

## Minutes for November 15<sup>th</sup>, 2004

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**063089 THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **November 15, 2004** at **9:00 a.m.** Les Wigen, Chairman, G.R. "Jerry" Finch and Greg Partch, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Sharron Cunningham.

**063090 1.** Items discussed included a financial update, response to Mary Selecky, reserve deputy line cars, cap on expenditures, candle policy, salary commission. No action taken.

**10:00 a.m. - Pledge of Allegiance.**

Present: Jerry Jones, Megan Doyle and Bev Welch.

**D063090A 2. Motion** by Commissioner Finch to approve the consent agenda. Motion **seconded** by Commissioner Partch and **carried**.

**063090B 3.** Claims/Payroll warrants numbered **169663-169759** for **\$131,637.91** approved.

FUND	FUND NAME	AMOUNT
001	Current Expense	30,552.50
102	Building & Development	9.42
103	Countywide Planning	149.15
110	County Roads	23,551.68
119	Emergency Services	12.18
123	Paths & Trails	266.29
142	Whitcom-911	12,987.45
400	Solid Waste	2,158.43
410	Solid Waste Reserve	1,000.00
501	Equipment Rental & Revolving	58,445.98
513	Communications Revolving	2,505.83

**063091 4.** November 8, 2004 minutes approved.

**063092-063095 5.** Personnel board orders approved.

**063096 6.** Commissioner Finch **moved**, Commissioner Partch **seconded** the motion and it **carried** to authorize publishing of the 2005 Whitman County budget hearing on December 6<sup>th</sup> at 7 p.m.

**BOCC MINUTES-11/15/04**

**063097** 7. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to authorize publishing of the 2005 Community Action Center CDBG-PS grant hearing on December 6<sup>th</sup> at 4:45 p.m.

**063100** 8. A letter was received from Dale Miller, UCDA requesting extension to the Dahmen Barn .08 project. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to extend the project completion date to July 31, 2005 for the UCDA Dahmen Barn project.

**10:05 a.m.** - Judge David Frazier.

**063099** 9. The public defense contract was tabled to November 22<sup>nd</sup> at the request of Judge Frazier to allow for further review and revisions.

**063100** 10. Ms. Welch presented a contract with Dan Brown through December 31, 2004 for projects and training. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to sign a consulting contract with Dan Brown.

11. The 2005 levy certifications received for the following entities:

- 063101** Town of Albion
- 063102** Fire District #11
- 063103** ESD #101

**063104** 12. An executed copy of DSHS contract #0463-58222 for ESSB 5903 Disposition Alternatives within the Juvenile Department was received.

**063105** 13. An executed copy of the 2003-05 Developmental Services revised Spending Plan was received.

**D063104A** 14. Commissioners' pending list reviewed.

**10:15 a.m.** - **Karl Johanson, Council on Aging & Human Services.**

Present: Jerry Jones and Megan Doyle.

**063106** Mr. Johanson indicated the Council on Aging is applying for another 2 years of competitive funding from a variety of sources through the consolidated grant funding process. This application is for a total of \$220,000/year for operating costs and capital funds. All matching funds for capital requests are in hand. Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to sign said support letter as presented.

Commissioner Partch excused himself from the meeting until 2:00 p.m.

**10:30 a.m.** - **Jennifer Snead, ADO Coordinator.**

Present: Jerry Jones and Megan Doyle.

**D063106A** Ms. Snead addressed the following ADO issues:

- Inland NW Economic Alliance collaborative with 8 eastern Washington counties and 5 Idaho counties performing regional grant development, asset inventory (completed), recruitment, creation of a regional website and the hiring of Bob Potter.
- The Port of Whitman hired Dr. Steve Peterson to assist Jennifer in creating an economic impact study for the communities in Whitman County based on their economic potential including a strategic plan, value of telecommuter, analysis of Pullman-Moscow Regional Airport, creating infrastructure from Moscow and Pullman for water and sewer, economic impacts of the Port's industrial parks, cost analysis of the Pullman Industrial and Boyer Parks compared to these parks being built in other Whitman County communities. A template will be created upon conclusion.
- Bill Stewart is now working for CTED on state leads; Whitman County has submitted 3 proposals from Mr. Stewart's leads.
- Continuing with individual business assistance. Ms. Snead acts as a clearinghouse. Once a client profile is completed she can then provide the correct resources, i.e. local, state, Small Business Development Center or the Business Information Center.
- Group assistance continues; one example is the Tekoa municipally owned golf course.
- An alliance has been formed with the Spokane Business Information Center for accessing a wide variety of books and videos for clients with specific business interest.
- ADO Resource Board meets 6 times/year in the each of the 6 designated regions in the county.
- Working with Palouse Economic Development Council (PEDC) on business retention and expansion grants and surveying manufacturers and technology companies in Whitman, Garfield, Columbia and Asotin counties.
- On November 17<sup>th</sup> a comprehensive economic development committee meeting will be held to allow for input on Whitman County's comprehensive plan for state and federal grants, similar to the WA-CERT process.
- Ms. Snead just returned from a business recruitment trip in San Jose, CA. Her initial focus is on small to mid size, privately owned, non-location dependent, owner on premises, businesses started between 1970-2000, businesses with the flexibility to relocate and businesses with 12-150 employees.
- Working with director of WSU Innovation Assessment Center to outline a plan of action for "technology commercialization" by transferring students from the education environment to the Whitman County business environment.
- New recruitment folders were later distributed to the commissioners.

**11:00 a.m. - Dane Dunford, Public Works Director.**

**BOCC MINUTES-11/15/04**

Present: Mark Storey, Mark Bordsen, Mike Schuler, Phil Meyer, Steve Mader, Jerry Jones and Megan Doyle.

**Action Items:**

**D063106B 1.** Commissioner Finch stated the Board of County Commissioners has reviewed the official transmittal documents for Mader's proposed final plat and has found them to be acceptable. Therefore, he **moved** to approve the final plat to create the Locust Grove Industrial Park South Light Industrial Subdivision. Motion **seconded** by Commissioner Wigen who applauded Mr. Mader for his hard work. Commissioner Finch appreciated Mr. Mader's tenacity and follow through and he hoped this would be a successful venture for Mr. Mader. Mark Bordsen pointed out Jean Wardwell called who could not be present but her signature on the final plat document stands for itself. Motion **carried**. The commissioners proceeded to sign the plat maps.

**Engineering Division:**

**D063106C 2.** The Palouse Cove Road contractor has completed all construction activities until next spring. The posted regulatory speed limit will remain at 35 MPH and enforced through the winter months. Additional signage and delineators are being installed.

**D063106D 3.** Looney Bridge is essentially completed. Poe Asphalt hopes to pave the approaches this week depending on weather at which time the project would be completely finished. The bridge will be open to the public by the end of this week.

**Administrative Division:**

**063107 4.** Auction results were received from the Director as follows:  
ER&R Fund - \$5,842  
General Fund - \$2,277  
Emergency Management Fund - \$2,668

**Maintenance Division:**

**D063107A 5.** Crews continue grading and cleaning ditches and culverts.

**11:15 a.m. - Recess.**

**11:30 a.m. - Bev Welch, Finance Director/IS Manager.**

Present: Sharron Cunningham, Janet Schmidt, Mike Werner, Doug Robinson, Fran Martin, Kelli Campbell, Chad Connors, Tim Myers, Denis Tracy, Dane Dunford, Brett Myers, Bob Lothspeich, Tom Miller, Bob Reynolds, Eileen Roe, and Jerry Jones.

The following individuals contacted the Clerk of the Board regarding their absence from today's meeting: Greg Partch, Peggy Wright, Joe Reynolds and Eunice Coker.

**063108** The October 2004 ending financial report provided by Ms. Welch.

**BOCC MINUTES-11/15/04**

October 2004 Cash Balance - \$1,260,757

October 2003 Cash Balance - \$2,144,208

October 2004 Revenue - \$9,068,640 - 82.18% of budget.

October 2003 Revenue - \$7,687,585 - 88.06% of budget.

October 2004 Expenditures \$7,919,724 - 79.71% of budget.

October 2003 Expenditures \$7,056,077 - 77.79% of budget.

**12:00 p.m. - Recess.**

**1:30 p.m. - Chad Connors, Juvenile Administrator**

Present: Bev Welch.

**063109** 1. A renewable contract between the county and Washington Association of Sheriff's and Police Chiefs for electronic monitoring equipment was presented. This is in place of juveniles being detained at Martin Hall saving \$120/day per juvenile. Commissioner Finch **moved**, Commissioner Wigen **seconded** the motion and it **carried**.

**063110** 2. Mr. Connors presented a second contract between the county and DSHS for the Juvenile Accountability Block Grant #0463-58788 in the amount of \$10,000 used for the intensive tracking program targeting moderate and high-risk juveniles. Commissioner Finch **moved**, Commissioner Wigen **seconded** the motion and it **carried**.

**063111** 3. As presented at his 2005 budget review, the Administrator said he would like to purchase a shared information system for juvenile court that would tie the entire juvenile court system together, i.e. detention, probation, accounts payable, accounts receivable, family court, dependency court, etc. Generally speaking, the commissioners were in favor of the request, but the \$11,500 needed was the issue. He approached Bev Welch and Kris Bunch in Information Services about funding this request through Asset Acquisition. Ms. Welch indicated funding is available in Asset Acquisition at this time and it is preferred all software and hardware be purchased from the same fund for auditing purposes. In addition, Mr. Connors said one new computer, estimated at \$1,600, would be needed, however, that expenditure would be absorbed by the Juvenile Department's HB 3900 grant. The shared information system would reduce much of the duplication within the department through "screen scraping". Information keyed from police reports can be converted into many other files, thereby eliminating the need for staff to enter information more than once.

Commissioner Finch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to authorize the \$11,500 from the 2004 Asset Acquisition fund for the shared information system and an additional \$1,600 for a printer and computer to be deducted from the Juvenile Department budget.

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**D063111A 4.** Several weeks prior the Administrator said he was authorized to hire 3 part time (50%) tracker/detention officers without medical benefits. Two of the 3 positions have been filled. The 3<sup>rd</sup> position was filled on a temporary part-time (50%) basis. It is 75% grant funded by HB 3900 and tracking grants; the remaining 25% is county funded. Mr. Connors requested authorization now to fill the position on a regular part-time (50%) basis less medical benefits. The commissioners voiced no objections.

**2:00 p.m. - Recess.**

**2:45 p.m. - Board Business Continued.**

Present: Kelli Campbell and Gary and Valerie Hunt.

**D063111B 13.** Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to go into executive session with the above individual(s) until 4:00 p.m. for contract negotiation matters.

**4:00 p.m. - BOCC Workshop.**

**D063111C 14.** A follow up letter to Mary Selecky discussed. No action taken.

**4:30 p.m. - Return to Open Session/Recess.**

**D063111D THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **November 16, 2004** at **3:00 p.m.** Les Wigen, Chairman, G.R. "Jerry" Finch and Greg Partch, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

**3:00 p.m. - Reconvened/Board Business Continued/BOCC Workshop.**

Present: Sharron Cunningham, Kelli Campbell, Brett Myers, Denis Tracy and Bob Lothspeich.

**D063111E 15.** Elected officials salaries discussed. No action taken.

**4:30 p.m. - Adjournment.**

**D063111F** Commissioner Partch **moved** to adjourn the **November 15 and 16, 2004** meeting. Motion **seconded** by Commissioner Finch and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **November 22, 2004**. The foregoing action made this **18th** day of **December 2004**.

ss/ G.R. FINCH, Commissioner  
ss/ GREG PARTCH, Commissioner

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MARIBETH BECKER, CMC  
Clerk of the Board

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LES WIGEN, CHAIRMAN  
Board of County Commissioners