Spencer.

D077488A 2. Pledge of Allegiance.

**Consent Agenda:**

D077488B 3. **Motion** by Commissioner Swannack to accept the consent agenda. Motion **seconded** by Commissioner Kinzer and **carried**.

077489 4. General Claims/Veterans' Relief/Payroll warrants numbered **321430-321437** for **\$501,481.06** and **321445-321644** for **\$158,583.04** approved.

077490 5. February 1, 2016 minutes approved.

077491 6. Personnel change orders approved.

**10:40 a.m. - Kara McMurray.**

077492 7. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to sign the contract with the Secretary of State Archives Division for document imaging.

077493 8. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to sign a resolution revising the countywide petty cash accounts.

**ESOLUTION NO. 077493**

**BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

WHEREAS, the Board of Whitman County Commissioners met in regular session on the **16th** day of **February 2016**; and,

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, recognizes the need and requirement of regulating the various petty cash/cash drawer, petty cash stamp, revolving cash and advance travel accounts in all county funds; and,

WHEREAS, responsibility for the various petty cash/cash drawer, petty cash stamp, revolving cash and advance travel accounts must be entrusted to specific individuals.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the following are the revised petty cash/cash drawer, petty cash stamp, revolving cash and advance travel accounts for Whitman County:

**PETTY CASH/CASH DRAWER, PETTY CASH STAMP,  
REVOLVING CASH AND ADVANCE TRAVEL ACCOUNTS**

**PETTY CASH/CASH DRAWER ACCOUNTS**

<b>FUND #</b>	<b>ACCOUNT #</b>	<b>FUND NAME</b>	<b>CUSTODIAN</b>	<b>AMOUNT</b>
001.000.000	111.70.02	PUBLIC HEALTH – COLFAX – FISCAL PETTY CASH	Troy Henderson	\$70.00
001.000.000	111.70.03	DISTRICT COURT – COLFAX	Marlynn Markley	\$50.00
001.000.000	111.70.04	PARKS & RECREATION – COLFAX OFFICE	Janel Goebel	\$100.00
001.000.000	111.70.05	AUDITOR – COLFAX – AUTO LICENSING	Eunice Coker	\$400.00
001.000.000	111.70.08	FAIR – COLFAX OFFICE	Melissa Leinweber	\$125.00
001.000.000	111.70.09	PROSECUTOR	Kristina Cooper	\$100.00
001.000.000	111.70.13	CLERK	Jill Whelchel	\$100.00
001.000.000	111.70.15	DEVELOPMENTAL SERVICES	Janel Goebel	\$25.00
001.000.000	111.70.22	HUMAN RESOURCES-WELLNESS INCENTIVE	Kelli Campbell	\$3,600.00
001.000.000	111.70.021	PUBLIC HEALTH – COLFAX – FRONT DESK	Troy Henderson	\$140.00
001.000.000	111.70.023	PUBLIC HEALTH – PULLMAN PETTY CASH	Troy Henderson	\$199.00
001.000.000	111.70.024	PUBLIC HEALTH – PULLMAN FRONT DESK	Meghan Johns	\$70.00
001.000.000	111.70.031	DISTRICT COURT - PULLMAN	Virginia Walker	\$50.00
001.000.000	111.70.041	PARKS & RECREATION – KAMIAK BUTTE	Todd Heitstuman	\$25.00
001.000.000	111.70.042	PARKS & RECREATION - WAWAWAI	Dave Mahan	\$25.00
001.000.000	111.70.052	AUDITOR – COLFAX – LEGAL FILING	Eunice Coker	\$100.00
<b>Total Current Expense Petty Cash/Cash Drawer Accounts</b>				<b><u>\$5,179.00</u></b>
106.240.000	111.70.07	EXTENSION - PUBLICATIONS	Cat Hentges	\$50.00
110.400.000	111.70.10	PUBLIC WORKS – COUNTY ROAD	Cheryl Holcomb	\$150.00
400.400.000	111.70.17	SOLID WASTE – LANDFILL	Ruth McGillic	\$400.00
999.000.000	111.70.21	TREASURER	Glenda Scheideman	<u>\$900.00</u>
<b>Total Other Funds Petty Cash/Cash Drawer Accounts</b>				<b><u>\$1,500.00</u></b>
<b>TOTAL ALL PETTY CASH/CASH DRAWER ACCOUNTS</b>				<b><u>\$6,679.00</u></b>

**PETTY CASH STAMP ACCOUNTS**

<b>FUND #</b>	<b>ACCOUNT #</b>	<b>FUND NAME</b>	<b>CUSTODIAN</b>	<b>AMOUNT</b>
001.000.000	111.77.03	DISTRICT COURT	Marlynn Markley	\$96.00
001.000.000	111.77.09	PROSECUTOR	Kristina Cooper	<u>\$100.00</u>
<b>Total Current Expense Petty Cash Stamp Accounts</b>				<b><u>\$196.00</u></b>

**REVOLVING CASH ACCOUNTS**

<b>FUND #</b>	<b>ACCOUNT #</b>	<b>FUND NAME</b>	<b>CUSTODIAN</b>	<b>AMOUNT</b>
001.000.000	111.77.01	SHERIFF (718)	Brett Myers	\$400.00
127.140.000	111.77.01	SHERIFF – DRUG TASK FORCE (371)	Brett Myers	<u>\$30,000.00</u>
<b>Total Revolving Cash Accounts</b>				<b><u>\$30,400.00</u></b>

**ADVANCE TRAVEL ACCOUNTS**

<b>FUND #</b>	<b>ACCOUNT #</b>	<b>FUND NAME</b>	<b>CUSTODIAN</b>	<b>AMOUNT</b>
999.000.000	111.74.21	TREASURER-ADVANCE TRAVEL	Lana Cloaninger	\$15,000.00
<b>Total Advance Travel Accounts</b>				<b><u>\$15,000.00</u></b>
<b>Total Petty Cash/Cash Drawer Accounts</b>				<b>\$6,679.00</b>
<b>Total Petty Cash Stamp Accounts</b>				<b>\$196.00</b>
<b>Total Revolving Cash Accounts</b>				<b>\$30,400.00</b>
<b>Total Advance Travel Accounts</b>				<b><u>\$15,000.00</u></b>
<b>GRAND TOTAL CASH ACCOUNTS</b>				<b><u>\$52,775.00</u></b>

Signed this 16th day of February 2016.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Michael Largent, Chairman

ATTEST:

\_\_\_\_\_  
Arthur D Swannack, Commissioner

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Maribeth Becker, CMC  
Clerk of the Board

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Dean Kinzer, Commissioner

**CORRESPONDENCE:**

**D077493A**     **9.**     The following correspondence was received:

**077494**     **9A.**     Notice of the approval of a marijuana license for Northwest Finest, St. John, WA was received from the Washington state Liquor and Cannabis Board (#24/12).

**077495**     **9B.**     An executed copy of the 2016 WSU/Whitman County MOA was received.

**077496**     **10.**     Commissioners' pending list reviewed.

**10:40 a.m. - Recess.**

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

Present: Mark Storey, Phil Meyer, Garth Meyer, Paul Spencer and 1 bidder.

**ACTION ITEMS:**

**077497**     **11.**     The following bids were received for 2016 liquid asphalt.

<b>BIDDER</b>	<b>BASE BID AMOUNT</b>
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Idaho Asphalt, Hauser, ID	\$555,308.14
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Western States Asphalt, Inc., Spokane, WA	\$564,348.00
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The commissioners will make an award today at 3:00 p.m.

**077498**     **12.**     The regular meeting was recessed and the hearing convened by the Chairman to consider declaring certain county property surplus.

Staff recommended the equipment be declared surplus and advertised for sale.

There being no public comment, the hearing was adjourned and the regular meeting reconvened.

077499 13. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the resolution to declare Whitman County property surplus and offer it for sale as presented.

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

IN THE MATTER OF RESALE ) RESOLUTION NO. 077499  
OF COUNTY SURPLUS PROPERTY )

WHEREAS, The Whitman County Commissioners have advertised and held a public hearing on February 16, 2016 to hear arguments for or against the declaration of the items listed below; and,

WHEREAS, the Board of County Commissioners, after due deliberation, have declared the attached list of items as surplus to the County's needs.

**ER&R Vehicles and Equipment:**

<u>Equip.</u>	<u>Year</u>	<u>Brand</u>	<u>Model</u>	<u>VIN</u>
8002	1999	Chevy	Suburban	1GNFK16R5XJ491239
3005	1986	Mack Truck	RD6885	1M2P141C4GA004340
9015	2006	Ford	Explorer	1FMEU73E76UB28257
4503	1986	Furgeson	Roller #46A	3194

<u>Serial #</u>	<u>Item</u>
75VRSM1	Dell Powervault MD 3000i network attached storage unit
18SKTH1	Dell Powervault MD 3000i network attached storage unit
7F5R461	Poweredge 2600 server
CKGF721	Poweredge 2600 server

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THIS BOARD OF COUNTY COMMISSIONERS that the Whitman County Treasurer advertise and sell according to law, the above surplus items.

Dated this 16<sup>th</sup> day of February 2016.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Michael Largent, Chairman

ATTEST:

\_\_\_\_\_  
Arthur D Swannack, Commissioner

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Maribeth Becker, CMC  
Clerk of the Board

\_\_\_\_\_  
Dean Kinzer, Commissioner

077500 14. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve publishing the notice of intent to sell Whitman County surplus property.

077501 15. The regular meeting was recessed and the hearing convened by the Chairman for amendment to the Transportation Improvement Program (2016-2021).

A staff report on the proposed revisions was provided by the Director.

There being no public comment, the hearing was adjourned and the regular meeting reconvened.

077502 16. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the resolution to amend the 6-Year Transportation Improvement Program.

**BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

In the Matter of the Six Year )  
Transportation Improvement ) **RESOLUTION No. 077502**  
Program (2016-2021) )

WHEREAS, the Public Hearing was held on the 16th day of February, 2016; and

WHEREAS, Notice of the Public Hearing was published according to law and all present wishing to speak for or against said program have been heard; and

IT IS HEREBY RESOLVED that the attached Six Year Transportation Improvement Program be adopted as presented.

DATED this 16th day of February, 2016.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Michael Largent, Chairman

ATTEST:

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Arthur D Swannack, Commissioner

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Maribeth Becker, CMC  
Clerk of the Board

\_\_\_\_\_  
Dean Kinzer, Commissioner

077503 17. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to establish the Countywide Signage/Clear Zone Improvements Program.

**RESOLUTION NO. 077503**  
**BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

In the matter of initiating a county road project designated as Countywide Signing & Clear Zone Improvements, Project No. XFR1505.

IT IS HEREBY RESOLVED that the Countywide Signing & Clear Zone Improvements be improved as follows:

Add/upgrade signing and improve clear zones.

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 county road fund budget and based on the County Engineer's estimate is hereby made in the amounts and for the purposes shown:

<b>PURPOSE</b>	<b>AMOUNT OF APPROPRIATION</b>
Preliminary Engineering	\$ 38,890.00
Contract & Construction Engineering	<u>\$565,000.00</u>
TOTAL	<u>\$603,890.00</u>

This project was included in the official adopted annual road program as Item No. 5.



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Maribeth Becker, CMC  
Clerk of the Board

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Dean Kinzer, Commissioner

**077508 22.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the advertising for the road closure for the 2016 Snake River Canon Half Marathon.

**DIVISION UPDATES:**

**D077508A 23.** The following division updates provided by Public Works staff.

**Engineering Division:**

**077509 23A.** A copy of the Whitman County Road Improvement Safety Plan was received from the Director.

**077510 23B.** A copy of a letter was received from Mr. Storey with his comments associated with the RTPO-WTSC Safety grant opportunity.

**D077510A 24.** Approved documents signed.

**11:30 a.m. - Recess.**

**1:30 p.m. - Reconvene/Board Business Continued.**

Present: Mike Berney, Greater Columbia Behavioral Health (GCBH).

**077511 25.** Mr. Berney reviewed the regular meeting of the Greater Columbia Behavioral Health Board (GCBH) Board of Directors held on February 5, 2016 and the special Board Meeting held on January 28, 2016.

**D077511A 25A. GCBH Special Board Meeting:**

- To authorize the Chair to sign contract amendments between DSHS and GCBH and between GCBH and its provider network that increased funding to address Joel's Law and Assisted Outpatient Treatment changes to the mental health system that were passed during the last legislative session.
- To authorize the Chair to sign contracts between DSHS and GCBH as a behavioral health organization (contracting for both substance abuse and mental health services as of April 1<sup>st</sup>).

Whitman County voted in favor of the motions all passing unanimously.

**D077511B 25B. Executive Session(s):**

This session was used to review the annual performance evaluation of the GCBH Director.

**D077511C 25C. Funding and Fiscal Operations Committee Report:**

The Committee did meet in January but brought forward no recommendations to the Board of Directors. The Committee did provide the Board a briefing on an action item for the March Board meeting. With the integration of substance abuse services on April 1<sup>st</sup> new funding will be flowing through GCBH. This additional funding will necessitate an increase in the contractually required risk reserves held by GCBH. In addition, prior to April 1<sup>st</sup> the State provided a cash advance to Counties or providers of substance abuse services to address the time lag between when services are provided and they are paid for. Currently the State is saying they will be asking those advances be returned but will not be forwarding those amounts to the Regional Support Networks/Behavioral Health Organizations. The Committee's initial estimate of how much will be needed to deal with these issues is approximately \$375,000. It is reviewing several options about how to fund the increase in risk reserves and the cash flow issue and still have the required reserves in place at the end of the fiscal year.

**D077511D 25D. Corporate Compliance Committee Report:**

The Committee is currently overseeing the plan to address some concerns identified in the last regular GCBH fiscal audit of the provider in Asotin and Garfield Counties. The provider answered the follow up questions submitted to them by GCBH but they were not responsive to the underlying concerns. Staff recommended and the Committee supported hiring an auditor from the Tri-Cities to review the areas of concerns identified earlier, back three years, so that this issue can be resolved as quickly as possible. An update was provided on the progress of implementing the plan approved by the Board.

**D077511E 25E. Regional Office update:**

- Discussions regarding a potential Federal grant that, if successful, would be targeted towards those who are homeless. In order to meet the application deadline we would need to engage Tri-West to help write the grant proposal.\*
- The Board's Personnel Committee recommended approval of the job descriptions for two positions approved earlier.
- Authorize the surplus of 2 vehicles.

Whitman County voted in favor of pursuing the grant, authorizing the new job descriptions, and the surplus of the vehicles.

**\*NOTE** - it was later determined GCBH will not be applying for the federal grant.

**077512 26.** A letter requesting the appointment of Hanna Gash as a Designated Mental Health Professional for Whitman County was received from Mr. Berney. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to appoint Hanna Gash as a designated mental health professional.

<b>IN THE MATTER OF APPOINTING</b>	)	<b>RESOLUTION NO. <u>077512</u></b>
<b>DESIGNATED MENTAL HEALTH</b>	)	
<b>PROFESSIONALS UNDER RCW 71.05</b>	)	

WHEREAS, Whitman County has responsibility for implementation of RCW 71.05 (Mental Illness) which mandates that a coordinated system of evaluation and treatment services be provided to involuntary patients and persons voluntarily seeking treatment for mental disorder; and,

WHEREAS, the Director of Palouse River Counseling has petitioned this Board to appoint Hanna Gash as Designated Mental Health Professional, finding that said appointee meets the requirements as specified by law.

BE IT HEREBY RESOLVED by the Board of Whitman County Commissioners that Hanna Gash be appointed a Designated Mental Health Professional.

Done this 16<sup>th</sup> day of February 2016.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Michael Largent, Chairman

\_\_\_\_\_  
Arthur D Swannack, Commissioner

ATTEST:

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Maribeth Becker, CMC  
Clerk of the Board

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Dean Kinzer, Commissioner

**077512A 26A.** All GCBH counties have signed and returned the 4<sup>th</sup> Amended Interlocal Agreement with GCBH.

**2:00 p.m. - McKinstry Presentation.**

Present: Casey McGourin, Jayson Schmidt, John Dolen, Alysa Wiryrick, Bob Reynolds, Melissa Leinweber, Paul Anderson, Gary Petrovich and Bill Tensfeld.

**077513 26.** Mr. Schmidt and Mr. McCourin provided a detailed presentation for the proposed Phase II Facilities Upgrades for a \$1,914,055 total project cost as follows:

**Public Service Building**

- HVAC and controls upgrades
- Boiler upgrade
- Roofing upgrade
- Window replacement
- Insulation upgrades

**Jail**

- Jail HVAC and controls upgrades

**Courthouse Superior Courtroom.**

- Courtroom ceiling and lighting upgrade

Also included in the proposal was an opportunity for a grant from the Department of Commerce for \$285,000.

Two options are available to complete this project, 1) during the spring or 2) during late summer/fall of 2016.

**D077513A 26A.** Upon conclusion of the presentation, Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to amend the agenda to add the WA State Department of Commerce grant application thru McKinstry.

**D077513B 26B.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to authorize McKinstry to prepare a grant application through the Department of Commerce for the Phase II Facilities Upgrades project (\$285,000).

It is anticipated the commissioners will render a decision whether or not to proceed with Phase II during the month of March.

**3:00 p.m. - 2016 Liquid Asphalt Bid Award.**

**077514 27.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to award the bid for liquid asphalt to Idaho Asphalt Supply, Inc., in the amount of \$555,308.14 (base bid).

**3:15 p.m. - BOCC Workshop.**

Present: Kelli Campbell.

**077515 28.** The following item was discussed but no action was taken.

- Evaluations

**4:00 p.m. - Recess.**

**D077515A** THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Conference Room in the Whitman County Courthouse, Colfax, Washington for **Monday, February 22, 2016** at **8:45 a.m.** Chairman Michael Largent, Arthur D Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

**8:45 a.m. - Reconvene/Board Business Continued.**

**D077515B** 29. Lobbyist conference call received.

**D077515C** 30. Approved consent agenda items signed.

**077516** 31. General/Veterans' Relief/Payroll warrants numbered **321652-321726** for **\$221,224.27.**

**D077516A** 32. Personnel change - None.

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

Present: Gary Petrovich, Mark Storey, Cinnamon Brown, Bob Reynolds, (9:30 a.m.) Alan Thompson, (10:00 a.m.)

**077517** 33. The following items were discussed but no action was taken.

- Legislative Report
- VSP
- Conservation District
- SWEDA
- McKinstry Construction
- Budget
- Solid Waste Facility
- Debt policies
- Cluster-Horse Barn

**10:30 a.m. - Adjournment.**

**D077517A** Commissioner Kinzer **moved** to adjourn the **February 16** and **22, 2016** meeting. Motion **seconded** by Commissioner Swannack and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **February 29, 2016**. The foregoing action made this **22<sup>nd</sup>** day of **February 2016**.

ss/ ARTHUR D SWANNACK, COMMISSIONER

ss/ DEAN KINZER, COMMISSIONER

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MARIBETH BECKER, CMC

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MICHAEL LARGENT, CHAIRMAN