

Minutes for February 19, 2013

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073872 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, February 19, 2013 at 8:00 a.m.** Chairman Michael Largent, Art Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

8:00 a.m. - Board Business/Executive Session.

073873 1. Executive session cancelled.

9:00 a.m. - Call to Order/Board of Health.

Present: Fran Martin, Dr. Brad Bowman, Michael Baker, Scott Paradis, Phil Hagihara, Wendy Williams, Debbie Walker-Labine, Erin Young, Mindy White and Sally Ousley.

073874-073875 1. Each Public Health staff member present described their main responsibilities.

Dr. Bowman:

- Health Officer/Advisor
- Infectious diseases

Wendy Williams:

- Nurse
- WIC; 800+ clients
- Schools

Michael Baker:

- Oversees all Environmental Health programs; Water, sewer, solid waste, food
- Program Improvements
- Proposed legislative concerns

Phil Hagihara:

- Greek House inspections/2012 inspection concerns
- On-site sewage
- Food program
- Back-up for all Environmental programs

Scott Paradis:

- Food establishment program/inspections/manual
- Back-up for all Environmental Health programs
- Animal bite investigations

Cinnamon Brown:

- Financials

Debbie Walker-LaBine:

- Communicable diseases
- HIV/AIDS Case Manager

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- Needle Exchange Program
- Jail Health/Quality Improvements

Mindy White as reported by Debbie Walker-LaBine:

- Jail Health/Quality Improvements

Erin Young:

- Financials
- Environmental Health Office Assistant
- Public Health Emergency Preparedness

Sheba Nalley as reported by Fran Martin:

- Dietician

Fran Martin:

- Public Health Director
- Oversees all Public Health programs

D073875A 2. The next Board of Health meeting is March 19th.

9:45 a.m. - Board of Health adjourned.

10:00 a.m. - Convene/Board Business/Flag Salute.

Present: Chris Nelson, Joe Reynolds and Sally Ousley.

D073875B 2. Motion by Commissioner Kinzer to accept the consent agenda. Motion **seconded** by Commissioner Swannack and **carried**.

073876 3. Claims/Payroll warrants numbered **301761-301775** for **\$266,646.23** and **301785-301833** for **\$206,011.71** approved.

D073876A 4. No veterans' relief claims.

073877 5. February 4, 2013 minutes approved.

073878-073881 6. Personnel change orders approved.

073882 6A. The 2013 assessed valuations and tax levies presented by Assessor Joe Reynolds. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to accept and sign levies for the 2013 collections.

073883 7. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the 2013-2014 cooperative agreement for agricultural burning with the Palouse Conservation District as amended.

073884 8. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the 2013-2014 cooperative agreement for agricultural burning with the Whitman Conservation District upon its arrival and no different from the Palouse Conservation District.

073885 9. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the 2013-2014 cooperative agreement for agricultural burning with the Pine Creek Conservation District.

073886 10. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve a letter to DOE requesting 2013-2014 continued agricultural burning delegation authority pending execution of all district agreements.

073887 11. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to authorize the Chairman to sign the Verizon Wireless governmental master pricing agreement/account for the commissioners' office.

073888 12. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve a resolution revising the county commissioners' selection for the method of payment for county related travel. This change is based on insurance companies no longer adding Whitman County as an additional insured on personal automobile insurance policies and no longer a need for cell phone/radio language.

073889 13. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to appoint Michele Beckmann as Chairperson of the Website Development Committee for 2013.

073890 14. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to reappoint Robert Wilkins to a 3-year term on the Emergency Communications Advisory Committee. Mr. Wilkins term will expire 06/30/15.

073891 15. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it carried to rescind the action taken by the Board on 01/07/13 appointing Commissioner Kinzer as an ex-officio member of the Lodging Tax Advisory Committee. This action was necessary for consistency with other Advisory Boards.

073892 16. Commissioner Swannack moved Commissioner Kinzer seconded the motion and it carried sign a letter to the Corps of Engineers commenting on the draft EIS Programmatic Sediment Management Plan.

073893 17. Notice of liquor licenses due to expire 05/31/13 was received from the Washington State Liquor Control Board.

073894 18. Commissioners' pending list reviewed.

10:20 a.m. - Recess.

10:30 a.m. - Reconvene/Karen Wilson and Lyndsey Rodriguez, State Auditor's Office.

Present: Bob Reynolds, Chris Nelson, Mark Storey, Lana Cloaninger, David Ledbetter, Gary Petrovich, Michael Baker, Kelli Campbell, Kim Kopf, Eunice Coker, Fran Martin, Joe Reynolds and Robin Jones.

073895 19. The 2011-2012 Whitman County accountability audit entrance conference was held. Ms. Wilson explained the review process and asked that she be notified if there are any areas of concern for inclusion in the scope of the audit.

Ms. Wilson also pointed out as of this year Whitman County is back under the jurisdiction of the Spokane District headed by Debbie Pennick who will be present at the exit conference.

10:45 a.m. - Mark Storey, Public Works Director.

Present: Phil Meyer and Jerry Basler.

ACTION ITEMS

073896 19A. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to sign a quit claim deed transferring any interest the county might have within the city limits of Oakesdale pending Prosecutor approval.

073897 20. Hearing convened by the Chairman for proposed amendments to the 6-Year Transportation Improvement Program (2013-2018).

Staff report provided by Mark Storey for the following added road projects due to additional funding and new state/federal requirements:

- 2-Run-Off Road & Intersection Safety Project-Guardrail
- 24-Colfax Airport Road;
- 25-Wayfinding through the Palouse Scenic Byway;
- 26-STP Planning Countywide;
- 27-MAP 21 Planning Countywide;

Hearing opened to public comment. There being none, the hearing was adjourned.

Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** that the resolution to amend the Six-Year Transportation Improvement Program (2013-2018) be signed as presented.

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the Matter of the Amended)	RESOLUTION NO. <u>073897</u>
Six Year Transportation)	
Improvement Program (2013-2018))	

WHEREAS, the Public Hearing was held on the 19th day of February, 2013; and,

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

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

DATED this 19th day of February, 2013.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

ATTEST:

Arthur D Swannack, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Dean Kinzer, Commissioner

ATTACHMENT

- 2-Run-Off Road & Intersection Safety Project-Guardrail
- 24-Colfax Airport Road
- 25-Wayfinding through the Palouse Scenic Byway
- 26-STP Planning Countywide
- 27-MAP 21 Planning Countywide

073898 **21.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to that the bids for the 2008 or newer pup trailers be rejected in the best interest of Whitman County.

073899 **22.** Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** that the Director of Public Works or his designee has the authority to reject bids without going before the Board of County Commissioners.

073900 **23.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to publish the notice of call for bids for 2008 or newer pup trailers.

073901 **24.** The official transmittal for proposed changes to the Pullman-Moscow North/South Corridor Districts received. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to set a public hearing to take public comment on amending the Whitman County Zoning Ordinance (Chapters 19.15 and 19.16) to reduce the minimum parcel size from three acres to two acres; exempt the list of permitted uses from Site Plan Review Committee review; and make scrivener's corrections to citations and references to be held in this room at 11:00 a.m. on March 18, 2013.

073902 **25.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to publish the notice the notice of hearing for proposed revisions to the Pullman North/South Corridor Districts.

073903 **26.** The commissioners revisited the Planning Commission composition but felt no need to make any changes at this time.

Maintenance Division:

D073903A **27.** Phil Meyer noted crews are hauling gravel for the Landfill project.

11:20 a.m. - Recess.

11:30 a.m. - Board Business Continued/Monthly Financial Review.

Present: Brett Myers, David Ledbetter, Eunice Coker, Fran Martin, Gary Petrovich, Joe Reynolds, Kelli Campbell, Mark Storey, Marlynn Markley, Peggy Wright, Pete Martin, Robin Cocking, Tim Myers and Steve VanVleet.
Excused: Janet Schmidt.

073904 28. The monthly financial report provided by Mr. Petrovich and Mr. Ledbetter.

2013 Cash Balance thru 01/31/13	- \$ 2,311,227.48-	18.05%
2013 Revenue Forecasted	- \$12,800,000.00	- 100.00%
2013 Revenue thru 01/31/13	- \$ 762,618.91	- 5.74%
2012 Revenue thru 12/31/12	- \$12,947,080.00	- 100.00%
2013 Expenditures thru 01/31/13	- \$ 1,105,029.46	- 8.00%
2012 Expenditures thru 12/31/12	- \$12,342,393.27	- 100.00%

073905 29. David Ledbetter presented a resolution establishing a bank account in order for the Sheriff to partner with the Department of Licensing for utilizing the "Firearms Online" service. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve said resolution as presented.

**RESOLUTION NO. 073905
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

IN THE MATTER OF the action of the adoption for the Whitman County Policy-**FIREARMS ONLINE- DEPARTMENT OF LICENSING.**

WHEREAS, the Whitman County Sheriff's Office is choosing to partner with Department of Licensing and utilize FIREARMS ONLINE, a service to simplify and accelerate services to customers,

WHEREAS, Whitman County Treasurer, Bob Lothspeich, will be establishing a bank account at Columbia Bank to best manage this process with Department of Licensing,

WHEREAS, this action is necessary and in the best interest of Whitman County and its employees,

NOW, THEREFORE, IT IS HEREBY RESOLVED by this Board that the above is approved **FIREARMS ONLINE- DEPARTMENT OF LICENSING.**

Dated this 19th day of February, 2013.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

ATTEST:

Arthur D Swannack, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Dean Kinzer, Commissioner

12:40 p.m. - Recess.

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1:00 p.m. - Approved documents signed.

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

Present: Tim Myers, Janel Goebel, Dave Mahan and Todd Heitstuman (1:30 p.m.), Fran Martin (2:00 p.m.), Joe Poire and Gary Petrovich (2:45 p.m.), Jayson Schmidt, Eric Bondo, Rob Sawyer, (McKinstry), Bob Reynolds and Melissa Leinwebber (3:00 p.m.), Stan Buckley, Charlie Oldenberg, Chad Startin, Brian Jacobs and Janet Luft; members of the Palouse Empire Fair Foundation (3:45 p.m.).

073906-073910 30-36. Items discussed included Park related issues, Whitcom MOU, Emergency Management, request to convert \$750,000 Port loan to a grant, completion of McKinstry Phase I project and Fair Foundation projects. No action taken.

073911 37. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve an agreement between Whitman County Emergency Communications and Whitcom for replacement of the Whitcom consoles.

073912 38. Claims/Payroll warrants numbered **301943-302012** for **\$249,337.46** signed.

4:20 p.m. - Adjournment.

D073912A Commissioner Kinzer **moved** to adjourn the **February 19, 2013** 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 **March 4, 2013**. The foregoing action made this **19th** day of **February 2013**.

ss/ ARTHUR D. SWANNACK, COMMISSIONER
ss/ DEAN KINZER, COMMISSIONER

MARIBETH BECKER, CMC
Clerk of the Board

MICHAEL LARGENT, CHAIRMAN
Board of County Commissioners