

Minutes for March 19, 2007

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066622 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **March 19, 2007 at 9:00 a.m.** Chairman Greg Partch, G.R. Finch and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Sharron Cunningham, Bob Reynolds (9:00 a.m.) and Kelli Campbell (9:15 a.m.).

066623 1. Items discussed included Fair staffing, ADA, collections, personnel, ID tags, VEBA and presidential preference primary. No action taken.

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

Present: Kelli Campbell and Joe Smillie.

D066623A 2. Motion by Commissioner Finch to approve the consent agenda. Motion **seconded** by Commissioner Largent with the deletion of item #1e1 and #1e8 and **carried**.

066624 3. Claims/Payroll warrants numbered **201063-201094, 201120-201148, 201357-201358 and 201517-201668** for **\$1,085,080.20** approved.

FUND	FUND NAME	AMOUNT	AMOUNT
001	Current Expense	47,991.40	64,272.94
102	Building & Development	1,259.20	15.00
103	Countywide Planning	15,834.20	32.48
104	Developmental Services		36,813.87
110	County Roads	15,834.20	14,269.36
111	CETC Building		959.74
118	Inmate Welfare		1,109.65
123	Paths & Trails		17.17
127	Drug Enforcement-Quad City	400.00	336.58
137	Web Site Development		5,802.31
300	Capital Projects Asset Acq.-300.010.001		6,653.04
400	Solid Waste	3,898.00	11,725.78
501	Equipment Rental & Revolving	5,049.20	40,080.52
510	Photocopier Revolving		4,630.72
513	Communications Revolving		922.16

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660	Whitcom-General-660.911.000		50,197.41
660	Whitcom-Grant Funding-660.911.001		4,557.84
690	Clearing Fund 690.006.000	2,192.97	
690	Clearing Fund 690.006.001	65,524.95	154,256.22
ET	Electronic Transfer	384,538.91	

066625 4. March 12, 2007 minutes approved.

066626-066630 5. Personnel board orders approved.

066631 6. Commissioner Finch recommended and **moved** to authorize awarding a bid for Martin Hall's HVAC repairs to Divco (\$6,894.00). Commissioner Largent **seconded** the motion and it **carried**.

066632 7. A request for a 1-year extension to the Town of Colton's 2006 .08 funding grant was received. Commissioner Finch **moved**, Commissioner Largent **seconded** the motion and it **carried** to authorize Colton's extension request (extension expires 05/01/08).

066633 8. A renewed Washington Teamsters Welfare Trust subscription agreement was signed by the Board after **motion** by Commissioner Largent **seconded** by Commissioner Finch and **carried** for the Correction Officers/Support Staff.

066634 9. Commissioner Largent **moved**, Commissioner Finch **seconded** the motion and it **carried** to appoint Barbara Hall of Uniontown to a vacancy on the Citizen's Commission on Salaries for Elected Officials (representing Commissioner District II-4 year term).

066635 10. Commissioner Largent **moved**, Commissioner Finch **seconded** the motion and it **carried** to regretfully accept Bill Paul's resignation from the Solid Waste Advisory Committee.

066636 11. Commissioner Finch **moved**, Commissioner Largent **seconded** the motion and it **carried** to accept the 2006 countywide inventory.

**RESOLUTION NO. 066636
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

We, Greg Partch, G.R. Finch and Michael Largent, the Commissioners of Whitman County, State of Washington, DO HEREBY CERTIFY that we have examined the inventories as of December 31, 2006, 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 19th day of March 2007.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

ATTEST:

G.R. Finch, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

**RESOLUTION NO. 066637
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, 2006, 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, 2006.

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, 2006, 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 19th day of March 2007.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

ATTEST:

G. R. Finch, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

Tag #	Type	Cost
GENERAL FUND		
Land		7,372,675.50
Buildings		10,200,112.72
Office Furniture		5,000.00
Office Equipment		167,836.82
Data Processing Equipment		363,475.07
Maintenance/Shop Equipment		22,262.59
Vehicles		371,530.38
Road Maintenance Equipment		45,609.14
Communications		62,428.53
Other		77,145.48
General Fund		18,688,076.23
Data Processing Equipment		61,688.23
Vehicles		8,567.54
2006 Purchases		70,255.77
General Total		18,758,332.00

SOLID WASTE		
Buildings		641,285.81
Data Processing Equipment		5,350.00
Maintenance/Shop Equipment		101,054.22
Vehicles		81,421.45
Other Equipment		519,118.35
Solid Waste Total		1,348,229.83

EQUIPMENT RENTAL & REVOLVING (ER&R)		
Buildings		3,512,737.40
Data Processing Equipment		14,984.17
Maintenance/Shop Equipment		32,515.78
Vehicles		4,244,880.07
Road Maintenance Equipment		5,312,781.11
Communications		38,778.81
Other Equipment		2,012,059.70
ER&R		15,168,737.04
Vehicles		289,477.31
Road Maintenance Equipment		403,978.39
2006 Purchases		693,455.70
ER&R TOTAL		15,862,192.74

PHOTOCOPIER REVOLVING		
Office Equipment		73,842.44
Photocopier Revolving		73,842.44

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2006 Purchases	31,442.94
Photocopier Total	105,285.38

COMMUNICATIONS REVOLVING

Communications Equipment	167,743.43
Communications Total	167,743.43

066638 12. A suggested change to the Cluster Residential zoning was received from Mary Munson.

066639 13. The City of Colfax wrote the Commissioners, Assessor and Treasurer requesting the transfer of road taxes as a result of a recent annexation.

066640 14. Notice was received from the Washington State Liquor Control Board that the Wheel Inn has discontinued licensed sales and services.

066641 15. Notice of liquor licenses due to expire June 30th was received from the Washington State Liquor Control Board.

066642 16. An executed copy of County Program agreement amendment #8902-1 with the Division of Alcohol and Substance Abuse was received.

10:20 a.m. - Corrine Sloat.

066643 17. Commissioners' pending list reviewed.

10:30 a.m. - Recess.

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

Present: Joe Smillie and Corrine Sloat.

ACTION ITEMS

066644 1. Commissioner Finch **moved**, Commissioner Largent **seconded** the motion and it **carried** that the Staley #3 Bridge bid be awarded to A&R Construction for a total bid amount of \$401,414.00 (without tax).

066645 2. Commissioner Largent **moved**, Commissioner Finch **seconded** the motion and it **carried** that the Rural Arterial Program certification of road fund expenditures for traffic law enforcement be signed as presented.

066646 3. Commissioner Finch **moved**, Commissioner Largent **seconded** the motion and it **carried** that the resolution to establish a crushing project designated as Union Center be signed as presented.

RESOLUTION NO. 066646

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the matter of initiating a County Road Crushing Project designated as Union Center Quarry, C.R.C.P. No. 144, Project No. XFC0701.

IT IS HEREBY RESOLVED that the County Road Crushing Project be completed as follows:

This contract provides for the stockpiling of aggregate for county road maintenance purposes.

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 E.R. & R. 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	\$ 2,000.00
Inspection	\$ 8,000.00
Crushing & Stockpiling	<u>\$214,000.00</u>
TOTAL ER&R FUND	\$224,000.00

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

ESTIMATED date of commencing work: May 1, 2007
ESTIMATED date of completing work: August 1, 2007

DATED this 19th day of March 2007.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

G.R. Finch, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

066647 Not used.

066648 4. Commissioner Largent **moved**, Commissioner Finch **seconded** the motion and it **carried** to publish the notice of call for bids for crushing at Union Center.

Maintenance Division:

066649 5. Commissioner Finch **moved**, Commissioner Largent **seconded** the motion and it **carried** that the resolution to close Harwood Hill Road (Clark Bridge) be signed as presented.

RESOLUTION NO. 066649

BEFORE THE BOARD OF COUNTY COMMISSIONERS of Whitman County, Washington in the matter of closing a certain county road/bridge pursuant to R.C.W. 47.48.010;

IT IS HEREBY RESOLVED that the following road/bridge will be closed to vehicular traffic: County Road No. 3200, the Harwood Hill Road at milepost 4.40, beginning April 9, 2007 until completion of the repair of the Clark Bridge, which is estimated to be April 16, 2007.

ADOPTED this 19th day of March 2007.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

G.R. Finch, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

066650 6. Commissioner Largent **moved**, Commissioner Finch **seconded** the motion and it **carried** to publish the notice of road closure for Harwood Hill Road until completion of the repairs to Clark Bridge.

Engineering Division:

066651 7. In response to a petition submitted by the residents of Brayton and Armstrong Road, the Director presented his report and recommendation to reduce the speed limit on both roads to 35 MPH. The Board will render their decision next week.

066652 8. The 2006 County Arterial Preservation Program activity and cost reporting was received from the Director expending \$443,412.90 of the \$538,019.27 received.

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066653 9. A copy of the annual construction program for 2006 also received from the Director/Engineer.

11:30 a.m. - Sharron Cunningham, Administrative Services.

Present: Bev Welch, Joe Reynolds, Eunice Coker, Janet Schmidt, Doug Robinson, Fran Martin, Kelli Campbell, Kim Kopf, Tim Myers, Denis Tracy, Mark Storey, Bob Lothspeich, Peggy Wright, Bob Reynolds, Eileen Roe, Joe Smillie, and Corrine Sloom.

The following individuals contacted the Clerk of the Board regarding their absence from today's meeting: Marlynn Markley.

066654 The February 2007 ending financial report provided by Ms. Cunningham.

February 2007 Cash Balance - \$1,711,262
February 2006 Cash Balance - \$1,172,124

February 2007 Revenue - \$1,020,180 - 8.78% of budget.
February 2006 Revenue - \$ 931,247 - 7.65% of budget.

February 2007 Expenditures \$1,911,038 - 16.32% of budget.
February 2006 Expenditures \$1,583,620 - 13.41% of budget.

12:00 p.m. - Recess.

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

Present: Tim Myers (1:30 p.m.), Bob Lothspeich, Kelli Campbell and Sharron Cunningham (2:00 p.m.).

D066654A 18. Items discussed included Parks, Human Resources and Administrative Services related issues and payroll outsourcing. No action taken.

3:00 p.m. - Recess.

D066654B THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **March 20, 2007 at 9:00 a.m.** Chairman Greg Partch, G.R. Finch and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

9:00 a.m. - Reconvene/Board Business Continued/BOCC Workshop.

Present: Mark Storey, Mark Bordsen, Denis Tracy and Joe Smillie.

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D066654C 19. The item discussed was rural residential zoning. No action taken.

10:00 a.m. - Recess.

2:10 a.m. - Board of Health.

Present: Fran Martin and Tammy Cochran.

Commissioner Finch is traveling to Richland for a WCIF meeting.

D966654D 1. According to Ms. Martin, Dr. Moody is drafting the medical policies and procedures for the Pandemic Flu Plan that will be annexed into the Emergency Management Comprehensive Plan along with the National Stockpile Drug Plan.

D066654E 2. The Department is currently following two active cases of Tuberculosis.

D066654F 3. The Thornton solid waste problem is still an issue. Ms. Martin was advised the owner has now fenced the area in question.

D066654G 4. Michael Baker is making comprehensive inspections of all fraternities and sororities.

D066654H 5. Joe Kline is busy performing semi-annual food establishment inspections as required by law. The department has responded to all complaints regarding increased fees due to the increased inspections.

D066654I 6. Ms. Cochran advised she is working toward the June 30th completion date for tobacco compliance checks. To date, Whitman County is at 100% compliance.

D066654J 7. Ms. Martin is working on the Bioterrorism Preparedness Plan for the Board's review and adoption into the Comprehensive Plan with expected testing by various state and federal agencies over the next two years.

D066654K 8. Public Health has ordered the flu vaccine for 2008. If the vaccine is received in a timely manner, it is their intent to test Public Health's system as to how many immunizations can be given in one day in the event of an epidemic by holding one clinic.

066655 9. As requested by the Board of Health, a draft private club policy was created for review. The draft was distributed and a meeting set. Only one response was received, that being from the Rashad Kazimee, owner of Munchy'z, but no one attended the meeting. The draft is predicated on the fact if the Washington State Liquor Control Board recognizes an establishment as a private club, Public Health will do the

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same. Requirements for proposed private clubs that do not have a liquor license is also included.

The department tried to meet criteria already established with two thoughts in mind: 1) this could be a policy adopted for future requests and 2) this will provide criteria to at least begin working on things not acceptable.

There seems to be a bit of a disagreement between Mr. Kazimee and herself about the Board's directive to them. His understanding is that she was to write a policy that addressed the clubs by what the Board told him he could do. Ms. Martin thought her directive was to write a policy to address the entire county and not one particular establishment. If that was not the Board's intent, Ms. Martin asked to be instructed otherwise.

2:30 p.m. - Dr. Moody.

Chairman Partch indicated the draft is a good starting point and should be forward to the Prosecutor for his review before the Board takes any action.

2:40 p.m. - Jana Davidson.

D066655A 10. The Director suggested the Board review the Public Health Incident Command Plan so they understand their responsibilities.

D066655B 11. The Board will have their pictures taken for emergency management identification purposes.

D066655C 12. The shelter trailer has been moved to the county shop for signage and storage. Ms. Martin indicated the new location makes it a little less accessible and bit more time consuming.

D066655D 13. Chairman Partch thought the emergency management training last week went very well. Ms. Martin was in hopes of conducting another class especially for the small town mayors to help them understand their role in the event of an emergency. Commissioner Largent offered to assist with phone calls to mayors in District III if necessary.

D066655E 14. The next meeting of the Board of Health is April 17th.

3:00 p.m. - **Adjournment.**

D066655F Commissioner Finch **moved** to adjourn the **March 19** and **20, 2007** 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 26, 2007**. The foregoing action made this **20th** day of **March 2007**.

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ss/ G.R. FINCH, Commissioner
ss/ MICHAEL LARGENT, Commissioner

MARIBETH BECKER, CMC
Clerk of the Board

GREG PARTCH, CHAIRMAN
Board of County Commissioners