

BOCC MINUTES-10/31/16

078255 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for Monday, October 31, 2016 at 9:30 a.m. Chairman Michael Largent, Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended. Commissioner Swannack was unavailable.

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

Present: Gary Petrovich, Mark Storey and Kelli Campbell.

078256 1. The following items were discussed but no action was taken.

- Non-Represented Internal Inequity
- HIRST Decision
- Town & Gown Meetings
- Mental/Physical Health Integration
- 2017 WCIF Master Applications
- Health Benefit Policy Update
- Health/Non-Health County Contribution
- Employee Physical Health Accom/Funding
- Credit Cards/Programmable Cards
- 2017 Budget

10:15 a.m. - Recess.

10:30 a.m. - Flag Salute.

Present: Kelli Campbell, Gary Petrovich, Kara McMurray and Chelsea Embree.

D078256A 2. Pledge of Allegiance.

Consent Agenda:

D078256B 3. Motion by Commissioner Kinzer to accept the consent agenda. Motion seconded by Commissioner Largent and carried.

078257-078258 4. General Claims/Veterans' Relief/Payroll warrants numbered 326005-326011 for \$381,109.82 and 326019-326070 for \$169,035.99 approved.

078259 5. October 17, 2016 minutes approved.

078260-078265 6. Personnel change orders approved.

10:35 a.m. - Paul Spencer.

078266 7. Health Benefit policy update was tabled.

078267 8. Health and Non-Health County Contribution was tabled.

078268-078268E 9. Commissioner Kinzer moved Commissioner Largent seconded the motion and it carried to approve the 2017 WCIF enrollment applications.

078269 10. Commissioner Kinzer moved Commissioner Largent seconded the motion and it carried to appoint Francisco M Robledo to a 4-year unexpired term, expiring 12/31/19 and Thomas Nest to a 4-year term expiring 12/31/20 on the Citizens' Commission on Salaries for Elected Officials.

078270 11. Appointment to the Palouse Empire Fair Board did not occur.

078271 Not used.

078272 12. Commissioner Kinzer moved Commissioner Largent seconded the motion and it carried to accept cancellation of the former Finance Administrator's credit card and authorize a credit card for the new Finance Administrator.

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078273 13. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the 2017-18 lobbyist contract.

078274 14. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve a resolution revising funds.

RESOLUTION NO. 078274

OF

**THE BOARD OF WHITMAN COUNTY COMMISSIONERS
FOR WHITMAN COUNTY, STATE OF WASHINGTON**

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met in regular session on Monday, October 31, 2016 and recognizes the need to create, revise, or dissolve the following funds accordingly:

CURRENT FUND #	FUND NAME	FUND CREATED DATE	FUND DISSOLVE DATE	NEW FUND #	TRANSFER BALANCES TO FUND #
108.010.000	Veterans Relief-BOCC	12/28/36	12/31/16	108.060.000	108.060.000
109.010.000	Homeless Housing Planning	08/08/05	12/31/16	109.012.000	109.012.000
112.012.000	Public Facilities Improvements	06/09/99	12/31/16	112.010.000	112.010.000
116.010.000	Domestic Violence	08/08/05	12/31/16	116.030.000	116.030.000
141.010.000	Washington Housing SHB 2060	06/03/02	12/31/16	141.012.000	141.012.000
105.430.000	Mental Health	01/01/68	12/31/16		
111.280.000	Community Education Training Center	01/09/06	12/31/16		
113.013.000	Human Resources Ergonomics	12/24/01	12/31/16		
114.320.001	County Bulk Purchasing	Not Available	12/31/16		
114.320.002	County Bulk Purchasing	Not Available	12/31/16		
121.360.001	Bulk Purchasing-Finance	Not Available	12/31/16		
133.010.000	Commissioners Special Revenue	01/17/95	12/31/16		300.010.000
133.010.001	Commissioners Special Revenue-Juvenile Justice	11/30/98	12/31/16		300.010.000
142.010.000	Whitcom-E911	06/23/03	12/31/16		
142.010.001	Whitcom-E911-Tax/Grant	06/23/03	12/31/16		
142.010.002	Whitcom-E911-Capital Project	06/23/03	12/31/16		
142.010.003	Whitcom	06/23/03	12/31/16		
200.010.000	Debt Service-External-General Government	Not Available	12/31/16		
200.010.001	Debt-Service-External-Martin Hall-Final 12/31/16	11/04/96	12/31/16		
200.400.001	Debt Service-External-PWD Revenue Bond	Not Available	12/31/16		
210.012.001	Debt Service-County-Inside-Computer Systems	2002	12/31/16		
210.012.002	Debt Service-County-Inside-Courthouse Roof	2002	12/31/16		
210.012.003	Debt Service-County-Inside-Election System	Not Available	12/31/16		
210.012.005	Debt Service-County-Inside-Harrison Building	1999	12/31/16		
210.012.006	Debt Service-County-Inside-Lighting Project 2002	06/17/02	12/31/16		
300.010.001	Capital Project-Asset Acquisition	11/09/87	12/31/16		
300.010.002	Capital Projects-Infrastructure-Lighting	04/08/02	12/31/16		
300.010.003	Capital Projects-Computer System	07/18/94	12/31/16		
300.010.004	Capital Projects-PSB Roof	07/18/94	12/31/16		
660.911.000	Agencies-Whitcom E911	03/28/05	12/31/16		
660.911.001	Agencies-Whitcom E911-Tax/Grant Fund	03/28/05	12/31/16		
660.911.002	Agencies, Whitcom E911-Capital Project	03/28/05	12/31/16		

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NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Whitman County Commissioners as follows:

- Change fund number as noted above; and,
- Create new funds as noted above; and,
- Dissolve funds as noted above; and,
- Transfer revenues/expenditures as noted above; and,
- Current dedicated funds being moved to another fund number shall remain a dedicated fund; and,
- No further transactions shall occur within any dissolved fund after December 31, 2016; and,
- All changes shall be reflected in the 2017 Whitman County budget.

PASSED, APPROVED AND ADOPTED this 31ST day of October 2016.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

Arthur D Swannack, Commissioner

Dean Kinzer, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

078275 15. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to sign a resolution limiting tax refunds to 3 years.

**BOARD OF WHITMAN COUNTY COMMISSIONERS
Resolution No. 078275**

In the matter of the discretion of the County legislative authority to authorize refunds or cancellations or corrections of the tax rolls outside of the ordinary time limits.

Whereas, ordinarily in order to be timely under Washington law a claim for a property tax refund under 84.69 RCW must be filed with the county treasurer within three years of the due date of the payment sought to be refunded, and

Whereas, ordinarily in order to be timely under Washington law a proceeding for a cancellation, reduction, correction, or refund of property taxes under RCW 84.68.110 through RCW 84.68.150 must be filed with the county assessor within three years of year in which the tax became payable or purported to become payable, and

Whereas, ordinarily a manifest error cancellation or correction by the county assessor or county treasurer under RCW 84.48.065 may not be made for any period more than three years preceding the year in which the error is discovered, and

WHEREAS, the Washington State Legislature has recently amended RCW 84.69.030 to permit refunds on claims filed more than three years after the due date of the payment sought to be refunded if the claim arises from taxes paid as the result of a manifest error in a description of property; but only if such an extension of time authorized by the county legislative authority; and

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WHEREAS, the Washington State Legislature has recently amended RCW 84.68.150 to permit petitions for cancellation or reduction of assessment or correction of tax rolls and the refund of taxes under TCW 84.68.110 through RCW 84.68.150 to be considered even if filed more than a three years after the year in which the tax became payable, or purported to become payable, if the reduction or correction is the result of a manifest error and if the county legislative authority also authorizes the extension of time to file the petition, and

WHEREAS, the Washington State Legislature has recently amended RCW 84.48.065 to permit the county assessor or county treasurer to issue a manifest error cancellation or correction for a period more than three years preceding the year in which the error is discovered, but only if authorized by the county legislative authority, and

WHEREAS, if the Whitman County Board of Commissioners were to make use of the additional authority granted by the legislature to extend the time periods for cancellations, reductions, corrections, and refunds as now provided for in RCW 84.69.030, RCW 84.68.150, and RCW 84.48.065, it could have the effect of undermining the certainty, predictability, and finality of the process by which property taxes are collected and corrections and refund requests are resolved.

Now, Therefore, Be It Hereby Resolved that it is in all cases the policy of Whitman County to not extend, or authorize to extend, the time limits otherwise provided in RCW 84.69.030, RCW 84.68.150, or RCW 84.48.065, for the cancellation, reduction, correction, or refund of property taxes, for corrections of assessments or of the tax rolls, or for petitions or claims seeking such cancellations, reductions, corrections, or refunds.

Dated this 31st day of October, 2016 in Colfax, Washington.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

Arthur D Swannack, Commissioner

Dean Kinzer, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

078276 **16.** Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** approve the 2017-18 agricultural burn permitting program with Palouse Conservation District.

CORRESPONDENCE:

D078276A **17.** The following correspondence was received:

078277 **17A.** Notice of the approval of a marijuana processor license for Squires Forest, Rosalia, WA thru 12/31/17 was received from the Washington State Liquor and Cannabis Board.

078278 **17B.** Notice of a request for change in corporate officers/stockholders for Seattle Sound, Pullman, WA was received from the Washington State Liquor and Cannabis Board.

078279 **17C.** Notice of a public hearing pertaining to zone change application #Z-16-2 was received from the City of Pullman.

078280 17D. Notice of a petition to annex land to Public Hospital District No. 1-A was received from Kelly N Brown, Attorney at Law.

078281 17E. Final approval of Whitman County's Comprehensive Shoreline Master Program was received from the Department of Ecology. The SMP becomes effective November 9, 2016.

078282 18. Commissioners' pending list reviewed.

11:00 a.m. - Public Works.

Present: Mark Storey, Phil Meyer, Paul Spencer and Garth Meyer.

078283 18A. The following Public Works related issues discussed/approved:

ACTION ITEMS:

078284 19. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the resolution initiating the Countywide Safety Plan.

RESOLUTION NO. 078284
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the matter of initiating a county road project designated as Countywide Signing & Clear Zone Improvements: C.R.P. No. 4230-2 Et Al, Project No. XFR1505 (Signing) and XFR1611 (Guardrail).

IT IS HEREBY RESOLVED that the Countywide Signing & Clear Zone Improvements be improved as follows:

- Pandora Road, County Road No. 0010, intermittently install signs.
- C.W. Hughes Road, County Road No. 0073, intermittently install signs.
- Seabury Road, County Road No. 0150, intermittently install signs.
- Fairbanks Road, County Road No. 0160, intermittently install signs.
- Warner Road, County Road No. 1100, intermittently install signs.
- Garfield-Farmington Road, County Road No. 1300, intermittently install signs.
- Hume Road, County Road No. 2000, intermittently install signs.
- Oakesdale Road, County Road No. 2150, intermittently install signs.
- Scholz Road, County Road No. 2270, intermittently install signs.
- Geiger Road, County Road No. 2370, intermittently install signs.
- Elberton Road, County Road No. 2400, intermittently install signs.
- Glenwood Road, County Road No. 2450, intermittently install signs.
- Dry Creek Road, County Road No. 2500, intermittently install signs.
- Klaveano Road, County Road No. 2740, intermittently install signs.
- Senator Eugene Prince Road, County Road No. 3370, intermittently install signs.
- Ralph Henning Road, County Road No. 3940, intermittently install signs.
- Pine City-Malden Road, County Road No. 3000, intermittently install signs.
- Wells Road, County Road No. 3340, intermittently install signs.
- Rock Lake Road, County Road No. 3010, intermittently install signs.
- Sunset Road, County Road No. 3360, intermittently install signs.
- Endicott Road, County Road No. 4000, intermittently install signs.
- Lamont Road, County Road No. 4070, intermittently install signs.
- Hardy Road, County Road No. 4080, intermittently install signs.
- Lancaster Road, County Road No. 4100, intermittently install signs.
- Endicott-St. John Road, County Road No. 4230, intermittently install signs.
- Endicott-St. John, County Road No. 4230, from milepost 1.07 to milepost 9.75, intermittently install guardrail.
- Green Hollow Road, County Road No. 4400, intermittently install signs.
- Parvin Road, County Road No. 5000, intermittently install signs.
- Clear Creek Road, County Road No. 5020, intermittently install signs.
- Albion Road, County Road No. 5400, intermittently install signs.

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Kitzmilller Road, County Road No. 5520, intermittently install signs.
 Winona South Road, County Road No. 6000, intermittently install signs.
 Scott Road, County Road No. 6005, intermittently install signs.
 Wiedrich Road, County Road No. 6050, intermittently install signs.
 Scharpenberg Road, County Road No. 6310, intermittently install signs.
 Union Flat Creek Road, County Road No. 6010, intermittently install signs.
 Luft Road, County Road No. 6130, intermittently install signs.
 Young Road, County Road No. 6170, intermittently install signs.
 South Endicott Road, County Road No. 6140, intermittently install signs.
 McNeilly Road, County Road No. 6240, intermittently install signs.
 Hay-Lacrosse Road, County Road No. 7000, intermittently install signs.
 Big Alkali Road, County Road No. 7005, intermittently install signs.
 Mud Flat Road, County Road No. 7070, intermittently install signs.
 Church Hill Road, County Road No. 7100, intermittently install signs.
 Zaring Cut Off Road, County Road No. 7080, intermittently install signs.
 Almota Road, County Road No. 8000, intermittently install signs.
 Colfax Airport Road, County Road No. 8010, intermittently install signs.
 Sommers Road, County Road No. 8510, intermittently install signs.
 Hamilton Hill Road, County Road No. 8300, intermittently install signs.
 Penawawa Road, County Road No. 8100, intermittently install signs.
 Wawawai Road, County Road No. 9000, intermittently install signs.
 Johnson Road, County Road No. 9050, intermittently install signs.
 Klemgard Road, County Road No. 9480, intermittently install signs.

This project is hereby declared to be a public necessity and the County Engineer is hereby ordered and authorized to report and proceed thereon as by law provided (RCW 36.75.050, 36.80.030, 36.80.070)

IT IS FURTHER RESOLVED that an appropriation from the official adopted county road fund budget and based on the County Engineer's estimate is hereby made in the amounts and for the purposes shown:

PURPOSE	AMOUNT OF APPROPRIATION
Preliminary Engineering	\$ 14,238.00
Contract & Construction Engineering	<u>\$651,877.00</u>
TOTAL	\$666,115.00

This project was included in the official adopted annual road program as Item No. 5.

ADOPTED this 31st day of October, 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

078285 **20.** Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to publish the notice of call for bids for Countywide Safety Plan.

078286 21. Commissioner Kinzer moved Commissioner Largent seconded the motion and it carried to establish the 2017 ER&R rental rates.

BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

In the Matter of Establishing)
2017 Equipment Rental Rates) RESOLUTION No. 078286
Equipment Rental & Revolving Fund)
Whitman County Public Works Dept.) ESTABLISHING ER&R RENTAL RATES
Whitman County, Washington)

WHEREAS, the Whitman County Equipment Rental and Revolving Fund is required to establish equipment and vehicle rental rates in accordance with statute; and,

WHEREAS, rental rates are intended to create enough reserve to pay for equipment replacement at the end of its useful life; and,

WHEREAS, the County Engineer and Maintenance Operations Manager track equipment capitalization, operation, and maintenance costs, and have recommended the following rental rates; and,

WHEREAS, the Board also recognizes the necessity of allowing Public Works the latitude to allow for mid-year adjustment to the rental rates, because of fluctuating costs.

NOW THEREFORE, BE IT HEREBY RESOLVED that Whitman County will establish the following ER&R rental rates for 2017, with the ability for the County Engineer to make minor adjustments at his sole discretion, depending on fluctuating cost factors, to take effect on January 1, 2017.

Graders	\$ 52.00 per hour
Loaders	\$ 44.00 per hour
Excavators	\$ 38.00 per hour
Trucks	\$ 40.00 per hour
Water Trucks	\$ 80.00 per hour
Asphalt Distributors	\$ 85.00 per hour
Paint Truck	\$100.00 per hour
Asphalt Chip Spreader	\$100.00 per hour
Crack Sealer	\$ 45.00 per hour
Rollers	\$ 33.00 per hour
Brooms	\$ 35.00 per hour
Tractor Mowers	\$ 44.00 per hour
Trailers	\$ 11.00 per hour
Lowboy Trailer	\$ 14.00 per hour
Snow plows	\$ 14.00 per hour
Sanders	\$ 23.00 per hour
Pickups	\$ 12.00 per hour
Trailblazer SUV	\$ 15.00 per hour
Sheriff's vehicles	\$1,000.00 to \$1,100.00 per month
Other Department Vehicles	\$ 500.00 to \$1,000.00 per month
GPS Survey Equipment	\$ 15.00 per hour
Data Collector	\$ 5.00 per hour
Total Station Survey Gear	\$ 15.00 per hour
Nuclear Densometer	\$ 5.00 per hour
Testing Lab Trailer	\$ 15.00 per hour

ADOPTED this 31st day of October, 2016.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

Arthur D Swannack, Commissioner

Dean Kinzer, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

078287 **22.** Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the resolution establishing the Farmington Road HMA Overlay project.

RESOLUTION NO. 078287
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the matter of revising a county road project designated as C.R.P. No. 1000-11, Project No. XFR1504.

IT IS HEREBY RESOLVED that the Farmington Road, County Road No. 1000 from milepost 5.41 to milepost 10.24 be improved as follows:

HMA Overlay.

This project is hereby declared to be a public necessity and the County Engineer is hereby ordered and authorized to report and proceed thereon as by law provided (RCW 36.75.050, 36.80.030, 36.80.070).

IT IS FURTHER RESOLVED that an appropriation from the official adopted county road fund budget and based on the County Engineer's estimate is hereby made in the amounts and for the purposes shown:

PURPOSE	AMOUNT OF APPROPRIATION
Preliminary Engineering	\$ 15,000.00
Contract & Construction Engineering	\$1,035,000.00
TOTAL	<u>\$1,050,000.00</u>

This project was included in the official adopted annual road program as Item No. 7.

IT IS FURTHER RESOLVED that the construction is to be accomplished by contract in accordance with RCW 36.77.020 et. seq.

ESTIMATED date of commencing work: June 1, 2017
ESTIMATED date of completing work: October 31, 2017

ADOPTED this 31st 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

DIVISION UPDATES:

D078287A 23. The following division updates provided by Public Works staff.

Engineering Division:

D078287B 23A. Mr. Storey briefly talked about the progress of the Sand Road project.

Maintenance Division:

D078287C 23B. Beginning November 7th, the maintenance crews will be returning to 5 eight hour work days.

D078287D 24. Approved documents signed.

078288 25. The Tuesday, November 1, 2016 workshop was cancelled.

11:15 a.m. - Adjournment.

D078288A Commissioner Kinzer **moved** to adjourn the **October 31** and **November 1, 2016** meeting. Motion **seconded** by Commissioner Largent and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **November 7, 2016**. The foregoing action made this **31st** 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