

Minutes for February 17th, 2004

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062196 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **February 17, 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.

Present: Tim Myers (9:45 a.m.).

062197 1. Items discussed included legislative issues (lobbyist call), Port of Whitman letter, Sheriff's personnel board order, Environmental Health Department letter, Whitcom meeting, Walla Walla ordinance, and Parks Department seasonal help. No action taken.

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

Present: Tammy Lewis and Rana Reavis.

D062197A 2. Motion by Commissioner Finch to approve the consent agenda. Motion **seconded** by Commissioner Partch and **carried**.

062198 3. Claims/Payroll warrants numbered **159518-159749** for **\$160,131.13** approved.

FUND	FUND NAME	AMOUNT
001	Current Expense	75,238.71
102	Building & Development	32.00
103	Countywide Planning	69.94
104	Developmental Services	840.15
110	County Roads	3,342.95
118	Inmate Welfare	376.68
123	Paths & Trails	391.34
126	Treasurer's M&O	255.94
127	Drug Enforcement	1,600.09
132	Auditor's Document Preservation	205.24
137	Web Site Development	296.20
141	Washington Housing SHB 2060	759.86
142	Whitcom-911	7,380.77
400	Solid Waste	14,169.83
501	Equipment Rental & Revolving	42,447.66
513	Communications Revolving	2,227.12
690	Clearing & Suspense	10,496.65

062199 4. February 9, 2004 minutes approved.

BOCC Minutes-02/17/04

062200 5. Personnel board order approved.

D062200A 6. Whitcom lease agreement tabled to 1:30 p.m.

062201 7. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** to sign a letter to the Idaho Department of Water Resources regarding the Palouse Basin Aquifer groundwater management.

062202 8. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** to sign a letter to Hatley & Associates Insurance authorizing their agency to quote the county on long-term care insurance for LEOFF 1 members.

062203 9. A letter was received from Jennifer Snead regarding .08 funding for the Port of Whitman County. No action taken pending a workshop with the Port Commissioners next month.

062204 10. The 2004 agricultural burning permit delegation order #04AQER-6019 was received from the Department of Ecology.

11. The following executed copies received:

062205 Galen Mertsching for fire rated ceilings in the Courthouse; and,

062206 JSL communications System, Inc. for installation of panic buttons.

D062206A 12. Commissioners' pending list reviewed.

10:30 a.m. - Zoning Ordinance Amendment Hearing.

Present: Dane Dunford, Mark Bordsen, Bob Anderson, Alan Thomson, Tammy Lewis and Rana Reavis.

062207 Chairman Wigen convened the hearing for proposed amendment(s) to the Certificate of Zoning Compliance process within the Zoning Ordinance and requested a staff report.

Planner Bordsen explained this proposal is designed to streamline the zoning ordinance to make it easier to obtain building permits. With the language in the current Code, if people want to add a deck or attached garage to a house, the Code considers this an expansion of use requiring the application to proceed through the Certificate of Zoning Compliance (CZC) process.

The CZC process reviews the parcel to ensure it is compatible for building. The Zoning Ordinance was previously changed for accessories structures, i.e. a detached garage or shop does not need to go through the CZC process. It didn't make sense to go through the CZC process for building an attached garage, but not for a detached garage. Therefore, this issue has been brought directly to the commissioners for public hearing.

BOCC Minutes-02/17/04

Since there were no comments for or against the proposed amendment, the Chairman adjourned the hearing.

Commissioner Partch thanked the Planner and his staff for bringing forward a proposal streamlining the permit process.

062208 Motion by Commissioner Finch **seconded** by Commissioner Partch and **carried** to adopt the findings of fact as presented.

062209 Motion by Commissioner Partch **seconded** by Commissioner Finch and **carried** to adopt the Code revisions as recommended.

ORDINANCE NO. 062209

AN ORDINANCE AMENDING SECTION 19.01 (GENERAL PROVISIONS) OF THE WHITMAN COUNTY ZONING ORDINANCE, to create a streamlined review procedure for existing residences and existing accessory structures on existing parcels where parcel size does not change. This Rural Residential Site Review (RRSR) will replace **some of the** current Certificate of Zoning Compliance (CZC) requirements. This change is consistent with the Whitman County Comprehensive Plan and Zoning Ordinance.

BE IT ORDAINED and enacted by the Board of County Commissioners of Whitman County, State of Washington, it having been determined by the Board after hearing staff recommendations and findings of fact, after the Board's public hearing and adoption of the findings of fact.

PASSED AND APPROVED by the Board of Whitman County Commissioners of Whitman County, Washington on the **17th** day of **February 2004**.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Les Wigen, Chairman

ATTEST:

Greg Partch, Commissioner

Maribeth Becker, CMC
Clerk of the Board

G. R. Finch, Commissioner

CHAPTER 19.01 - GENERAL PROVISIONS

Section 19.01.010 - Finding.

The adoption of this ordinance is in the interests of public health, safety and general welfare of all the citizens of Whitman County, and is necessary for the implementation of the Whitman County Comprehensive Plan, and

BOCC Minutes-02/17/04

complying with the provisions and objectives of R.C.W. Chapter 36.70 as now or hereafter amended.

Section 19.01.020 - Repealer.

The present Title 19 of the Whitman County Code, Zoning, except provisions relating to the Whitman County Comprehensive Plan previously adopted by reference in Title 19 of the Whitman County Code, is hereby repealed and superseded by this ordinance. This ordinance shall, as of its effective date, become Title 19 of the Whitman County Code. The repeal of the current Title 19 of the Whitman County Code by this ordinance shall not in any manner affect the prosecution for violations under Title 19 of the Whitman County Code as repealed, which violations were committed prior to the effective date hereof, nor affect any rights which have accrued, nor any suit, action or proceedings commenced under or by virtue of Title 19 of the Whitman County Code as repealed herein, nor be construed as a waiver of any license, fee or penalty at such effective date due or unpaid under such Title 19 of the Whitman County Code as repealed herein, relating to the collection of any such license, fee or penalty, or the penalty provisions applicable to any violation thereof, nor to affect the validity of any bond or cash deposit in lieu thereof, required to be posted, filed or deposited pursuant to said Title 19 of the Whitman County Code as repealed herein and all rights and obligations thereunder appertaining shall continue in full force and effect.

Section 19.01.030 - Effective Date of Ordinance.

This ordinance and all of its provisions shall be in full force and effect immediately upon signing and adoption of this ordinance by the Whitman County Board of Commissioners.

Section 19.01.040 - Short Title.

The provisions of this ordinance and amendments thereto shall be known and may be cited as "The Whitman County Zoning Code, Title 19 of the Whitman County Code."

Section 19.01.050 - Scope.

1. In their interpretation and application, the provisions of this title shall be held to be minimum requirements, adopted for the promotion of the public health, safety, and general welfare. Whenever the requirements of this title are at variance with the requirements of any of the lawfully-adopted rules, regulations, ordinances, deed restrictions, or covenants, the most restrictive or that imposing the higher standards to be met prior to a land use being permitted shall govern.

2. Hereafter, except for rural residential sites as described below in Sections 3 and 4, no structure or lot shall be used or occupied, and no building permit for the erection, relocation, alteration or expansion of any structure shall be granted, unless the provisions of this title have been complied with. (Revised 3/27/95, Ordinance #047966).

BOCC Minutes-02/17/04

3. Expansion, replacement or alteration of an existing residence and an existing accessory structure on an existing rural residential site that is in a parcel for which no parcel size enlargement or reduction, or division of land is requested, does not require a Certificate of Zoning Compliance. However, the parcel shall be reviewed for setbacks, road access, preservation or expansion of the septic system, drainfield and replacement drainfield area, flood hazard, wetlands aquifer recharge, habitat conservation areas and other relevant ordinances that apply. No notice to adjacent landowners is required. This review shall be termed Rural Residential Site Review (RRSR), and files shall be kept as proof of review and for future reference.

4. Requirements governing the issuance of Certificate of Zoning Compliance vary with status of land use, as follows:

A. Expansion, replacement, or alteration of existing residence within an existing parcel where parcel size will change and/or where additional residence will be sited:

1. The expansion, replacement or alteration of an existing residence on a parcel that will be enlarged or reduced in size, or that will be divided to create a parcel, shall be reviewed for full compliance with the Certificate of Zoning Compliance provisions in 19.05.010.

a. Except that the applicant may shorten the required 20-day appeal period for adjacent landowners within 300 feet by obtaining and presenting written statements from all of the property owners that they are amendable to the applicant's proposal. The Planning Director then shall waive the 20-day requirement, and

b. Except for notice to adjacent road jurisdiction, notice is not required when the subject property (Certificate of Zoning Compliance area) is otherwise surrounded by the same land ownership for three hundred (300) feet from the proposed area.

2. The addition of another residence on an existing parcel shall be reviewed for compliance with the Certificate of Zoning Compliance provisions in 19.05.010, unless under a previous Certificate of Zoning Compliance review, the additional residential site had been reviewed and approved.

B. Creation of a new parcel and new residence on undeveloped land:

1. The creation of a new parcel and new residence on undeveloped land shall be reviewed for full compliance with the Certificate of Zoning Compliance provisions in 19.05.010,

BOCC Minutes-02/17/04

- a. Except for notice to the adjacent road jurisdiction, notice is not required when the proposed subject property (Certificate of Zoning Compliance area) is otherwise surrounded by the same land ownership for three hundred (300) feet from the proposed area.

CHAPTER 19.05 - ADMINISTRATION AND ENFORCEMENT

Section 19.05.010 - Planning Office - Duties

1. The Planning Office as designated by the Director of Public Works, shall administer and enforce the provisions of this title. If the Planning Office finds that any provision of this title is being violated, the Planning Office shall notify in writing the person responsible for such violation, indicating nature of the violation and the action necessary to correct it. The Planning Office shall order discontinuance of illegal use of land, buildings, or structures; removal of illegal buildings or structures or additions or structural changes thereto; discontinuance of any illegal work being done; or shall take any other action authorized by this title to insure compliance with or to prevent violation of its provisions.

2. The Planning Office shall make available to the public application materials for approvals and amendments authorized by this title. Each application shall be referred to the County Planner for preparation of a staff report.

3. The County Planner shall issue Certificates of Zoning Compliance for rural residential uses that meet the requirements of Section 19.10.060. No permit for erection, alteration, moving, or repair of any building shall be issued until an application has been made for a Certificate of Zoning Compliance **except in the case of Rural Residential Site Review (RRSR)**. The final Certificate shall be issued in conformity with the provisions of this title upon completion of the work. Failure to obtain a Certificate of Zoning Compliance where required is a violation of this title.

4. Following receipt of the report from the County Planner, described in Section 19.05.020, the Planning Office shall notify the applicant of the decision regarding the request for a Certificate of Zoning Compliance. If the application is denied, the applicant shall be notified of the right to appeal that decision to the Hearing Examiner Committee according to the procedures outlined in Section 19.07.020. If the application is approved, all property owners within three hundred (300) feet of the exterior boundaries of the proposed site shall be notified of their right to appeal that decision also according to the procedures outlined in Section 19.07.020.

5. The Planning Office shall review all development permits to determine that the permit requirements of this ordinance have been satisfied and that all necessary permits have been obtained from those federal, state, or local governmental agencies from which prior approval is required. When base

BOCC Minutes-02/17/04

flood evaluation data has not been provided in the Flood Insurance Study for Whitman County, with accompanying Flood Insurance Maps, the Planning Office shall obtain, review and reasonably utilize any base flood elevation and floodway data available from a federal, state or other source, in order to administer this ordinance.

6. The Planning Office shall obtain and record the actual elevation (in relation to mean sea level) of the lowest floor (including basement) of all new or substantially improved structures, and whether or not the structure contains a basement. For all new or substantially improved flood proofed structures, the Planning Office shall also maintain the flood proofing certifications required in Section 19.50.060@.

There are two more pages to this chapter but neither of them are relevant to the changes to the CZC process and are therefore not included.

10:45 a.m. - Dane Dunford, Public Works Director.

Present: Tammy Lewis and Rana Reavis.

Action Items:

062210 1. A recommendation was received from the Director for award of one heavy duty, ½ ton, extended cab, 4WD pick-up. Harris Ford of Lynnwood, WA bid \$30 less than Pullman Ford. Public Works recommended the Board exercise its right to award the bid, based on taxes, to Pullman Ford.

062211 **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** to award the bid for one, 2004 ½ ton, extended cab, four wheel drive, pickup to Pullman Ford in the total bid amount of \$20,400.00 (without tax). The bid submitted by Harris Ford of Lynnwood, WA has been set aside per resolution #060918, which allows Whitman County to take into consideration sales tax revenue received by purchasing goods or services within the County.

062212 The bid contract with Pullman Ford was also signed.

Maintenance Division:

D062212A 2. A hand full of sanders worked over the weekend. The roads are currently wet and soft and the weather forecast does not indicate any extreme cold temperatures this week. Therefore, the Department will be severely limiting any movement of trucks by permit this week.

Planning Division:

D062212B 3. The regularly scheduled Planning workshop will take place February 25th.

Financial Division:

D062212C 4. Evon Jones is working towards completion of the year-end report for Public Works.

BOCC Minutes-02/17/04

11:00 a.m. - Recess.

11:30 a.m. - Bev Welch, Finance Manager/Information Services Director.

Present: John Peterson, Eunice Coker, Randy Baldree, Mike Werner, Fran Martin, Kelli Campbell, Tim Myers, Dane Dunford, Bob Lothspeich, Peggy Wright, Marlynn Markley, Tom Miller, Bob Reynolds, Eileen Roe, Shirley Bafus, and Nannette Bolyard.

The following individuals contacted the Clerk of the Board regarding their absence from today's meeting: Chad Connors and Joe Reynolds.

062213 1. The 13th month, 2003 financial report provided by Ms. Welch.

13th Month 2003 Cash Balance - \$1,672,236

13th Month 2002 Cash Balance - \$1,432,845

13th Month 2003 Revenue - \$8,878,174 - 97.87% of budget.

13th Month 2002 Revenue - \$8,296,957 - 89.29% of budget.

13th Month 2003 Expenditures \$9,033,009 - 96.04% of budget.

13th Month 2002 Expenditures \$8,779,007 - 94.48% of budget.

062214 2. The January 2004 ending financial report provided by Ms. Welch.

January 2004 Cash Balance - \$1,316,937

January 2003 Cash Balance - \$1,198,953

January 2004 Revenue - \$390,356 - 4.44% of budget.

January 2003 Revenue - \$380,079 - 4.43% of budget.

January 2004 Expenditures \$681,563 - 7.14% of budget.

January 2003 Expenditures \$538,945 - 6.27% of budget.

12:00 p.m. - Board Business Continued/BOCC Workshop.

Present: Dane Dunford, Evon Jones, John Peterson, Bob Lothspeich, Denis Tracy, Fran Martin, Bev Welch, and Patti Von Bargaen.

D062214A 12. Items discussed included Whitcom funding. No action taken.

1:00 p.m. - Jennifer Snead, ADO Coordinator.

D062214B 1. Ms. Snead provided the following quarterly update.

- Whitman County, together with Palouse Economic Development Council, applied for a Retention and Expansion grant through CTED in the amount of \$28,000 for the 4-county area.

BOCC Minutes-02/17/04

- Ms. Snead attended the Washington Economic Development Association legislative breakfast in Olympia.
- The ADO Board is targeting existing businesses in Whitman County through community outreach.
- Many individuals are seeking business assistance and Ms. Snead is working with Spokane Business Development Center for their needs.
- The Coordinator is looking into Certified Local Governments (CLG), dealing with historic preservation of buildings. There is design review and an opportunity for taxation incentives through the CLG.
- Ms. Snead is assisting Uniontown in finding funding sources for the Dahmen Barn project.
- The Rosalia Texaco Station is moving along nicely as is the Tekoa Theater.
- Isothermal Systems Research (ISR) is moving forward with locating their facility in Pullman. This will result in the retention of 16 regional jobs and 24 new jobs within 3 years at an average annual salary of \$46,000+.
- Some communities have requested assistance with .08 grant applications. Ms. Snead is also researching other funding sources in order to use .08 funds for gap financing.
- The recruitment publication for Whitman County should be out by mid-March.

D062214C 2. Commissioner Partch acknowledged Ms. Snead's letter concerning applications submitted by the Port for .08 funds. No action will be taken until after the March 8th workshop.

Commissioner Finch was opposed to any .08 applications that will never create jobs. Ms. Snead indicated there are other funding sources for those types of projects. Commissioner Partch noted there would be no .08 appeal process this year.

1:35 p.m. - Board Business Continued/Whitcom Lease Agreement.

Present: Denis Tracy.

062215 13. Mr. Tracy summarized a 10-year proposed lease with K&K Properties with an option to renew another 10-years to house Whitcom. Because Whitcom has unique needs with respect to location, preferably near fiber optic lines, a building available now, and a building that can easily convert all infrastructure and equipment, this seems to be a special facility. In terms of the statute, this building appears to meet the exemption criteria from the bidding requirement laws. Mr. Tracy suggested the Board adopt a resolution finding all these factual items to be true.

The Prosecutor noted the price of the lease is specifically laid out in the lease agreement, but WSU, one of the Whitcom entities, would like the opportunity to talk with Kevin Kirkman of K&K Properties to see if he will

BOCC Minutes-02/17/04

agree to reduce his price. It was Mr. Tracy's suggestion to approve the lease today as is, and to authorize him to hold the lease until WSU's negotiations are completed, which will not result in any worse of a position for the county. It could result in a reduction of the rent. In that case, the Board could authorize the Prosecutor today, to line out the current price and insert the better price. The Prosecutor also suggested the Commissioners sign the lease conditioned on Asotin County's approval of a contract with Whitcom for dispatch services.

Commissioner Partch said one of the things about this location is that there is another almost identical building behind the proposed Whitcom building. Should the county ever receive funding for an Emergency Operations Center, (EOC) everything would be closely located.

Motion by Commissioner Finch **seconded** by Commissioner Partch and **carried** to sign a resolution waiving the bidding requirements for the lease of a building for Whitcom.

RESOLUTION NO. 062215

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

WHEREAS, Whitman County is a member of Whitcom, which provides E911 Dispatch services to the citizens and police agencies in Whitman County; and,

WHEREAS, it is in the best interests of Whitcom to move from its present location in the Public Safety Building on the WSU campus, as the current location is too small and WSU desires Whitcom to move off of the WSU campus; and,

WHEREAS, Whitcom must have an appropriate location within the next few months; and,

WHEREAS, the building at 2325 NE Hopkins Court is uniquely suited to the needs of Whitcom in that its location provides the needed line-of-sight communications abilities, it is, or shortly will be, easily able to be connected to a fiber-optic line, it is able to be immediately converted to the use of Whitcom, including the installation of specialized equipment and infrastructure.

NOW, THEREFORE, BE IT RESOLVED that the Whitman County Board of Commissioners hereby finds that the lease of the building at 2325 NE Hopkins Court involves a "special facility" as that term is defined in RCW 39.04.280, for the reasons stated above; and,

It IS FURTHER RESOLVED, to the extent the law would otherwise require competitive bidding for the lease of a building, the competitive bidding requirements are hereby waived.

BOCC Minutes-02/17/04

Dated this 17th day of February 2004.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Les Wigen, Chairman

ATTEST:

Greg Partch, Commissioner

Maribeth Becker, CMC
Clerk of the Board

G. R. Finch, Commissioner

062216 14. Motion by Commissioner Finch **seconded** by Commissioner Partch and **carried** to sign a lease agreement with K&K Properties for an E911 Center (Whitcom) with the provisions outlined by the Prosecutor.

1:45 p.m. - Recess.

2:00 p.m. - Board of Health

Present: Fran Martin, Dr. Moody, and John Skyles.

D062216A 1. Dr. Moody said the Department is following up on leads of Pertussis (Whooping Cough) and Meningitis.

D062216B 2. Cases of Avian influenza carried by birds and chickens have shown up in some flocks in the NE portion of the United States. The Center for Disease Control and World Health Organization is keeping a close eye on this virus.

D062216C 3. SARS is still on the radar screen, but is low and does not appear to be spreading.

D062216D 4. The only two states in the continental United States that had no reported cases of the West Nile virus in humans this year are Oregon and Washington.

D062216E 5. Dr. Moody mentioned the shortage of the Prevnor vaccine.

D062216F 6. Mr. Jim Nunn sent a property owner in the Pullman area a notice to correct a solid waste violation within 30 days. The next step is a civil infraction.

D062216G 7. One restaurant in Pullman that had numerous critical violations has voluntarily closed its doors.

BOCC Minutes-02/17/04

D062216H 8. Mr. Skyles said next month he would bring WAC 173.350 in for the Board's review. The Department of Ecology (DOE) is putting pressure on local health jurisdictions to adopt this new solid waste rules governing landfills. The impact this will have on Whitman County is that small demolition waste landfills will probably be a thing of the past. Previously, under WAC 173.304, demolition waste was considered inert and described in total as products that resulted from the razing of manmade structures including concrete, wood, metal, etc. The new rules have done away with that definition. Now, everything is either a municipal or a limited purpose landfill. In order to have a small demolition landfill approved, the new WAC requires the proponent to perform a complete hydro-geologic assessment of the area, i.e. groundwater monitoring, possibly liners, etc. In other words, it just won't be practical. There is some legislation to make this rule somewhat less stringent for the east side counties. Dr. Moody interjected DOE said the county must adopt the new WAC in order to maintain our CPG grant.

D062216I 9. Ms. Martin advised the Board the Department would be sending letters to operators whose restaurant fees are not current for 2004. The letter will indicate that the owner cannot operate the restaurant without a current permit. If the Department is forced to close the operation down, it will cost the owner twice as much to get back on track.

D062216J 10. A new nurse has been hired with a social work degree. In hiring this individual, the Department will be able to terminate they're contracted social worker agreement.

D062216K 11. According to the Director, 146 children under the age of 5 are enrolled in the ABCD dental program in Columbia, Garfield and Whitman County. Doctors and dentists are being trained to perform a combined total of up to 6 fluoride varnish treatments per year/per client. They are working with the Pullman family practice physicians to provide continuing education credit for attending these trainings. In September the Department will sponsor another program whereby the physicians can obtain additional medical education credits for studying oral pediatric issues.

D062216L 12. After a recruitment in Pullman, they obtained 4 new tooth tutors. These are volunteers who go to the school districts and day care centers to teach children up to age 5 about good oral care. They received grant funds and donations to obtain supplies for this purpose. This program is also replicated in Columbia and Garfield County.

D062216M 13. The SmileMobile will be in Colfax in March and the same dentists as last year have committed their time.

D062216N 14. The Director gave a brief update on the needle exchange program.

062217 15. Ms. Martin presented a resolution writing off \$20 in uncollectible fees. The commissioners commended staff on the minimal

BOCC Minutes-02/17/04

uncollected amount. **Motion** by Commissioner Partch **seconded** by Commissioner Finch and **carried** to approve the resolution as presented.

RESOLUTION NO. 062217

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, acting as the Board of Health, met on February 17, 2004 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; and,

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

Client Name	Service	Amount
Invoice #10608	Immunization	\$20.00

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 17th day of February 2004.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Les Wigen, Chairman

ATTEST:

Greg Partch, Commissioner

Maribeth Becker, CMC
Clerk of the Board

G. R. Finch, Commissioner

062218 16. A draft copy of an intergovernmental professional services agreement between Whitman County Health Department and Garfield County Health District for administrative and fiscal staff was reviewed. This agreement mirrors the agreement with Columbia County. The commissioners made no revisions to the draft.

D062218A 17. Ms. Martin is in the negotiation stages with a contractor for Emergency Management engineering services. This individual would be responsible for the development of a complete mitigation plan for Whitman County in order to continue receiving FEMA funding. The deadline is July 1st. The county will be reimbursed by FEMA after the plan is completed. The

BOCC Minutes-02/17/04

Director was cautioned to review the bid law requirements with the Prosecutor before a contract is signed.

D062218B 18. Last month a statewide radio operation test conducted by the Amateur Radio Association in the Emergency Operation Center (EOC) and other parts of the county was very successful.

D062218C 19. The next Board of Health meeting is March 16th.

3:00 p.m. - Adjournment.

D062218D Commissioner Partch **moved** to adjourn the **February 17, 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 23, 2004**. The foregoing action made this **17th** day of **February 2004**.

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

MARIBETH BECKER, CMC
Clerk of the Board

LES WIGEN, CHAIRMAN
Board of County Commissioners