

BOCC MINUTES-02/29/16-03/14/16

077517B THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, February 29, 2016** at **9:00 a.m.** Chairman Michael Largent, Arthur D Swannack and Dean Kinzer, Commissioners and Elinor Huber, Recording Clerk attended.

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

Present: Gary Petrovich, Cinnamon Brown, Mark Storey, Kelli Campbell, Joe Reynolds and Robin Jones (9:30 a.m.).

077518 1. The following items were discussed but no action was taken.

- Senate Budget
- Martin Hall
- Aquifer Recharge
- Sheriff Body cam
- Property tax refund
- Lodging Tax
- FAST Funds
- Esser Road
- Assessor refund
- Pilot Safety Program
- Project Team

9:45a.m. - Recess.

10:00 a.m. - Flag Salute.

Present: Kara McMurray, Chelsea Embreee.

D077518A 2. Pledge of Allegiance.

D077518B 2A. Commissioner Kinzer **moved** and Commissioner Swannack **seconded** the motion and it **carried** to amend the agenda to include Grant Application Data 8A through 8-D.

Consent Agenda:

D077518C 3. **Motion** by Commissioner Swannack to accept the consent agenda. Motion **seconded** by Commissioner Kinzer and **carried**.

077519 4. General Claims/Veterans' Relief/Payroll warrants numbered **321762-321768** for **\$365,229.70** and **321776-321842** for **\$36,897.09** approved.

077519A 5. February 16, 2016 minutes approve

077520-077525 6. Personnel change orders approved.

077526 7. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to adopt the 2016 property taxes.

077527 8. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to reaffirm a letter of support for improvements to SR 195/SR 26 sent to Senator Mark Schoesler.

077528 8A. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it carried to approve the following Application Data Forms for the Juvenile Department as follows:

077529 8B. Grant Application Data Juvenile CJS, from 7-1-2015 to 6-30-2016 for \$87,420.00

077530 8C. Grant Application Data Juvenile CASA, from 7-1-2015 to 6-30-2016 for \$41,530.00.

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077531 8D. Grant Application Data Juvenile BECCA, from 7-1-2015 to 6-30-2016 for \$13,370.00.

CORRESPONDENCE:

D077531A 9. No correspondence was received.

077532 10. Commissioners' pending list reviewed.

10:15 a.m. - Recess.

10:30 a.m.- Reconvene/Board Business continued.

Present: Mark Storey, Paul Spencer, Gary Petrovich, Jim Lincoln, Kara McMurray, Chelsea Embree.

077533 11. At 10:30 a.m. Congresswoman McMorris-Rodgers staff members, Cathy Schaeffer, Chud Wendle and Mike Poulson joined the commissioners to discuss the following federal legislative issues.

- Wildfire funding
- Affordable Care Act
- FAST Act
- National debt
- Waters in the US

11:00 a.m. - Public Works.

Present: Mark Storey, Phil Meyer, Jim Lincoln, Paul Spencer, Chelsea Embree and Garth Meyer.

ACTION ITEMS:

077534 12. The following bid was received for a 45' x 14' modular detour bridge.

BIDDER	AMOUNT
Big R Bridge, Greeley, CO	41,265.00 Base Bid

The commissioners will make an award today at 2:00 p.m.

077535 13. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to amend the County Arterial Pavement Preservation program.

077536 14. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** amend the Annual Construction Program.

077537 15. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the resolution to establish the Kitzmiller Road surfacing project.

**RESOLUTION NO. 077537
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

In the matter of initiating a county road project designated as C.R.P. No. 5520-2, Project No. XFR1607.

IT IS HEREBY RESOLVED that the Kitzmiller Road, County Road No. 5520, from milepost 0.43 to milepost 2.10 be improved as follows:

Construct a multiple course bituminous surface treatment on the gravel road.

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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:

PURPOSE	AMOUNT OF APPROPRIATION
Engineering	\$ 500.00
Construction	\$167,141.00
TOTAL	\$167,641.00

This project was included in the official adopted annual road program as Item No. 21.

IT IS FURTHER RESOLVED that the construction is to be accomplished by county forces in accordance with RCW 36.77.065 and WAC 136-18.

ESTIMATED date of commencing work: April 1, 2016
ESTIMATED date of completing work: October 1, 2016

ADOPTED this 29th day of February, 2016.

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

077538 16. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the resolution to establish the Sunshine Road surfacing project.

RESOLUTION NO. 077538
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the matter of initiating a county road project designated as C.R.P. No. 9080-3, Project No. XFR1608.

IT IS HEREBY RESOLVED that the Sunshine Road, County Road No. 9080, from milepost 0.72 to milepost 2.37 be improved as follows:

Construct a multiple course bituminous surface treatment on the gravel road.

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:

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PURPOSE	AMOUNT OF APPROPRIATION
Engineering	\$ 500.00
Construction	<u>\$162,225.00</u>
TOTAL	\$162,725.00

This project was included in the official adopted annual road program as Item No. 22.

IT IS FURTHER RESOLVED that the construction is to be accomplished by county forces in accordance with RCW 36.77.065 and WAC 136-18.

ESTIMATED date of commencing work: April 1, 2016
ESTIMATED date of completing work: October 1, 2016

ADOPTED this 29th day of February, 2016.

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

077539 **17.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the resolution to establish the Old Moscow Road surfacing project.

RESOLUTION NO. 077539
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the matter of initiating a county road project designated as C.R.P. No. 9070-2, Project No. XFR1609.

IT IS HEREBY RESOLVED that the Old Moscow Road, County Road No. 9070, from milepost 2.21 to milepost 3.24 be improved as follows:

Construct a multiple course bituminous surface treatment on the gravel road.

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:

PURPOSE	AMOUNT OF APPROPRIATION
Engineering	\$ 500.00
Construction	<u>\$98,318.00</u>
TOTAL	\$98,818.00

This project was included in the official adopted annual road program as Item No. 23.

IT IS FURTHER RESOLVED that the construction is to be accomplished by county forces in accordance with RCW 36.77.065 and WAC 136-18.

ESTIMATED date of commencing work: April 1, 2016
ESTIMATED date of completing work: October 1, 2016

ADOPTED this 29th day of February, 2016.

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

077540 18. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the resolution establishing the 2016 Countywide Sealcoat contract.

RESOLUTION NO. 077540
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the matter of initiating county road projects designated as follows for the Countywide Sealcoat 2016: C.R.P. No. 0017-3 Project No. XFR1601, C.R.P. No. 0025-4 Project No. XFR1602, C.R.P. No. 3000-16 Project No. XFR1603, C.R.P. No. 4000-16 Project No. XFR1604, C.R.P. No. 4100-3 Project No. XFR1605 and C.R.P. No. 4400-8 Project No. XFR1606.

IT IS HEREBY RESOLVED that the Countywide Sealcoat 2016 roads be improved as follows:

Rosalia Exit North Road, County Road No. 0017, from milepost 0.00 to milepost 0.13, Sealcoat.

Rosalia Road, County Road No. 0025, from milepost 0.49 to milepost 0.91, from milepost 2.23 to milepost 2.42 and from milepost 2.48 to milepost 3.67, Sealcoat.

Pine City-Malden Road, County Road No. 3000, from milepost 13.30 to milepost 18.65, Sealcoat.

Endicott Road, County Road No. 4000, from milepost 0.00 to milepost 13.61, Sealcoat.

Lancaster Road, County Road No. 4100, from milepost 0.50 to milepost 13.66, Sealcoat.

Green Hollow Road, County Road No. 4400, from milepost 0.00 to milepost 9.79, Sealcoat.

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:

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PURPOSE	AMOUNT OF APPROPRIATION
Preliminary Engineering	\$ 18,462.00
Contract & Construction Engineering	\$1,698,495.00
TOTAL	\$1,716,957.00

This project was included in the official adopted annual road program as Item No. 8.

IT IS FURTHER RESOLVED that the construction is to be accomplished by contract in accordance with RCW 36.77.020 et. seq.

ESTIMATED date of commencing work: March 1, 2016
ESTIMATED date of completing work: October 31, 2016

ADOPTED this 29th day of February, 2016.

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

077541 **19.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the resolution establishing the FAST Planning project.

**RESOLUTION NO. 077541
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

In the matter of initiating FAST Planning, a county road planning project, designated as Project No. XFT1600.

IT IS HEREBY RESOLVED that a planning project for the administration of Whitman County's STP Allocation and performance of Traffic Counting be established.

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.

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:

PURPOSE	AMOUNT OF APPROPRIATION
Engineering	\$84,000.00

This project was included in the official adopted annual road program as Item No. 20.

IT IS FURTHER RESOLVED that the planning is to be accomplished by county forces.

ESTIMATED date of commencing work: March 1, 2016
ESTIMATED date of completing work: December 31, 2020

ADOPTED this 29th day of February, 2016.

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

077542 **20.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the county construction notice for Kitzmiller, Sunshine and old Moscow Roads.

DIVISION UPDATES:

D077542A **21.** The following division updates provided by Public Works staff.

Administration Division:

077542B **21B.** Mark Storey reported that the new working schedule will begin on March 14, with Engineering and the Road Crew working 4-10 hour days. A copy of the schedule was submitted.

Engineering Division:

D077542C **21C.** Marc LaVanway is working on the road safety program which includes road costs and wide spread safety improvements, like sign improvements, paint, removing hazards from the clear zone and other safety issues. The grant total is about \$750,000. We did studies on the paved road systems to figure out the geometry and immovable objects, so we might cut trees in some places and put signs in others. The key is to look at the accident locations.

Maintenance Division

D077542D **21D.** Phil Meyer reported they will begin the residual spray program on the edge of the roads. All the roads are open to heavy loads except for one road at this time.

D077542E **22.** Approved documents signed.

11:45 a.m. - Recess.

2:00 p.m. - Reconvene/Board Business Continued.

Present: Mark Storey and Phil Meyer.

077543 **23.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to award the bid for a 45' x 14' modular detour bridge to Big R Bridge in the amount of \$41,265.00

2:15 p.m. - Recess.

D077543A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, March 7, 2016** at **9:00 a.m.** Chairman Michael Largent, Arthur D Swannack and Dean Kinzer, Commissioners and Elinor Huber, Recording Clerk attended.

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

Present: Gary Petrovich, Mark Storey, Bill Tensfeld, Cinnamon Brown, Denis Tracy (9:00 a.m.) and Bob Reynolds (9:25 a.m.).

D077543B 24. Approved documents signed.

077544 25. General Claims/Veterans' Relief/Payroll warrants numbered **321849-321980** for **\$286,252.21** approved.

077545-077550 26. Personnel change orders approved.

077551 27. The following items were discussed but no action was taken.

- LSC Review of State Supplemental Budget
- Rosalia Fire Protection District
- Survival Center Presentation Request
- Planning Commission Code Revisions
- Accounts Payable Notes
- Recycling Education Consultant Services
- Solid Waste Working Foreman Position
- PW 4-10's Commence 03/14/16
- County Glass Recycling
- McKinstry Project-Phase II Decision

10:05 a.m. - Flag Salute.

Present: Gary Petrovich, Paul Spencer and Kara McMurray.

D077551A 28. Pledge of Allegiance.

D077551B 28A. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to amend the agenda to include item #28B.

077552 28B. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve a resolution calling for a special election for the annexation of the Town of Rosalia into Fire Protection District #7.

077553 29. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the 2015 countywide inventory (capital assets) as presented.

**RESOLUTION NO. 077553
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

WHEREAS, R.C.W. 36.32.210 requires that the Board of County Commissioners shall each year file with the Auditor of the County a statement verified by oath showing for the twelve months period ending December 31st of the preceding year, a full and complete inventory of all capitalized assets kept in accordance with standards established by the State Auditor; and,

WHEREAS, a listing of Whitman County's capitalized assets as of December 31, 2015, was circulated to all county elected officials and department heads for review and certification; and,

WHEREAS, all county elected officials and department heads have reviewed and certified their respective inventories as of December 31, 2015.

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NOW, THEREFORE, BE IT HEREBY RESOLVED by the Whitman County Commissioners, that the attached listing(s) of Whitman County's capitalized assets as of December 31, 2015, represented as Attachment A to be correct, as we verily believe.

BE IT FURTHER RESOLVED that the Clerk of the Board is directed to file said resolution and Attachment A with the County Auditor.

Dated this 7th day of March 2016.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

Arthur D Swannack, Commissioner

Dean Kinzer, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

ATTACHMENT

Public Works Vehicles/Equipment	\$16,452,736.00
Emergency Management/Communications Equipment	\$ 736,815.00
Information Technology Equipment	\$ 835,937.00
Office Equipment	\$ 228,123.00
Other Vehicles/Equipment	\$ 730,103.00
Infrastructure-Countywide	\$57,571,077.82
Land-Countywide	\$ 518,062.00
Buildings-Countywide	\$17,241,795.00

2015 INVENTORY CERTIFICATION

We, Dean Kinzer, Arthur D. Swannack and Michael Largent, the Commissioners of Whitman County, State of Washington, DO HEREBY CERTIFY that we have examined the inventories as of December 31, 2015, as duly prepared and certified by the heads of various departments of Whitman County and find the same to be correct, as we verily believe.

Dated this 7th day of March 2016.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

Arthur D Swannack, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Dean Kinzer, Commissioner

077554 30. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to reappoint Adam Scott Carter to his second 4-year term expiring 12/31/19 on the Salary Commission.

CORRESPONDENCE:

D077554A 31. No correspondence received.

11:00 a.m. - Public Works.

Present: Mark Storey, Alan Thomson, Jerry Basler and Paul Spencer.

ACTION ITEMS:

D077554B 32. The following formal transmittals for 4 cluster residential rezones were received as follows:

- 077555 32A. Itani Development
- 077556 32B. Redwood Farmland Holdings
- 077557 32C. J-S Farmland Holdings
- 077558 32D. Warren Street Agriculture

D077558A 33. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to authorize publishing notices and setting hearings for the 4 cluster residential rezones for 10 a.m. on March 21st as follows:

- 077559 33A. Itani Development
- 077560 33B. Redwood Farmland Holdings
- 077561 33C. J-S Farmland Holdings
- 077562 33D. Warren Street Agriculture

DIVISION UPDATES:

D077562A 34. The following division updates provided by Public Works staff.

Maintenance Division:

077563 34A. The 2016 bridge lumber supplies order was awarded through the small works process to Bridgewell Resources, Tigard, OR in the amount of \$24,552 plus tax.

Planning Division:

D077563A 34B. Mr. Thomson will be a presenter at the May 17th short course on planning in Clarkston. More details will follow.

D077563B 34C. According to the Planner, the Board of Adjustment approved the first marijuana retail shop and another inquiry is pending.

D077563C 35. Approved documents signed.

11:15 a.m. - Recess.

BOCC MINUTES-02/29/16-03/14/16

D077563D THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, March 14, 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.

D077563E 36. Lobbyist conference call.

D077563F 37. Approved consent agenda items signed.

077564-077565 38. General/Veterans' Relief/Payroll warrants numbered **321998-322149** for **\$149,565.71**.

077566-077569 39. Personnel change orders.

9:05 a.m. - BOCC Workshop.

Present: Gary Petrovich, Cinnamon Brown, Mark Storey, Bill Tensfeld, Mark Clinton (9:05 a.m.), Alan Thomson (9:15 a.m.) and Bob Reynolds (9:30 a.m.).

077570 40. The following items were discussed but no action was taken.

- Oakesdale Park District Loan
- Tekoa Park District Loan
- Planning/BOCC Hearings
- McKinstry/DES Phase 2
- Auditor's Staffing
- SAO Meeting
- SAC/Vault Subcomm. Meeting

9:45 a.m. - Adjournment.

D077570A Commissioner Swannack **moved** to adjourn the **February 29, March 7 and 14, 2016** meeting. Motion **seconded** by Commissioner Kinzer and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **March 21, 2016**. The foregoing action made this **14th** day of **March 2016**.

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

MARIBETH BECKER, CMC
Clerk of the Board

MICHAEL LARGENT, CHAIRMAN
Board of County Commissioners