

Minutes for September 25, 2006

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065916 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **September 25, 2006** at **9:00 a.m.** G.R. Finch, Chairman, 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.

065917 1. Items discussed included employee sharing, medical insurance and Palouse Technology Cluster issues. No action taken.

9:30 a.m. - Recess.

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

Present: Kelli Campbell and Adam Roberts.

D065917A 2. **Motion** by Commissioner Partch to approve the consent agenda. Motion **seconded** by Commissioner Finch and **carried**.

065918 3. Claims/Payroll warrants numbered **195362-195491** for **\$123,620.80** approved.

FUND	FUND NAME	AMOUNT
001	Current Expense	60,681.78
102	Building & Development	46.13
103	Countywide Planning	396.13
104	Developmental Services	33,598.35
110	County Roads	4,750.69
111	CETC Building	426.46
118	Inmate Welfare	102.09
123	Paths & Trails	287.44
125	Donations & Planned Giving	672.67
127	Drug Enforcement-Quad City	404.49
300	Capital Projects General-300.010.000	237.17
400	Solid Waste	8,357.14
410	Solid Waste Reserve	2.13
501	Equipment Rental & Revolving	8,653.91
511	Unemployment Insurance	564.93
513	Communications Revolving	2,639.29

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065919 4. September 18, 2006 minutes approved.

065920-065922 5. Personnel board orders approved.

065923 6. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to accept the Human Resources Director's recommendation to sign the 2007 WCIF employer benefit choice form as completed.

065924 7. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to accept the recommendation of the Human Resources Director and approve the 2007 2-tier (employee only and family rate (any employee plus one or more dependents)) medical premium structure.

065925 8. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to approve adding back the Value PPO medical plan for non-represented coverage.

10:05 a.m. - Bob Reynolds.

065926 9. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to approve the Human Resources Director recommendation to establish a \$615.00 employer paid cap for medical insurance for non-represented employees.

065927 10. A request for a visa card was received from the Director of Emergency Management with a \$5,000 credit limit. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to allow the Chairman to sign a letter authorizing the request.

065928 11. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to sign an agreement with the Department of Corrections for the DOC provided litter work crew van.

065929 12. With respect to the LaserFiche document preservation system, Adam Roberts explained Public Health will pay a portion of the costs using grant funds and the Document Preservation fund will pay the remainder. No bidding is required due to the interlocal agency purchasing agreement Whitman County has with King County. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to approve awarding a quote to LaserFiche (VPCI) for document preservation software/hardware in the amount of \$61,903.68 plus tax. The proposed installation date is October 31st.

065930 13. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** authorize the purchase of a server and 2 workstations for the LaserFiche system in the amount of \$10,436.67 plus tax to be paid with document preservation funds.

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065930A 14. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to approve the VPCI purchase agreement as presented.

065931 15. A request for a grant letter of support was received from the Port of Whitman County for their proposed technology-based cluster. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to sign and forward a letter of support to the Port.

065932 16. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to sign an application data form for the Prosecutor's CTED Victim/Witness grant funds in the amount of \$18,256.

065933 17. Information pertaining to Public Hospital District No. 1-A, Commissioner Position No. 1 was received from Kelly Brown of Irwin, Myklebust, Savage & Brown, P.S.

18. Letters were received from the Department of Community, Trade and Economic Development regarding closeout of the following Community Action Center CDBG grants:

065934 Contract #1-96-745-021
065935 Contract #F-99-74099-015
065936 Contract #01-64021-038
065937 Contract #03-64003-014
065938 Contract #04-64004-014

065939 19. A copy of the response sent to Tom Barlass regarding the August 23rd Palouse River fire was received from Emergency Management Director Fran Martin.

D065939A 20. Commissioners' pending list reviewed.

10:25 a.m. - Bob Reynolds, Fair/Facilities Management Director.

Present: Think Nguyen.

065939B 1. Information was presented concerning emergency repairs to half of the Harrison Building roof for \$7,769.46. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to approve the emergency request. The Director indicated he has submitted a request for a budget amendment to cover this cost.

D065939C 2. Mr. Reynolds went on to review pending items within the Fair/Facilities Management departments.

10:30 a.m. - Whitman County Code Title 2 Hearing.

Present: Think Nguyen and Ryan Bentley.

065940 Chairman Finch reconvened the public hearing and the proposed revisions were reviewed. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** recess the hearing to October 2nd at 9:45 a.m.

11:00 a.m. - Kirk Suess of Steptoe.

Present: Joe Henderson Don Deen, Thinh Nguyen and Ryan Bentley.

D065940A Mr. Suess provided the commissioners suggestions and other comments concerning rural residential development.

11:15 a.m. - Dane Dunford, Public Works Director.

Present: Mark Storey.

ACTION ITEMS

Building Division:

065942 1. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** that the resolution to increase the Building Department fees be signed as presented. (Fees had not been adjusted for 10 years. New fees effective 01/01/07.)

RESOLUTION NO. 065942

BEFORE THE BOARD OF COUNTY COMMISSIONERS of Whitman County, Washington in the matter of Adoption of a new Building Department Fee Schedule to be effective January 1, 2007.

WHEREAS, the BOARD has adopted and implemented the 2003 International Building Code, effective July 1, 2004,

AND, WHEREAS, the International Building Code states in Section 108.2 that a fee for each permit shall be paid as required in accordance with the schedule as established by the applicable governing authority;

IT IS HEREBY RESOLVED that Whitman County accepts and adopts the attached Building Department Fee Schedule effective January 1, 2007.

ADOPTED this 25th of September 2006.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

G.R. Finch, Chairman

ATTEST:

Greg Partch, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Les Wigen, Commissioner

BUILDING DEPARTMENT PROPOSED FEES

Building Department rates have not changed since 1997. Over the past nine years, costs have risen in every area, making an increase in fees not only inevitable, but also a logical conclusion. The following fee structure increase is what the Public Works Director believes is necessary to sustain the operations of the Building Department.

Item #1: Construction permit		Current Rate	Proposed Rate
		per sq. ft. + 5.6 per \$1,000 over \$100,000 valuation	per sq. ft. + 6.6 per \$1,000 over \$100,000 valuation
Dwelling	1500 sq. ft.	\$65.28	\$85.00
Semi-Fin. Bsmt.	1500 sq. ft.	\$19.50	\$35.00
Garage	800 sq. ft.	\$23.57	\$40.00
Deck	0	\$10.00	\$15.00
3,800 sq. ft. home		\$2,064.73	\$2,859.37
Planning Dept. Fee – 16%			\$457.50
State Fee		\$4.50	\$4.50
Total Permit Fee		\$2,069.23	\$3,321.37

Item #2: General building permit	Current Min.	Proposed Min.
	Permit Fee	Permit Fee
	\$40.00	\$75.00

Item #3: Permit for Pole Bldg., Deck, Porch	Current Rate	Proposed Rate
	per sq. ft. Pole Bldg, Deck, Porch \$10.00	per sq. ft. Pole Bldg, Deck, Porch \$15.00

Item #4: Fee for Demo., Re-roof, Re-side, Windows	Current Flat Fee	Proposed Flat Fee
Demolition	\$40.00	\$75.00
Re-Roofing	\$40.00	\$75.00
Re-Siding	\$40.00	\$75.00
Windows	\$40.00	\$75.00

Item #5: Fee for Mobile Home Installation	Current Flat Fee	Proposed Flat Fee
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	\$125.00	\$300.00
Doublewide	\$150.00	\$300.00
Triplewide	\$175.00	\$300.00

Item #6: Plumbing Permit Fees **Current-See Schedule** **Proposed-See Schedule**

Item #7: Mechanical Permit Fees **Current-See Schedule** **Proposed-See Schedule**

BUILDING PERMIT FEE SCHEDULE
Effective January 1, 2007

All Residential Construction shall be based on the following:

Dwelling	\$85.00 per sq. ft. valuation
Semi-Finished Basement	\$35.00 per sq. ft. valuation
Garages	\$40.00 per sq. ft. valuation
Pole Building's, Decks, Porches	\$15.00 per sq. ft. valuation

- ADD \$4.50 State Building Code Fee
- ADD 65% Plan Review Fee if plans are required
- ADD 16% Planning Department review

Minimum permit fee is \$75.00

Work under \$500 valuation does not require a permit but still must comply with the applicable codes.

VALUATION	FEE	VALUATION	FEE	VALUATION	FEE
\$ 800	\$ 75.00	28,000	\$ 421.55	\$ 66,000	\$ 755.75
900	75.00	29,000	431.65	67,000	762.75
1,000	75.00	30,000	441.75	68,000	769.75
1,100	75.00	31,000	451.85	69,000	776.75
1,200	75.00	32,000	461.95	70,000	783.75
1,300	75.00	33,000	472.05	71,000	790.75
1,400	75.00	34,000	482.15	72,000	797.75
1,500	75.00	35,000	492.25	73,000	804.75
1,600	75.00	36,000	502.35	74,000	811.75
1,700	75.00	37,000	512.45	75,000	818.75
1,800	75.00	38,000	522.55	76,000	825.75
1,900	75.00	39,000	532.65	77,000	832.75
2,000	75.00	40,000	542.75	78,000	839.75
3,000	85.00	41,000	552.85	79,000	846.75
4,000	97.25	42,000	562.95	80,000	853.75
5,000	111.25	43,000	573.05	81,000	860.75
6,000	125.25	44,000	583.15	82,000	867.75
7,000	139.25	45,000	593.25	83,000	874.75
8,000	153.25	46,000	603.35	84,000	881.75
9,000	167.25	47,000	613.45	85,000	888.75
10,000	181.25	48,000	623.55	86,000	895.75
11,000	195.25	49,000	633.65	87,000	902.75
12,000	209.25	50,000	643.75	88,000	909.75
13,000	223.25	51,000	650.75	89,000	916.75
14,000	237.25	52,000	657.75	90,000	923.75
15,000	251.25	53,000	664.75	91,000	930.75
16,000	265.25	54,000	671.75	92,000	937.75
17,000	279.25	55,000	678.75	93,000	944.75

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18,000	293.25	56,000	685.75	94,000	951.75
19,000	307.25	57,000	692.75	95,000	958.75
20,000	321.25	58,000	699.75	96,000	965.75
21,000	335.25	59,000	706.75	97,000	972.75
22,000	349.25	60,000	713.75	98,000	979.75
23,000	363.25	61,000	720.75	99,000	986.75
24,000	377.25	62,000	730.55	100,000	993.75
25,000	391.25	63,000	734.75		
26,000	401.35	64,000	741.75		100,000-500,000 - 993.75
27,000	411.45	65,000	748.75		plus \$6.60 for every 1,000 over 100,000.

Flat Fee:

Demolition	\$ 75.00	Singlewide	\$300.00
Re-Roofing	\$ 75.00	Doublewide	\$300.00
Re-Siding	\$ 75.00	Triplewide	\$300.00
Windows	\$ 75.00		

Mechanical, Plumbing and Mobile Home Permits Only: Do not charge State Fee of \$4.50 Title Elimination for Mobile Homes = \$75.00/per hour - 2 hour minimum

MECHANICAL PERMIT FEES

Permit Issuance and Heaters	Fee
1. For the issuance of each mechanical permit	30.00
2. For issuing each supplemental permit for which the original permit has not expired, been canceled or finalized	10.00
Unit Fee Schedule (The following do not include permit-issuing fee)	
1. Furnaces: For the installation or relocation of each forced-air or gravity type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3kW). For the installation or relocation of each forced-air or gravity type furnace or burner, including ducts and vents attached to such appliance, over 100,000 Btu/h (29.3kW). For the installation or relocation of each floor furnace, including vent For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater.	15.00 20.00 15.00 15.00
2. Appliance Vents: For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	10.00
3. Repairs or Additions: For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code	15.00
4. Boilers, Compressor and Absorption Systems For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6kW), or each absorption system to and including 100,000 Btu/h (29.3kW) For the installation or relocation of each boiler or compressor over 3 horsepower (10.6kW), to and including 15 horsepower (52.7kW), or each absorption system over 100,000 Btu/h (29.3kW) to and including 500,000 Btu/h (146.6kW) For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6kW) to and including 1,000,000 Btu/h (293.1 kW) For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW). For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW) or each absorption system over 1,750,000 Btu/h (512.9 kW)	15.00 30.00 40.00 40.00 40.00
5. Air Handlers: For each air-handling unit to and including 10,000 cubic feet per min. (cfm) (4719 L/s), including ducts attached thereto. Note: This fee does not apply to an air-handling unit which is a portion of a factory-	

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assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code. For each air-handling unit over 10,000 cfm (4719 L/s)	15.00 20.00
6. Evaporative Coolers: For each evaporative cooler other than portable type	15.00
7. Ventilation and Exhaust: For each ventilation fan connected to a single duct. For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit. For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood.	10.00 15.00 15.00
8. Incinerators For the installation or relocation of each domestic-type incinerator. For the installation or relocation of each commercial or industrial type incinerator.	20.00 20.00
9. Miscellaneous For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the table.	15.00
Other Inspections and Fees: 1. Inspections outside of normal business hours, per hour (minimum charge-two hours). 2. Re-inspection fees assessed under provisions of Section 116.6 per inspection. 3. Inspections for which no fee is specifically indicated, per hour (minimum charge-1/2 hour). 4. Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed (minimum charge-1/2 hour).	60.00/hr.* 60.00/hr.* 60.00/hr.* 60.00/hr.*

*or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

PLUMBING PERMIT FEES

Permit Issuance	Fee
1. For issuing each permit	\$20.00
2. For issuing each supplemental permit	10.00
Unit Fee Schedule (in addition to items 1 & 2 above)	
1. For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection therefore)	10.00
2. For each building sewer and each trailer park sewer	15.00
3. Rainwater systems – per drain (inside building)	10.00
4. For each cesspool (where permitted)	25.00
5. For each water heater and/or vent	40.00
6. For each water heater and/or vent	10.00
7. For each gas-piping system of one to five outlets	10.00
8. For each additional gas piping system outlet, per outlet	1.00
9. For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps	7.00
10. For each installation, alteration or repair of water piping and/or water treating equipment, each	10.00
11. For each repair or alteration of drainage or vent piping, each fixture	10.00
12. For each lawn sprinkler system on any one meter including backflow protection devices therefore	10.00
13. For atmospheric-type vacuum breakers not included in item 12: 1 to 5 over 5, each	5.00 1.00
14. For reach backflow protective device other than atmospheric type vacuum breakers: 2 in. (51mm) diameter and smaller over 2 inch (51 mm) diameter	10.00 15.00
15. For each gray water system	50.00
16. For initial installation and testing for a reclaimed water system	50.00

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17. For each annual cross-connection testing of a reclaimed water system (excluding initial test)	30.00
18. For each medical gas piping system serving one to five inlets/outlets for a specific gas	50.00
19. For each additional medical gas inlet/outlet	5.00
Other Inspections and Fees	
1. Inspections outside of normal business hours	60.00/hr*
2. Re-inspection fee	60.00/hr*
3. Inspections for which no fee is specifically indicated	60.00/hr*
4. Additional plan review required by changes, additions or revisions to approved plans (minimum charge - one-half hour)	60.00/hr*

*Per hour for each hour worked or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of all the employees involved.

Planning Division:

065943 2. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** that the resolution to increase the Planning Department fees be signed as presented. (Fees had not been adjusted since 1999. New fees effective 01/01/07.)

RESOLUTION NO. 065943

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS of Whitman County, Washington, in the matter of revising a fee schedule for Whitman County Planning services.

WHEREAS, it is proposed that fees be calculated for services in accordance with actual expenses, calculated as staff labor cost (+ benefits and overhead) + notice costs + mileage costs + map fund fees and,

WHEREAS, the Board of County Commissioners feels that it is important to set maximum fees to the residents for planning services,

THEREFORE, IT IS HEREBY RESOLVED that these fees shall be set according to the fee schedule attached, and labeled as the Whitman County Planning Department Fee Schedule effective January 1, 2007.

ADOPTED this 25th day of September 2006

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

PLANNING DEPARTMENT FEE SCHEDULE

Minimum fee/deposit; if actual costs are greater than minimum, applicant will be billed for costs greater than deposit up to permit maximum.

Deposit and Minimum Fee:

- \$150 Boundary Line Adjustment.
- \$150 Certificate of Zoning Compliance - \$500 maximum.
- \$ 75 Rural Residential Site Review
- \$300 Conditional Use (non-PMC) - \$800 maximum.
- \$400 Conditional Use PMC - \$1,500 maximum.
- \$ 75 Farmer's Affidavit.
- \$500 Final Plat - \$1,500 maximum.
- \$ 75 Flood Plain Development Permit - \$200 maximum.
- \$500 PRD - \$1,500 maximum.
- \$500 Preliminary Plat - \$1,500 maximum.
- \$250 SEPA DNS/M-DNS - \$1000 maximum.
- \$250 SEPA DS (EIS) to actual costs.
- \$250 Shorelines Management Act Permit - \$750 maximum.
- \$ 50 Shorelines Management Act Exemption.
- \$250 Short Plat - \$750 maximum.
- \$150 Review of Land Divisions Greater than 20 Acres - \$300 maximum (33% Planning 67% Engineering).
- \$250 Variance - \$500 maximum.
- \$300 Zone Change - \$800 maximum.
- \$ 75 Site Inspections (not affiliated with a permit application) actual costs to \$200 maximum.
- \$ 75 Site Visits (such as required by Board of Adjustment) - actual cost to \$200 maximum.
- \$500 SEPA Appeals with \$250 refundable if the appellate body concurs in judgment with the applicant.
- N/C If less than Critical Areas Ordinance Reviews (includes flood 30 minutes, hazard, wetland, fish & wildlife habitat, and aquifer recharge inquiries), actual costs if more than 30 minutes to a \$200 maximum.

\$_____ **Whitman County Planning Total Fee Deposit.**

Costs include staff time, legal notices and mileage (if site visit is necessary), and map fund.

Other Fees Your Project May Encounter:

- _____ Auditor Filing Fee.
- _____ Building Permit Fee (based on valuation).

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_____ Full Payment of Taxes - Treasurer (for subdivisions)

_____ Road Approach Permit

Environmental Health Department:

\$225 Site Investigation.

\$125 Per additional site investigation on adjoining property

\$225 On site sewage permit.

\$32.50 Water test lab fees.

\$125 Follow up visits (if necessary).

\$ _____ Total

Other Fees County Does Not Collect:

_____ Department of Ecology

_____ Fish & Wildlife

_____ Flood Level Certification - Professional Engineer

_____ Surveyor

_____ Wetlands Specialist/Biologist

Engineering Division:

065944 3. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** that the contract between Whitman County and Frank Gurney, Inc. for guardrail for two bridges be signed as presented.

D065944A 4. The Engineer provided a general update on the Almota Road project.

Maintenance Division:

D065944B 5. The Director provided a general maintenance update.

12:00 p.m. - Recess.

2:00 p.m. - Board Business Continued/BOCC Workshop.

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Present: Bev Welch, Sharron Cunningham, Kelli Campbell and Alexandra Widman.

D065944C 21. Items discussed included Information Services staffing. No action taken.

2:30 p.m. - Adjournment.

D065944D Commissioner Partch **moved** to adjourn the **September 25, 2006** 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 **October 2, 2006**. The foregoing action made this **25th** day of **September 2006**.

ss/ Greg PARTCH, Commissioner

MARIBETH BECKER, CMC
Clerk of the Board

G.R. FINCH, CHAIRMAN
Board of County Commissioners