

Minutes for February 21, 2012

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072765 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, February 21, 2012 at 9:00 a.m.** Chairman Greg Partch, Patrick J. O'Neill, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended. Commissioner Largent was unavailable.

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

Present: Gary Petrovich, Kelli Campbell, Joe Smillie, Kelli Hadley (9:00 a.m.) and Bob Lothspeich (9:30 a.m.).

072766-072766B 1. Items discussed included budget amendment #1, WCIF trust agreement/bylaws, Treasurer's administrative supervisor and County Bank RFP. No action taken.

9:55 a.m. - Recess.

10:00 a.m. - Board Business Continued/Pledge of Allegiance.

Present: Paul Spencer, Karen Johnson, Joan Willson, Joe Smillie and Kelli Hadley.

D072766C 2. Motion by Commissioner O'Neill to accept the consent agenda. Motion **seconded** by Commissioner Partch and **carried**.

072767 3. Claims/Payroll warrants numbered **261553-261649** for **\$216,649** and _____-_____ for \$_____ approved.

072768 4. February 6, 2012 minutes approved.

072769-072780__ 5. Personnel change orders approved.

072781 6. Commissioner O'Neill **moved** Commissioner Partch **seconded** the motion and it **carried** to sign the WA State Military Department Homeland Security agreement #E12-xxx (05/31/14).

072782 7. Commissioner O'Neill **moved** Commissioner Partch **seconded** the motion and it **carried** to approve WCIF revised trust agreement and bylaws.

072783 8. A copy of the request for approval of a contract for legal services sent to Superior Court Judge David Frazier pursuant to RCW

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36.32.200 was received from Milton Rowland, Attorney regarding the OVIC lawsuit.

072784 9. A copy of Judge Frazier's response to the above request was received denying an outside attorney.

072785 10. Information pertaining to SB 5073 related to medical cannabis was received from the Washington State Association of Counties.

072786 11. Information pertaining to SB 5553 requiring public agencies and municipalities to post meeting information and ordinances on their website was received.

072787 12. An email was received from Steve Martin of the Snake River Salmon Recovery Board concerning the allocation of Columbia River Basin Spring Chinook among sports anglers. The commissioners will not be responding to this request.

072788 13. Commissioners' pending list reviewed.

10:30 a.m. - BOCC Workshop.

Present: Paul Spencer, Karen Jonson, Joan Willson, Joe Smillie and Kelli Hadley.

072788A 14. Items discussed included Kara Riebold's white paper and Pullman/WSU SR 270/Airport Road study. No action taken.

10:45 a.m. - Bob Lothspeich and Eunice Coker.

0727889 15. Bob Lothspeich and Eunice Coker visited with the Board about changing the current county Visa credit card bank from the reassigned Bank of Whitman to a bank located in Florida. Mr. Lothspeich explained due to the take-over of the Bank of Whitman by Columbia Bank, a 3rd party bank was assigned to handle the credit cards. The county was previously able to take the credit card payments directly to the bank and avoid late fees but due to circumstances they must mail the payments to Florida and in some instances have incurred late fees.

Mr. Lothspeich said the Auditor and he have been looking at new credit card providers and received information from other local banks. Their preference is to develop a relationship with Columbia Bank in Colfax for this service. Currently, the county has 38 Visa cards. According to county policy all requests must be approved by the commissioners. This can be done fairly quickly and the direction the Auditor and he would like to proceed.

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Mr. Lothspeich distributed information about Columbia Banks credit card system and awards program. There are two types of visa cards offered, commercial and purchasing and selection of the type of card would be determined by the individual departments to suit their needs.

Ms. Coker said Columbia Bank is in-state and local. The Florida Bank was unable to decipher payments submitted even with the tear sheets attached. They sometimes returned the check to the county which in turn caused late fees to be incurred.

The plan is to visit with all departments that have visa cards. A blanket request would be submitted to the Board for approval. No credit cards would be discontinued until the new accounts are established.

Commissioner O'Neill questioned the rewards issue because we are a public entity and requested this issue be vetted by the Prosecutor. Mr. Lothspeich explained the rewards would go to the county and not the individual employee. Commissioner Partch interjected this program could work the same as the airline mileage awards programs do but we need to check on this aspect as well.

The Auditor and Treasurer will proceed with their department visits.

11:00 a.m. - Mark Storey, Public Works Director.

Present: Phil Meyer, Alan Thomson, Karen Johnson, Joan Willson Paul Spencer, 5 bidders, Joe Smillie and Kelli Hadley.

ACTION ITEMS

Maintenance Division:

072790 16. The following bids were received for the Weber Quarry project.

BIDDER	AMOUNT
Shawnee Rock, Inc., Colfax, WA	\$45,500.00
Scarsella Bros., Inc, Seattle, WA	\$48,240.00
Harry Johnson Plumbing & Excavating, Walla Walla, WA	\$36,900.00
Shamrock Paving, Inc, Airway Heights, WA	\$49,000.00
Woods Crushing & Hauling, Inc., Sandpoint, ID	\$43,611.00

The commissioners will make an award today at 3:00 p.m.

072791 17. Commissioner O'Neill **moved** Commissioner Partch **seconded** the motion and it **carried** to publish the notice of call for bids for one, new six wheel drive articulated motor grader with trade-in.

Planning Division:

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072792 18. The official transmittal for proposed revisions to the Flood Management Overlay District (FMO) was received from Alan Thomson.

072793 19. Commissioner O'Neill **moved** Commissioner Partch **seconded** the motion and it **carried** to set a public hearing to take public comment on amending the Whitman County Zoning Ordinance to bring the County's floodplain ordinance into compliance with the Nation Flood Insurance Program as required by FEMA to be held in this room at 10:45 a.m. on March 19, 2012.

072794 20. A copy of the small works roster quotes for steel bridge decking awarded to Arrow Construction supply of Spokane, WA for \$16,600.00 was received.

072795 21. A copy of the small works roster quotes for bridge lumber awarded to Kennedy Johnsen of Mountlake Terrace for \$15,283.46 was received.

072796 22. A copy of the small works roster quotes for bridge H-pile awarded to Skyline Steel of Fife, WA for \$17,147.70 was received.

D072796A 23. Phil Meyer reported some road crew members worked Sunday plowing/sanding.

D072796B 24. Mark Storey noted individual road weight restrictions are still in place but the department is still issuing heavy traffic permits when possible.

11:20 a.m. - Recess.

11:30 a.m. - Monthly Financial Review.

Present: Bob Lothspeich, Brett Myers, David Ledbetter, Denis Tracy, Eunice Coker, Fran Martin, Gary Petrovich, Kelli Campbell, Mark Storey, Robin Cocking, Sonya Goldsby, Tim Myers, Paul Spencer, Karen Johnson, Joan Willson, Joe Smillie and Kelli Hadley.

Excused: Janet Schmidt and Michael Largent.

072797 25. The January 2012 month ending financial report provided by David Ledbetter for the general fund.

2011 Revenue	\$11,658,666.37 - 93.76%
2011 Expenditures	\$11,761,022.00 - 94.59%
Year End Turn Bank	\$ 673,292.00
Salaries/Benefits	\$ 7,673,174.00

2012 Budget	\$12,896,617.00
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YTD Expenditures	\$ 1,026,587.00	-	7.96%
YTD Unexpended	\$11,870,030.00		
YTD Salaries/Benefits	\$ 698,588.00		

Mr. Ledbetter noted these financial documents will be listed in the county's Outlook public folders.

He then went on to explain the upcoming budget amendment #1 that will include 2 parts; Part A-Year end accrued accounts prepared by the Finance Team and Part B-regular amendment portion handled by the accounting liaisons. Beginning this year all budget amendment will be keyed by the accounting liaisons.

Bob Lothspeich suggested department heads/elected officials talk to their ATM members regarding visa cards.

11:45 a.m. - Recess.

1:00 p.m. - Convene/Board of Health.

Present: Fran Martin, Michael Baker, Phil Hagihara, Mary Skoglund, Karen Johnson and Garth Meyer.

D072797A 1. Fran Martin introduced and the Board welcomed Mary Schultz, newly hired Registered Dietician.

D072797B 2. Mr. Hagihara reported on his work inspecting Greek houses for WSU, the 241 food establishment inspections and reviewing applications for the current vacant Environmental Health Tech position.

D072797C 3. Michael Baker added he is also working with Mr. Hagihara on on-site sewage work.

D072797D 4. Fran Martin said she is waiting to learn where the state will be cutting Public Health funding. The commissioners offered to do whatever they could in this regard.

D072797E 5. The Director advised the commissioners Homeland Security is also looking at a 51% reduction in funding to county programs.

D072797F 6. Ms. Martin provided a brief staffing update.

D072798 7. The Director indicated a response needs to be sent to Dr. Moody concerning the status of his contract for health officer services. She has spoken with the proposed new local health officer who is available April 1st. Commissioner O'Neill **moved** a letter be written to Dr. Moody stating that the Director does work for the Board and has the authority to terminate his contract; advise him his contract will terminate 3/31/12 and

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as a professional it is crucial he participate in the health officer transition. Commissioner Partch **seconded** the motion can it **carried**. Commissioner Partch will help prepare the letter to Dr. Moody.

D072798A 8. The next Board of Health meeting is March 20th.

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

Present: Fran Martin, Bob Lothspeich and Bob Reynolds, Karen Johnson (1:30 p.m.) and Tim Myers (2:00 p.m.).

072799 26. According to Mr. Reynolds, CETC year-end utility bills were higher than anticipated but could be offset by lower Facilities Management building which experienced lower year-end utility billings. Commissioner O'Neill **moved** Commissioner Partch **seconded** the motion and it **carried** to authorize difference in utility costs be paid by Facilities Management.

D072799A 27. Mr. Reynolds said he is taking a more aggressive approach to booking the CETC building for special interest groups, i.e. training/education, receptions and meetings. In the winter months, the Fair Community Building requires much more work and costs to prepare it for use. If the snow load on the CETC building becomes a problem, the functions can be relocated to the Public Service Building or Fairgrounds. Individuals booking the CETC building in the winter months will be made aware there is a possibility their event may have to be moved.

Mr. Reynolds stated he is looking into partnering with other organization for the CETC building. If the CETC committee is successful in bookings and partnerships, they may be able to do some drainage work and possibly conduct some mitigation work on the roof with some type of heating system. Commissioner O'Neill cautioned Mr. Reynolds not to take the updates too far and to keep the ADA compliance issues in mind.

When asked by the Board, why other entities are now willing to work together to make use of this building Mr. Reynolds replied because he has been marketing the building. The integrity of the building itself is fine provided there is no heavy snow load.

It was the consensus of the Board that the CETC Committee proceed with their proposed plans.

072799B 28. Mr. Myers also talked about possible legislative reductions to developmental services at the county level. Commissioner Partch gave Mr. Myers the names of legislators that he thought would be supportive of developmental services legislation.

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072799C 29. Mr. Myers advised the commissioners progress is continuing on the draft Williams Place, LLC easement for crossing the Bill Chipman Palouse Trail.

D072799D 30. The required State Developmental Services self-evaluation report has been completed.

D072799E 31. The Whitman County Transition Council will be meeting March 15th at Lincoln Middle School. This Council deals with the transitioning of Developmentally Disabled individuals.

D072799F 32. Like all other departments, Parks and Developmental Services are dealing with year-end financial work.

D072799G 33. The Director noted the Parks Department now has a page on *Facebook*.

D072799H 34. Mr. Myers noted that the new Kamiak Butte trail project has been temporarily put on hold due to concerns voiced by a neighbor.

D072799I 35. Staff is working on the Bill Chipman Palouse Trail annual report.

D072799J 36. According to Mr. Myers, the Palouse Conservation District and WSDOT have cleaned up the area near the Bill Chipman Palouse Trail.

072799K 37. Park Rangers are performing weather related repairs and a sample of the Park Safety Checklists was received.

D072799L 38. The Director mentioned that the Park Rangers recently participated in pesticide training and he is looking into the possibility of the Public Works Department pesticide contractor assisting the Rangers.

D072799M 39. Mr. Myers also talked about the new boat launch at Wawawai Park.

2:30 p.m. - Recess.

3:00 p.m. - Weber Quarry Bid Award.

Present: Mark Storey, Phil Meyer, Gary Petrovich and Karen Johnson.

072800 40. Commissioner O'Neill **moved** Commissioner Partch **seconded** the motion and it **carried** that the bid for High Wall Reclamation at Weber Quarry be awarded to Harry Johnson Plumbing and Excavating, Inc. for a total bid amount of \$36,900.00 plus tax.

4:00 p.m. - Adjournment.

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D072800A Commissioner O'Neill **moved** to adjourn the **February 21, 2012** meeting. Motion **seconded** by Commissioner Largent and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **March 5, 2012**. The foregoing action made this **21st** day of **February 2012**.

ss/ PATRICK J. O'NEILL, COMMISSIONER
ss/ MICHAEL LARGENT, COMMISSIONER

MARIBETH BECKER, CMC
Clerk of the Board

GREG PARTCH, CHAIRMAN
Board of County Commissioners