

078112 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, September 6, 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 and Kelli Campbell.

078113 1. The following items were discussed but no action was taken.

- Jess Ford Possible Rezone
- Kammerzell Open Space Application
- Public Health Emergency Manage. Funds
- Public Health Staffing/Job Descriptions
- Western State Hospital Non-Certification
- Non-Represented Employee Salary Schedule
- Employee Internal Equity
- Dept. Head Staff Reorganization

10:00 a.m. - Recess.

10:30 a.m. - Flag Salute.

Present: Kara McMurray.

D078113A 2. Pledge of Allegiance.

Consent Agenda:

D078113B 3. **Motion** by Commissioner Swannack to accept the consent agenda. Motion **seconded** by Commissioner Kinzer and **carried**.

078114 4. General Claims/Veterans' Relief/Payroll warrants numbered **325021-325067** for **\$699,809.22** approved.

078115 5. August 29, 2016 minutes approved.

078116-078127 6. Personnel change orders approved.

078128 7. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to make Laura Bloomfield the custodian for the Parks and Recreation-Kamiak Butte petty cash fund of \$25.00.

RESOLUTION NO. 078128
OF
THE BOARD OF COUNTY COMMISSIONERS
FOR WHITMAN COUNTY, STATE OF WASHINGTON

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, recognizes the need to change a pre-existing Petty Cash custodian within the Whitman County Parks Department; and,

WHEREAS, the Whitman County Parks Department would like to make Laura Bloomfield the Custodian for the Parks and Recreation - Kamiak Butte Petty Cash; and,

NOW, THEREFORE, BE IT HEREBY RESOLVED AND AUTHORIZED that the Whitman County Parks and Recreation Department's Kamiak Butte Petty Cash fund 001.000.000.111.70.042 shall be \$25.00 and be maintained by Laura Bloomfield.

Done this 6th day of September, 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

078129 **8.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the countywide petty cash/cash accounts resolution as revised.

RESOLUTION NO. 078129
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

WHEREAS, the Board of Whitman County Commissioners met in regular session on the 6th day of **September 2016**; and,

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, recognizes the need and requirement of regulating the various petty cash/cash drawer, petty cash stamp, revolving cash and advance travel accounts in all county funds; and,

WHEREAS, responsibility for the various petty cash/cash drawer, petty cash stamp, revolving cash and advance travel accounts must be entrusted to specific individuals.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the following are the revised petty cash/cash drawer, petty cash stamp, revolving cash and advance travel accounts for Whitman County:

**PETTY CASH/CASH DRAWER, PETTY CASH STAMP,
REVOLVING CASH AND ADVANCE TRAVEL ACCOUNTS**

PETTY CASH/CASH DRAWER ACCOUNTS

FUND #	ACCOUNT #	FUND NAME	CUSTODIAN	AMOUNT
001.000.000	111.70.02	PUBLIC HEALTH – COLFAX – FISCAL PETTY CASH	Troy Henderson	\$70.00
001.000.000	111.70.03	DISTRICT COURT – COLFAX	Marlynn Markley	\$50.00
001.000.000	111.70.04	PARKS & RECREATION – COLFAX OFFICE	Janel Goebel	\$100.00
001.000.000	111.70.05	AUDITOR – COLFAX – AUTO LICENSING	Eunice Coker	\$400.00
001.000.000	111.70.08	FAIR – COLFAX OFFICE	Melissa Leinweber	\$125.00
001.000.000	111.70.09	PROSECUTOR	Kristina Cooper	\$100.00
001.000.000	111.70.13	CLERK	Jill Whelchel	\$100.00
001.000.000	111.70.15	DEVELOPMENTAL SERVICES	Janel Goebel	\$25.00
001.000.000	111.70.22	HUMAN RESOURCES-WELLNESS INCENTIVE	Kelli Campbell	\$3,600.00
001.000.000	111.70.021	PUBLIC HEALTH – COLFAX – FRONT DESK	Cat Hentges	\$140.00
001.000.000	111.70.023	PUBLIC HEALTH – PULLMAN PETTY CASH	Troy Henderson	\$199.00
001.000.000	111.70.024	PUBLIC HEALTH – PULLMAN FRONT DESK	Meghan Johns	\$70.00
001.000.000	111.70.031	DISTRICT COURT - PULLMAN	Virginia Walker	\$50.00
001.000.000	111.70.041	PARKS & RECREATION – KAMIAK BUTTE	Laura Bloomfield	\$25.00
001.000.000	111.70.042	PARKS & RECREATION - WAWAWAI	Dave Mahan	\$25.00
001.000.000	111.70.052	AUDITOR – COLFAX – LEGAL FILING	Eunice Coker	\$100.00

Total Current Expense Petty Cash/Cash Drawer Accounts \$5,179.00

106.240.000	111.70.07	EXTENSION - PUBLICATIONS	Sheri Hatley	\$50.00
110.400.000	111.70.10	PUBLIC WORKS – COUNTY ROAD	Cheryl Holcomb	\$150.00
400.400.000	111.70.17	SOLID WASTE – LANDFILL	Ruth McGillic	\$400.00
999.000.000	111.70.21	TREASURER	Glenda Scheideman	\$900.00

Total Other Funds Petty Cash/Cash Drawer Accounts \$1,500.00

TOTAL ALL PETTY CASH/CASH DRAWER ACCOUNTS \$6,679.00

PETTY CASH STAMP ACCOUNTS

FUND #	ACCOUNT #	FUND NAME	CUSTODIAN	AMOUNT
001.000.000	111.77.03	DISTRICT COURT	Marlynn Markley	\$96.00
001.000.000	111.77.09	PROSECUTOR	Kristina Cooper	\$100.00
Total Current Expense Petty Cash Stamp Accounts				\$196.00

REVOLVING CASH ACCOUNTS

FUND #	ACCOUNT #	FUND NAME	CUSTODIAN	AMOUNT
001.000.000	111.77.01	SHERIFF (718)	Brett Myers	\$400.00
127.140.000	111.77.01	SHERIFF – DRUG TASK FORCE (371)	Brett Myers	\$30,000.00
Total Revolving Cash Accounts				\$30,400.00

ADVANCE TRAVEL ACCOUNTS

FUND #	ACCOUNT #	FUND NAME	CUSTODIAN	AMOUNT
999.000.000	111.74.21	TREASURER-ADVANCE TRAVEL	Lana Cloaninger	\$15,000.00
Total Advance Travel Accounts				\$15,000.00

Total Petty Cash/Cash Drawer Accounts	\$6,679.00
Total Petty Cash Stamp Accounts	\$196.00
Total Revolving Cash Accounts	\$30,400.00
Total Advance Travel Accounts	\$15,000.00
GRAND TOTAL CASH ACCOUNTS	\$52,275.00

Signed this 6th day of September 2016.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

Arthur D Swannack, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Dean Kinzer, Commissioner

CORRESPONDENCE:

D078130A 10. The following correspondence was received:

078131 10A. A letter was received from Attorney Traci Shallbetter regarding the potential Jess Ford rezoned off of Harms Road/SR 195.

0781312 10B. Notice was received from the Department of Commerce stating the county's 2015 CDBG-PS grant audit review of the close out report was found to be in conformance.

078133 10C. An executed copy of DSHS #1563-44671(A) was received for the Developmental Services County Day Program (06/30/17).

078134 11. Commissioners' pending list reviewed.

D078134A 12. Approved documents signed.

10:40 a.m. - Recess.

10:50 a.m. - Reconvened/BOCC Business Continued.

Present: Alan Thomson, Robin Jones, Paul Spencer and Kara McMurray.

078130 9. An application filed by Tom & Cheryl Kammerzell for reclassification of open space property from Farm and Agricultural Open Space to Open Space, Open Space was discussed. The Board received conflicting opinions from the Department of Revenue and an MRSC attorney as to how to proceed. The Department of Revenue recommended the County's Comprehensive Plan needs to first be revised and MRSC feels the Commissioners can act on the reclassification application as presented. The Planner requested the County Prosecutor review the information before the Board makes any decision. Therefore, no action was taken at this time.

11:00 a.m. - Recess.

D078134B THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Wednesday, September 7, 2016 at 8:00 a.m.** Chairman Michael Largent, Arthur D Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

8:00 a.m. - Reconvene/Board Business Continued/BOCC Workshop.

Present: Gary Petrovich, Dave Frazier, Gary Libey and Sonya Goldsby (8:00 a.m.), Doug Robinson and Marlynn Markley (8:30 a.m.), Kelli Campbell (9:00 a.m.), Robin Jones and Laurie Line (9:30 a.m.), Denis Tracy and Kristina Cooper (10:00 a.m.), Pete Martin and Annie Pillers (10:30 a.m.) and Troy Henderson and Pat Black (11:00 a.m.).

078135 13. The following 2017 departmental budgets review but no action was taken.

- Superior Court
- District Court
- Human Resources
- Prosecutor
- Coroner
- Public Health

11:20 a.m. - Recess

BOCC MINUTES-09/06/16

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

Present: Gary Petrovich, Jill Whelchel (1:00 p.m.) and Brett Myers (1:30 p.m.).

078136 14. The following 2017 departmental budgets review but no action was taken.

- County Clerk
- Sheriff

2:30 p.m. - Recess.

D078136A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Thursday, September 8, 2016** at **1:00 p.m.** Chairman Michael Largent, Arthur D Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Gary Petrovich, Tim Myers (1:00 p.m.), Chris Nelson (1:30 p.m.) and Sherri Aune (2:30 p.m.).

078137 15. The following 2017 departmental budgets review but no action was taken.

- Parks/Devel. Svcs.
- Information Technology
- Juvenile Services

3:00 p.m. - Recess.

D078137A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, September 12, 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.

D078137B 16. Approved consent agenda items signed.

078138 17. General/Veterans' Relief/Payroll warrants numbered **325092-325211** for **\$367,328.30**.

078139-078151 18. Personnel change orders.

9:05 a.m. - BOCC Workshop.

Present: Gary Petrovich, Mark Storey and Kelli Campbell.

078152 19. The following items were discussed but no action was taken.

- Eyesore Near Colfax Airport
- Negotiation Email
- Mockonema Road Work
- WDC Representative
- Health Dept. Website
- LSC Meeting Overview
- Sand Road Improvements
- Co.-wide Chip Sealing
- Co.-wide Seal Coating
- Solid Waste Staffing
- Health Dept. Proposal
- Edmondson Bridge Proj.
- PWD Supervisors Mtg.
- Calendar Items
- 2017 Budget
- 10-Year CIP Plan
- Treas. Scan. Software
- Time/Attend. Software
- New Accounting System
- Solid Waste Fees
- Joint Mtg. w/Pullman

10:30 a.m. - Recess.

BOCC MINUTES-09/06/16

D078152A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, September 13, 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/BOCC Workshop.

Present: Jon Kaino, Kelli Campbell (9:00 a.m.), Gary Petrovich, Mark Storey, Evon Jones (10:00 a.m.) and Mark Clinton (11:00 a.m.).

078153-078154 20. The following item/2017 budget reviews were discussed but no action was taken.

- WCIF Update
- Public Works
- Treasurer

12:00 p.m. - Recess.

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

Present: Gary Petrovich, Peggy Wright, Doug Meyer, Jill Pierson, Greg Jones (1:00 p.m.) and Eunice Coker and Sharron Cunningham (1:30 p.m.).

078155 21. The following 2017 budget reviews were discussed but no action was taken.

- Weed Department
- Auditor

2:35 p.m. - Recess.

D078155A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Thursday, September 15, 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/BOCC Workshop.

Present: Gary Petrovich, Maribeth Becker (9:00 a.m.), Janet Schmidt (9:30 a.m.), Bob Reynolds and Melissa Leinweber (10:00 a.m.), Bill Tensfeld (11:00 a.m.).

078156 23. The following 2017 budget reviews were discussed, but no action was taken.

- Commissioners
- Fair/Facilities
- Administrative Svcs.
- Extension
- Emergency Management

12:00 p.m. - Adjournment.

D078157A Commissioner Swannack **moved** to adjourn the **September 6, 7, 8, 12, 13 and 15, 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 **September 19, 2016**. The foregoing action made this **15th** day of **September 2016**.

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

MARIBETH BECKER, CMC
Clerk of the Board

MICHAEL LARGENT, CHAIRMAN
Board of County Commissioners