

Minutes for August 16th, 2004

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062813 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **August 16, 2004** at **9:00 a.m.** Les Wigen, Chairman, G.R. "Jerry" Finch and Greg Partch, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Kelli Campbell.

062814 1. Items discussed included SIRTI workshop, State Examiner's exit conference discussion, Fair management and personnel and evaluation forms. No action taken.

9:45 a.m. - Recess.

10:00 a.m. - Pledge of Allegiance.

Present: Tammy Lewis.

D062814A 2. Motion by Commissioner Finch to approve the consent agenda with the deletion of #3. Motion **seconded** by Commissioner Partch and **carried**.

062815 3. Claims/Payroll warrants numbered **166233-166376** for **\$219,737.84** approved.

FUND	FUND NAME	AMOUNT
001	Current Expense	80,196.77
102	Building & Development	1,096.60
103	Countywide Planning	145.88
110	County Roads	62,072.87
117	Boating Safety	561.20
118	Inmate Welfare	136.23
119	Emergency Services	649.66
123	Paths & Trails	5.81
127	Drug Enforcement	546.60
141	Washington Housing SHB 2060	4,487.74
142	Whitcom-911	2,605.22
300	Capital Projects	5,535.13
400	Solid Waste	7,231.88
410	Solid Waste Reserve	434.63
501	Equipment Rental & Revolving	40,910.19
513	Communications Revolving	2,475.64
690	Clearing & Suspense	10,645.79

062816 4. August 9, 2004 minutes approved.

062817 5. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** to approve a resolution calling for a special election on November 2, 2004 for the purpose of submitting to the affected voters the determination of whether or not the City of Palouse shall join and be annexed to the Whitman County Rural Library District.

RESOLUTION NO. 062817

A RESOLUTION OF THE WHITMAN COUNTY COMMISSIONERS CALLING FOR A SPECIAL ELECTION ON NOVEMBER 2, 2004, FOR THE PURPOSE OF SUBMITTING TO THE AFFECTED VOTERS THE DETERMINATION OF WHETHER OR NOT THE CITY OF PALOUSE SHALL JOIN AND BE ANNEXED TO THE WHITMAN COUNTY RURAL LIBRARY DISTRICT.

WHEREAS, the City of Palouse desires to declare its intention to be annexed to the Whitman County Rural Library District; and,

WHEREAS, pursuant to the Revised Code of Washington (RCW) 27.12.360, the process of such annexation is initiated by an ordinance of the City of Palouse council stating the City's intent to join the Whitman County Rural Library District and finding that the public interest will be served thereby; and,

WHEREAS, having reviewed the options for providing library services to the residents of the City of Palouse, the Palouse City Council passed Ordinance No. 799 declaring its intent to join and be annexed to the Whitman County Rural Library District; and,

WHEREAS, the Whitman County Rural Library Board of Trustees voted on July 14, 2004 to accept the City of Palouse's request to seek annexation to the Library District; and,

WHEREAS, RCW 27.12.370 states, "The County legislative authority or authorities shall by resolution call a special election to be held in such city or town at the next date provided in RCW 29.13.010, but not less than forty-five days from the date of the declaration of such finding"

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Whitman County Commissioners:

Section 1. The Whitman County Commissioners hereby call for a special election on November 2, 2004, pursuant to RCW 27.12.370; the Whitman County Auditor shall provide notice of the election as provided in RCW 29.27.080.

Section 2. The Whitman County Auditor shall conduct the election in accordance with general election laws and the Whitman County Canvassing Board shall canvass the election.

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Section 3. No person shall be entitled to vote at this election unless he/she is a qualified elector within the boundaries of the City of Palouse.

Section 4. The proposition to be submitted at the special election shall be in the form of a ballot title as follows:

PROPOSITION

ANNEXATION OF THE CITY OF PALOUSE TO THE WHITMAN COUNTY RURAL LIBRARY DISTRICT

Shall the City of Palouse be annexed to and be part of the Whitman County Rural Library District:

- Yes
- No

Section 5. If a majority of persons voting on the annexation proposition vote in favor of annexation, the City of Palouse shall be annexed to and constitute a part of the Whitman County Rural Library District effective as provided by law.

Section 6. The Clerk of the Board of the Whitman County Commissioners shall forward a copy of this resolution as adopted, to the Whitman County Auditor, Palouse City Council and the Whitman County Rural Library District.

ADOPTED this 16th day of August 2004.

APPROVED AS TO FORM:

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Denis Tracy, County Prosecutor

Les Wigen, Chairman

ATTEST:

Greg Partch, Commissioner

Maribeth Becker, CMC
Clerk of the Board

G. R. Finch, Commissioner

062818 6. Motion by Commissioner Partch **seconded** by Commissioner Finch and **carried** to authorize the Chairman to the sign the 2003 Washington State audit management representation letter.

062818A 7. A letter was received from the Colfax City Administrator requesting the county's support for the City's "Mill Street TIB"

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application. **Motion** by Commissioner Partch **seconded** by Commissioner Finch and **carried** to approve said letter.

062819 8. An executed copy of WSDOT local agency agreement #LA-4715(2) received for the Looney Bridge.

062820 9. An executed copy of DSHS contract #0463-54368 for Developmental Services working capital advance agreement received.

D062820A 10. Commissioners' pending list reviewed.

10:15 a.m. - Recess.

10:35 a.m. - Community Action Center (CAC) CDBG General Purpose Grant Hearing.

Present: Judy Allen, Dale Miller and Tammy Lewis.

062821 Chairman Wigen opened the public hearing for closeout of the 04/12/99-12/31/03 CDBG General Purpose grant and requested a staff report.

Dale Miller explained CAC originally submitted a proposal to the county for \$460,000 in housing rehabilitation funds. CAC was awarded \$200,000. By leveraging this grant with other fund sources CAC had access to, they were able to rehabilitate 24 houses through the loan program. The additional \$250,000 came from funding sources such as the housing preservation and home repair programs but limited to \$25,000 per home. All repairs were of a basic nature, i.e. electrical, roof, gutters, doors, windows, siding and insulation.

In the midst of this grant process, HUD updated their requirements for lead base paint requiring a full assessment of every house still limiting the home repairs to \$25,000. Repairs to homes under \$25,000 were considered "containment of lead base paint" and home repairs over \$25,000 required "full elimination of all lead base paint".

The 24 houses repaired were located in 11 different communities including Colfax, Endicott, Farmington, Garfield, Malden, Oakesdale, Pullman, Rosalia, St. John, Tekoa and Thornton.

Judy Allen said today's hearing is to close out the second source of funding. She went on to say the loan payments and payoffs have generated program income of \$27,986.69 (\$1,812.67 of principal payments and \$6,174.03 of interest payments). This income has been used to help establish a revolving loan fund to provide rehabilitation loans to low-income residents in sub-standard housing. CAC anticipates a minimum of \$80,000 in future program income. This income will be used to provide housing to low-income residents of Whitman County, with the primary use being to maintain a revolving loan fund.

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The Chairman asked for comments from those in attendance.

Mr. Miller noted the figures presented today represent only the CDBG funds used in rehabilitating the 24 houses.

Commissioner Partch said this is a good program and CAC has done a good job. Both CAC and the contractors have been sensitive to the needs of the homeowners and that is the reason this program has been very successful. When the program first began he was concerned about putting several thousand dollars into a home that might be torn down in 2 years. He thought it best to compare the cost of repairs to the value of the home before any funds were expended.

Mr. Miller interjected the homes are inspected from the ground up. For example, making sure the septic system, foundation, etc. are in good condition so they don't install siding on a house that doesn't have a decent foundation or sewer system. The purpose of this program is to bring a house up to a standard that it will be in good condition for 20-30 years. As such, a tremendous amount of time is required of the technical staff and working with the homeowner.

Ms. Allen added part of the responsibility of the technical staff is to educate the homeowners on how to work with contractors. Some homeowners have never gone through this type of process, which adds an additional element of time to the process.

Mr. Miller said one of the challenges CAC has run into is not only does CAC staff have to be trained in lead base paint, the contractors, if there is lead base paint, have to be fully certified and their workers must be trained in safe work practices. CAC has had to convince even the smaller contractors and their staff to go through the training process. In the future, two CAC staff members will be trained to be trainers and can then train the contractors.

Judy Allen said Dale Miller initiated the first housing rehabilitation loan program in the state and the state approached him for use of his process manual for initiation of loan programs in other counties.

Chairman Wigen adjourned the hearing.

Motion by Commissioner Partch **seconded** by Commissioner Wigen and **carried** to close out the performance report for the CDBG General Purpose grant.

Ms. Allen will revise the cover page of the report for the Chairman's signature.

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

Present: Mark Storey, Mark Bordsen, Alan Thompson, Dan Gladwell and Tammy Lewis.

Action Items:

062822 1. **Motion** by Commissioner Partch **seconded** by Commissioner Finch and **carried** that the Rural Arterial Program prospectus for Almota Road be signed as presented.

062823 2. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** that the Rural Arterial Program prospectus for Zarbach Bridge be signed as presented.

062824 3. **Motion** by Commissioner Partch **seconded** by Commissioner Finch and **carried** that the Rural Arterial Program prospectus for Farband Bridge be signed as presented.

062825 4. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** that the Rural Arterial Program prospectus for Henderson Mill Bridge be signed as presented.

062826 5. **Motion** by Commissioner Partch **seconded** by Commissioner Finch and **carried** that the Rural Arterial Program prospectus for Neel Bridge be signed as presented.

062827 6. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** that the Rural Arterial Program prospectus for McNeilly Bridge be signed as presented.

062828 7. **Motion** by Commissioner Partch **seconded** by Commissioner Finch and **carried** that the Rural Arterial Program prospectus for Four Mile No. 5 Bridge be signed as presented.

062829 8. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** that the contract between Whitman County and A&R Construction for the Looney Bridge project be signed as presented.

062830 9. **Motion** by Commissioner Partch **seconded** by Commissioner Finch and **carried** that the resolution to set minimum sight distance for approaches be signed as presented.

RESOLUTION NO. 062830

BEFORE THE BOARD OF COUNTY COMMISSIONERS of Whitman County, Washington in the matter of "Approaches to County Roads", and "Rules Regarding Construction" pursuant to R.C.W. 36.75.130 and R.C.W. 36.75.140;

WHEREAS, the BOARD has directed the County Engineer to make a recommendation regarding the setting of minimum "sight distance" standards for approaches to County roads,

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AND, WHEREAS, the County Engineer has recommended that the minimum "Sight Distance" be set at 500 feet both directions, as has been the accepted standard in Whitman County for at least 20 years,

IT IS HEREBY RESOLVED that the minimum sight distance for new approaches to County roads be set at 500 feet unless otherwise approved by the County Engineer or Director of Public Works, through a deviation request.

ADOPTED this 16th day of August 2004.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Les Wigen, Chairman

ATTEST:

Greg Partch, Commissioner

Maribeth Becker, CMC
Clerk of the Board

G. R. Finch, Commissioner

Planning Division:

062831 10. The official transmittal of a proposed zone change filed by Jack Streibick rezone Agricultural District land to Cluster Residential District land was received from the Planner. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** to set the decision on amending the Whitman County zoning map for the proposed Streibick rezone changing 20 acres of agricultural district to cluster development to be held in this room at 11 a.m. on August 23rd.

Building Division:

D062831A 11. The Director introduced Dan Gladwell, the new Building Inspector. The commissioners welcomed Mr. Gladwell to the Whitman County family.

Engineering Division:

062832 12. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** to sign the letter to the Idaho Department of Water Resources dropping Whitman County's request for intervention in the Naylor Farms water right permit #87-10022.

D062832A 13. The Looney Bridge preconstruction meeting with A&R Construction is August 18th.

11:30 a.m. - Bev Welch, Finance Director/Information Services Manager.

Present: Joe Reynolds, Eunice Coker, Janet Schmidt, Mike Werner, Kelli Campbell, Chad Connors, Tim Myers, Dane Dunford, Bob Lothspeich, Peggy Wright, Marlynn Markley, Tom Miller and Tammy Lewis.

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The following individuals contacted the Clerk of the Board regarding their absence from today's meeting: Fran Martin.

062833 The July 2004 ending financial report provided by Ms. Welch.

July 2004 Cash Balance - \$1,417,737

July 2003 Cash Balance - \$1,869,236

July 2004 Revenue - \$4,941,955 - 56.25% of budget.

July 2003 Revenue - \$5,135,809 - 61.97% of budget.

July 2004 Expenditures \$5,155,505 - 53.90% of budget.

July 2003 Expenditures \$4,797,535 - 55.86% of budget.

12:00 p.m. - Recess.

1:30 p.m. - Kristie Kirkpatrick, Library Director.

D062833A 1. Ms. Kirkpatrick presented the annual Whitman County Rural Library update. The Library Director noted the following items:

- Thank you expressed to the commissioners for their continued support
- 2003 library service statistics reviewed by the Director
- The Library is committed to remain in 13 communities
- Offering more and more services online
- For 2 years, library staff have been visiting Whitman County school districts teaching teachers and students how to use the Library services on line
- Virtual Reference Service is now on line; grant funds used for staffing, promotion and supplies
- Grant funded Outreach Coordinator is traveling throughout the county teaching Parenting Classes on "Importance of Early Brain Development" and "Child Learning Style Assessments"
- Library continues to partner with the Family Fair in Pullman each year
- Library participates in community celebrations fairs and parades
- The Library's commitment to service and innovation is beginning to gain attention; Washington State Library recently nominated Whitman County as one of the 50 best libraries in the country, this year the Library was honored as the "Web Junction Library of the Month" and was referred to as the "Little Library That Could", staff and programs have been featured at various state and one national conference
- Staff members have presented on the topics of "Collaborative Summer Reading Programs", "Virtual Reference, Marketing and Child and Parent Education" programs
- Two staff members are currently serving on state committees, "Early Learning Initiatives" and "Marketing Initiatives"

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- The Director spoke at the Bill and Melinda Gates Foundation workshop on the topic of "Best Practices for a Rural Library"
- Washington State Library posted Whitman County Library on the American Library Association Website under real success stories
- Cindy Wigen was honored as "Washington State Library Employee of the Year"
- Whitman County Library was selected to host a Russian delegation of librarians in our country learning about best practices for rural libraries
- Membership in the "Friends of the Library" has risen to almost 300
- Friends of the Library book sales total \$2,700
- The Library is a participant in the "National September Project" recognizing September 11th
- This fall 3 nationally renowned popular children's authors are coming to Colfax and will video their promotional tape while here
- "The Palouse Reads One Book" - partnering with State of Idaho, Neill Public Library and WSU and will read the book, "The Sky Fisherman" by Craig Lesley
- Whitman County Library annually hosts the "Tree of Light" ceremony in Colfax
- Low staffing and low funding continues to be an issue
- The Library recently lost a 14-year volunteer to Spokane, Edith Gray, Library will have to replace Ms. Gray with a paid staff position
- A new library is coming to Rosalia built with all volunteer funding and labor; the grand opening will be in the fall
- A new library is making progress in St. John; \$60,000 has been raised and have a donated site
- The City of Palouse is requesting annexation to the Library District
- The Library continues to work with the "Children and Young Families" project funded by the State Library for 2 years; this year the Library joined with the local hospitals and Whitman Medical Center in their \$900,000 grant that funds the Library Educator who travels the county
- No grants expected this year
- Focusing on growing the Library Foundation, Friends of the Library and grants to keep up with requests; the levy rate set by state law at \$.50/\$1,000 assessed valuation is not enough to bring the service level up to what other libraries are able to offer
- This years' annual report included a survey about what the community wants the library to do/direction to proceed in preparation of the Library's 3-5 year strategic planning; 235 responses received

Chairman Wigen complimented the Director for the wonderful job she, the library staff and volunteers are doing.

Commissioner Partch suggested the name of a possible library volunteer.

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He also pointed out that CETC received computers through a State Grange grant for Grange members but they are not being utilized. The Director said she would be thrilled to place the computers in libraries throughout the communities as close to the pertinent granges as possible or placing them in the schools would be another option.

Commissioner Partch also talked about the devastation incurred by the taxing district as a result of I-747. Secretary of State Sam Reed has been very instrumental in funneling money from the State Library to local level libraries. Ms. Kirkpatrick was very appreciative of the grants but commented that the application process does not allow for any input about what is actually needed by the libraries.

Ms. Kirkpatrick said the library is opposed to any unfunded filtering mandate. The library was required to install filters on computers they purchased through a small State Library grant. After 4 months there were only 2 inappropriate hits on these particular computers that a user could have accidentally happened upon. It reaffirms that Whitman County Library does not have a problem with this issue. Commissioner Partch agreed filtering was not necessary in Whitman County and any filtering legislation should not be designed as a "one-size fits all" law. Commissioner Partch agreed to draft a letter regarding a possible unfunded filtering mandate.

In conclusion, the Director said she was always available for library related assistance.

2:10 p.m. - Board Business Continued/BOCC Workshop.

Present: Nancy Kokenge, Kelli Campbell, Susan Nelson and Sharron Cunningham (2:00 p.m.) and Denis Tracy (3:30 p.m.).

D062833B 11. Items discussed included Benefit Port NW medical insurance presentation. No action taken.

3:40 p.m. - Tim Myers, Parks, Fair and Facilities Management.

D062833C 12. Motion by Commissioner Finch **seconded** by Commissioner Partch and **carried** to go into executive session with Mr. Myers until 4:10 p.m. for discussion of personnel issues.

4:10 p.m. - Return to Open Session/BOCC Workshop Continued.

Present: Dane Dunford and Bob Lothspeich.

D062833D 13. Items discussed included state examiner's letter, investment of Public Works funds and the Pullman annexation. No action taken.

5:00 p.m. - Adjournment.

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D062833E Commissioner Partch **moved** to adjourn the **August 16, 2004** meeting. Motion **seconded** by Commissioner Finch and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **August 23, 2004**. The foregoing action made this **16th** day of **August 2004**.

ss/ G.R. FINCH, Commissioner
ss/ GREG PARTCH, Commissioner

MARIBETH BECKER, CMC
Clerk of the Board

LES WIGEN, CHAIRMAN
Board of County Commissioners