

**082227 THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, October 7, 2019** at **9:00 a.m.** Chairman Arthur D Swannack and Dean Swannack, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended. Commissioner Largent was unavailable.

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

Present: Gary Petrovich, Bill Tensfeld, Sharron Cunningham, Sandy Jamison, Chris Nelson, Wraylee Flodin, Brandy Dean, Scott Watson and Victoria Fowler (9:00 a.m.) and Troy Henderson (9:25 a.m.)

**082228-082229 1-2.** The following items were discussed but no action was taken.

- Accounts Payable Policy
- SHB 1406
- District Court-2021
- District Court-Agrmts.
- VSP Quarterly Reports
- WSAC Officer Vacancy
- Palouse RTPO Trail Grant
- PBAC Water Summit
- HIPAA Prof. Svc. Agrmt.
- Lamont/WC Solid Waste Issue
- 2020 Budget Hearing
- Campus Sidewalks/Sealant
- DES Agreements
- PSB Assessment
- BOE Update

**9:45 a.m. - Recess.**

**10:15 a.m. - Flag Salute.**

Present: Paul Spencer, Gary Petrovich, Sharron Cunningham, Jessica Jensema and Victoria Fowler.

**D082229A 3. Pledge of Allegiance.**

**Consent Agenda:**

**082230 4.** Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and **carried** to accept the consent agenda as presented.

**082231 5.** General Claims warrants numbered **345470-345566** for **\$361,270.97** approved.

**082232 6.** September 30, 2019 minutes approved.

**082233-082241 7.** Personnel change orders approved.

**10:20 a.m. - Brandy Dean and Scott Watson.**

**082242 7A.** Not used.

**082243 8.** Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and **carried** to approve signing Washington State Department of Enterprise Services Interagency Agreement No. K6182.

**082244 9.** Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and **carried** to approve signing Washington State Department of Enterprise Services-McKinstry Investment Grade Audit Phase 4 contract agreement No. 2020-136A(1).

**082245 10.** Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and **carried** to authorize the contract with Hannah Kimball for HIPAA professional services.

**082246**        **11.**    Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and **carried** to appoint Jamie Keller to an unexpired term ending June 30, 2020 and reappoint Sergeant Chris Chapman, Ryan Scharnhorst, and Jeremy Peterson all to 3 year terms expiring June 30, 2022 to serve on the Whitman County Emergency Communications Advisory Committee.

**CORRESPONDENCE:**

**D082246A**      **12.**    The following correspondence was received:

**082247**        **12A.**    A letter was received from the Washington State Liquor and Cannabis Board approving The Standard 1, LLC license as a Marijuana Producer Tier 3 Marijuana Processor. Their license is valid through June 30, 2020.

**082248**        **13.**    Commissioners' pending list reviewed.

**082249**        **14.**    The regular meeting was recessed and the hearing convened by the Chairman for the 2020 Whitman County budget.

Present:        Paul Spencer, Gary Petrovich, Sharron Cunningham, Jessica Jensema, Sandy Jamison and Victoria Fowler.

Staff report provided by Gary Petrovich as follows:

Total 2020 preliminary budget	\$61,229,235
Total 2019 adopted budget	\$62,303,720
Total 2020 estimated Current Expense revenue	\$16,867,500
Total 2019 adopted Current Expense revenue	\$15,890,085 + cash \$1,094,268
Total 2020 estimated Current Expense personnel	\$10,230,957
Total 2020 estimated Current Expense operating expenses	\$ 6,586,975
Total 2020 estimated Current Expense budget	\$16,817,932
Total 2019 adopted operating expenses	\$16,984,353
Total 2020 estimated surplus as of today	\$    49,568
Total 2020 estimated increased medical contribution	\$    300,000 creating \$250,432 deficit (pending union approval)

Other areas of consideration that will impact the 2020 Current Expense budget include:

Capital Improvement Projects	\$    200,000
Capital Improvement Repairs	\$    150,000
Debt Service	\$    166,900
Restricted Reserve	\$    200,000 (current balance \$1,400,000)
Balance is not enough to cover 1 month's wages and benefits	

Revenue estimates include:

- 1% increase for property taxes
- Increased sales and use taxes based on prior information, interest and other earnings

Mr. Petrovich indicated this is a good starting point for the preliminary budget and thanked the departments for their fiscal cooperation and stated he is overall optimistic about this budget season.

The Chairman then opened the hearing to public comment. There being none, the hearing was recessed to October 21<sup>st</sup> at 10:30 a.m. and the regular meeting reconvened.

**10:40 a.m. - Recess.**

**11:00 a.m. - Reconvene/Board Business Continued.**

Present:        Paul Kimmell of Avista, Brian Pointes, Consultant, Paul Spencer and Victoria Fowler.

**082250** 15. Mr. Pointes reported on the results of the Palouse Regional Housing Assessment prepared by Thomas P Miller & Associates for the Partnership for Economic Prosperity, Inc.

**11:30 a.m. - Public Works.**

Present: Dean Cornelison, Brandon Kruger, Paul Spencer and Garth Meyer.

**082251** 15A. The following Public Works related issues approved/updated:

**ACTION ITEMS:**

**082552** 16. Dean Cornelison distributed copies of the bid tally for the Almota Road Phase 4 project recommending award to M.A. DeAtley. Public Works will be supplementing the project with federal aid funds to help offset costs and the state is in agreement.

Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to award the bid for the Almota Road Phase 4 project to M.A. DeAtley in the amount of \$5,561,284.75.

**DIVISION UPDATES:**

**D082552A** 17. The following division updates provided by Public Works staff.

**Administrative Division:**

**082553** 17A. The 2019 work schedule commencing November 5<sup>th</sup> was received.

**Maintenance Division:**

**082554** 17B. A copy of the annual winter snow and ice control letter sent to all Whitman County school districts and U.S. Post Offices was received.

**D082554A** 17C. Brandon Kruger noted Public Works road maintenance is taking place.

**D082554B** 17D. A 3' culvert on the Sand Road needs to be replaced. It could not be replaced at the time the road was paved due to budgetary constraints.

**D082554C** 17E. The DeLong Road was inspected and evaluated for the best solution going forward. Due to the narrowness of the road, ditches and rock shoulders, when it rains the road washes out.

**Solid Waste Division:**

**D082554D** 17F. The Department is still awaiting the foundation plans for the Solid Waste Office Building.

**D082554E** 18. Approved documents signed.

**11:45 a.m. - Recess.**

**D082554F** **THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, October 14, 2019** at **9:00 a.m.** Chairman Arthur D Swannack, Dean Kinzer and Michael Largent Commissioners, Maribeth Becker, CMC, Clerk of the Board, and Connie Ellis, Deputy Clerk of the Board attended.

**9:00 a.m. - Reconvene/Board Business Continued.**

**D082554G** 19. Approved consent agenda items signed.

**082555-082556** 20. Treasurers Wire Transfers and Check Report in the amount of **\$115,221.57** for 09/22-28/19 and **\$303,490.12** for 09/29/19-10/05/19, Payroll warrants numbered **345567-345574** for **\$325,921.36** and General/Veterans' Relief/Payroll warrants numbered **345586-345777** for **\$1,218,618.69** approved.

082557-082262 21. Personnel change orders.

9:05 a.m. - BOCC Workshop.

Present: Bill Tensfeld, Sandy Jamison, Sharron Cunningham, Mark Storey, Chris Nelson, Victoria Fowler (9:00 a.m.), and Brandy Dean (9:10 a.m.).

082263-082264 22. The following items were discussed but no action was taken.

- Auditor Staffing
- SHB 1406 Presentation
- EM/EC/Parks/Fair/DS Dir. Wages
- Pullman Dist. Court 2020 Contract
- Municipal Interlocal Agreements
- GCBH Operating Agreement
- Liability Coverage Analysis
- Whitcom
- Economic Development/CERB
- WSAC Policy Stmt./Renewable Energy
- Elections
- County Fire Drills
- 2020 Budget Workshops
- Pullman Dist. Court Info. Request
- Public Records Request
- Palouse Basin Aquifer Committee
- GIS/Assoc. of WA Counties Analytics
- Treasurer's Resolutions

10:00 a.m. - Executive Session.

Present: Gary Petrovich, Kelli Campbell, Bailey Wiedmer, Gary and Valerie Hunt

082265 23. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to go into executive session with the above individuals until 11:00 a.m. with RCW 42.30.140(4) (a) for matters related to negotiations.

11:00 a.m. - Return to Open Session/Adjourn.

D082265A Commissioner Largent **moved** to adjourn the **October 7, 2019** 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 21, 2019**. The foregoing action made this **14th** day of **October 2019**.

ss/ DEAN KINZER, COMMISSIONER  
ss/ MICHAEL LARGENT, COMMISSIONER

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MARIBETH BECKER, CMC  
Clerk of the Board  
BY: Connie Ellis, Deputy  
Clerk of the Board

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ARTHUR D SWANNACK, CHAIRMAN  
Board of County Commissioners