

078020 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, August 1, 2016 at 9:00 a.m.** Chairman Michael Largent, Arthur D Swannack and Dean Kinzer, 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 and Kelli Campbell.

078021 1. The following items were discussed but no action was taken.

- Auditor's Advertising
- Budget Amendment #1
- Fair Overdrafts
- Mental Health Court
- Health Dept. Staffing
- Martin Hall Bed Fees
- Pullman By-Pass
- Sand Road Contracts
- PWD Maps/Whitcom
- Bank Reconciliation/New World

9:30 a.m. - Reconvene/Board Business Continued/Executive Session.

Present: Mel Taylor.

078022 2. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to go into executive session with the above individual until 10:00 a.m. in accordance with RCW 42.30.110(1)(b and c) for matters related to real estate.

9:50 a.m. - Return to Open Session/Recess.

10:15 a.m. - Flag Salute.

Present: Paul Spencer, Kara McMurray and Chelsea Embree.

D078022A 3. Pledge of Allegiance.

Consent Agenda:

D078022B 3A. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to amend the agenda adding #20A-Sand Road contract under the Public Works Department and amend the agenda for tomorrow adding #24A-budget amendment #1 decision at 10:45 a.m.

D078022C 4. Motion by Commissioner Swannack to accept the consent agenda as amended. Motion **seconded** by Commissioner Kinzer and **carried**.

078023 5. General Claims/Veterans' Relief/Payroll warrants numbered **324442-324521** for **\$259,614.95** approved.

078024 6. July 18, 2016 minutes approved.

078025-078031 7. Personnel change orders approved.

078032 8. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to sign the Department of Commerce Grant Contract #16-93209-235 for McKinstry Phase II and III.

078033 9. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the 2016-2017 subrecipient agreement between Whitman County and Whitman County Community Action Center.

CORRESPONDENCE:

D078035A 12. The following correspondence was received:

078036 12A. Notice of the 10/31/16 liquor license expiration for Almota Inn at Boyer Park and Marina, Colfax, WA was received from the Washington State Liquor and Cannabis Board.

078037 12B. Notice of the 12/31/16 marijuana license expirations for Interstate 502, Inc., Pullman, WA, Pablo & Co., LLC, Pullman, WA, Squires Forest, LLC, Rosalia, WA and Northwest Finest, LLC, St. John, WA was received from the Washington State Liquor and Cannabis Board.

078038 12C. Approval for the change in corporate officers and/or stock ownership was approved by the Washington State Liquor and Cannabis Board for Interstate 502, Inc., Pullman, WA.

078039 12D. Approval of a marijuana license thru 12/31/16 for Etta's Herbals, Inc., Pullman, WA was received from the Washington State Liquor and Cannabis Board.

078040 13. Commissioners' pending list reviewed.

10:20 a.m. - Recess

10:30 a.m. - 2016 Whitman County Budget Amendment #1.

Present: Gary Petrovich, Paul Spencer, Kara McMurray and Chelsea Embree.

078034 10. The regular meeting was recessed and the hearing convened for the 2016 Whitman County budget amendment #1. The hearing was recessed pending arrival of the Auditor.

10:50 a.m. - Eunice Coker.

The hearing was reconvened. The Auditor presented and reviewed the proposed amendment.

Current Expense Funds	Additional Expenses	\$ 390,664
Non-Current Expense Funds		
Domestic Violence	Additional Revenue/Expenses	\$ 300
Commissioners Special Revenue	Reduction--Revenue/Expenses	\$ 5,000
Debt Service	Additional Revenue/Expenses	\$ 86,445
Capital Projects	Additional Revenue/Expenses	\$1,968,951
Capital Projects-Outside	Additional Revenue/Expenses	\$1,968,951

Commissioner Swannack noted an error with regards to the Coroner's request. He also asked about an amendment for the Auditor returning funds not used for a Financial Assistant for the first 6 months of 2016. The Auditor stated that information had not been relayed to her. She did say there will be New World training for staff that may have to be included in budget amendment #2 if she is unable to absorb the cost.

The hearing was opened to public comment. There being none, the hearing was adjourned and the regular meeting reconvened.

078035 11. The Auditor will make any necessary corrections to the amendment and double check for any requests inadvertently omitted for the Board's consideration tomorrow at 10:45 a.m.

11:00 a.m. - Public Works.

Present: Mark Storey, Dean Cornelison, Marc LaVanway, Alan Thomson, Paul Spencer, Barbara O'Donnell, Garth Meyer and 3 bidders.

078041 13A. The following Public Works related issues discussed/approved:

ACTION ITEMS:

078042 14. The following bids were received for 2016 seal coating.

BIDDER	AMOUNT
Central Washington Asphalt, Inc., Moses Lake, WA	\$1,717,171.71 basis of award
Granite Construction Company, Pasco, WA	\$1,658,999.99 basis of award
POE Asphalt Paving, Inc., Lewiston, ID	\$1,456,104.94 basis of award

The commissioners will make an award today at 2:00 p.m. if state approval is received, otherwise, the award will take place tomorrow at 10:30 a.m.

078043 15. The regular meeting was recessed and the hearing convened by the Chairman for the 6-Year Transportation Improvement Program (2017-2022).

Staff report provided by Mark Storey proposing 13 projects for 2017-2022. He noted details of the project were previously discussed at a workshop with the Board.

The hearing was opened to public comment. There being none the hearing was adjourned and the regular meeting reconvened.

078044 16. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the resolution approving the 6-Year Road program for 2017-2022.

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the Matter of the Six Year)	
Transportation Improvement)	RESOLUTION No. <u>078044</u>
Program (2017-2022))	

WHEREAS, the Public Hearing was held on the 1st day of August, 2016; and

WHEREAS, Notice of the Public Hearing was published according to law and all present wishing to speak for or against said program have been heard; and

WHEREAS, the County Engineer's Bridge Condition Report and the Road Priority Arrays were available to the Board of County Commissioners and were consulted during the preparation of the program in accordance with WAC 136-14-050 and WAC 136-20-060.

IT IS HEREBY RESOLVED that the attached Six Year Transportation Improvement Program be adopted as presented.

DATED this 1st day of August, 2016.

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. Misc. Construction/Small Road and Bridges Projects
- 2. Edmondson Bridge
- 3. Countywide Signing/Clear Zone Improvements
- 4. Steptoe Canyon #2 Bridge
- 5. Almota Road MP 7.96-11.56
- 6. Countywide Surfacing 2017

- 7. Farmington Road Overlay
- 8. Almota Road MP 5.82-7.96
- 9. Warner Road Overlay
- 10. Country Club Road
- 11. Hume Road
- 12. Pullman Airport Road
- 13. Lamont/Hardy Roads

078045 **17.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the publishing of a notice to set a public hearing on the Whitman County 2016 Road Program for August 15, 2016 at 11:00 a.m. authorize a notice of hearing for revisions to the 2016 Road Program.

078046 **18.** The formal transmittal for County Code revisions to Whitman County Title 19 was received from Alan Thomson.

D078047A **18A.** Commissioner Swannack **moved** Commissioner Kinzer **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, 19.03, 19.15, 19.16, 19.20, 19.30 and 19.31) as stated in the unofficial transmittal to be held in this room at 11:15 a.m. on August 15, 2016.

078047 **19.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to set a public hearing on amending the Whitman County Zoning Ordinance on August 15, 2016 at 11:15 a.m.

078048 **20.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the resolution to initiate the NBI Bridge Rating project.

RESOLUTION NO. 078048
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the matter of initiating NBI Bridge Rating, a county road bridge project, designated as Project No. XFB1600.

IT IS HEREBY RESOLVED that a planning project for the load rating of Whitman County's Bridges be established.

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.

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	\$353,400.00

This project was included in the official adopted annual road program as Item No. 6.

BOCC MINUTES-08/01/16

IT IS FURTHER RESOLVED that the construction is to be accomplished by contract in accordance with RCW 36.77.020 et. seq.

ESTIMATED date of commencing work: September 1, 2016

ESTIMATED date of completing work: December 31, 2017

ADOPTED this 1st day of August, 2016.

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

078049 20A. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the signing of the Sand Road contracts.

DIVISION UPDATES:

D078049A 21. The following division updates provided by Public Works staff.

Maintenance Division:

D078049B 21A. Mr. Storey mentioned the status of various maintenance and road projects using county forces.

Solid Waste Division:

D078049C 21B. The Director advised the commissioners that the faulty crane bolts at the Transfer Station have been replaced and the facility is back up and running.

D078049D 21C. Mr. Storey briefed the Board on the Effluent waste water contact water project at the Transfer Station. All design work has been documented and completed. The CH2M Hill consultant that was working on this project left the firm. Therefore, Mr. Storey is in the process of selecting another consultant.

Engineering Division:

D078049E 21D. The Department continues to work on removal of the Winona building.

D078049F 21E. The federally funded Safety project grant via the County Road Administration Board is almost ready for state review prior to calling for bids.

Planning Division:

D078049G 21F. Staffing for the Planning Department discussed.

D078049H 21G. Mr. Thomson indicated the 30-day review period by the Department of Ecology (DOE) for the County's Shoreline Master Program (SMP) has now ended. The consultant has responded to some of the comments received. Once all responses are satisfactory to the parties and DOE, the SMP can be finalized.

D078049I 21H. Mr. Thomson talked about the last VSP meeting.

BOCC MINUTES-08/01/16

D078049J 21I. Mr. Thomson requested a joint meeting of the commissioners and Planning Commission. The date of September 14th at 6 p.m. in the Commissioners' Chambers was reserved for that purpose.

D078049K 21J. Mr. Storey advised the commissioners that the County Comprehensive Plan needs to be updated and budgeting for a consultant to aid in this process will be necessary.

D078049L 22. Approved documents signed.

D078049M 23. According to Mr. Storey, the 2:00 p.m. tentatively scheduled seal coating bid award will not occur today.

11:40 a.m. - Recess.

D078049N THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, August 2, 2016 at 10:30 a.m.** Chairman Michael Largent, Arthur D Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

10:30 a.m. - Reconvene/Board Business Continued.

Present: Mark Storey and Gary Petrovich.

078050 24. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** award the bid for the 2016 seal coating project to POE Asphalt Paving, Inc. in the amount of \$1,456,104.94.

10:45 a.m. - Eunice Coker, Gary Petrovich and Pete Martin.

078051 24A. Budget amendment #1 continued. The Auditor presented revised figures for the proposed amendment of \$361,344 for Current Expense.

Current Expense Funds	Additional Expenses	\$ 361,344
Non-Current Expense Funds		
Paths & Trails	Additional Revenue/Expenses	\$ 45,000
Domestic Violence	Additional Revenue/Expenses	\$ 300
Commissioners Special Revenue	Reduction--Revenue/Expenses	\$ 5,000
Debt Service	Additional Revenue/Expenses	\$ 86,446
Capital Projects-Outside	Additional Revenue/Expenses	\$1,968,951

An error within the General Government fund as it pertains to sales tax distribution was inadvertently omitted from the expenditures portion of the budget.

Pete Martin explained the Coroner's amendment request due to 2015 expenses rolled over to 2016, employee wages and benefits and administrative costs.

Commissioner Swannack said sales tax and fines and penalties are increased revenue areas that could be used to offset expenses.

Various suggestions discussed to offset Current Expense.

The Board felt additional information was needed before they could make a decision. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to delay a decision on budget amendment #1 until Monday, August 8th at 11 a.m.

11:20 a.m. - Recess.

D078051A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, August 8, 2016 at 9:00 a.m.** Chairman Michael Largent, Arthur D Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

D078051B 25. Approved consent agenda items signed.

078052-078053 26. General/Veterans' Relief/Payroll warrants numbered **324527-324624** for **\$97,397.92**.

D078053A 27. No personnel change orders.

9:05 a.m. - Board Business Continued/Executive Session.

Present: Dan LeBeau, Mark Storey, Gary Petrovich, Evon Jones, Bob Reynolds and Kelli Campbell.

078054 27A. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to go into executive session with the above individuals until 9:15 a.m. in accordance with RCW 42.30.110(1)(i) for matters related to pending or potential litigation.

9:15 a.m. - Return to Open Session.

9:15 a.m. - BOCC Workshop.

Present: Gary Petrovich, Mark Storey, Evon Jones, Bob Reynolds, Kelli Campbell and Troy Henderson.

078855 28. The following items were discussed but no action was taken.

- Steptoe Butte Support Letter
- Budget Amendment #1
- Financial Reconciliation
- Fairgrounds Septic System
- 2017 Budget

9:45 a.m. - Recess.

10:05 a.m. - Reconvene/Board Business Continued/2015 State Auditor's Office Audit.

Present: Debbie Pennick, Morgan Hendricks, Eunice Coker, Kelli Campbell, Michele Beckmann, Evon Jones, Mark Storey, Glenda Scheideman, Chris Nelson, Robin Cocking, Bob Reynolds, Melissa Leinweber, Lana Cloaninger, Gary Petrovich, Deborah Parent, Joe Reynolds and Robin Jones.

078056 29. The State Auditor's Office entrance conference conducted for the 2015 Whitman County audit. The audit will include the accountability, financial and federal areas.

10:20 a.m. - Present: Eunice Coker, Deborah Parent, Gary Petrovich, Kara McMurray, and Josh Babcock.

D078056A 29A. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to amend the current agenda by including 1) budget amendment #1, 2) hiring external legal support (Esser & Sandberg), 3) the Fairgrounds holding tank issue and the 4) the State Auditor's Office Engagement letter.

078057 29B. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the Chairman signing the external legal agreement with Esser & Sandberg.

058057A 29C. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to declare an emergency necessary for the repair of the septic system at the Posse Barn (Fairgrounds) and to sign a resolution when available.

078058 29D. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the Chairman to sign the State Auditor's Office engagement letter (for the 2015 audit).

078059 29E. Budget amendment #1 was again before the Board. Various suggestions to balance the amendment were discussed. It was recommended this could be achieved by using \$199,000 from the revised Public Works transfers-in (insurance and indirect cost) to Current Expense, \$76,000 in additional sales tax and \$75,000 from operating reserve.

10:55 a.m. - Troy Henderson.

It was agreed to postpone any decision on budget amendment #1 until August 15th. The Board also concurred not to use non-current expense funds and to send a letter to the department heads and elected officials regarding how we got here, how they intend to respond to amendment requests for the remainder of the year and the fact there is less operating reserves for future amendments.

11:00 a.m. - Adjournment.

D078059A Commissioner Swannack **moved** to adjourn the **August 1, 2, and 8, 2016** meeting. Motion **seconded** by Commissioner Kinzer and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **August 15, 2016**. The foregoing action made this **8th** day of **August 2016**.

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

MARIBETH BECKER, CMC
Clerk of the Board

MICHAEL LARGENT, CHAIRMAN
Board of County Commissioners