

BOCC MINUTES-11/06/17

079502 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, November 6, 2017** at **9:00 a.m.** Chairman Arthur D Swannack, Dean Kinzer and Michael Largent, 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, Bill Tensfeld (9:00 a.m.), Robin Jones, Kelli Campbell Scott Jackson, (9:15 a.m.), Janel Goebel (9:30 a.m.) and Troy Henderson (9:35 a.m.).

079503-079505 1-3. The following items were discussed but no action was taken.

- Auditor's Staffing
- Martin Hall/Douglas Co.
- Assessor's Staffing
- Aging & Long Term Care of E WA
- Board of Health
- 2018 Budget
- Parks/Fair Transition Update
- Developmental Services Update
- Red Wolf Bridge Closure
- Bridge Inspection Recertification
- CRAB Road/Bridge Status
- Gary Kopf Bridge Applications
- Public Works Staffing
- Sanders Out Over Weekend

10:00 a.m. - Recess.

10:15 a.m. - Reconvene/Board Business Continued/Flag Salute.

Present: Gary Petrovich and Scott Jackson.

D079505A 4. Pledge of Allegiance.

Consent Agenda:

079506 5. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to accept the consent agenda as presented.

079507 6. Treasurer's Wire Transfers and Check Report in the amount of **\$101,175.80** and General Claims/Veterans' Relief warrants numbered **332971-333034** for **\$243,257.00** approved.

079508 7. October 30, 2017 minutes approved.

079509-079511 8. Personnel change orders approved.

079512 9. Mr. Petrovich presented updated information for the proposed 2018 budget as follows:

| | |
|--|---------------------|
| Current Expense Revenue | \$15,860,677 |
| Current Expense Beginning Fund Balance | \$ <u>301,152</u> |
| Total Current Expense | \$16,161,829 |
| Current Expense Personnel | \$ 9,277,419 |
| Current Expense Operations | \$ <u>6,884,410</u> |
| Total Current Expense Personnel/Operations | \$16,161,829 |
| Current Expense/Non-Current Expense Personnel | \$15,835,228 |
| Current Expense/Non-Current Expense Operations | \$48,233,772 |
| Total Non-Current Expense Personnel/Operations | \$64,069,000 |

Mr. Petrovich indicated changes made this past week were balanced through the Current Expense Fund. **Motion** by Commissioner Kinzer **seconded** by Commissioner Largent and **carried** to adopt the 2018 Whitman County budget.

**Resolution No. 079512
Adopting the 2018 Budget for Whitman County, Washington**

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met on Monday, October 2 and 16, 2017, and held the budget hearings for the 2018 fiscal budget for all County Funds as detailed below; and,

WHEREAS, any and all taxpayers appearing at the hearing to be heard for or against any part of the budget have been given the opportunity to be heard; and,

WHEREAS, it is estimated that the total of all revenues from all sources other than taxation will require the maximum taxes allowable by law to be levied on property within Whitman County for the County Current Expense, Mental Health, Developmental Services and County Road Funds and the minimum tax allowable by law for the Indigent Soldier Fund; and,

WHEREAS, the final taxable evaluations for Current Expense are **\$6,144,899.25**; and,

WHEREAS, the estimated expenditures set forth in this budget are necessary, sufficient and needed to carry on the operations of the government of Whitman County, State of Washington, for fiscal year 2018; and,

WHEREAS, the final budgets for County Current Expense departments, Special Revenue, Debt Service, Capital Projects, Enterprise and Internal Services funds of Whitman County are attached.

NOW, THEREFORE BE IT RESOLVED that:

1. The final budgeted expenditures for the several offices, departments, and funds of said Whitman County fiscal year 2018 will be set forth as attached and the amounts are appropriated for the indicated funds; and,
2. The 2018 budget is being passed in two separate authorizations each with separate spending limitations:
 - wages & benefits and
 - all other expenses; and,
3. Pursuant to RCW 36.40.080 and 36.40.100 the Board of County Commissioners has the legal authority to take this approach and every county official shall be limited in the making of expenditures or the incurring of liabilities to the amount of the detailed appropriation items or classes respectively; and,
4. This provides better capacity to monitor budget spending under current revenue constraints; and,

BE IT FURTHER RESOLVED that the Whitman County Assessor shall set the levies for the County Current Expense Fund, Developmental Services Fund, Mental Health and County Road Fund at the maximum allowed by law and the Indigent Soldier Fund at the minimum allowed by law.

PASSED, APPROVED AND ADOPTED this 6th day of November, 2017.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Arthur D Swannack, Chairman

Dean Kinzer, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

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| <u>Dept #</u> | <u>Department</u> | | <u>Personnel</u> <u>Expenditures</u> | | <u>Operating</u> <u>Expenditures</u> | | <u>Total</u> |
|-------------------------|---------------------------|-----------|---|-----------|---|-----------|-------------------|
| 009 | Commissioners Dept. | \$ | 355,637 | \$ | 19,950 | \$ | 375,587 |
| 010 | General Government | \$ | 91,720 | \$ | 4,053,876 | \$ | 4,145,596 |
| 012 | Administrative Services | \$ | 93,063 | \$ | 109,788 | \$ | 202,851 |
| 013 | Human Resources | \$ | 207,223 | \$ | 15,210 | \$ | 222,433 |
| 020 | Superior Court | \$ | 160,061 | \$ | 29,300 | \$ | 189,361 |
| 030 | District Court | \$ | 742,065 | \$ | 53,690 | \$ | 795,755 |
| 040 | Clerk | \$ | 233,214 | \$ | 25,648 | \$ | 258,862 |
| 050 | Treasurer | \$ | 353,327 | \$ | 34,022 | \$ | 387,349 |
| 060 | Auditor | \$ | 721,600 | \$ | 150,825 | \$ | 872,425 |
| 080 | Assessor | \$ | 406,727 | \$ | 29,250 | \$ | 435,977 |
| 100 | Prosecuting Attorney | \$ | 634,535 | \$ | 45,400 | \$ | 679,935 |
| 105 | Child Support Enforcement | \$ | 101,856 | \$ | 24,200 | \$ | 126,056 |
| 120 | Facilities Management | \$ | 208,954 | \$ | 469,567 | \$ | 678,521 |
| 140 | Sheriff | \$ | 2,839,459 | \$ | 947,000 | \$ | 3,786,459 |
| 170 | Juvenile Services | \$ | 406,647 | \$ | 236,377 | \$ | 643,024 |
| 200 | Weed Control | \$ | 87,198 | \$ | 16,903 | \$ | 104,101 |
| 220 | Coroner | \$ | 133,526 | \$ | 57,030 | \$ | 190,556 |
| 240 | County Extension | \$ | 69,722 | \$ | 63,089 | \$ | 132,811 |
| 260 | Emergency Management | \$ | 132,077 | \$ | 111,950 | \$ | 244,027 |
| 280 | Public Health | \$ | 688,767 | \$ | 154,765 | \$ | 843,532 |
| 300 | Fair | \$ | 188,292 | \$ | 176,920 | \$ | 365,212 |
| 310 | Parks & Recreation | \$ | 194,752 | \$ | 52,150 | \$ | 246,902 |
| 320 | Information Technology | \$ | 226,997 | \$ | 7,500 | | 234,497 |
| Total Personnel | | \$ | 9,277,419 | | | | |
| Total Operating | | | | \$ | 6,884,410 | | |
| Total Department | | | | | | \$ | 16,161,829 |

| <u>Fund #</u> | <u>Description</u> | | <u>Personnel</u> <u>Expenditures</u> | | <u>Operating</u> <u>Expenditures</u> | | <u>Total</u> |
|---------------|-----------------------------|----|---|----|---|----|--------------|
| 001 | Gen Gov't - Current Expense | \$ | 9,280,725 | \$ | 6,881,104 | \$ | 16,161,829 |
| 101 | Self-Insurance | \$ | - | \$ | 37,500 | \$ | 37,500 |
| 102 | Building & Development | \$ | 125,997 | \$ | 134,543 | \$ | 260,540 |
| 103 | County Wide Planning | \$ | 191,908 | \$ | 303,350 | \$ | 495,258 |
| 104 | Developmental Services | \$ | 91,547 | \$ | 862,427 | \$ | 953,974 |
| 106 | Extension Publications | \$ | - | \$ | 200 | \$ | 200 |
| 108 | Veterans Relief | \$ | - | \$ | 135,550 | \$ | 135,550 |
| 109 | Homeless Housing Plan | \$ | - | \$ | 300,000 | \$ | 300,000 |
| 110 | County Road - Public Works | \$ | 4,087,420 | \$ | 15,156,473 | \$ | 19,243,893 |
| 112 | Public Facilities Improve. | \$ | - | \$ | 4,170,000 | \$ | 4,170,000 |
| 115 | Hotel/Motel Tax | \$ | - | \$ | 20,000 | \$ | 20,000 |
| 116 | Domestic Violence Services | \$ | - | \$ | 400 | \$ | 400 |
| 117 | Boating Safety | \$ | 34,000 | \$ | 72,600 | \$ | 106,600 |

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| | | | | | | | |
|-----|-----------------------------|----|-------------------|----|-------------------|----|-------------------|
| 118 | Inmate Welfare | \$ | - | \$ | 34,000 | \$ | 34,000 |
| 120 | Historical Preserv./Program | \$ | - | \$ | 45,500 | \$ | 45,500 |
| 122 | Sheriff K-9 Unit | \$ | 1,100 | \$ | 11,400 | \$ | 12,500 |
| 123 | Paths & Trails | \$ | 40,916 | \$ | 175,661 | \$ | 216,577 |
| 124 | REET Technology | \$ | - | \$ | 8,100 | \$ | 8,100 |
| 125 | Donations & Planned Giving | \$ | - | \$ | 341,787 | \$ | 341,787 |
| 126 | Treasurer M&O | \$ | 8,522 | \$ | 6,478 | \$ | 15,000 |
| 127 | Quad City Drug Task Force | \$ | 57,848 | \$ | 350,100 | \$ | 407,948 |
| 128 | Crime Victims/Witness | \$ | 95,290 | \$ | 8,230 | \$ | 103,520 |
| 129 | Juvenile Special Rev Funds | \$ | - | \$ | 88,000 | \$ | 88,000 |
| 130 | Inter-Local Drug Fund | \$ | - | \$ | 18,000 | \$ | 18,000 |
| 132 | Auditor's Doc Preservation | \$ | - | \$ | 272,900 | \$ | 272,900 |
| 133 | Commissioners Special Rev | \$ | - | \$ | 230,000 | \$ | 230,000 |
| 134 | Elections Reserve | \$ | - | \$ | 100,400 | \$ | 100,400 |
| 135 | Prosecutor STOP Grant | \$ | 16,119 | \$ | 10,000 | \$ | 26,119 |
| 136 | District Court Funds | \$ | - | \$ | 41,240 | \$ | 41,240 |
| 138 | Federal Equitable Sharing | \$ | 5,000 | \$ | 245,500 | \$ | 250,500 |
| 141 | Washington Housing SHB 2060 | \$ | - | \$ | 36,000 | \$ | 36,000 |
| 143 | Trial Court Improvement | \$ | - | \$ | 156,284 | \$ | 156,284 |
| 144 | Emergency Commun. System | \$ | 198,642 | \$ | 957,861 | \$ | 1,156,503 |
| 200 | Debt Service - External | \$ | - | \$ | 166,892 | \$ | 166,892 |
| 210 | Debt Service County Inside | \$ | - | \$ | 86,890 | \$ | 86,890 |
| 300 | Capital Projects | \$ | - | \$ | 1,423,215 | \$ | 1,423,215 |
| 310 | Capital Proj Inside Source | \$ | - | \$ | 13,067 | \$ | 13,067 |
| 320 | Capital Proj Outside Source | \$ | - | \$ | 129,794 | \$ | 129,794 |
| 400 | Solid Waste - Public Works | \$ | 708,750 | \$ | 5,585,250 | \$ | 6,294,000 |
| 410 | Solid Waste Reserve | \$ | 15,410 | \$ | 1,874,950 | \$ | 1,890,360 |
| 501 | Equipment Rental Revolving | \$ | 801,034 | \$ | 6,391,066 | \$ | 7,192,100 |
| 511 | Unemployment Ins Revolving | \$ | 75,000 | \$ | 125,000 | \$ | 200,000 |
| 515 | Information Tech Operations | \$ | - | \$ | <u>1,226,060</u> | \$ | <u>1,226,060</u> |
| | Total Personnel | \$ | 15,835,228 | | | | |
| | Total Operating | | | \$ | 48,233,772 | | |
| | Total All Funds | | | | | \$ | 64,069,000 |

079513 **10.** Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to reappoint Mitch Chandler to a 4-year term expiring 12/31/21 on the Blue Ribbon Advisory Task Committee.

079514 **11.** Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to authorize the Chairman to sign a letter of appreciation to Zami Wilson for her volunteer service on the Citizens' Commission for Salaries for Elected Officials.

079515 **12.** Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to appoint Kristina Cooper, David Nails, Brandon Johnson and Peggy Wright representing Management/Non-Represented employees, Laura Bloomfield representing Non-Management/Non-Represented employees, Dan LeBeau representing Management/Professional/Non-Represented employees to 2-year terms on the Classification Committee. All terms will expire 11/01/19.

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079516 13. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to appoint Dave Mahan to represent Whitman County on the Palouse Scenic Byways Committee.

079517 14. **Motion** by Commissioner Kinzer **seconded** by Commissioner Largent and **carried** to authorize the Chairman to sign a letter of appreciation to Ken Duft for his volunteer service on the Planning Commission.

079518 15. **Motion** by Commissioner Kinzer **seconded** by Commissioner Largent and **carried** to reappoint Dorothy Sharp, Tom Simpson and Eugene Dixon to 5-year terms expiring 12/31/22 on the Veterans' Advisory Board.

079519 16. **Motion** by Commissioner Kinzer **seconded** by Commissioner Largent and **carried** to accept the recommendation of the Risk Manager and deny the claim for damages and forward the claim to the county's insurance carrier.

CORRESPONDENCE:

D079519A 17. The following correspondence was received:

079520 17A. The commissioners acknowledged the Superintendent of Public Instructions 2018 school district levy authority.

079521 17B. An executed copy of Teamsters Local #690 Road and Courthouse Units letter of agreement for the county's medical contribution was received.

079522 17C. An executed copy of the PayneWest service agreement was received.

079523 17D. An executed copy of the PayneWest Business Associate agreement was received.

079524 18. Commissioners' pending list reviewed.

079524 19. Approved documents signed.

10:35 a.m. - Recess.

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

Present: Kelli Campbell and Gary and Valerie Hunt.

079525 20. Commissioner Kinzer **moved** Commissioner Largent **seconded** the motion and it **carried** to go into executive session with the above individuals until 11:45 a.m. in accordance with RCW 42.30.140(4)(a) for matters related to negotiations.

11:45 a.m. - Return to Open Session/Recess.

3:00 p.m. - Reconvene/Board Business Continued/BOCC Workshop (at the Port of Whitman Office).

Present: John Love, Kristine Meyer, Tom Kammerzell, Joe Poire and Gary Petrovich. Commissioner Largent was not in attendance.

079526 21. The following items were discussed but no action was taken.

- Boyer Park
- Happy Birth/Debbie Snell
- Wilma Road Drainage
- Wawawai USACE Lease Terms
- Fiber to Tekoa Completed
- Red Wolf Bridge Full Closure
- 2018 Whitman County Budget
- Voting

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- Pullman Airport
- Hawkins State Line Project
- Water/HIRST Decision

4:00 p.m. - Recess.

D079526A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, November 13, 2017** at **9:00 a.m.** Chairman Arthur D Swannack, Dean Kinzer and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

D079526B 22. Approved consent agenda items signed.

079527 23. Treasurers Wire Transfers and Check Report in the amount of **\$183,822.12**, Payroll warrants numbered **333042-333047** for **\$550,908.28** and General/Veterans' Relief/Payroll warrants numbered **333052-333204** for **\$286,342.54** approved.

079528-079533 25. Personnel change orders.

9:05 a.m. - BOCC Workshop.

Present: Gary Petrovich (9:05 a.m.), Kelli Campbell (9:35 a.m.) and Alan Thomson (10:35).

079534 26. The following items were discussed but no action was taken.

- Martin Hall 2018 Budget/Meetings
- LEOFF I Board/Members
- Bald Butte Cell Tower Application
- Rural Development Initiative/Rosalia
- HIRST Decision
- Avista Rebate/McKinstry Project
- Ballot Box Legislation
- Auditor's Staffing
- WSAC/Legislation
- WSAC/Dues

11:00 a.m. - Adjournment.

D079534A Commissioner Kinzer **moved** to adjourn the **November 6** and **13, 2017** 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 20, 2017**. The foregoing action made this **13th** day of **November 2017**.

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

MARIBETH BECKER, CMC
Clerk of the Board

ARTHUR D SWANNACK, CHAIRMAN
Board of County Commissioners