

Minutes for June 17, 2013

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074284 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, June 17, 2013** at **9:00 a.m.** Arthur Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended. Chairman Michael Largent was unavailable.

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

Present: Gary Petrovich, Sally Ousley, Bill Spence, Kelli Campbell, Susan Nelson, Michele Beckmann (9:00 a.m.) and Bill McKee (9:10 a.m.).

074285-074294 1. Items discussed included special sick leave donation, revision to sick leave policy, fiscal sustainability, state government shutdown, Prosecutor's grant position, 2014 budget calendar, Board of Adjustment applicant, Safety Committee appointment, Prosecutor's deferral program, countywide employee meeting, strategic planning retreat and ADA. No action taken.

10:00 a.m. - Flag Salute.

D074294A 2. Pledge of Allegiance.

Present: Susan Nelson, Kelli Campbell, Michele, Chris Nelson, Troy Henderson, Michael Baker, Cinnamon Brown, Sally Ousley, Bill Spence and Bill McKee.

D074294B 3. Motion by Commissioner Kinzer to accept the consent agenda. Motion **seconded** by Commissioner Swannack and **carried**.

074295 4. Claims/Payroll warrants numbered **303895-303915** for **\$284,949.79** and **303939-304047** for **\$405,547.85** approved.

074296 5. June 3, 2013 minutes approved.

074297-074312 6. Personnel change orders approved.

074313 7. Susan Nelson requested an exception to the policy for donating 24 hours of sick leave each by at least 3 employees for a specific county employee in need of leave time.

Commissioner Kinzer felt the need to have a little leeway on these types of issues as well as compassion. This will require a policy change for accommodating these types of situations and he was in favor of accommodating this particular request.

Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to accommodate a request to transfer outside the current perimeters for this particular circumstance and to allow employees without 240 hours of sick leave to donate to the sick bank.

D074313A 8. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** that pursuant to County Code regarding delegation of purchase orders, claims and payroll responsibilities authorization for the following departments was signed by the Board and forwarded to the Auditor's office.

- 074314** Coroner
- 074315** Emergency Management/Communications
- 074316** Community Education Training Center
- 074317** Public Health

D074317A 8A. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve reassigning signature authority for the following Emergency Management/Communication grants:

- 074318** Natural Hazard Mitigation Grant #E11-060
- 074319** State Homeland Security Program Grant #E12-173
- 074320** Emergency Management Performance Grant #E12-355
- 074321** Emergency Security Grant Program #E13-139)
- 074322** State Homeland Security Program Grant #E13-210

074323 9. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to appoint Clark Capwell to Bill Tensfeld' s position on the Emergency Communications Advisory Committee representing the Fire Chiefs Association and appointing Bill Tensfeld to the Emergency Management Communications (Director) position.

074324 10. A letter of appreciation was forwarded to Fran Martin for her service on the Emergency Communications Advisory Committee.

074325 11. The 2013-14 Developmental Services County Program agreement was tabled to 1:30 p.m.

074326 12. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to grant a 4-month extension to the Whitman County Library's 2012-.09 project. The new project expiration date is now October 9, 2013.

074327 13. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the annual Northwest Mailing Postage Machine support and maintenance contract 06/30/13).

074328 14. Michael Baker requested approval of a Department of Ecology and Emergency Management 75%/25% grant-funded vehicle for Environmental Health. According to Mr. Baker the 25% matching portion of the expenditure is budgeted. Twelve quotes were received and the vehicle will be maintained by Public Works. The commissioners tabled their decision until 4 p.m. pending a formal list of all quotes received.

074329 15. Confirmation was received from the Washington State Department of Transportation approving Whitman County's Title VI annual accomplishment and update report for 2013.

074330 15A. An executed copy of the agreement between Whitman County, Washington Department of Fish and Wildlife, and Palouse Wind Energy, Inc. regarding Palouse Wind Energy Habitat Mitigation Funding.

074331 16. Commissioners' pending list reviewed.

10:30 a.m. - Safety Committee Members.

Present: Judy McMurray, Micki Terrell, Michele Beckmann, Lori Nails, Scott Paradis, Eunice Coker, Sally Ousley, Bill Spence and Bill McKee.

074332 17. Members of the Safety Committee spoke about two (2) issues:

- The need for additional handicap parking spaces for employees and visitors on/around the county campus as well as senior parking. The Auditor plans to work with the City of Colfax on an idea for handicap parking on Upton Street. It was noted any assigned parking on city streets requires concurrence by the City of Colfax.
- As a high risk building, the Committee requested the Board seek estimates for the purchase, installation and supervision of metal detectors at a central entry point for the courthouse. Used equipment is available for purchase from airports and metal detector staffing could be contracted, eliminating the cost of benefits.

An article regarding courthouse security incidents was also received from the Committee for the Commissioners' review. No decisions were made at this time.

10:50 a.m. - Recess.

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

Present: Phil Meyer, Alan Thomson, Jeff Marshall, Dan Gladwill and Sally Ousley.

ACTION ITEMS

074333 18. Hearing convened by Commissioner Swannack for a proposed name change from the Stoner Road to the Swift Road. Staff report provided by Mark Storey finding that no conditions exist to oppose the name change. The hearing was opened to public comment. There being none, the hearing was adjourned. The Director pointed out Lincoln County has already moved forward with the Swift Road name change for their portion of the road.

074334 19. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** that the resolution to change the name of Stoner Road to Swift Road be signed as presented.

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the Matter of the Intent to)	RESOLUTION NO. <u>074334</u>
Change the Name of County Road)	
No. 3040, the Stoner Road)	
Beginning in Section 22, Township)	

20 North, Range 39 East, W.M.in)
Whitman County, Washington) FOR NAME CHANGE

WHEREAS, the Whitman County Board of County Commissioners declared their intention to change the name of County Road No. 3040, the Stoner Road, on the 20th day of May, 2013.

WHEREAS, the Whitman County Engineer has submitted a report which indicates that no conditions exist for the Road Department to oppose the name change.

WHEREAS, the Whitman County Board of County Commissioners held a public hearing, after proper public notice, on the 17th day of June, 2013, and interested parties for and against said name change were permitted to present to the Board.

NOW, THEREFORE BE IT RESOLVED that County Road No. 3040, the Stoner Road shall be changed to County Road No. 3040, Swift Road.

DATED at Colfax, Washington, this 17th day of June, 2013.

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

074335 20. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to publish the notice of hearing for the Six Year Road Program hearing (2014-2019).

074336 20A. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to publish the notice of hearing for the Six Year Road Program hearing (2013-2018) amendment.

Building Division:

074337 21. Proposed amendments to the Whitman County Building Code was received and reviewed.

074338 21A. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to publish the notice of hearing to adopt and update the Whitman County Building Code.

074339 22. The official transmittal for proposed changes to the Zoning Ordinance and Comprehensive Plan was received from the Planning Director.

Planning Division:

074340 23. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to set a public hearing to take public comment on amending the Whitman County Zoning Ordinance (Chapters 19.03 and 19.10) and the Comprehensive Plan to approve adding new definitions for "commercial agriculture commodity warehouses" and "agricultural activity"; changing "commercial grain elevators" to "commercial agricultural commodity warehouses"; allowing ditching materials from county roads to be placed in landowner's fields that are not adjacent to the place being ditched; and clarification of the Comprehensive Plan as to where industrial uses can occur to be held, in this room at 11:00 a.m. on July 1, 2013.

Division Updates:

Maintenance Division:

D074340A 24. Began sealcoating in District 1 today and once completed will move to District 3; and Safety grant funds will be used for tree removal on county road right-of-ways;

Engineering Division:

D074340B 24A. The Colfax Airport Road is progressing; the overlay road contractor will begin next week in the Hume Road; guardrail on the Wawawai-Pullman Road and Pine City-Malden Road will be installed; and the Pullman Airport Road/O'Donnell Road project should be completed in the next couple of weeks.

Planning Division:

D074340C 24B. The Board will receive the critical areas ordinance in the near future, July 8th is the unofficial Palouse Wind ribbon cutting ceremony; wetlands responses were received from Department of Ecology and Corps of Engineers.

11:30 a.m. - Board Business Continued/Monthly Financial Review.

Present: Bill Tensfeld, Chris Nelson, Cinnamon Brown, David Ledbetter, Eunice Coker, Gary Petrovich, Janet Schmidt, Kelli Campbell, Mark Storey, Tim Myers, Troy Henderson and Sally Ousley.

074341 25. The monthly financial report provided by Mr. Petrovich and Mr. Ledbetter.

2013 Revenues Forecasted	- \$12,600,000	- 100.00%
2013 Revenues Thru 05/31/13	- \$ 5,645,067	- 42.53%
2012 Revenues Thru 05/31/12	- \$ 6,573,909	
2013 Current Cash in Treasury	- \$ 2,108,847	- 36.00%
2012 Current Cash in Treasury	- \$ 1,935,562	- 41.00%
2013 Expenditures Thru 05/31/13	- \$ 5,065,314	- 38.00%

D074341A 25A. Mr. Ledbetter indicated he will be submitting an application to the state for funding assistance to offset the cost of recent murder trials.

D074341B 25B. The State Examiners will be on-site the 1st or 2nd week in July.

11:55 a.m. - Recess.

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

Present: Mike Berney, Greater Columbia Behavioral Health (GCBH).

074342 26. Mr. Berney reviewed issues addressed at the regular GCBH Board meetings held June 6, 2013.

074343 26A. SFY 2014/15 GCBH Biennial Budget:
At the May meeting of the Funding Committee staff presented a draft biennial budget. The budget was reviewed and questions asked/answered. The budget was based on historical information only since that is all that was available. It was noted that the Funding Policy will not change significantly until we have new information from the State. Rates will be updated prior to being presented to the GCBH Board in June. Without dissent the Funding Committee recommends adoption of the SFY 14/15 GCBH Biennial Budget by the Board of Directors with the understanding that at least the Funding Policy will need to be amended prior to January 2014. A public hearing on the budget was held. Whitman County voted (by Commissioner Largent) in favor of adopting the proposed budget and Funding Policy and the motion passed unanimously. The resolution approving the FY 2014/14 GCBH biennial budget was signed by the Acting Chair.

074344 26B. Bylaws Revision Plan:
As discussed previously the Greater Columbia Bylaws need to be amended to reflect the new Interlocal Agreement (without Skamania County and correct errors). Draft Bylaws had been distributed several months ago. After the May Board meeting a final draft was developed and distributed to all counties. Whitman County voted (by Commissioner Largent) in favor of adopting the proposed amended By-laws and the motion passed. The revised GCBH bylaws were signed by the Acting Chair.

D074344A 26C. Miscellaneous Contracts:
Contracts included: PHIP; State-only; Road to Community Living (x2); MHBG; and Lourdes Demo Project. After some discussion a motion was made to authorize the Chair to sign all the contracts. Whitman County voted in favor of this motion; and passed with one dissent.

074344B 26D. Chelan-Douglas Region Support Network:
Representatives from Chelan-Douglas RSN presented their most recent thinking regarding a possible request to join GCBH.

074345 26E. Mr. Berney requested the designation of Sarah Collins as a Designated Mental Health Professional. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to appoint Sarah Collins as a Designated Mental Health Professional.

IN THE MATTER OF APPOINTING) RESOLUTION NO. 074345
DESIGNATED MENTAL HEALTH)
PROFESSIONALS UNDER RCW)
71.05 AND R.C.W. 71.34)

WHEREAS, Whitman County has responsibility for implementation of RCW 71.05 and RCW 71.34 (Mental Illness) which mandates that a coordinated system of

evaluation and treatment services be provided to involuntary patients and persons voluntarily seeking treatment for mental disorder; and,

WHEREAS, the Director of Palouse River Counseling has petitioned this Board to appoint Sarah Collins as Designated Mental Health Professional, finding that said appointee meets the requirements as specified by law.

BE IT HEREBY RESOLVED by the Board of Whitman County Commissioners that Sarah Collins be appointed a Designated Mental Health Professional.

Done this 17th day of June 2013.

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

1:30 p.m. - Reconvene/Board Business Continued.

Present: Tim Myers.

074346 27. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it carried to approve county DSHS #1363-78202 program agreement with the Developmental Disabilities Administration.

074347 27A. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the county provider agreement with Himark Transport, Inc.

074348 27B. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the county provider agreement with Boost Collaborative.

D074348A 27C. Mr. Myers spoke about the success of the Fishing Kids program, The June 20th adaptive bicycles event at the Fairgrounds, the June 27th Developmental Services awards program at CETC, the full campgrounds at both parks, The commencement of the Sunshine trail project beginning June 24th, another BOCC park tour after the Fair, trail/park weed spraying by staff, campfire programs, numerous reservations for large events at parks and park service information forms.

2:00 p.m. - Executive Session.

Present: Denis Tracy, Gary Petrovich, Mark Storey and Michael King.

074349 28. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to go into executive session with the above individuals until 3:15 p.m. in accordance with RCW 42.30.110(1)(b) for matters related to real estate.

3:15 p.m. - Return to Open Session/Workshop.

Present: Mark Storey, Jeff Marshall and Dean Cornelison.

074350 29. The item discussed was the proposed 6-Year Transportation Improvement Program. No action taken.

074351 29A. Michael Baker returned to the meeting with a list of all quotes received for a 4-wheel drive vehicle for Environmental Health noting only one quote met the specifications. Upon review of the quotes Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it carried to approve the purchase of a 2007 Ford F-150 from Joe Hall Ford for a total not to exceed \$22,500 with tax/title/licensing.

074352 29B. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to authorize the Chairman to sign the 2013-14 CDBG-PS contract.

D074352A 30. Approved document signed.

D074352B 31-37. Not used.

4:30 p.m. - Recess.

D074352C THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, June 24, 2013 at 9:00 a.m.** Chairman Michael Largent, Art Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Gary Petrovich, Bob Reynolds, Kelli Campbell, Bill Spence and Bill McKee.

074353 38. Items discussed included ADA update/project lead, stairwell by District Court, additional handicap parking spaces, ALTCEW hearing, Board of Adjustment interview, BOCC special meeting, wolf delisting, and Safety Committee recommendations. No action taken.

D074353A 39. Approved documents signed.

074354 39A. Claims/Payroll warrants numbered **304088-304189** for **\$326,28361.**

074355-074356 39B. Personnel change orders.

10:00 a.m. - Board Business Continued/Executive Session.

Present: Denis Tracy, Gary Petrovich and Mark Storey.

073357 40. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to go into executive session with the above individuals until 10:40 a.m. in accordance with RCW 42.30.110(1)(i) for matters related to litigation.

10:40 a.m. - Return to Open Session/Recess.

11:00 a.m. - Reconvene/Workshop.

Present: Terri Luther, Jon Kaino, Kelli Campbell, Gary Petrovich and Bill McKee.

074358 41. Washington Counties Insurance Fund representatives made a presentation on employee medical insurance. No action taken.

D074358A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, June 25, 2013 at 8:00 a.m.** Chairman Michael Largent, Art Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

8:00 a.m. - Reconvene/Board Business Continued/Workshop.

Present: Gary Petrovich, Bill Spence (8:00 a.m.), Commissioner Largent (8:30 a.m.) and Kelli Campbell (8:45 a.m.).

074359 42. Items discussed included possible state shutdown, BOCC special meeting, Prosecutor's grant position, municipal bonds and workshops. No action taken.

9:15 a.m. - Adjournment.

D074359A Commissioner Kinzer **moved** to adjourn the **June 17, 24 and 25, 2013** 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 **July 1, 2013**. The foregoing action made this **25th** day of **June 2013**.

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

MARIBETH BECKER, CMC
Clerk of the Board

MICHAEL LARGENT, CHAIRMAN
Board of County Commissioners