

BOCC MINUTES-07/21/14

075670 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, July 21, 2014 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/Workshop.

Present: Gary Petrovich, Kelli Campbell, Bill Spence, Anthony Kuipers, Sally Ousley (9:00 a.m.), Chris Nelson (9:05 a.m.) and Mark Storey (9:30 a.m.).

075671 1. Items discussed included 7/23/14 SAO training, Salary Commission appointment, Water Conservancy Board appointment, elected official/staff trainings, WSAC fiscal sustainability, Arthur lawsuit, WSDOT right-of-way, Arts Commission, 2015 budget, WRCIP renewal dates, RCO projects, GFOA revised proposal, WSAC-RSN's and a government relations meeting held at SEL. No action taken.

9:35 a.m. - Recess.

10:00 a.m. - Flag Salute.

Present: Kelli Campbell, Bob Reynolds, Roger Daisley, Sally Ousley, Bill Spence and Anthony Kuipers.

D075671A 2. Pledge of Allegiance.

Consent Agenda:

D075671B 3. Motion by Commissioner Largent to accept the consent agenda. Motion **seconded** by Commissioner Kinzer and **carried**.

075673 4. General Claims/Veterans' Relief/Payroll warrants numbered **311344-311373** for **\$284,972.25** and **311497-311609** for **\$1,501,308.69** approved.

075674 5. July 7, 2014 minutes approved.

075675-075684 6. Personnel change orders approved.

075685 7. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the Public Disclosure Commission 2nd quarter lobbying report as presented.

075686 8. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the Sheriff's grant application data form as presented.

075687 9. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to require all employees employed by department heads to attend the November diversity training and strong recommend elected officials attend and send their employees as well; **AND**

Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to require all supervisors who conduct performance evaluations and/or handle employee discipline/grievance issues to attend the September performance management and March 2015 personnel management trainings. It is strong recommended electeds attend and send their employees as well.

075688 9A. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to appoint Dean Cornelison, Phil Meyer, Gary Petrovich and Sherri Aune to the Capital Improvement Planning Committee.

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Correspondence:

D075688A 10. The following correspondence received:

075689 10A. A request for all counties to include their fiscal sustainability initiative on their individual county legislative agenda and to adopt a resolution endorsing the county Fiscal Sustainability Initiative was received from the WSAC Snohomish County Legislative Steering Committee. A resolution will be drafted for consideration August 4th.

075690 10B. A response to the county, City of Pullman and WSU's letter to the Keith Metcalf, Washington State Department of Transportation Regional Administrator regarding SR 276 Corridor right-of-way, Mr. Metcalf said he was in support of transferring the right-of-way to the county and city.

075691 10C. A letter was received from the Washington State Arts Commission regarding the relocation of the Washington Centennial Bell Garden, which includes a bell donated to the Commission by the community of Hay.

075692 10D. Notice of the Almota Inn liquor license due to expire 10/31/14 was received from the Washington State Liquor Control Board.

075693 10E. An executed copy of the 2014 CDBG-PS grant contract #14-65400-016 was received from the Department of Commerce (06/30/15).

07569411. Commissioners' pending list reviewed.

10:10 a.m. - Recess.

10:30 a.m. - Emergency Communications Trailer Bids.

Present: Bill Tensfeld, Roger Daisley, Sally Ousley, Bill Spence and Anthony Kuipers.

075695 12. The following bids were received.

BIDDER	AMOUNT
Farber Specialty Vehicles, Reynoldsburg, Ohio	\$85,545.00 + \$6,672.51/tax = \$92,217.51
Midway Trailers, Inc., Benton, Missouri	\$59,995.00 + \$4,676.61/tax = \$64,674.61
Mirage Enterprises, Inc., Nampa Idaho	\$No Bid
Mohawk Ltd., Chadwicks, New York	\$82,036.00 + \$6,398.80/tax = \$88,434.80
Walters Group, Inc., Napoleon, Ohio	\$67,890.00 + \$4,967.82/tax = \$72,857.82

Staff will review the bids and make a recommendation to the commissioners for award at 2:30 p.m. (A bid arrived via FedEx at 10:58 a.m. from Millennium Trailers, Inc., Indianapolis, Indiana. See item #075706.)

D075695A 13. Removed.

075696 13A. Bob Reynolds spoke with the commissioners regarding the establishment of a Merchant Services account with Columbia Bank for acceptance of debit/credit cards at the Fair. The bank rate would be determined on volume beginning at 2.75%. He noted the Treasurer's office and State Fair use similar systems. There being no objections, Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the Palouse Empire Fair to set up a merchants services account with Columbia Bank with oversight on said account through the Treasurer's office and establish protocols.

10:45 a.m. - Recess.

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

ACTION ITEMS

11:05 a.m. - Bill Wilson Road Name Change Hearing.

Present: Sally Ousley.

07569714. Hearing convened for the proposed Bill Wilson Road name change.

Staff report provided by Mark Storey as follows:

Pursuant to the instruction contained in the resolution upon the above matter adopted by the Board of County Commissioners on the 30th day of June 2014, Mr. Storey examined County Road No. 4440, the Bill Wilson Road and found that no conditions exist for the Road Department to oppose the name change of County Road No. 4440, from Bill Wilson to Bill Willson Road.

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

075698 15. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to adopt the resolution changing the name of Bill Wilson Road to Bill Willson Road.

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the Matter of the Intent to)	
Change the Name of County Road)	
No. 4440, the Bill Wilson Road)	RESOLUTION NO. <u>075698</u>
Located in Sections 2 & 3,)	
Township 16 North, Range 43 East)	FOR NAME CHANGE
and Sections 25, 26, 34 & 35)	
Township 17 North, Range 43 East,)	
W.M. in Whitman County, Washington)	

WHEREAS, the Whitman County Board of County Commissioners declared their intention to change the name of County Road No. 4440, the Bill Wilson Road, on the 30th day of June, 2014.

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 21st day of July, 2014, 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. 4440, the Bill Wilson Road shall be changed to County Road No. 4440, the Bill Willson Road.

DATED at Colfax, Washington, this 21st day of July, 2014.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Arthur D Swannack, Chairman

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ATTEST:

Dean Kinzer, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

11:10 a.m. - Musgrove Road Name Change Hearing.

Present: Sally Ousley.

075699 16. Hearing convened for the proposed Musgrove Road name change.

Staff report provided by Mark Storey as follows:

Pursuant to the instruction contained in the resolution upon the above matter adopted by the Board of County Commissioners on the 30th day of June 2014, Mr. Storey examined County Road No. 8080, the Musgrove Road and found that no conditions exist for the Road Department to oppose the name change of County Road No. 8080, the Musgrove Road to County Road #8080, the Musgrave Road.

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

075700 17. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and it **carried** to adopt the resolution changing the name of Musgrove Road to Musgrave Road.

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the Matter of the Intent to)	
Change the Name of County Road)	RESOLUTION NO. <u>075700</u>
No. 8080, the Musgrove Road)	
Located in Sections 2, 3, 8, 9,)	
10 & 11 Township 15 North,)	
Range 42 East, W.M. in Whitman)	FOR NAME CHANGE
County, Washington)	

WHEREAS, the Whitman County Board of County Commissioners declared their intention to change the name of County Road No. 8080, the Musgrove Road, on the 30th day of June, 2014.

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 21st day of July, 2014, 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. 8080, the Musgrove Road shall be changed to County Road No. 8080, the Musgrave Road.

DATED at Colfax, Washington, this 21st day of July, 2014.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Arthur D Swannack, Chairman

DIVISION UPDATES

Solid Waste Division:

D075702A 20. Brief update on the Waste Transfer building.

Engineering Division:

D075702B 20A. Brief updates on countywide overlays 2 project and WSACE.

11:20 a.m. - Recess.

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

D075702C 21. Approved documents signed.

1:30 p.m. - Reconvene/Board Business Continued/Greater Columbia Behavioral Health (GCBH).

Present: Mike Berney.

075703 22. Mr. Berney briefed the commissioners on the July 3rd GCBH Board meeting.

D075703A 22A. Funding Committee Recommendations:

The GCBH Funding Committee brought a number of recommendations to the Board of Directors.

- Recommendation to distribute "penalty" dollars that have accumulated at the Regional Office. This relates to the last issue of this section as well. "Penalty" dollars will be much reduced after July 1st.
- Recommendation to approve 4 fiscal related policies for GCBH.
- Discussion of the disproportionate State-only funding cut to GCBH. Greater Columbia has 10% of the State's general population but was assigned 29% of the reduction of these funds. It appears that the reduction was assigned in a way not in keeping with the enabling legislation. A motion was offered to have the Chair sign a letter that had been drafted asking for clarification of this issue.
- The Committee reported the Reserve Funds were being rebalanced with the end of the State fiscal year as per contract requirements.

Whitman County voted in favor of all motions passing unanimously.

D075703B 22B. Management Information Services Committee:

In anticipation of Greater Columbia being reviewed by the External Quality Review Organization (EQRO) the Committee reviewed a number of information services related policies and recommended approval of all the reviewed policies by the Board of Directors and reported on the server breach at the Regional Office. Whitman County voted in favor of the motion passing unanimously.

D075703C 22C. Regional Office update:

A request was submitted to authorize the Chair to sign a separate contract with Yakima Valley Farmworkers Clinic for "Roads to Community Living Services". In addition, discussion was held regarding the need for Farmworkers to have a separate contract due to their status as a Federally Qualified Health Clinic. The GCBH Contracts Manager was told by the State to expect a contract amendment with a quick turnaround time prior to the next meeting of the Board of Director's. After some discussion, a motion to authorize the Chair to sign the contract amendments, should they arrive prior to the next Board meeting and if recommended by staff, was offered. Whitman County voted in favor of authorizing the Chair to sign these contracts.

1:45 p.m. - Recess.

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2:00 p.m. - Convened/Board of Health.

Present: Troy Henderson, Michael Baker, Jeff Wilmouth, Chris Skidmore, Chelsea Cannard, Donna Wigen, Pat Black (2:00 p.m.) and Debbie Walker-Labine (2:10 p.m.).

DIVISION UPDATES:

Health Officer:

- 075704 23.** Troy Henderson report:
- Smoke/fire issues statewide
 - Heat safety notices
 - Measles increase in U.S.
 - Possibility of testing inmates for Hep C

Environmental Health (EH):

- 075705 24.** Michael Baker report:
- Distribution of EH newsletter for July
 - Teaming with Emergency Management for all hazard trailer
 - Epidemiology conditions
 - EH staff at Pullman Office

- D075705A 24A.** Chris Skidmore report:
- West Nile vector surveillance
 - Water recreation facilities program; joint state inspections
 - Drinking water and Group B water systems
 - Cross-training in other EH programs

- D075705B 24B.** Jeff Wilmouth report:
- On-site sewage
 - Training at Stevens County
 - Preparing for Department of Licensing testing
 - Solid waste program/complaints

- D075705C 24C.** Chelsea Cannard report:
- Food program/streamlining database/permitting process
 - ServSafe program
 - FDA standardization training
 - Regional Food Safety program meeting

Personal Health:

- D075705D 25.** Debbie Walker-Labine:
- Increase in STD's in Whitman County
 - Training to dispense NARCAN
 - Needle exchange program

Administrative:

- D075705E 26.** Public Health organizational chart received from Director.

Next Meeting/Adjournment:

- D075705F 27.** The next Board of Health meeting is 09/15/14. Meeting adjourned.

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2:30 p.m. - Reconvene/Board Business Continued/Emergency Management Trailer Award.

Present: Bill Tensfeld.

075706 28. In addition to the 4 bids received this morning, Mr. Tensfeld said a 5th bid arrived at 10:58 a.m. All bids were due by 10:30 a.m. Based on bid laws, the Prosecutor determined the late bid could be opened. However, Mr. Tensfeld said the following phrase was included in the bid specification: "Submit early, due to our rural location, mail on the day of bid opening does not get delivered until after 10:30 a.m." The commissioners chose not to open the late bid even at the approval by the Prosecutor. Therefore, Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and it **carried** to award the bid for a 28' Emergency Communications trailer to Midway Trailers, Benton, MO in the amount of \$64,674.61 w/tax.

2:45 p.m. - Recess.

D075706A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, July 22, 2014 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. - Reconvene/Board Business Continued/BOCC Workshop.

Present: Jon Kaino, WCIF and Kelli Campbell.

075707 29-30. Employee medical insurance and WFOA's revised proposal discussed. No action taken.

11:00 a.m. - Recess.

D075707A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in the Auditorium of the Public Service Building Auditorium, Colfax, Washington for **Wednesday, July 23, 2014 at 7:00 p.m.** Chairman Arthur D Swannack, and Michael Largent, Commissioners and Elinor Huber, Recording Clerk attended. Commissioner Kinzer was unavailable.

7:00 p.m. - Reconvene/Board Business Continued/BOCC Workshop (Public Service Building Auditorium).

Present: Guy Williams, Mary Collins, Dave Gibney, Ken Duft, Justine Rupp, Keith Paulson, Jerry Basler, Alan Thomson, Mark Storey, Paul Kimmel, Damon Smith, Karen Bloomfield, Gary Bloomfield, David Bezdieck, Chris Boyd, Mike Boone, Bruce Wickard, Bill Clark and Barbara O'Donnell-Kenoyer.

075708 31. Proposed expansion of the Cluster Residential District discussed. No action taken.

8:40 p.m. - Recess.

D075708A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, July 28, 2014 at 8:30 a.m.** Chairman Arthur D Swannack, Dean Kinzer and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

8:30 a.m. - Reconvene/Board Business Continued/State Entrance Conference-2013 Audit.

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Present: Karen Wilson, Morgan Hendricks, Bob Lothspeich, Lana Cloaninger, Jackie Wines, Bob Reynolds, Eunice Coker, Chris Mathis, Chris Nelson and Michele Beckmann.

075709 32. The State Auditor's office entrance conference for the 2013 audit held.

8:45 a.m. - Recess.

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

D075709A 33. Approved documents signed.

075710 33A. General/Veterans' Relief/Payroll warrants numbered 311612-311640 for \$287,943.30 and 311654-311713 for \$334,997.09.

075711-075718 33B. Personnel change orders.

075718A 33C. The Chairman signed the previously approved contract between Whitman County and James W Elmer Construction Company for the Courthouse ADA project.

D075718B 34. No need for Tuesday, 07/29/14 workshop.

9:00 a.m. - BOCC Workshop.

Present: Denis Tracy, Mark Storey, Chris Nelson and Bob Reynolds.

075719 35. The following items discussed, but no action was taken.

- Parking Lot next to City Hall
- Pullman Tax Sharing
- Courthouse ADA Project
- 2015 CIP Projects
- Financial RFQ
- Cluster workshop
- SAO Training
- Eastern WA Council of Governments
- Martin Hall
- Fiscal Sustainability resolution
- WA State burn ban
- DOE Hydraulic Permits
- O'Donnell Road intersection
- Wanapum Dam
- MRSC President
- Okanogan County fires
- Salary Commission Membership
- Snake River Salmon Recovery Board membership
- CRAB Membership
- Palouse Basin Water Summit
- Indigent Defense contract
- Financial policies
- Whitman/Whitcom liability insurance

075720 36. Tuesday, 07/29/14 workshop cancelled.

11:00 a.m. - Adjournment.

D075720A Commissioner Kinzer **moved** to adjourn the **July 21, 22, 23 and 28, 2014** 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 **August 4, 2014**. The foregoing action made this **28th** day of **July 2014**.

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

MARIBETH BECKER, CMC
Clerk of the Board

ARTHUR D SWANNACK, CHAIRMAN
Board of County Commissioners