

078196 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, October 3, 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, Bob Reynolds and, Kelli Campbell.

078196 1. The following items were discussed but no action was taken.

- COAST Support Letter
- Martin Hall Bed Days
- 2017 L&I Rates
- Capital Improvement
- MRSC Implicit Price Deflator
- Sand Road
- Idaho Jersey Barriers
- Road Striping
- Solid Waste Grant/Schools
- PWD Safety Officer
- Marked/Unmarked Vehicles
- McKinstry Project
- Superior Courtroom Abatement
- Fairgrounds Winterization
- Employee Medical Insurance
- Hourly Conversion
- 2017 Budget Hearing
- 2016 Budget Amendments
- Rock Lake Area Gun Club

9:35 a.m. - Recess.

10:05 a.m. - Flag Salute.

Present: Kara McMurray.

D078197A 2. Pledge of Allegiance.

D078197B 2A. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to amend current agenda by adding item #26A to the agenda for a 2017 deficit workshop.

10:10 a.m. - Gary Petrovich.

Consent Agenda:

D078197C 3. Motion by Commissioner Swannack to accept the consent agenda as revised. Motion **seconded** by Commissioner Kinzer and **carried**.

078198 4. General Claims/Veterans' Relief/Payroll warrants numbered **325441-325454** for **\$400,177.63** and **325468-325586** for **\$346,604.12** approved.

078199 5. September 19, 2016 minutes approved.

078200-078201 6. Personnel change orders approved.

078202 7. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to authorize publishing of a notice of hearing for the 2016 Whitman County budget amendment #2.

078203 8. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to sign a letter of appreciation to Joe Harris for his volunteer service on the Citizens' Commission on Salaries for Elected Officials.

078204 9. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to reappoint Steve Tomson to another 6-year term, expiring 12/31/22 on the Civil Service Commission.

078205 10. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to authorize Chairman to sign the 2016-3rd quarter Public Disclosure Commission lobbyist report.

078206 11. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve a resolution revising countywide petty cash/cash drawer, etc. accounts.

**RESOLUTION NO. 078206
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

WHEREAS, the Board of Whitman County Commissioners met in regular session on the 3rd day of **October 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**

FUND #	ACCOUNT #	FUND NAME	CUSTODIAN	AMOUNT
PETTY CASH/CASH DRAWER ACCOUNTS				
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	111.70.021	PUBLIC HEALTH - COLFAX - FRONT DESK	Noel Christiansen	\$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				<u>\$1,579.00</u>
106.240.000	111.70.07	EXTENSION - PUBLICATIONS	Catherine Wigen	\$50.00
110.400.000	111.70.10	PUBLIC WORKS - COUNTY ROAD	Brandon Johnson	\$150.00
400.400.000	111.70.17	SOLID WASTE - LANDFILL	Ruth McGillic	\$400.00
999.000.000	111.70.21	TREASURER	Glenda Scheideman	<u>\$900.00</u>
Total Other Funds Petty Cash/Cash Drawer Accounts				<u>\$1,500.00</u>
Total All Petty Cash/Cash Drawer Accounts				\$3,079.00

PETTY CASH STAMP ACCOUNTS				
FUND #	ACCOUNT #	FUND NAME	CUSTODIAN	AMOUNT
001.000.000	111.77.03	DISTRICT COURT	Marlynn Markley	\$96.00

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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				<u>\$30,400.00</u>

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 Account				<u>\$15,000.00</u>

TOTAL ALL ACCOUNTS \$48,675.00

Dated this this 3rd day of **October 2016** and effective as of this date.

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:

D078206A 12. The following correspondence was received:

078207 12A. A letter was received from the Freedom Foundation regarding support for opening public employee collective bargaining meetings to the public.

078208 12B. Information was received from the Governor's Committee on Disability Issues and Employment grant programs, technical assistance and other resources to support disability awareness and access for people with disabilities. Copies forwarded to Human Resources and Facilities Management.

078209 12C. Notice of a marijuana license due to expire 02/28/17 for Ag Grow, Pullman, WA was received from the Washington State Liquor & Cannabis Board.

078210 12D. A letter was received from COAST Public Transportation requesting a letter of support for COAST's applications to secure funding; Operating grant continuation of existing services, Operating grant-serve DSHS clients with special transportation needs and a Capital grant for (1) ADA accessible bus and (2) mini-vans.

078211 13. Commissioners' pending list reviewed.

D078211A 19. Approved documents signed.

10:30 a.m. - Recess.

11:00 a.m. - Public Works.

Present: Mark Storey, Phil Meyer, Troy Henderson and Garth Meyer.

078212 13A. The following Public Works related issues discussed/approved:

ACTION ITEMS:

078213 14. The regular meeting was recessed and the hearing convened by the Chairman to consider declaring certain county property surplus.

Staff report provided by Mark Storey requesting one Ford F150-4WD pickup be added to the list of proposed surplus items.

The hearing was opened to public comment.

The Director recommended the proposed county property be declared surplus.

There being none the hearing was adjourned and the regular meeting reconvened.

078214 15. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the resolution to declare certain county property surplus and offer it for sale as presented.

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON**

IN THE MATTER OF RESALE) RESOLUTION NO. 078214
OF COUNTY SURPLUS PROPERTY)

WHEREAS, The Whitman County Commissioners have advertised and held a public hearing on October 3, 2016 to hear arguments for or against the declaration of the items listed below; and,

WHEREAS, the Board of County Commissioners, after due deliberation, have declared the attached list of items as surplus to the County's needs.

ER&R Vehicles and Equipment:

<u>Equip.</u>	<u>Year</u>	<u>Brand</u>	<u>Model</u>	<u>VIN</u>
5701	1993	Case	Loader/821B	JAK0024424
5707	1991	Case	Loader/821	JAK0024096
7105	2006	Ford	F-250 4WD	1FTSF21P26E071963
8058	2008	Chevrolet	Mini Van	1GNDV23158D184723
7400	2004	Ford	F-150 ½ ton	1FTPX14534NB91959

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THIS BOARD OF COUNTY COMMISSIONERS that the Whitman County Treasurer advertise and sell according to law, the above surplus items.

Dated this 3RD day of October, 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

078215 **16.** Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve publishing the notice of intent to sell Whitman County surplus property.

11:10 a.m. - Kirk Suess.

D078215A **17.** Kirk Suess visited with the Board about the condition of roads in the Steptoe area, signage for Steptoe School, the need for a cross-walk at Steptoe School and 3 Environmental Health Solid Waste issue. Mr. Storey agreed to look into all these issues and make a recommendation to the Board.

DIVISION UPDATES:

D078215B **18.** The following division updates were provided by Public Works staff.

Solid Waste Division:

D078215C **18A.** The Palouse Clearwater Environmental Institute has been selected to do perform education in the schools for Solid Waste issues. This project is being funded by the Department of Ecology Solid Waste grant.

Engineering Division:

D078215D **18B.** The 2016 chip seal contract work is completed and the county will now stripe the chip sealed roads.

D078215E **18C.** The Sand Road is under construction. The county will be publishing closure dates for this road from October 17-November 11 to thru traffic for blasting purposes. Access will be allowed for residents, emergency vehicles, mail carrier vehicles and school buses.

D078215F **18D.** The Edmondson and Steptoe Bridge projects are definitely off the schedule for replacement in 2016.

12:00 p.m. - Recess.

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

Present: Kelli Campbell and Gary Petrovich.

078216 **20.** Employee medical insurance was discussed but no action was taken.

2:30 p.m. - Recess.

6:00 p.m. - Reconvene/Board Business Continued/2017 Preliminary Budget Hearing.

Present: Gary Petrovich, Eunice Coker, Sharron Cunningham and Tim Myers.

078218 **21.** The regular meeting was recessed and the hearing convened by the Chairman for review of the 2017 preliminary budget.

Staff report provided by Gary Petrovich as follows:

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Funds	<u>Revenues</u>	<u>Expenditures</u>	<u>Deficit</u>
All Funds	\$61,265,829	\$61,448,471	\$182,642
Current Expense Only	\$15,302,169	\$15,455,106	\$152,937

The hearing was opened to public comment. The Chairman pointed out the county's revenue stream is declining.

Auditor Coker asked how Public Health was able to turn back \$30,000 and the Chairman responded that savings resulted in not refilling a position.

Commissioner Swannack noted the 2018 budget will require \$350,000+ for employee step increases.

Tim Myers questioned the impact of an additional 800 Schweitzer Engineering Laboratories employees in addition to increased sales tax. Commissioner Swannack stated the 1% property tax increase brings in an additional \$60,000/year. Commissioner Kinzer said passing the levy lid previously did give the county a revenue boost, but now we are back to where we were.

Chairman Largent commented strategic issues will have to be discussed because current budget issues are unsustainable.

There being no further comment, the hearing was recessed to October 17th at 10:30 a.m. and the regular meeting reconvened.

6:20 p.m. - Recess.

D078218A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, October 10, 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.

D078217B 22. Approved consent agenda items signed.

078218 23. General/Veterans' Relief/Payroll warrants numbered **325595-325677** for **\$519,230.39**.

078219-078223 24. Personnel change orders.

9:05 a.m. - BOCC Workshop.

Present: Mark Storey (9:00 a.m.), Bob Reynolds (9:10 a.m.), Troy Henderson (9:40 a.m.) and Bill Tensfeld (10:10 a.m.).

078224 25. The following items were discussed but no action was taken.

- Martin Hall
- Workforce Development
- WSAC Regional Legis. Mtg.
- Incident Team Report
- State Audit
- Sand Road Project Update
- Edmondson Bridge
- WSAC-Hirst Court Ruling
- Coroner's Budget
- Health Dept. Position Changes
- Lobbyist
- Dahmen Barn
- Weed Dept. 2017 Budget

10:15 a.m. - Recess.

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D078224A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, October 11, 2016** at **8:15 a.m.** Chairman Michael Largent, Arthur D Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

8:15 a.m. - Reconvene/Board Business Continued/BOCC Workshop.

Present: Jim Potts and Zak Kennedy, Lobbyists and Mark Storey.

078225 26. The following items discussed but no action taken.

- 2017-18 Lobbyist Contract
- 2017 Proposed Legislation

9:00 a.m. - Recess.

D078225A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Thursday, October 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: Gary Petrovich, Sharron Cunningham, Deborah Parent, Robin Jones, Mark Clinton, Chelsea Embree and Kara McMurray.

078226 26A. The 2017 budget deficit and creating internal efficiencies discussed but no action taken.

10:00 a.m. - Adjournment.

D078226A Commissioner Swannack **moved** to adjourn the **October 3 and 10, 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 **October 17, 2016**. The foregoing action made this **10th** day of **October 2016**.

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

MARIBETH BECKER, CMC
Clerk of the Board

MICHAEL LARGENT, CHAIRMAN
Board of County Commissioners