

Minutes for October 6th, 2003

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061613 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for October 6, 2003 at 10:00 a.m. G.R. "Jerry" Finch, Chairman, Greg Partch, and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

10:00 a.m. - Board Business.

D061613A 1. Call to Order/Pledge of Allegiance.

Present: Brett Bosse and Tammy Lewis.

D061613B 2. Motion by Commissioner Wigen to approve the consent agenda. Motion seconded by Commissioner Partch and carried.

061614 3. Claims/Payroll warrants numbered 154345-154426 for \$404,543.73 approved.

FUND	FUND NAME	AMOUNT
001	Current Expense	24,857.75
102	Building & Development	7.71
103	Countywide Planning	74.09
104	Developmental Services	540.49
110	County Roads	362,806.38
135	Prosecutor's Stop Grant	795.08
142	Whitcom-911	3,670.57
300	Capital Projects	2,450.11
400	Solid Waste	3,379.39
501	Equipment Rental & Revolving	1,355.37
510	Photocopier Revolving	593.26
690	Clearing & Suspense	4,013.53

061615 4. September 29, 2003 minutes approved.

061616-061628 5. Personnel board orders approved.

10:05 a.m. - Fran Martin and Kelli Campbell.

061629 6. Motion by Commissioner Partch seconded by Commissioner Wigen and carried to sign a resolution adopting the 2004 Martin Hall Juvenile Facility Operating budget.

RESOLUTION NO. 061629
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS
WHITMAN COUNTY, WASHINGTON

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IN THE MATTER OF APPROVING AND AUTHORIZING THE 2004 MAINTENANCE AND OPERATIONS BUDGET PURSUANT TO THE AMENDED AND RESTATED INTERLOCAL JUVENILE DETENTION FACILITY AGREEMENT (MARTIN HALL), AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO

WHEREAS, Whitman County, Washington (the "County") is a political subdivision duly organized and existing under and by virtue of the constitution and laws of the State of Washington; and,

WHEREAS, the County is required by Chapter 13.16 RCW to acquire, construct and maintain juvenile detention facilities for dependent, wayward and delinquent children; and,

WHEREAS, the County and eight other counties entered into an Amended and Restated Interlocal Juvenile Detention Facility Agreement (Martin Hall) ('the Amended and Restated Agreement") executed by each County on the following dates:

- Douglas County - August 26, 1996
- Stevens County - August 20, 1996
- Pend Oreille County - July 22, 1996
- Spokane County - August 13, 1996
- Adams County - July 22, 1996
- Asotin County - August 19, 1996
- Lincoln County - July 15, 1996
- Whitman County - July 15, 1996
- Ferry County - July 15, 1996

under the authority granted by Chapter 39.34 RCW, Chapter 300, Laws of 1995 and Chapter 20, Laws of 1995, 2nd sp. sess., to provide for the joint operation and maintenance of Martin Hall for use as "juvenile rehabilitation center" as amended from time to time; and,

WHEREAS, Section 12 of the Amended and Restated Agreement requires the Whitman County Board of Commissioners ("the Board") to approve the Operating Budget for the operation and Maintenance of Martin Hall, which has been prepared by the Martin Hall Juvenile Facility Board:

NOW THEREFORE IT IS HEREBY FOUND, DETERMINED AND ORDERED as follows:

Section 1: The Board hereby approves the Operating Budget (as defined in Section 12 of the Amended and Restated Agreement), in substantially the form attached hereto as Exhibit "A". The county shall pay its proportionate amount of costs incurred pursuant to this approved Operating Budget in accordance with Section 5 of the Amended and Restated Agreement.

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Section 2: All other resolutions of the Board that are inconsistent with the provisions of this Resolution are hereby repealed to the extent of such inconsistency.

Section 3: This resolution shall take effect immediately upon its adoption.

ADOPTED by the Board of County Commissioners of Whitman County Washington, at a regular meeting thereof held on October 6, 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

**MARTIN HALL JUVENILE FACILITY
YEAR 2004 OPERATING BUDGET
Final Budget-Adopted 08/25/03**

Income Statement

<u>Member Counties</u>	<u>No. Beds Per Year</u>	<u>Cost Per Bed</u>	<u>Payment Amount</u>	<u>Total</u>
Adams	732	\$ 97.00	\$ 71,004.00	\$ 71,004.00
Asotin	732	97.00	71,004.00	71,004.00
Douglas	2,013	97.00	195,261.00	195,261.00
Ferry	183	97.00	17,751.00	17,751.00
Lincoln	183	97.00	17,751.00	17,751.00
Pend Oreille	732	97.00	71,004.00	71,004.00
Spokane	1,830	97.00	177,510.00	177,510.00
Stevens	2,562	97.00	248,514.00	248,514.00
Whitman	915	97.00	88,755.00	88,755.00
Member Overage	<u>2,100</u>	97.00	<u>203,700.00</u>	<u>203,700.00</u>
Sub-Total	11,982		\$1,162,254.00	\$1,162,254.00
<u>Other Income</u>				
INS (Dept/ Immigration)	2,500	135.00	337,500.00	337,500.00
Other Users	<u>2,200</u>	120.00	<u>264,000.00</u>	264,000.00
Food Program				58,000.00
Interest Income				4,500.00

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Utility Refund			60,000.00
Total Income	4,700	\$1,763,754.00	\$1,886,254.00

Expense

Capital Expense			15,000.00
Repairs			8,000.00
Communications (Video Conf.)			7,200.00
Office Supplies			1,500.00
Maintenance			28,000.00
Auditing			5,000.00
Accounting			28,000.00
Legal			20,000.00
Consulting			2,500.00
Fire Contract			900.00
Oper. Cont./ 38 Beds	\$13,870	\$ 98.39	1,364,669.30
Oper. Cont./ Over 38 Beds	2,812	107.44	302,121.28
Oper. Cont. INS. Beds	2,500	5.00	12,500.00
Insurance			12,000.00
Rent			1.00
Unallocated Reserve			13,862.42
Utilities			65,000.00
Total Expense			\$1,886,254.00

Average Beds Per Day = 45.58 -- Member Counties Guarantee is based on a bed day cost of \$97.00 per day, Monday, September 26, 2003.

061630 7. Motion by Commissioner Partch **seconded** by Commissioner Wigen and **carried** to publish the notice of hearing for revisions to the Emergency Services ordinance.

061630A 8. Motion by Commissioner Wigen **seconded** by Commissioner Partch and **carried** to table a DSHS contract amendment regarding HIPAA requirements to allow for further review.

061631 9. Motion by Commissioner Partch **seconded** by Commissioner Wigen and **carried** to sign a reminder letter and copy of the Employee Solicitation Policy to all employees.

061632 10. A letter of appreciation was received from the Colfax Chamber of Commerce thanking the commissioners for taking the initiative to paint the former Harrison Building, thereby keeping in line with the Chamber's downtown beautification project.

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061633 11. The annual decision to select which medical insurance plans will be offered in 2004 to county employees was before the Board. Ms. Campbell recommended the following: Washington Counties Insurance Pool (WCIP).

WCIP New Standard PPO

WCIP Budget PPO

WCIP Dropping the Value PPO

WCIP Adding the new Affordable PPO Plan

Options Health Care Plan A

Options Select

No changes for Dental, Vision and Life insurance plans.

This action is being adopted for non-represented employees and is pending agreement by the unions.

Motion by Commissioner Partch **seconded** by Commissioner Wigen to approve the recommendations submitted by Human Resources Director. Commissioner Partch would like to look closer at alternatives in the coming year. With the rising rates he wants to do the same as was done with the county's liability insurance, giving 6-months notice to WCIP, thereby allowing the county to research other opportunities. Motion **carried**. The Board will send a letter to WCIP in July 2004.

D061633A 12. Commissioners' pending list reviewed.

10:30 a.m. - Bart Dearborn, Safety Committee.

Present: Brett Bosse and Tammy Lewis.

061634 1. On behalf of the Safety Committee, Mr. Dearborn brought forward the Emergency Evacuation Procedure Guidelines (EEPG) and the Hazardous Device Procedures (HDP). Non-substantive changes were incorporated at the request of Commissioner Partch. Fran Martin requested the inclusion of Law Enforcement Officers and Firefighters be included in the Guidelines as emergency personnel. None of these revisions change the procedures; it is only a matter of semantics.

Motion by Commissioner Partch **seconded** by Commissioner Wigen to approve the recommendation for the Emergency Evacuation Procedure Guidelines as presented by Bart Dearborn of the Safety Committee. Commissioner Partch expressed appreciation to the Safety Committee for a very necessary document. Chairman Finch noted this document also helps with risk management procedures and he requested a copy be forwarded to the Rural Counties Risk Pool. Commissioner Partch asked that Whitcom receive a copy of both documents and anything similar in the future. Mr. Dearborn will also forward a copy to the City of Colfax. Motion **carried**.

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061635 2. Mr. Dearborn pointed out that the same concerns with the EEGP were incorporated into the HDP. In addition, the definition of radiological threat devices will be added to the document. **Motion** by Commissioner Partch **seconded** by Commissioner Wigen to accept the recommendation from the Safety Committee and adopt the Hazardous Device Procedures. Motion **carried**.

10:45 a.m. - Surplus County Equipment.

Present: Kathy Lemon, Dane Dunford, Phil Meyer, Tom Miller, Brett Bosse and Tammy Lewis.

061636 Chairman Finch convened the hearing to consider surplus county equipment and requested a staff report.

Ms. Lemon indicated the notice was published according to state law for 3 consecutive weeks and no response was received from the general public.

Since no comments were received from the audience either for or against the proposal, the hearing was closed.

It was noted that other large equipment that went through the surplus process last year would be included in this sale through Booker Auction.

Motion by Commissioner Partch **seconded** by Commissioner Wigen and **carried** to approve the resolution authorizing the sale of surplus equipment.

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

IN THE MATTER OF SALE OF) RESOLUTION NO. 061636
COUNTY SURPLUS EQUIPMENT)

WHEREAS, the Whitman County Commissioners have advertised and held a public hearing on October 6, 2003, 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 counties needs.

- | | | |
|---|--------------------------|--------------------|
| 1 | 1981 Oil Distributor | #319810 |
| 1 | 1974 Tool Truck | #DGB12508 |
| 2 | 10 Yard Dump Bodys | #N/A |
| 1 | 1991 GMC/ Jimmy | #1GKDT13Z3M2546492 |
| 1 | 1993 Chev Caprice 4 door | #1G1BL5376PW22495 |
| 2 | 20 Yard Rolloff Boxes | #N/A |

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THIS BOARD OF COUNTY COMMISSIONERS, that the County Treasurer advertise and sell, according to law, the attached described surplus items, by public auction on November

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1, 2003. The sale will be held at the Booker Auction site at the junction of US Highway 395 and Eltopia Road West. Booker Auction will act as the Treasurer's agent.

Dated this 6th day of October 2003.

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

10:50 a.m. - Dane Dunford, Public Works Director.

Action Items:

061637 1. Motion by Commissioner Partch **seconded** by Commissioner Wigen and **carried** to award the crushing bid to Shawnee Rock in the total bid amount of \$140,800 without tax.

Engineering Division:

D061637A 2. Contract work begins today on the Albion Slide project. As part of the terms of the contract, the county will haul dirt from the project for use as a cover material at the Transfer Station, Cell #4.

Maintenance Division:

D061637B 3. The crew finished striping and are now ditching and cleaning culverts. The districts will all haul gravel over the next several weeks. Once this project is completed, they will return to ditching and cleaning culverts. If we receive a steady rainfall, grading will take place.

11:00 a.m. - Mark Storey.

Administration Division:

D061637C 4. The Director provided a brief staffing update.

11:05 a.m. - Recess.

11:30 a.m. - Mike Werner, Developmental Services Director.

061638 1. Mr. Werner said budgetarily, the state is going to hold Whitman County pretty much even with this past biennium. It appears about

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\$3,000+ on the table. Sometimes the local county advisory board suggests this money be placed in a training fund for the biennium.

Whitman County did take a 7% (\$60,948) budget reduction in State Supplemental Payments, which is now called (Direct Payment). It is less restrictive for direct payment for residents. He clarified when these payments are sent directly to the individuals it was initially thought that the federal government did not recognize the program for matching funds and that the direct payments did not have this restriction. This is only true for the residential side. There are fewer restrictions for people receiving direct payments for residential services. For the 12 people Whitman County is serving who receive vocational or day program services, the direct payment money must go through a county authorized service vendor.

Therefore, Mr. Werner presented the new 2003-2005 day program contract that has been reviewed by the Prosecutor's office and recommended for approval. Upon inquiry by Chairman Finch, Mr. Werner stated no responsibilities have shifted from the previous contract.

061639 Motion by Commissioner Partch **seconded** by Commissioner Wigen and **carried** to sign the Developmental Services 2003-2005 day program contract #0363-36228 as presented.

061640 2. Mr. Werner reported he has received notice that the Advance Payments are being extended through June 30, 2004. Therefore, he recommended approval of the same. **Motion** by Commissioner Wigen **seconded** by Commissioner Partch and **carried** to sign the 2003-2004 Advance Payment contract #0363-35443.

12:00 p.m. - Recess.

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

Present: Kelli Campbell (1:00 p.m.) and Eunice Coker, Phil Young-Service Officer, Andrew Chestnut-Past Commander and Jerry Coker-Commander, Post #41 (1:50 p.m.).

061640A 13. Items discussed included job classifications and a proposed **061641** Veterans Relief policy, phone line transfer and emergency drill. No action taken.

2:00 p.m. - Druffel Drive Road Establishment.

Present: Dane Dunford and Mark Storey.

061642 Chairman Finch convened the hearing to consider a road establishment and requested a staff report.

Mark Storey read the Engineer's report and listing his findings as follows:

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1. The road is a necessary addition to the County road System as a second access to the Port of Wilma.
2. The terminal points and lengths as proposed are acceptable.
3. A right-of-way width of 80 feet was dedicated to Whitman County in the Port of Wilma-North Clarkston Plat.
4. The road was built in 1999 based on road designs and specifications supplied by Whitman County. The estimated cost of construction of the proposed County Road is not applicable.

The Engineer recommended establishment of the road as being in the best interest of the citizens of Whitman County.

There being no comments for or against the proposal, the Chairman closed the hearing.

Mr. Dunford confirmed the Port of Whitman County would pay any expense associated with this request.

061643 Motion by Commissioner Partch **seconded** by Commissioner Wigen and **carried** to accept the report of the County Engineer for bringing Druffel Drive into the County Road System as a small part of promoting economic development.

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

In the Matter of the Petition)	
To Establish a Road Located)	RESOLUTION NO. <u>061643</u>
in the SW ¼ of Section 13,)	
Township 11 North, Range 45)	
East, W.M., in Whitman County,)	
Washington, to be known as)	ORDER ESTABLISHING
Druffel Drive)	

WHEREAS, the Whitman County Board of County Commissioners directed the County Engineer to investigate and prepare a report on the proposed establishment of Druffel Drive on the 8th day of September 2003.

WHEREAS, the Whitman County Engineer has submitted a report, which indicates that said Druffel Drive is practicable.

WHEREAS, the Whitman County Board of County Commissioners held a public hearing, after proper public notice, on the 6th day of October 2003, and no objection was filed or presented to the Board.

WHEREAS, the Whitman County Board of County Commissioners finds that the establishment of Druffel Drive is in the best interests of the citizens of Whitman County.

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IT IS HEREBY ORDERED that the proposed Druffel Drive shall be established as County Road No. 9005, Druffel Drive as platted in the Port of Wilma-North Clarkston Plat, Auditor File No. 452041, with a right-of-way width of eighty feet.

Done at Colfax, Washington this 6th day of October 2003.

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

2:15 p.m. - Board Business Continued/BOCC Workshop.

Present: John Peterson.

D061643A 14. Discussion concerning the 2004 preliminary budget held. No action taken.

2:45 p.m. - Recess.

D061643B THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **October 7, 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. - Reconvene/Board Business Continued/BOCC Workshop.

Present: John Peterson, Mike Werner (9:00 a.m.), Bev Welch (10:00 a.m.), Chad Connors (11:00 a.m.), Tim Myers, Bob Reynolds and Tom Miller (1:00 p.m.).

D061643C 15. The 2004 preliminary budget reviews were conducted followed by a general budget discussion.

5:00 p.m. - Recess.

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D061643D THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **October 8, 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. - Reconvene/Board Business Continued/BOCC Workshop.

Present: John Peterson, Kelli Campbell (9:00 a.m.), Dane Dunford and Evon Jones (10:00 a.m.), Denis Tracy and Dorothy Talley (1:00 p.m.) and Brett Myers and Ron Rockness (2:00 p.m.).

D061643F 16. The 2004 preliminary budget reviews were conducted.

4:00 p.m. - Recess.

D061643G THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **October 9, 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. - Reconvene/Board Business Continued/BOCC Workshop.

Present: John Peterson, Fran Martin, Robin Cocking and Kathy Crowner (9:00 a.m.), Eunice Coker (11:00 a.m.), Pete Martin (1:00 p.m.) and Bob Lothspeich (2:00 p.m.).

D061643H 17. The 2004 preliminary budget reviews were conducted.

4:00 p.m. - Recess.

D061643I THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **October 10, 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. - Reconvene/Board Business Continued/BOCC Workshop.

Present: John Peterson, Doug Robinson and Marlynn Markley (9:00 a.m.), Joe Reynolds (10:00 a.m.) and Janel Goebel (11:00 a.m.).

D061643J 18. The 2004 preliminary budget reviews were conducted.

5:00 p.m. - Adjournment.

D061643K Commissioner Partch **moved** to adjourn the **October 6, 7, 8, 9** and **10, 2003** meeting. Motion **seconded** by Commissioner Wigen and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman

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County Courthouse, Colfax, Washington, on **October 13, 2003**. The foregoing action made this **10th** day of **October 2003**.

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

MARIBETH BECKER, CMC
Clerk of the Board

G.R. FINCH, Chairman
Board of County Commissioners