

BOCC MINUTES-06/03/19

081671 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, June 3, 2019 at 9:00 a.m.** Chairman Arthur D Swannack, Dean Kinzer 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: Gary Petrovich, Mark Storey, Bill Tensfeld, Lance Bishop, Madysen McLain (9:00 a.m.) and Brandy Dean (9:15 a.m.).

081672 1. The following items were discussed but no action was taken.

- Driver's License Exemption
- Website Policy
- Colfax Cable
- Lodging Tax Advisory Comm.
- County Road Projects
- Public Records Request
- LEPC/Trainings
- 2018 Year-end Reporting
- Grandstands Update
- Westside Simulcast Operating
- Codan Payment
- Moderate Risk Waste Kick-off
- PSB Geotech Report
- Transfer Station Con't. Repairs
- Airport Road Marijuana Operation
- Back-up Internet Provider
- 2nd Firewall
- Pullman Health Office Improve.
- Jail Improvements
- County Campus Sidewalks
- 2020 CIP Underway
- McKinstry Upcoming Meeting
- PSB Repairs-Front
- Clerk's Office Remodel
- Surplus Equipment
- Security Cameras
- Door Signs
- Coroner's Office Repairs
- Courthouse Roof Repairs
- Asphalt/IT Parking Area
- CH/HVAC System
- Website Re-design Vendor

10:00 a.m. - Recess.

10:30 a.m. - Flag Salute.

Present: Jill Whelchel, Lance Bishop, Brandy Dean and Garth Meyer.

D081672A 2. Pledge of Allegiance.

Consent Agenda:

081673 3. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to accept the consent agenda as presented.

081674 4. Treasurer's Wire Transfers and Check Report in the amount of **\$4,845,031.52** and General Claims/Veterans' Relief warrants numbered **343091-343166** for **\$104,822.27** approved.

081675 5. May 20, 2019 minutes approved.

081676-081678 6. Personnel change orders approved.

081679 7. The revised Whitman County Website Policy was tabled to 06/17/19.

081680 8. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to allow the IT Director to negotiate and enter into a non-binding agreement with Colfax Cable to replace the back-up circuit.

081681 9. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to award the quote for the Clerk's office carpet to Georgia Carpetworks for up to \$6,766.34.

081682 10. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve a resolution authorizing revised per diem rates effective 01/01/20.

RESOLUTION NO. 081682
OF
THE BOARD OF WHITMAN COUNTY COMMISSIONERS
FOR WHITMAN COUNTY, STATE OF WASHINGTON

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met in regular session on Monday, June 3, 2019; and,

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington recognizes the need to periodically adjust the per diem rate; the last adjustment was made in 2017; and,

WHEREAS, the Board of County Commissioners believe that the per diem rate for 2020 should be set at \$60.00 per day (\$15 breakfast, \$20 lunch, \$25 dinner).

NOW, THEREFORE, BE IT HEREBY RESOLVED that Whitman County will reimburse per diem at \$60.00 per day (\$15 breakfast, \$20 lunch, \$25 dinner) beginning January 1, 2020.

PASSED, APPROVED AND ADOPTED this 3rd day of June 2019 and effective as of January 1, 2020.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Arthur D Swannack, Chairman

ATTEST:

Dean Kinzer, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

081683 11. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the 2019-2020 agricultural burning agreement with the Pine Creek Conservation District.

081684 12. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to sign a letter of support for the Council on Aging Food Security Project Partnership with the Community Action Center.

081685 13. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to reappoint Brian Davies to a 4-year term expiring 12/31/22 on the Planning Commission.

081686 14. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to appoint Chris Nelson to a 3-year unexpired term expiring 12/31/19 and appoint Janel Goebel to a 3-year unexpired term expiring 12/31/21 on the Lodging Tax Advisory Committee appointments

CORRESPONDENCE:

D081686A 15. The following correspondence was received:

081687 15A. Notice of approval by the Washington State Liquor and Cannabis Board for a marijuana license for Alto Buddha, LLC, Pullman, WA. Said license is valid thru 12/31/19.

081688 15B. The Port of Whitman submitted a request for \$1,000,000 in funding from the Public Facilities fund to complete the fiber optic cable backhaul capabilities for rural eastern Whitman County.

081689 15C. Information was received from the Corps of Engineers regarding rehabilitation assistance for flood-damaged flood control projects.

081690 16. Commissioners' pending list reviewed.

11:00 a.m. - Public Works.

Present: Mark Storey, Brandon Kruger, Dean Cornelison, Brandy Dean and Garth Meyer.

081691 16A. The following Public Works related issues approved/updated:

ACTION ITEMS:

081292 17. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to award the 2019 Guardrail Safety Project bid to M2 Industrial, Inc. for the amount of \$386,491.00.

081693 18. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to award the 2019 Pavement Markings and Rumble Strips Safety Project to Road Products, Inc. for the amount of \$227,594.54.

081694 19. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the resolution establishing Phase 1 of Almota Phase 4 as a County Forces project as presented.

**RESOLUTION NO. 081694
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

In the matter of initiating county road project designated as C.R.P. No. 8000-8 Project No. XFR1900.

IT IS HEREBY RESOLVED that the Almota Road, County Road No. 8000 be improved as follows:

This project provides for the removal of trees and vegetation along Almota Road for safety and utility relocation purposes between Milepost 7.96 and Milepost 11.56.

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 (PE & CE)	\$ 500.00
Construction	\$ 7,500.00
TOTAL	\$ 8,000.00

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This project was included in the officially adopted annual road program as Item No. 5.

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: June 10, 2019
ESTIMATED date of completing work: June 20, 2019

ADOPTED this 3rd day of June, 2019.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Arthur D Swannack, Chairman

Dean Kinzer, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

081694 20. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the resolution initiating a County Forces Project on Golf Course Road as presented.

RESOLUTION NO. 081694

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the matter of initiating county road project designated as C.R.P. No. 1020-2 Project No. XFR1901.

IT IS HEREBY RESOLVED that the Golf Course Road, County Road No. 1020, from milepost 0.00 to milepost 0.25 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>22,250.00</u>
TOTAL	\$ 22,750.00

This project was included in the officially adopted annual road program as Item No. 1.

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.

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ESTIMATED date of commencing work: June 10, 2019
ESTIMATED date of completing work: October 1, 2019

ADOPTED this 3rd day of June, 2019.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Arthur D Swannack, Chairman

ATTEST:

Dean Kinzer, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

081696 21. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve amending the 2019 Construction Program as presented.

DIVISION UPDATES:

D081696A 22. The following division updates provided by Public Works staff.

Engineering Division:

D081696B 22B. The Department has 3 signatures remaining to obtain for the Almota Road Phase IV project.

Maintenance Division:

D081696C 22C. Brandon Kruger said it is asphalt season. The crews are also grading sporadically, switching from gravel to pavement.

D081696D 22D. Dean Cornelison said utility issues are holding up the Pullman-Wawawai guardrail project. He has advised the guardrail contractor that the project will not begin until this fall.

Solid Waste Division:

D081696E 22. The Director provided an update on the Moderate Risk Waste Facility.

081697 22D. Rhodes Crane and Rigging, Inc. was awarded a quote for \$4852.00 for crane services through the small works roster process. The crane will be used for the Thornton Depot Bridge project

11:30 a.m. - Executive Session.

Present: Kelli Campbell and Denis Tracy.

081698 23. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to go into executive session with the above individual until 12:00 p.m. in accordance with RCW 42.30.110(1)(f-g) for matters related to employee evaluations/discipline.

12:00 p.m. - Return to Open Session/Recess.

D081698A 24. Approved documents signed.

12:00 p.m. - Recess.

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

Present: Kelli Campbell, Bailey Wiedmer, Sharron Cunningham, Jessica Jensema, Cynthia Hayward and, Gary Petrovich.

081699 26. The 2020 employee health insurance was discussed but no action was taken.

2:00 p.m. - Executive Session.

Present: Kelli Campbell, Denis Tracy and Troy Henderson.

081700 27. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to go into executive session with the above individual until 2:25 p.m. in accordance with RCW 42.30.110(1)(f-g) for matters related to employee evaluations/discipline.

2:25 p.m. - Return to Open Session/Recess.

D081700A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, June 10, 2019** at **9:00 a.m.** Chairman Arthur D Swannack, Dean Kinzer and Michael Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

D081700B 28. Approved consent agenda items signed.

081701 29. Treasurers Wire Transfers and Check Report in the amount of **\$413,004.31** and General/Veterans' Relief/Payroll warrants numbered **343179-343281** for **\$211,421.70** approved.

081702-081708 30. Personnel change orders.

9:05 a.m. - BOCC Workshop.

Present: Mark Storey Madysen McLain (9:05 a.m.) John Culton (9:40 a.m.), Denis Tracy (10:45 a.m.), Kelli Campbell (11:30 a.m.).

081709 31. The following items were discussed but no action was taken.

- VSP Webinar Update
- Website/Budget
- Transportation Policy Board
- GCBH-ASO Membership
- Board of Adjustment Membership
- GIS Status
- Website Software
- Employee Email Notification
- EPA/State-Water Permits
- Affordable Housing Adv. Board
- School District-CTE's
- Surface Transportation Program
- Federal CDL Requirements
- GMO Wheat
- Gravel RFP's
- Federal Tariff
- Pullman District Court
- Commissioners' Staffing
- 2020 Health Insurance

11:50 a.m. - Adjournment.

D081709A Commissioner Kinzer **moved** to adjourn the **June 3 and 10, 2019** 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 **June 17, 2019**. The foregoing action made this **10th** day of **June 2019**.

ss/ DEAN KINZER, COMMISSIONER
ss/ MICHAEL LARGENT, COMMISSIONER

MARIBETH BECKER, CMC
Clerk of the Board

ARTHUR D SWANNACK, CHAIRMAN
Board of County Commissioners