

Minutes for August 25th & September 2nd, 2003

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061502 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **August 25, 2003** at **9:00 a.m.** G.R. "Jerry" Finch, Chairman, Greg Partch, and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

061503 1. Items discussed included the joint WSAC/WACO conference registration, travel expenses, and Fairgrounds thistles. No action taken.

9:30 a.m. - Recess.

10:00 a.m. - Board Business Continued/Pledge of Allegiance.

Present: Eunice Coker and Tammy Lewis.

D061503A 2. Motion by Commissioner Wigen to approve the consent agenda. Motion **seconded** by Commissioner Partch and **carried**.

061504 3. Claims/Payroll warrants numbered 152799 and 152802-152898 for **\$151,568.00** approved.

FUND	FUND NAME	AMOUNT
001	Current Expense	57,490.39
104	Developmental Services	29,392.16
110	County Roads	7,539.17
117	Boating Safety	91.82
118	Inmate Welfare	431.92
127	Drug Enforcement	11,700.57
137	Web Site Development	414.00
142	Whitcom-911	25,600.00
400	Solid Waste	4,049.88
501	Equipment Rental & Revolving	14,636.35
510	Photocopier Revolving	221.74

061505 4. August 18, 2003 minutes approved.

061506-061508 5. Personnel board orders approved.

061509 6. The Auditor said a veteran applied for financial assistance from the Indigent Soldiers (Soldiers and Sailor) fund. If approved, the request of \$735.00 would remove the veteran's property from the Treasurer's foreclosure list for the year 2000 delinquent taxes. The veterans post service officer informed the applicant that he would submit the claim for

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the 2000 taxes because it is an imminent situation, but not to expect it in the future.

The Auditor is currently rewriting the county's veteran's relief policy. Each application is the prerogative of the veterans post to request funding, but the Board makes the final decision.

Chairman Finch was in agreement to pay the claim this year but not next year.

Motion by Commissioner Partch **seconded** by Commissioner Wigen to approve the request this year. When the new policy is written, Commissioner Partch said different types of questionable requests, previously authorized by the former Auditor, would be addressed. Motion **carried**.

061510 7. **Motion** by Commissioner Partch **seconded** by Commissioner Wigen and **carried** to sign a resolution revising resolution #061464 pertaining to the Workforce Development Council's definition of "simple majority".

RESOLUTION NO. 061510

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

WHEREAS, the Whitman County Commissioners met in regular session on Monday, August 25, 2003; and,

WHEREAS, Whitman County is a member of the Eastern Washington Partnership Workforce Development Council (WDC); and,

WHEREAS, the Federal Workforce Investment Act (WIA) is locally administered by the WDC; and,

WHEREAS, the WDC meets regularly to oversee, administrate, and implement all aspects of the WIA; and,

WHEREAS, a quorum of members is required to enact decisions by the Regional Board; and,

WHEREAS, the quorum definition has never been officially adopted; and,

WHEREAS, the quorum definition now needs to be officially adopted.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Whitman County Commissioners will recognize for WIA and WDC purposes, that a quorum will be constituted as "a simple majority of the dually appointed county commissioners or their designee in attendance" to the regional WDC.

BE IT FURTHER RESOLVED that this resolution supersedes Whitman County Commissioners' resolution #061464 dated August 11, 2003.

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Dated this 25th day of August 2003.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

G.R. Finch, Chairman

Greg Partch, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Les Wigen, Commissioner

D061510A 8. Commissioners' pending list reviewed.

10:25 a.m. - Recess.

10:30 a.m. - Bill Chipman Palouse Trail Paving.

Present: Roger Marcus, Tim Myers, and Tammy Lewis.

D061510B 1. The following bids were received, opened, and read aloud. Staff will make a recommendation at 1:30 p.m.

Poe Asphalt Co., Inc. \$74,986.59

D061510C 2. Staff provided a brief parks update. Another press release will be issued reminding residents that Kamiak Butte Park is still closed due to extreme dry conditions. The commissioners suggested the press release also be sent forwarded to the WSU Evergreen newspaper.

D061510D 3. Commissioner Partch asked about the possibility of additional firebreaks on Kamiak Butte, but because of the terrain, Mr. Myers said it was not feasible.

D061510E 4. Commissioner Partch also invited Mr. Myers to an upcoming meeting in Palouse regarding the need for radios in agricultural planes using the fire frequency. The City of Palouse has extra radios they may be willing to provide for this purpose. The same type of coordination is being discussed with Latah County.

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

Present: Cindi Lepper and Tammy Lewis.

Action Items:

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061511 1. Cindi Lepper reported on two recycling grants awarded to Rosalia for \$13,500 and Garfield for \$1,500. Whitman County is one of the only counties in the state offering the competitive grants to their cities/towns from the county's Department of Ecology CPG grant. **Motion** by Commissioner Wigen **seconded** by Commissioner Partch and **carried** that the contract between Whitman County and the Town of Rosalia for the Competitive Recycling Grant be signed as presented.

061512 2. **Motion** by Commissioner Partch **seconded** by Commissioner Wigen and **carried** that the contract between Whitman County and Cook Construction for the Colton Shop roof be signed as presented.

D061512A 3. Mr. Storey talked about the lease request from the Department of Natural Resources (DNR). A number of counties sent the proposed lease to the County Road Administration Board (CRAB) who has since completed their review. CRAB returned an email listing a number of reasons why the lease should not be signed. They are also urging counties to return a message to DNR stating why the county is not in favor of entering into a lease agreement. Some of CRAB's points included: indemnification, insurance, waste limits on the easement, county road construction/reconstruction approval by DNR, closure of county roads by DNR, and abandonments. The Engineer will draft a response for the commissioners' review. The commissioners will also raise the issue at the September 8th quad counties meeting where a representative of DNR will be present.

Administration Division:

D061512B 4. The Palouse Basin Aquifer Committee agreement is lacking the signature of one party that they hope to obtain this month after which time, executed copies will be distributed to all parties.

Engineering Division:

D061512C 5. The Engineer shared pictures of the Farmington building before and after demolition.

Planning Division:

D061512D 6. Mr. Storey commented on the upcoming September 4th Board of Adjustment agenda.

Maintenance Division:

D061512E 7. Mr. Storey indicated work would begin on Tensed Road this week and the Johnson Road "S" curve project is progressing. They hope to have traffic traveling on the newly aligned portion of the road by the end of the week.

11:30 a.m. - Tom Miller, Facilities Management.

Present: Tim Myers, Bob Reynolds, and Tammy Lewis.

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061513 1. Two Courthouse HVAC system change orders with SMK Construction Co., Inc. was received from Mr. Miller for thermostats (\$435) lowering ceilings and other miscellaneous work (\$10,077) totaling \$10,512. Another change order is forthcoming for the first floor hallway due to fire rating requirements and the extension of ductwork in the Treasurer's Office.

The new boiler was installed in the jail; the old chiller will remain on the roof of the courthouse to reduce time and costs rather than bringing in crane again to remove it.

Motion by Commissioner Partch **seconded** by Commissioner Wigen and **carried** to authorize the 2 change orders for \$10,512.

According to Mr. Miller, the HVAC project must be extended. Staff training, a punch list, and a walk through by the commissioners with Facilities Management staff will take place after the fair.

Mr. Reynolds indicated Tom Miller is also working with Rick Davis of Avista Utilities on an analysis of savings for the lighting project.

D061513A 2. A general Fair updated provided by Mr. Reynolds.

11:50 a.m. - Recess.

1:30 p.m. - Bill Chipman Palouse Trail Bid Award.

Present: Tim Myers.

Commissioner Partch was excused from the remainder of today's meeting.

061514 1. After reviewing the bid of \$74,986.59 from Poe Asphalt that did meet all bid requirements, Mr. Myers was uncomfortable spending down the Bill Chipman Palouse Trail budget of \$84,000. It would leave a very small balance for the remainder of the year for anything that might come up as well as regular trail maintenance. Therefore, he recommended rejecting the bid, reducing the scope of work, and calling for bids again in the spring.

Motion by Commissioner Wigen **seconded** by Commissioner Finch and **carried** to reject Poe Asphalt Co., Inc.'s bid for paving the Bill Chipman Palouse Trail and calling for bids again in the spring. The commissioners sent a letter to Poe Asphalt stating the same.

2. Letters of appreciation were signed by the Board and forwarded to the below listed individuals and Districts for their assistance with the Kamiak Butte fire on July 15th.

061515 Fire Districts 3, 4, 11, and 12; and,

061516 Agricultural pilots (2) Brock Hill and Dale Schoepflin.

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1:40 p.m. - Recess.

1:50 p.m. - Bev Welch and Travis Anderson, Information Services.

061517 1. Mr. Anderson presented an equipment request for the Commissioners' Office to replace a failing monitor for \$400. This expenditure would be deducted from the Asset Acquisition fund. **Motion** by Commissioner Wigen **seconded** by Commissioner Finch and **carried** to approve the purchase.

D061517A 2. The Director was going to present a contract for the Board's signature between Whitman County and Qwest Communications, but the Prosecutor's court schedule prevented him from reviewing the document before today's meeting.

061518 3. Ms. Welch explained the purpose of a telecommunication equipment card in the amount of \$4,946 plus tax needed to eliminate the fast-busy problem with the county telephone system. This request is in addition to equipment approved last week. **Motion** by Commissioner Wigen **seconded** by Commissioner Finch and **carried** to proceed with the purchase.

2:20 p.m. - Recess.

061519 **THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **September 2, 2003** at **10:00 a.m.** G.R. "Jerry" Finch, Chairman, Greg Partch, and Les Wigen, Commissioners and Maribeth Becker, Clerk of the Board was present.

10:00 a.m. - Reconvene/Pledge of Allegiance/Board Business Continued.

Present: Brett Bosse.

061520 10. Claims/Payroll warrants numbered **152901** and **153008-153109** for **\$247,807.58** approved.

FUND	FUND NAME	AMOUNT
001	Current Expense	57,835.71
102	Building & Development	406.50
103	Countywide Planning	377.89
104	Developmental Services	733.68
110	County Roads	27,415.48
112	Public Facilities Improvement	4,781.20
123	Paths & Trails	779.43
125	Donations & Planned Giving	725.50
132	Auditor's Document Preservation	24.45
135	Prosecutor's Stop Grant	398.81
142	Whitcom-911	12,169.54
320	Cap. Project/Outside Sources (Bond)	4,079.89

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400	Solid Waste	5,984.09
501	Equipment Rental & Revolving	9,246.14
690	Clearing & Suspense	122,849.27

061521-061522 11. Personnel board orders approved.

061523 12. A letter was received from Judy Allen, Director of Community Action Center requesting the county's \$100 sponsorship towards the "Facing the Future" seminar. **Motion** by Commissioner Partch **seconded** by Commissioner Wigen to contribute \$100 towards the seminar. Commissioner Partch thought the seminar is a good thing for Whitman County because it is the only county sponsoring this type of event and many other counties will probably attend. **Motion carried.**

061524 13. The annual management representation letter for the State Auditor's Office was signed by the Chairman and Finance Director, Bev Welch after a **motion** by Commissioner Wigen, **seconded** by Commissioner Partch and **carried.**

061525 14. The Accountability Audit Report for the period January 1-December 31, 2002 was received from the State Auditor's Office.

10:10 a.m. - Recess.

2:30 p.m. - Board Workshop Continued.

Present: Brett Myers, Ron Rockness, and Eunice Coker.

061526 15. Discussion held regarding Sheriff's vehicle purchase. No action taken.

10:30 a.m. - Adjournment.

D061526A Commissioner Partch **moved** to adjourn the **August 25-September 2, 2003** 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 **September 2, 2003.** The foregoing action made this **2nd** day of **September 2003.**

ss/ GREG PARTCH, Commissioner
ss/ LES WIGEN, Commissioner

MARIBETH BECKER, CMC
Clerk of the Board

G.R. FINCH, Chairman
Board of County Commissioners