

076661 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, June 1, 2015 at 9:00 a.m.** Chairman Dean Kinzer, Arthur D Swannack 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: Mark Storey, Chris Nelson, Garth Meyer (9:00 a.m.) and Troy Henderson (9:05 a.m.).

076662 1. Items discussed included:

- Pullman Civic Trust
- GFOA
- SEWEDA/ADO
- Grasshopper Problems
- Martin Hall
- Hawkins Development
- EWCOG
- State Parks Service
- RTPO/Colfax-Pullman Rail Banking

No action taken.

9:45 a.m. - Recess.

10:00 a.m. - Reconvene/Flag Salute.

Present: Garth Meyer.

D076662A 2. Pledge of Allegiance.

Consent Agenda:

D076662B 3. Motion by Commissioner Largent to accept the consent agenda. Motion **seconded** by Commissioner Swannack and **carried**.

076663 4. General Claims/Veterans' Relief/Payroll warrants numbered 316864-316873 for \$373,526.14 and 316901-316960 for \$81,998.67 approved.

076664 5. May 18, 2015 minutes approved.

076665-076673 6. Personnel change orders approved.

076674 7. Commissioner Largent moved Commissioner Swannack **seconded** the motion and it **carried** to sign a resolution correcting the fund/account number previously listed in resolution #076639.

**RESOLUTION NO. 076674
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

IN THE MATTER OF DESIGNATING A COUNTY AGENT TO RECEIVE CLAIMS SERVED UPON WHITMAN COUNTY AS PER R.C.W 4.96.020.

WHEREAS, current statute requires claims for damages to be served on the legislative body (Clerk of the Board of County Commissioners); and,

WHEREAS, with the April 27, 2001 passage of EHB 1530 counties are now allowed to designate which individual is to receive claims for damages.

NOW, THEREFORE, BE IT HEREBY RESOLVED that any claim for damages served upon Whitman County shall first be served upon the legislative authority (Clerk of the Board); and,

BE IT FURTHER RESOLVED that in the absence of the Clerk of the Board, a claim for damage shall then be served upon the County Administrative Services Director or County Risk Manager; and,

BE IT FURTHER RESOLVED that EHB 1530 does not amend R.C.W. 4.28.080 requiring all lawsuits against counties to be filed with the County Auditor.

DATED at Colfax, Washington this 1st day of June 2015 and effective as of this date.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Dean Kinzer, Chairman

ATTEST:

Arthur D Swannack, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

076675 **8.** Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to sign a resolution revising the petty cash/cash drawer/revolving funds.

**RESOLUTION NO. 076675
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

WHEREAS, the Board of Whitman County Commissioners met in regular session on the **1st** day of **June 2015**; and,

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, recognizes the need and requirement of regulating the various petty cash/cash drawer, petty cash stamp, revolving cash and advance travel accounts in all county funds; and,

WHEREAS, responsibility for the various petty cash/cash drawer, petty cash stamp, revolving cash and advance travel accounts must be entrusted to specific individuals.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the following are the revised petty cash/cash drawer, petty cash stamp, revolving cash and advance travel accounts for Whitman County:

**PETTY CASH/CASH DRAWER, PETTY CASH STAMP,
REVOLVING CASH AND ADVANCE TRAVEL ACCOUNTS**

PETTY CASH/CASH DRAWER ACCOUNTS

FUND #	ACCOUNT #	FUND NAME	CUSTODIAN	AMOUNT
001.000.000	111.70.02	PUBLIC HEALTH – COLFAX – FISCAL PETTY CASH	Troy Henderson	\$70.00
001.000.000	111.70.03	DISTRICT COURT – COLFAX	Marlynn Markley	\$50.00
001.000.000	111.70.04	PARKS & RECREATION – COLFAX OFFICE	Janel Goebel	\$100.00
001.000.000	111.70.05	AUDITOR – COLFAX – AUTO LICENSING	Eunice Coker	\$400.00
001.000.000	111.70.08	FAIR – COLFAX OFFICE	Melissa Leinweber	\$125.00
001.000.000	111.70.09	PROSECUTOR	Kristina Cooper	\$100.00
001.000.000	111.70.13	CLERK	Jill Whetchel	\$100.00

BOCC MINUTES-06/01/15

001.000.000	111.70.15	DEVELOPMENTAL SERVICES	Janel Goebel	\$25.00
001.000.000	111.70.22	HUMAN RESOURCES-WELLNESS INCENTIVE	Kelli Campbell	\$3,600.00
001.000.000	111.70.021	PUBLIC HEALTH – COLFAX – FRONT DESK	Cat Hentges	\$140.00
001.000.000	111.70.023	PUBLIC HEALTH – PULLMAN PETTY CASH	Troy Henderson	\$199.00
001.000.000	111.70.024	PUBLIC HEALTH – PULLMAN FRONT DESK	Meghan Johns	\$70.00
001.000.000	111.70.031	DISTRICT COURT - PULLMAN	Virginia Walker	\$50.00
001.000.000	111.70.041	PARKS & RECREATION – KAMIAK BUTTE	Todd Heitstuman	\$25.00
001.000.000	111.70.042	PARKS & RECREATION - WAWAWAI	Dave Mahan	\$25.00
001.000.000	111.70.052	AUDITOR – COLFAX – LEGAL FILING	Eunice Coker	\$100.00
Total Current Expense Petty Cash/Cash Drawer Accounts				<u>\$5,179.00</u>

106.240.000	111.70.07	EXTENSION - PUBLICATIONS	Sheri Hatley	\$50.00
110.400.000	111.70.10	PUBLIC WORKS – COUNTY ROAD	Cheryl Holcomb	\$150.00
400.400.000	111.70.17	SOLID WASTE – LANDFILL	Ruth McGillic	\$400.00
999.000.000	111.70.21	TREASURER	Glenda Scheideman	\$900.00
Total Other Funds Petty Cash/Cash Drawer Accounts				<u>\$1,500.00</u>

TOTAL ALL PETTY CASH/CASH DRAWER ACCOUNTS \$6,679.00

PETTY CASH STAMP ACCOUNTS

FUND #	ACCOUNT #	FUND NAME	CUSTODIAN	AMOUNT
001.000.000	111.77.03	DISTRICT COURT	Marlynn Markley	\$96.00
001.000.000	111.77.09	PROSECUTOR	Kristina Cooper	\$100.00
Total Current Expense Petty Cash Stamp Accounts				<u>\$196.00</u>

REVOLVING CASH ACCOUNTS

FUND #	ACCOUNT #	FUND NAME	CUSTODIAN	AMOUNT
001.000.000	111.77.01	SHERIFF (718)	Brett Myers	\$400.00
127.140.000	111.77.01	SHERIFF – DRUG TASK FORCE (371)	Brett Myers	\$30,000.00
Total Revolving Cash Accounts				<u>\$30,400.00</u>

ADVANCE TRAVEL ACCOUNTS

FUND #	ACCOUNT #	FUND NAME	CUSTODIAN	AMOUNT
999.000.000	111.74.21	TREASURER-ADVANCE TRAVEL	Lana Cloaninger	\$15,000.00
Total Advance Travel Accounts				<u>\$15,000.00</u>

Total Petty Cash/Cash Drawer Accounts	\$6,679.00
Total Petty Cash Stamp Accounts	\$196.00
Total Revolving Cash Accounts	\$30,400.00
Total Advance Travel Accounts	\$15,000.00
GRAND TOTAL CASH ACCOUNTS	<u>\$52,775.00</u>

Signed this 1st day of June 2015.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Dean Kinzer, Chairman

Arthur D Swannack, Commissioner

Michael Largent, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

076676 **9.** Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to sign a resolution updating who can receive claims for damages on behalf of the County.

RESOLUTION NO. 076676
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

IN THE MATTER OF DESIGNATING A COUNTY AGENT TO RECEIVE CLAIMS SERVED UPON WHITMAN COUNTY AS PER R.C.W 4.96.020.

WHEREAS, current statute requires claims for damages to be served on the legislative body (Clerk of the Board of County Commissioners); and,

WHEREAS, with the April 27, 2001 passage of EHB 1530 counties are now allowed to designate which individual is to receive claims for damages.

NOW, THEREFORE, BE IT HEREBY RESOLVED that any claim for damages served upon Whitman County shall first be served upon the legislative authority (Clerk of the Board); and,

BE IT FURTHER RESOLVED that in the absence of the Clerk of the Board, a claim for damage shall then be served upon the County Administrative Services Director or County Risk Manager; and,

BE IT FURTHER RESOLVED that EHB 1530 does not amend R.C.W. 4.28.080 requiring all lawsuits against counties to be filed with the County Auditor.

DATED at Colfax, Washington this 1st day of June 2015 and effective as of this date.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Dean Kinzer, Chairman

Arthur D Swannack, Commissioner

Michael Largent, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

076677 10. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to sign an ordinance revising Whitman County Code, Title 15, Chapters 15.04/15.08.

ORDINANCE NO. 076677
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

WHEREAS, the Whitman County Board of Commissioners met in their Chambers on this 18th day of May 2015; and,

WHEREAS, a public hearing was conducted May 18, 2015 to consider an addition to the Whitman County Code, Title 15, Sewers, Chapters 15.04-On Site Sewage Disposal Systems and 15.08-Septic Tank Cleaning.

NOW, THEREFORE, BE IT HEREBY ORDAINED that the Whitman County Board of Commissioners duly approves the attached addition to the Whitman County Code, Title 15, Chapters 15.04 and 15.08 as described herein.

PASSED, APPROVED AND ADOPTED THIS 1ST DAY OF JUNE 2015 and effective as of July 1, 2015.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Dean Kinzer, Chairman

ATTEST:

Arthur D Swannack, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

Due to the length of this ordinance, it will not appear in full in the minutes. The ordinance is available in the Commissioners' Office, Planning Department and on the county's website at www.whitmancounty.org.

076678 11. Commissioner Swannack **moved** Commissioner Largent **seconded** the motion and it **carried** to agree with the Chairman's letter of support for the Port of Whitman TIGER grant.

076679 12. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve an extension to the 2014 Public Facilities award for the Whitman County Library-Uniontown Branch expansion project.

076680 13. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the 2015-1st quarter PDC lobbying report.

076681 14. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to designate SE Washington Economic Development Association as the 2015-2017 ADO for Whitman County.

CORRESPONDENCE:

D076681A 15. The following correspondence was received:

BOCC MINUTES-06/01/15

076682 15A. Acknowledgement of the commissioner's letter of support for improvements to the SR 195/26 intersection was received from the Washington State Department of Transportation.

076682A 15B. A copy of the Chairman's letter to Pullman Civic Trust noted as received.

076683 15C. An executed copy of the Whitman County/Lola Finch land purchase documents was received.

076684 16. Commissioners' pending list reviewed.

D076684A 17. Approved documents signed.

D076684B 18. No Need for Tuesday, June 2, 2015 workshop.

10:25 a.m. - Recess.

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

Present: Garth Meyer.

ACTION ITEMS:

076685 19. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried to approve the resolution initiating the county road project** for 2015 sealcoating designated as CRP No. 1000 Etal, Project No. XFL15.

RESOLUTION NO. 076685

BEFORE THE BOARD OF COUNTY COMMISSIONERS of Whitman County, Washington.

In the matter of initiating a county force county road project designated as 2015 Sealcoating, C.R.P. No. 1000 ET AL, Project No. XFL15.

IT IS HEREBY RESOLVED that the Selected Countywide Roads be improved as follows:

Preleveling and Sealcoating approximately 34 miles of County Roads.

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 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
Maintenance	\$ <u>649,500.00</u>
TOTAL (Road Fund)	\$ 650,000.00

ESTIMATED date of commencing work: June 8, 2015

ESTIMATED date of completing work: August 28, 2015

ADOPTED this 1st day of June, 2015.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Dean Kinzer, Chairman

ATTEST:

Arthur D Swannack, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

076686 **20.** Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the resolution of intent to change road name and directive to county engineer for report to change Benedict Road to Moys Road as presented.

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the Matter of the Intent to)	RESOLUTION NO. <u>076685</u>
Change the Name of County Road)	
No. 8500, the Benedict Road)	INTENT TO CHANGE ROAD NAME
Located in Sections 27, 33 & 34)	
In Township 15 North and Sections)	AND DIRECTIVE TO COUNTY
3, 4 & 5 in Township 14 North,)	
All in Range 43 East W.M. in)	ENGINEER FOR REPORT
Whitman County, Washington)	

WHEREAS, a request to Change the Name of County Road No. 8500, the Benedict Road has been received by the Whitman County Board of County Commissioners, it is hereby declared the intention of the Whitman County Board of County Commissioners to change the name of said Benedict Road as follows:

County Road No. 8500, the Benedict Road shall be changed to County Road No. 8500, Moys Road.

IT IS HEREBY RESOLVED that before a final decision can be reached on said name change, the Whitman County Engineer shall investigate and prepare a report on the proposed name change.

IT IS FURTHER RESOLVED that this resolution be entered upon the minutes of this Board.

DONE at Colfax, Washington, this 1st day of June, 2015.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Dean Kinzer, Chairman

ATTEST:

Arthur D Swannack, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

076687 21. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to publish the legal advertising for the notice of hearing for the name change from Benedict Road to Moys Road.

DIVISION UPDATES:

D076687A 22. The following division updates provided by Public Works staff.

Engineering Division:

076688 22A. The North/South River Road speed study report was received from the Director recommending the speed limit be reduced to 35 MPH for both of these gravel roads. Mr. Storey indicated this report was conducted based on the request by the City of Palouse requesting ATV's be permitted to travel on these two roads.

Maintenance Division:

D076688A 22B. The crews are in the midst of asphalt season that will continue until the end of June.

D076688B 22C. An estimated \$400,000 in weather related road damages occurred over the past 3 weeks. The department will be repairing these roads for the next several years as funding allows.

Solid Waste Division:

D076688C 22C. Mr. Storey said minor issues are being resolved for the new Transfer Station building.

Administrative Division:

D076688D 22D. A brief staffing report provided by the Director.

D076688E 22E. Additional approved documents signed by the Board.

11:30 a.m. - Recess.

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

Present: Brett Myers, Chris Nelson, Kelli Campbell, Mark Storey and Tim Myers.

076689 23-24. The following items were discussed but no action was taken.

- Sheriff's Staffing
- BOCC Project Team
- ICS 402 Training

076689A 24A. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to amend the June 1st agenda to add one personnel change order for the Sheriff's Department.

Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the Sheriff's personnel change order.

076690 25. Tuesday, June 2, 2015 workshop cancelled.

4:00 p.m. - Recess.

D076689A **THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, June 8, 2015 at 9:00 a.m.** Chairman Dean Kinzer, Arthur D Swannack and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

BOCC MINUTES-06/01/15

D076689B 32. Approved documents signed.

076690 32A. General/Veterans' Relief/Payroll warrants numbered **316972-317042** for \$102,743.98.

076691-076698 32B. Personnel change orders.

D076698-1 33. Need for Tuesday, June 9, 2015 workshop.

D076698-2 33A. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to amend the agenda to include WA Military Department contract amendment #E15-037(B).

076698A 33B. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to allow the Chairman to sign the WA Military Department contract amendment #E15-037(B).

9:05 a.m. - BOCC Workshop.

Present: Gary Petrovich and Mark Storey.

076699 34. The following items were discussed but no action was taken.

- Public Health Nurse Hours
- Avian Flu
- INW Partners Meeting
- Waters of the US Rules
- DOE Water Quality Comm.
- Marijuana Property Complaint
- 2016 Employee Medical Ins.
- Palouse Conservation District
- Tax Sharing Agreement
- Sales Tax Update
- Masters Touch Printing
- Employee Protected Health Info.
- Grasshopper Problem
- Asphalt Season
- Road Damage Declaration
- Hatley Bridge
- Sand Road Improvements
- Overlays 3 Project
- Transfer Station Contract Amend.
- Heavy Equipment Operator Turnover
- Farmland Lease-Transfer Station
- Homeless Housing
- GFOA On-site Visit in June
- Public Works New Software
- Governor at McKinstry's
- Cathy McMorris-Rodgers Call
- 1st Trimester Budget Reviews
- Hawkins Development

11:00 a.m. - Recess.

BOCC MINUTES-06/01/15

D076699A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, June 9, 2015 at 9:00 a.m.** Chairman Dean Kinzer, Arthur D Swannack 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 and Alan Thomson.

076700 35. Zoning code items discussed as a result of the tax sharing agreement, Shoreline Master Program and GIS. No action was taken.

10:00 a.m. - Adjournment.

D076700A Commissioner Largent **moved** to adjourn the **June 1, 8 and 9, 2015** 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 **June 15, 2015**. The foregoing action made this **9th** day of **June 2015**.

ss/ ARTHUR D SWANNACK, COMMISSIONER
ss/ MICHAEL LARGENT, COMMISSIONER

MARIBETH BECKER, CMC
Clerk of the Board

DEAN KINZER, CHAIRMAN
Board of County Commissioners