

## Minutes for July 15<sup>th</sup>, 2002

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**059857 THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **July 15, 2002 at 10:00 a.m.** Greg Partch, Chairman, Les Wigen, Commissioner, and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Chris Anderson.

**D059857A 1. Call to Order/Pledge of Allegiance.**

**D059857B 2. Motion** by Commissioner Wigen to approve the Consent Agenda. Motion **seconded** by Commissioner Partch and **carried**.

**10:10 a.m. - Jennifer Snead.**

**059858 3. Claims/Payroll warrants numbered 136935-137006, 137029-137064, and 137141-137459 for \$969,058.22 approved.**

<b>FUND #</b>	<b>FUND NAME</b>	<b>AMOUNT</b>
001	Current Expense	\$184,000.45
104	Developmental Services	487.26
105	Mental Health	34,386.89
107	Chemical Dependency	5,272.36
110	County Roads	37.50
112	Public Facilities Improvement	5,068.45
118	Inmate Welfare	1,750.78
123	Paths & Trails	742.16
127	Drug Enforcement	4,119.22
129	HB 3900	2.69
135	Prosecutor's Stop Grant	12.89
136	Electronic Monitoring	138.00
138	Federal Equitable Sharing	65.62
139	"911" Emergency Service	80,403.24
320	Cap. Proj/Outside Sources-Bond	3,000.00
501	Equipment Rental & Revolving	377.50
510	Photocopier Revolving	5,254.32
513	Communications Revolving	4,276.27
521	Family Svc. Ctr. Revolving	1,163.55
690	Clearing & Suspense	265,728.42
ET	Electronic Transfer	372,770.65

**059859 4. July 8, 2002 minutes approved.**

**059860-059869 5. Personnel board orders approved.**

**059870** 6. The Enhanced 911 Dispatch Interlocal agreement between Whitman County/WSU/Pullman was signed.

**059871** 7. Increased meal cost for a purchasing/bidding seminar approved for Public Works employees.

**059872** 8. A letter was sent to the County Auditor concerning a possible 1-week Licensing Division closure in July.

**059873** 9. A letter was sent to the Colfax City Council supporting the Ackerman 47 unit motel in Colfax.

**059874** 10. A letter was sent to the Lacrosse Postmaster regarding retail sales out of Central Ferry being credited to Garfield County because of the mailing address. The commissioners requested the mail for Central Ferry be delivered out of Lacrosse instead of Pomeroy to correct this problem.

**059875** 11. A letter was received from Marilyn G. Burg of Uniontown expressing her appreciation for the control of noxious weeds on Stout Road.

**059876** 12. A letter of representation associated with the 2001 county audit was signed by the Chairman and forwarded to Alexandra Widman of the State Auditor's Office.

**059877** 13. A listing of establishments whose liquor license will expire October 1, 2002 was received from the Washington State Liquor Control Board.

**059878** 14. Letter was received from the WCCS Director notifying the Board that the small works roster was used to make repairs to the air conditioners at the Family Service Center Building in the amount of \$3,256.48 and handled within the existing budget.

**059879** 15. Economic news and county investment information was received from County Treasurer, Bob Lothspeich.

**D059879A** 16. Commissioners' pending items reviewed.

**10:35 a.m. - Recess.**

**11:00 a.m. - Dane Dunford, Public Works Director.**

Present: Mark Storey, Phil Meyer, and Bob Anderson.

**Planning Division:**

**D059879B** 1. Due to the resignation of the Assistant Planner, Mr. Dunford requested and was authorized by the Board to refill the position.

Commissioner Wigen said although he was opposed to replacing one of three positions in the Planning Department previously, the other two commissioners could have voted to approve replacing that position. Chairman Partch

reminded Commissioner Wigen that a letter was sent to Public Works unanimously agreeing that the position not be filled.

**Maintenance Division:**

**D059879C** 2. Mr. Dunford mentioned the letter of thanks from Marilyn Burg regarding weed control on Stout Road.

**Building Division:**

**059880** 3. The second quarter activity report for the Building Department was received and reviewed.

**059881** 4. Mr. Anderson provided copies of the International Existing Building Code article about the final draft of a proposed provision for existing buildings.

**11:30 a.m. - Bob Lothspeich, County Treasurer.**

Present: Joe Reynolds, Randy Baldree, Mike Berney, Mike Werner, Fran Martin, Kelli Shrope, Bev Welch, Chad Connors, Tim Myers, Jim Kaufman, Dane Dunford, Peggy Wright, Don Anderson, Diana Dawson, Tom Miller, Bob Reynolds, Eileen Roe, and Jennifer Snead.

**059882** The June 2002 ending financial report provided by Lothspeich.

June 2002 Cash Balance - \$1,718,448

June 2001 Cash Balance - \$1,830,346

June 2002 Revenue - \$4,000,272 - 46.53% of budget.

June 2001 Revenue - \$4,111,881 - 59.23% of budget.

June 2002 Expenditures \$3,978,888 - 43.93% of budget.

June 2001 Expenditures \$3,870,132 - 44.04% of budget.

**12:00 p.m. - Recess.**

**2:00 p.m. - Wilbur Ellis Quarry.**

Present: Dane Dunford, Phil Meyer, and Mark Storey.

**059883** The following stockpiling bids for the Wilbur Ellis Quarry were received, opened, and read aloud. Staff will make a recommendation for award July 22<sup>nd</sup> at 11:00 a.m.

Seubert Excavators \$150,640.00

DeAtley Crushing \$157,096.00

**2:05 p.m. - Fran Martin, Public Health Director.**

**D059883A** The Emergency and Disaster Management Plan was approved by the Board after **motion** by Commissioner Wigen **seconded** by Commissioner Partch and **carried**. A resolution is forthcoming from Fran Martin. The Board also approved the cost to laminate 50 copies of the plan at \$3.00/plan and to make another 100 copies of the plan on heavier paper (not laminated) at \$2.00/plan.

**2:15 p.m. - Board Business Continued.**

**059884** 17. The County Road Administration Board provided fuel tax, Preservation Program, and new gas tax allocations for calendar year 2003.

**059885** 18. Pursuant to County Code regarding delegation of purchase orders, claims and payroll responsibilities, an authorization from was received from the Whitman County Counseling Services Center, signed by the Board and forwarded to the Auditor's office.

**059885A** 19. A summons and complaint for refund of property taxes filed by Northwest Pipeline Corporation was received and forwarded to the Risk Manager.

**059886** 20. An email was received from County Auditor, David Repp, resigning his position at the end of July 2002. The Board will contact the Prosecutor's Office for advice on this matter.

**2:20 p.m. - Recess.**

**2:30 p.m. - Tim Myers and Tom Miller, Facilities Management.**

**D059886A** 1. Mr. Myers requested authorization to refill one of the four Facilities Management positions responsible for the Corrections Building that was recently vacated. Mr. Myers was instructed to proceed with filling the vacancy.

**D059886B** 2. **Motion** by Commissioner Wigen **seconded** by Commissioner Partch and **carried** to authorize payment of a claim filed by Russell Johnson in the amount of \$575.23.

**2:35 p.m. - Ron Shirley, Chief Deputy Prosecuting Attorney.**

Present: Kelli Shrope.

**059887** Mr. Shirley advised the commissioners of the legal procedures that must be followed as a result of the County Auditor's resignation effective at the end of July 2002.

**059888** A press release concerning the Auditor's resignation was emailed to the local media.

**3:15 p.m. - Recess.**

**D059888A THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **July 16, 2002 at 2:00 p.m.** Greg Partch, Chairman, Jerry Finch and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

**2:00 p.m. - Reconvene/Board of Health.**

Present: Fran Martin, Robin Cocking, and John Skyles.

**D059888B 1.** The Director mentioned that the individual quarantined in Pullman for Tuberculosis has returned to work.

**D059888C 2.** The Health Department is receiving calls daily asking about the requirement at WSU concerning meningitis and if they should be vaccinated. Ms. Martin explained the vaccination is not a requirement. They are recommending to individuals that will be living in any type of conjugate care facility (fraternity, sorority, or dorm), at any college, to consider being vaccinated.

**D059888D 3.** John Skyles said he is beginning the water recreation facility inspection of 23-24 municipal and private pools.

**D059888E 4.** Mr. Skyles received a complaint about a possible asbestos issue in St. John that he referred to the Department of Labor and Industries and the Environmental Protection Agency as required.

**D059888F 5.** Ms. Martin said she is in the process of scheduling a meeting with Dane Dunford, Mark Bordsen, John Skyles, one commissioner, and herself regarding wetland issues. Commissioner Finch was assigned to represent the Board.

**D059888G 6.** Ms. Martin has spoken with the Pullman Public Health office landlord concerning the lease/rent increase. The landlord sent her a copy of a letter mailed to him that says the purchase and installation of a new sign for the Professional Mall is moving forward and each owner must pay \$1,265 for their minimum space of 11"x60" on the sign. Since the county does not own the building, Ms. Martin believed the landlord is responsible for this expense. She will have the Prosecutor's Office review the letter before a response is sent to the landlord.

**D059888H** 7. The Director noted a meeting scheduled for tomorrow with the new Pullman Hospital architects. They will have a discussion about current plans and moving forward with a second office building as part of the new project. Ms. Martin indicated someone from her office will attend the meeting but she thought the rent would be out of their league.

**D059888I** 8. The department is finishing a draft amendment to the 1999 interagency agreement with WSU that revises the language to help the county in the area of emergency local response situations. WSU is asking for \$35/hour for requested responses. The department also performed a comparison of the 73 hours of work WSU is supposed to provide to the county in order to waive their \$2,560 permit fees. There were some problems in this area, but they are working it out. WSU will conduct the food handler's classes and will print the cards. Ms. Martin thought they would be able to come to an equitable resolution with WSU.

**D059888J** 9. Craig Dudley of the Pullman Police Department asked Ms. Martin to serve on a committee to review the city's Bioterrorism Plan. She has agreed and will ensure that the city's plan dovetails the overall county plan.

**D059888K** 10. The Director explained that the state has public health standards whereby each health department must have the capacity and documentation to perform specific services. The partnership is trying to identify what every department must have to provide minimum services, some of which are not reasonable for any one jurisdiction, but between entities they may have that capability. Each of the three partnership counties (Columbia, Garfield, and Whitman) will perform their own assessment and then review the assessments as a unit to determine the areas the counties can benefit from each other. A tri-county standard plan will then be written to combine the services provided by the partnership. There is a possibility Adams County would be included as well.

**D059888L** 11. A brief personnel update provided by the Director.

**D059888M** 12. Ms. Martin commented that the state audited the immunization program, which is one of the more confusing and complicated programs to explain and audit.

**D059888N** 13. Ms. Martin is looking at alternatives for maintenance services at the Pullman Public Health office. The Chairman advised the Director that there would be no change in services until WCCS is spun off from the county.

**D059888O** 14. The Director reported that the "Dick Brown" bench and memorial plaque have arrived and are ready to be installed.

**D059888P** 15. Public Health is now able to access Washington birth records dating back to 1940.

**D059888Q** 16. The next Board of Health meeting will be August 20<sup>th</sup>.

**2:35 p.m. - Recess.**

**3:10 p.m. - Board Business Continued/BOCC Workshop.**

**059889** Items discussed included Courthouse doors, .08 recommendations, property acquisition, Auditor's resignation, RTP0 update, State Auditor recommendation, Auditor's Office recommendations, Administrative Director vacancy, Planning Department vacancy, and payroll issues (Kelli Shrope). No action taken.

**5:00 p.m. - Recess.**

**D059889A THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **July 17, 2002 at 10:00 a.m.** Greg Partch, Chairman, Jerry Finch (10:25 a.m.-12:00 p.m.) and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Frank White, Christine Mikalson, Christina Thompson, Debra Hooper, Dee Luft, Naomi Daubert, and Phyllis Leland.

**D059889B Motion** by Commissioner Finch to go into Executive Session for discussion of personnel matters until 12:00 p.m. **Seconded** by Commissioner Wigen and **carried**.

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

**D059889C THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **July 19, 2002 at 9:00 a.m.** Greg Partch, Chairman, Jerry Finch and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

**9:00 a.m. - BOCC Business Continued.**

**D059889D Motion** by Commissioner Finch to go into Executive Session for discussion of personnel matters until 11:00 a.m. **Seconded** by Commissioner Wigen and **carried**.

**11:00 a.m. - Return to Open Session/Recess.**

**1:00 p.m. BOCC Business Continued.**

**D059889E Motion** by Commissioner Finch to go into Executive Session for discussion of personnel matters until 3:00 p.m. **Seconded** by Commissioner Wigen and **carried**.

**3:00 p.m. - Return to Open Session/Adjourn.**

**D059889F** Commissioner Finch **moved** to adjourn the **July 15, 16, 17, and 19, 2002** meeting. Motion **seconded** by Commissioner Wigen and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **July 22, 2002**. The foregoing action made this **19th** day of **July 2002**.

ss/ JERRY FINCH, Commissioner  
ss/ LES WIGEN, Commissioner

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MARIBETH BECKER, CMC  
Clerk of the Board

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GREG PARTCH, Chairman  
Board of County Commissioners