

## Minutes for April 18, 2011

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**071811 THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, April 18, 2011** at **9:00 a.m.** Chairman Greg Partch, Patrick J. O'Neill and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Maribeth Becker, Sarah Mason (9:00 a.m.), Eunice Coker and Joe Smillie (9:15 a.m.).

**071812 1.** Items discussed included redistricting, quarterly roundtables, Auditor's staffing level, CGI, TIB tour and Oakesdale School meeting. No action taken.

**9:50 a.m. - Recess.**

**10:00 a.m. - Board Business Continued.**

Present: Paul Spencer and Joe Smillie.

**D071812A 2. Motion** by Commissioner O'Neill to accept the consent agenda. Motion **seconded** by Commissioner Largent and **carried**.

**071813 3.** Claims/Payroll warrants numbered **251209-251237, 251260-251284, 254512-254568** and **254603-254642** for **\$1,050,635.50** approved.

FUND	FUND NAME	AMOUNT	AMOUNT	AMOUNT
001	Current Expense	51,211.48	48,931.38	39,698.50
102	Building & Development	1,709.20		
103	Countywide Planning	1,838.60		
104	Developmental Services			27.28
110	County Roads	17,746.00		
111	CETC Building		887.26	
118	Inmate Welfare		322.65	
123	Paths/Trails-Park 123.310.000			219.41
127	Drug Enforcement-Quad City	400.00		3,290.81
128	Crime Victims/Witness-Pros. 000	350.00		
135	Prosecutor's Stop Grant	150.00		
144	Emerg. Communicat. 144.260.001	250.00		
400	Solid Waste	800.00		
501	Equipment Rental & Revolving	5,047.40		

**BOCC MINUTES-04/18/11**

660	Whitcom-General	660.911.000		1,643.24	3,890.75
660	Whitcom-Grant	660.911.001		11,689.96	1,662.17
690	Clearing-Claims	690.002.000	252,828.10		
999					163,803.37
ET	Electronic Transfer		442,237.99		

**071814** 4. April 4, 2011 minutes approved.

**071815-071823** 5. Personnel change orders approved.

**10:10 a.m.** - Sarah Mason and Dave Hooks.

**071824** 6. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to appoint Jeremy Hodson and Gary Petrovich to 2-year term on the Classification Committee expiring 05/01/13.

**071825** 7. Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to proclaim May 2011 as Older Americans Month in Whitman County.



**P R O C L A M A T I O N**

**WHEREAS**, older Americans are living longer and are more active than ever before; and,

**WHEREAS**, with the aging of the baby boomer generation-the largest in our nation's history-America's senior population is expected to number 71.5 million by 2030 and,

**WHEREAS**, our society can be enhanced by older adults aging peacefully in their communities; and,

**WHEREAS**, the older adults in Whitman County are the roots from which our community grows, who bestow gifts of wisdom and insight upon younger generations and strengthen the bonds between neighbors to create a better place to live; and,

**BOCC MINUTES-04/18/11**

**WHEREAS**, our senior population has lived through wars and hard times as well as periods of unprecedented prosperity. They pioneered new technologies in medicine, communications and industry, while spearheading a cultural revolution that won equal rights for minorities, women and disabled Americans. These remarkable achievements demonstrate the strength and character of older Americans and underscore the debt of gratitude we owe to the generations that have given our society so much. But the contributions of older Americans are not only in the past.

**WHEREAS**, the older adults in Whitman County should be commended for their role in creating and bolstering the fiber of our community and nation. Our community can provide that recognition and respect by enriching the quality of life for older Americans by increasing their opportunities to remain in their communities as active and engaged citizens, providing services, technologies, and support systems that allow seniors to foster and maintain connections within the community and emphasizing the value of elders by publically recognizing their contributions to the diversity, strength, and unity of our community.

**NOW THEREFORE**, the Whitman County Commissioners do hereby proclaim:

**May 2011 to be Older Americans Month**

and we urge every citizen to take time this month to honor our older adults and the professionals, family members and volunteers who care for them. Our recognition of older Americans and their involvement in our lives can help us achieve stronger and more meaningful connections with each other and enrich our community's quality of life.

Dated this 18<sup>th</sup> day of April, 2011.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Greg Partch, Chairman

\_\_\_\_\_  
Patrick J. O'Neill, Commiss.

ATTEST:

\_\_\_\_\_  
Maribeth Becker, CMC  
Clerk of the Board

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Michael Largent, Commissioner

8. Pursuant to County Code regarding delegation of purchase orders, claims and payroll responsibilities, an authorization form(s) were received for the following departments, signed by the Board and forwarded

**BOCC MINUTES-04/18/11**

to the Auditor's office. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the delegation order.

**071826** LEOFF I Board  
**071827** Extension

**9.** Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to approve the following grant application data forms:

**071828** EPA Capitalization \$1,000 grant for drinking water from  
01/01/11-06/30/11  
**071829** EPA Capitalization 1,000 grant for drinking water from 07/01/11-  
12/31/11  
**071830** USDA Farmers Market Nutrition program \$205 grant from 10/01/10-  
09/30/11

**071831** **10.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to sign the 2011-2012 legal printing agreement jointly with the Whitman County Gazette/Moscow-Pullman Daily News.

**071832** **11.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to approve a special occasion liquor license for Guardian Angel-St. Boniface School at Red Barn Farms on June 18<sup>th</sup>.

**071833** **12.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to sign DSHS general terms and conditions agreement #1183-25418 (06/30/17).

**071834** **13.** An executed copy of WA Military Department contract #E11-250 was received (09/15/11).

**071835** **14.** Commissioners' pending list reviewed.

**10:30 a.m. - Joe Reynolds, Assessor.**

Present: Robin Jones, Paul Spencer, Ben Fairbanks, Joe Smillie and Sarah Mason.

**071836** **15.** The assessor presented information on the positive impacts wind energy proposals can have on an affected community resulting in reduced property taxes for property owners. Mr. Reynolds will be giving the same presentation to the Oakesdale School District on April 20<sup>th</sup>.

**10:45 a.m. - Recess.**

**11:00 a.m. - Phil Meyer, Public Works.**

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Present: Paul Spencer, Joe Smillie and Sarah Mason.

**ACTION ITEMS**

**Engineering Division:**

**071837** 16. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to publish the notice of call for bids for crushing at Union Center quarry.

**Solid Waste Division:**

**071838** 17. The 2011 Earth Day flyer was received.

**071839** 18. A brochure entitled, "A Greener Palouse" listing the thrift stores and consignment shops in Latah and Whitman County was received.

**D071839A** 19. Mr. Meyer noted the Solid Waste Reduction/Recycling Coordinator will have a booth at the Colton Fair.

**Administrative Division:**

**071840** 20. A copy of a letter sent to all cities/towns was received concerning the July 1, 2011 elimination of state funding for city/town bridge inspections performed by the county for bridges over 20 feet in length. At the city/town's request Whitman County will inspect the bridges through an interlocal agreement at the expense of the cities/towns or the inspections can be conducted by another certified and qualified inspector.

**Maintenance Division:**

**D071840A** 21. According to Mr. Meyer, county crews are hauling rock, grading gravel/dirt roads, crack sealing and performing other miscellaneous work.

**11:15 a.m. - Recess.**

Present: Alan Thomson, Bob Lothspeich, Brett Myers, Chris Nelson, Denis Tracy, Evon Jones, Fran Martin, Iris Mayes, Janet Schmidt, Jeff Marshall, Kelli Campbell, Michele Beckmann, Phil Meyer, Susan Nelson, Paul Spencer, Joe Smillie and Sarah Mason.

**071840B** 22. Due to the absence of the Administrative Services Director, the monthly financial meeting was postponed.

**071841** 23. The 2011 Commissioners' Choice Award was presented to Evon Jones and Alan Thompson.

**11:40 a.m. - Recess.**

**1:30 p.m. - Board Business Continued.**

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Present Tim Myers and Maribeth Becker.

Commissioner Largent was unavailable for the remainder of today's meeting.

**071842 24.** Park and Developmental Services issues discussed. No action taken.

**2:00 p.m. - Board Business/Executive Session.**

Present: Maribeth Becker.

**071843 25.** Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to go into executive session with the above individual until 2:45 p.m. in accordance with RCW 42.30.110(1)(g) for matters related to employee performance.

**2:45 p.m. - Return to Open Session/Recess.**

**D071843A THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, April 25, 2011** at **9:00 a.m.** Chairman Greg Partch, Patrick J. O'Neill and Michael Largent Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

**9:00 a.m. - Meeting Reconvened/Board Business Continued/Workshop.**

Present: Gary Petrovich, Maribeth Becker, Kelli Campbell, Evan Ellis and Sarah Mason,

**071844 26.** The county's financial status discussed. No action taken.

**071845 27.** Claims/Payroll warrants numbered **254712-254778** and **254368-254883** for **\$743,957.14** approved.

<b>FUND NAME</b>	<b>AMOUNT</b>
Electronic Transfer	237,451.47
Current Expense/Non-Current Expense	506,505.67

**10:05 a.m. - 2011/2011 CDBG-PS Grant.**

Present: Kelli Campbell, Kimberly Donahue, Amy Robbins and Sarah Mason.

**071846 28.** Chairman Partch convened the hearing for the 2010 and 2011 CDBG-PS grants to fund new or expanded direct services for persons with low to moderate incomes.

## BOCC MINUTES-04/18/11

Handout #1 – Summary of fund usage for 2010 and intended fund usage for 2011

Handout #2 – Community Development Block Grant Program information

Handout #3 – Federal Regulation Excerpt: Eligible CDBG Public Service Activities

Amy Robbins said the 2010 CDBG-PS funds (January 1, 2010-June 30, 2011) filled the gaps for allowable direct staff, administration and space support for six (6) main programs through March 31, 2011 as follows:

- The Community Food Bank – 3,060 households served/179,500 pounds of food distributed
- Permanent Housing Assistance – developing second 4-home self help housing project, assisted 15 households with the first time homebuyer application process and are developing an affordable 26 unit rental property
- Emergency/Crisis Assistance – 6,500 calls fielded for emergency, energy, shelter, and legal referral services, 1,600 households were served with energy assistance
- Community Coordination/Collaboration – provided involvement with 17 community partners to enhance delivery of services and disseminate information to residents throughout the county
- Case Management/Continuum Care – provided continued and intensive case management to 930 low to moderate income households utilizing energy and rental assistance and maintaining collaborative relationships with other local service providers
- Protected Payee – provided financial management and budget counseling to 10 individuals receiving disability or other public assistance benefits requiring a protective payee with at least 75% of the clients served meeting the low to moderate income criteria

Amy Robbins noted that the use of the \$62,984 for the 6 month contract period in 2011 (July 1, 2011-December 31, 2011) would continue to fill the gaps for seven (7) main programs serving 3500 individuals in the same categories with the addition of the Weatherization and Home Rehabilitation for allowable direct staff, administration and space support.

- The Community Food Bank – anticipate serving 1,520 households and distributing 60,000 pounds of food
- Permanent Housing Assistance – anticipate serving 6 households with the first time homebuyer application process, 340 households with Section 8 housing assistance and developing a 28 unit affordable apartment complex targeting working households
- Emergency/Crisis Assistance – anticipate fielding 3,200 calls for information and referral and serving 900 households with energy assistance
- Weatherization and Home Rehabilitation – anticipate serving 50 households with weatherization and home rehabilitation
- Community Coordination/Collaboration- provide continued involvement with 17 community partners to enhance delivery of services and disseminate information to Whitman County residents

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- Case Management /Continuum Care – anticipate providing 475 households with continued and intensive case management utilizing the energy and rental assistance programs while maintaining collaborative relationships with other service providers
- Protected Payee – anticipate assisting up to 5 people with at least 95% of the clients meeting the low to moderate income criteria

Maribeth Becker stated the on-site monitoring audit performed in October indicated all documents and financial records were found to be in order and no concerns were addressed.

Chairman Partch inquired with CAC works with Pullman Child Welfare on the Community Food Bank. Ms. Robbins explained due to the state/federal requirements, it is challenging to work with a volunteer organization that does not have the same reporting requirements.

The Chairman also asked about the energy assistance program. Ms. Robbins said they currently have \$1.2 million remaining in this category and have been publicizing the availability of these funds. An applicant is only eligible for assistance once each year.

Commissioner Largent wondered if adjustments had been made to ensure that the next audit runs smoother. Ms. Donahue explained it is difficult to be prepared in advance not knowing what documents the auditor will request.

The Chairman opened the hearing to public comments. There being none, the hearing was adjourned.

**071846** 29. Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to authorize the 2011 CDBG-PS grant application.

**071847** 30. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to sign a resolution establishing the grievance procedure for projects funded with Community Development grant funds.

**RESOLUTION NO. 071847  
GRIEVANCE PROCEDURE FOR PROJECTS FUNDED  
WITH COMMUNITY DEVELOPMENT GRANT FUNDS**

WHEREAS, Whitman County periodically applies for Community Development Block Grant (CDBG) funding for specific projects; and,

WHEREAS, a grievance procedure is required as a condition of receiving CDBG funds.

NOW, THEREFORE, BE IT RESOLVED that the following grievance procedure is hereby established for all projects funded by Whitman County with CDBG funds:

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1. Any resident of the unincorporated areas of Whitman County may submit complaints in writing to the Clerk of the Board, Whitman County Commissioners' Office, 400 N. Main Street, Colfax, WA 99111, (509) 397-5240, stating the nature of the complaint. A record of the complaint and action taken will be maintained. A decision by the designated official will be rendered within 15 days.

2. If the complaint cannot be resolved to the complainant's satisfaction by the Clerk of the Board:

The complaint will be heard and discussed by the county commissioners, at an open, public meeting. A written decision will be made within 30 works days. The decision of the county commissioners is final.

3. A record of action taken on each complaint will be maintained as part of the records or minutes at each level of the grievance process.

Done at Colfax, Washington this 25th day of April 2011 and effective upon signatures as of this date.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Greg Partch, Chairman

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Patrick J. O'Neill, Commiss.

ATTEST:

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Maribeth Becker, CMC  
Clerk of the Board

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Michael Largent, Commissioner

**071848 31.** Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to sign a certification of compliance for the 2011 CDBG-PS grant.

**RESOLUTION NO. 071848  
WITH CERTIFICATIONS OF COMPLIANCE  
FOR CDBG PUBLIC SERVICES GRANT ONLY**

WHEREAS, Whitman County is applying to the state Department of Commerce for funding assistance;

WHEREAS, it is necessary that certain conditions be met as part of the application requirements;

**BOCC MINUTES-04/18/11**

WHEREAS, Greg Partch, Chairman of the Whitman County Commissioners is authorized to submit this application to the state of Washington on behalf of Whitman County;

NOW, THEREFORE, be it resolved that the Whitman County authorizes submission of this application to the state Department of Commerce to request \$62,984, and any amended amounts to fund public service activities in coordination with Whitman County Community Action Center, and certifies that, if funded, it:

Will comply with applicable provisions of Title I of the Housing and Community Development Act of 1974, as amended and other applicable state and federal laws;

Has provided opportunities for citizen participation comparable to the state's requirements (those described in Section 104(a)(2)(3) of the Housing and Community Development Act of 1974, as amended); has complied with all public hearing requirements and provided citizens, especially low-and moderate-income persons, with reasonable advance notice of, and the opportunity to present their views during the assessment of community development and housing needs, during the review of available funding and eligible activities, and on the proposed activities;

Has provided technical assistance to citizens and groups representative of low-and moderate-income persons that request assistance in developing proposals;

Will provide opportunities for citizens to review and comment on proposed changes in the funded project and program performance;

Will not use assessments against properties owned and occupied by low-and moderate-income persons or charge user fees to recover the capital costs of CDBG-funded public improvements from low-and moderate-income owner-occupants;

Will establish a plan to minimize displacement as a result of activities assisted with CDBG funds; and assist persons actually displaced as a result of such activities, as provided in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended;

Will conduct and administer its program in conformance with Title VI of the Civil Rights Act of 1964 and the Fair Housing Act, will affirmatively further fair housing (Title VIII of the Civil Rights Act of 1968); has adopted and enforces a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and has adopted and implemented a policy of enforcing applicable state and local laws against

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physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within its jurisdiction, in accordance with Section 104(1) of the Title I of the Housing and Community Development Act of 1974, as amended;

Certifies to meeting the National Environmental Policy Act (NEPA) through a determination the CDBG-funded public services will not have a physical impact or result in any physical changes and are exempt under 24 CFR 58.34(a), and are not applicable to the other requirements under 24 CFR 58.6; and are categorically exempt under the State Environmental Policy Act (SEPA) per WAC 197-11-305 (2); and

Whitman County designates Greg Partch, Chairman, as the authorized Chief Administrative Official and authorized representative to act in all official matters in connection with this application and Whitman County's participation in the Washington State CDBG Program.

Dated this 25<sup>th</sup> day of April 2011.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Greg Partch, Chairman

\_\_\_\_\_  
Patrick J. O'Neill, Commiss.

ATTEST:

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Maribeth Becker, CMC  
Clerk of the Board

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Michael Largent, Commissioner

**071848A 32.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to sign the Title VI certification.

**071848B 33.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to enter into a subrecipient agreement with Community Action Center for the 2011 CDBG-PS grant.

**34.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to sign the following grant application data forms for the 2011 CDBG-PS grant.

**071849** CDBG-PS \$61,484 grant from 07/01/11 to 12/31/11

**071850** CDBG-PS \$ 1,500 grant from 07/01/11 to 12/31/11

**071851-071858 35.** Personnel change orders approved.

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**10:40 a.m.** - Kelli Campbell, Joe Smillie and Sarah Mason.

**071759 36.** Ms. Campbell presented two RFQ's for employee medical insurance broker services.

The Segal Company, Greenwood Village, Colorado  
FRP Financial, Spokane, Washington

According to Ms. Campbell, both brokers met the selection criteria requirements. The only difference is Segal has worked with other public agencies at the state and federal level and FRP Financial has worked with other public agencies at the local level. Therefore, Ms. Campbell recommended the RFQ be awarded to FRP Financial. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to accept the medical RFQ from FRP Financial, Spokane, WA as recommended by Ms. Campbell.

**10:50 a.m. - Recess.**

**11:00 a.m. - Gary Petrovich, Administrative Services.**

Present: Bob Lothspeich, Chris Nelson (11:30 a.m.), Cinnamon Brown, Dave Frazier (11:30 a.m.), Denis Tracy, Doug Robinson (11:15 a.m.), Evon Jones, Fran Martin, Gary Petrovich, Janel Goebel, Janet Schmidt, Joe Reynolds, Kelli Campbell, Mark Storey, Marlynn Markley, Peggy Wright, Pete Martin, Robin Cocking, Sonya Miller, Joe Smillie and Sarah Mason.

Excused: Bob Reynolds, Eunice Coker, Shirley Bafus, and Tim Myers.

**071760 37.** Chairman Partch called this meeting as a result of last Monday's meeting. Needed all three members here to talk to you and answer questions concerning our budget. Specifically last week the Auditor met with the Board to talk about a position. During the course of that discussion things came up about this years' budget followed by a presentation for Commissioners' Choice awards. The media approached some of the elected and appointed officials after the presentation asking if they knew what was going on with the budget and the answer was no. Rather than much misinformation, that evening he crafted an email to all department heads and elected officials. He reminded the audience the only place the commissioners can talk together is in this forum or a workshop.

Most of what was discussed was the fact they were seeing the evolution of our budgetary situation at this point and that is how the discussion evolved around the auditor's office.

At this point, there are many things happening, four things he specifically wants to address in May.

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- Cash reconciliation - is now completed - Cash status – he thought they have this question answered fairly well based on 3 months backing
- Where are we with New World – transition just took place, we don't know the figures yet, they don't know how well they are compiled in the transition migration from the old main frame to New World, that is to be determined
- State budget status and impacts to the county – Health and Juvenile Departments are the largest that could be hit; the legislature is in a 30-day extended session and they will find out after sine die.
- Where are we economically in our revenue forecast – February/March revenues were up

He wanted to bring everyone together to hear from the commissioners at one time rather than individually.

Gary Petrovich provided a snapshot of points.

- On April 4<sup>th</sup> New World was implemented – as with any new accounting system it will take one month to close out the previous month (May 10<sup>th</sup>) to review the transactions processed in New World then to analyze the historical data from 01/01/11 to 03/31/11 that has been imported into the New World system. If all of those numbers look good then they would have good year-to-date numbers through April 30<sup>th</sup> in order to look at where we are both in a county sense and departmentally including expenditures and payroll on a real time basis. Then compare that information with a budgetary performance report that will be compared with the total 2011 budget. At that time, they will have better, hard fixed numbers the 2<sup>nd</sup> week in May but until then, they have to be in a position to affect some actions as it relates to what we anticipate our current level of expenditures will be versus our revenues . To recap:
  - \$12,630,000 - 2011 Current Expense Budget
  - \$330,000 matched by funds from the commissioners reducing Current Expense Budget to \$12,300,000
  - \$12,300,000 also includes an estimated beginning balance of \$529,000 that needs to be researched
  - \$13,390,000 - 2010 Current Expense Budget
  - \$11,210,000 – 2010 Current Expense Revenues

The deficit projected at the 2011 budget adoption was \$660,000. That was not an exact figure but the best at the time to work with and get through the year-end process. They will have a much better feel for our total 2010 expenditures and what we project to be our 2011 budget deficit once we have better modeling figures within New World. The consensus is it going to exceed \$660,000 and in anticipation of that we do need to come up with some contingency plans right away as it relates to how we are going to solve the budgetary deficit we are faced with currently. Rather than waiting until September, the Board wants to be proactive in this process. Mr. Petrovich felt it incumbent for each department to reassess their budgets and determine potential areas in which they can affect any controllable changes and to schedule meetings with commissioners to address specific shortfalls over and above the \$660,000 deficit if necessary.

Commissioner Largent said the \$660,000 figure was just a one day snapshot and he found additional adjustments subsequent to that. Assuming things remain the same, there is that much to make up plus any new information. He didn't have any specific suggestions with regards to department budgets

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until such time as the Board receives recommendations from Mr. Petrovich. He did note that union contracts have also increased the deficit.

Chairman Partch said they will have more information in May but the clock is ticking. They need to review information. Each one of the members has a different opinion. They are willing to work individually with the departments and to receive their views. There are challenges ahead including one of the largest being WSU impacts from the state. In the meantime, Gary Petrovich will be working on a strategic plan. He pointed out they are just talking about Current Expense. The other funds are not as impacted by these problems.

### **071761 Pat's statement**

"First I want to say that I can agree with both my fellow commissioners. Commissioner Partch feels he needed to sound the alarm-hey people we may be facing a cash problem. On the other hand Commissioner Largent has taken a different approach, one that he is very comfortable with by digging in to look at all the accounts on his own.

I want to say that, at this point in time it is critical that we continue to research our financial position and look for positive ways to trim our budget. Most of all, we need to stay informed.

I want to say that all elected, department heads and the BOCC - we are all in this together. We need to promote a team spirit and keep from pointing fingers.

Here are some things we do know.

- Current Expense cash position as of March 31<sup>st</sup> is correct in terms how many dollars we have.
- Cash in CE = \$1,241,649.44 as of Friday, April 22<sup>nd</sup>. Let it be noted the cash has been reconciled with the bank for 4 consecutive months: Dec. 2010, Jan, Feb., and March 2011 and these reconciliations support this balance.
- Our restricted reserve is \$1.19 million and it equals approximately one month's county payroll.
- The auditor delayed our budget process and was unable to present a balanced budget for our consideration.
- Commissioner Largent stepped in with his talent and worked with county staff to compile a balanced budget.
- The resulting budget 2011 resolution showed \$660,000 deficit.
- Department cut were 2.61%-\$330,000.
- We can't balance a budget deficit on cash alone.

Some items I suspect based on limited research:

We all knew that we were scrambling to get the 2011 budget out. It was Commissioner Largent who really saved the day. He did all the work that was necessary for us to adopt the budget on December 27<sup>th</sup> - I thank you for that.

- Michael's best efforts were the second version that showed a projected deficit of \$811,495. I'd like to point out that I personally used this document of Michael's information and I was alarmed at the deficit.

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- It seems to me that our county revenues overall are declining. Yes there are some positive signs, in terms of sales taxes collected, possible wind farm generation, etc. But there are signs that revenues may not meet projections.

Here are some items that I believe that we need to find out.

- Our revenue projection needs to be perfected.
- We need to balance our budget effectively and still maintain necessary reserves for emergency purposes.
- We need honesty, open communication and a team spirit to come to a positive conclusion.

Sincerely, Pat O'Neill, Commissioner"

Commissioner Largent said they are not just talking about Current Expense in his view because sometimes there are balances between Current Expense and non-Current Expense funds. He was not completely satisfied with across the board cuts to all departments.

Chairman Partch opened the discussion to comments from the floor.

Pete Martin said if worse-case scenario comes to pass, solutions might be painful.

Commissioner Largent felt they first need the right information for making decision; applying additional resources may be appropriate and all agree we have a situation that could be very difficult to address.

Commissioner O'Neill was worried about Current Expense cash and state and federal funding. Bottom line, if you don't have it you can't spend it and we need to let New World do its magic and get reports we can rely on.

Marlynn Markley asked if he was confident about the cash balance and Commissioner O'Neill said yes.

She asked if they were confident the information put into New World is correct. Gary Petrovich responded not until checked. It is a very complicated process and Commissioner Largent added that verification process is continuing. Commissioner O'Neill said the numbers he recited have been reconciled for December, January, February and March and that number is good for Current Expense cash.

Chairman Partch said he was confident but the figures must be checked.

Chris Nelson explained an extensive amount of work went into daily dumps from the old to the new system. They believe the work prior and after the transition are giving them a more accurate picture.

Commissioner Largent said with the new system, when checking cash it provides a real time figure and does not include encumbrances.

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Chairman Partch said the commissioners will need to look at individual budgets again in July.

Commissioner Largent suggested a revenue based budget.

Fran Martin said if the board looks at RIF (reduction in forces) to make sure they look into what could be lost by RIF.

**11:45 a.m. - Recess.**

**1:00 p.m. - Board Business Continued/Workshop.**

Present: Kelli Campbell and Maribeth Becker.

**071862 38.** 2012 employee medical insurance discussed. No action taken.

**2:00 p.m. - Recess.**

**D071862A THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met at University Inn in Moscow, Idaho for **Wednesday, April 27, 2011 at 7:30 a.m.** Chairman Greg Partch, Patrick J. O'Neill and Michael Largent, Commissioners attended.

**7:30 a.m. - Reconvene/Board Business Continued/Workshop.**

Present: Jennifer Barrett, Tom **Stroschein**, Dave McGraw, Commissioners, Susan Petersen, Latah County Clerk/Recorder, Joe Smillie and Sarah Mason.

**071863 39.** Items discussed included joint Latah/Whitman related issues. No action taken.

**9:00 a.m. - Adjournment.**

**D071863A** Commissioner O'Neill **moved** to adjourn the **April 18, 25, and 27, 2011** 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 **May 2, 2011**. The foregoing action made this **27th** day of **April 2011**.

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

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MARIBETH BECKER, CMC  
Clerk of the Board

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GREG PARTCH, CHAIRMAN  
Board of County Commissioners