

Minutes for November 15, 2010

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071306 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, November 15, 2010** at **9:00 a.m.** Chairman Greg Partch, Patrick J. O'Neill and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Gary Petrovich and Joe Smillie (9:00 a.m.) and Bob Reynolds (9:30 a.m.),

071307 1. Items discussed included financial update, insurance allocation, Finance Committee report, 2011 budget, employee medical issues, 4th graders' tour, MRSC/WRCIP on public records requests, PDC request, and ESCO. No action taken.

10:15 a.m. - Bob Reynolds and Joe Smillie.

D071307A 2. Motion by Commissioner Largent to accept the consent agenda after claims review. Motion **seconded** by Commissioner O'Neill and **carried**.

071308 3. Claims/Payroll warrants numbered 245361-245378, 245513-245554, 245605-245636 and 245660-245684 for **\$1,099,005.80** approved.

| FUND | FUND NAME | AMOUNT | AMOUNT | AMOUNT |
|------|---------------------------------|------------|------------|-----------|
| 001 | Current Expense | 227.91 | 2,121.07 | 52,027.43 |
| 102 | Building & Development | 143.64 | | 1,709.20 |
| 103 | Countywide Planning | | | 1,838.60 |
| 104 | Developmental Services | 250.00 | | |
| 110 | County Roads | | 369.47 | 18,112.80 |
| 127 | Drug Enforcement-Quad City | | | 400.00 |
| 128 | Crime Victims/Witness-Pros. 000 | | | 350.00 |
| 135 | Prosecutor's Stop Grant | | | 150.00 |
| 144 | Emerg. Communicat. 144.260.001 | | 3,097.69 | 250.00 |
| 400 | Solid Waste | 67,478.09 | 2,744.80 | 800.00 |
| 410 | Solid Waste Reserve | | | |
| 501 | Equipment Rental & Revolving | 6,367.12 | 73,304.81 | 5,047.40 |
| 660 | Whitcom-General 660.911.000 | 79,689.48 | 59.30 | |
| 660 | Whitcom-Grant 660.911.001 | 307.54 | | |
| 690 | Clearing-Medical 690.005.000 | | 183,490.74 | |
| ET | Electronic Transfer | 435,257.98 | | |

071309 4. November 1, 2010 minutes approved.

071310 5. Personnel board orders approved.

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071310A 6. Bob Reynolds indicated he received notification from DIVCO stating they will not underwrite some of the county's older mechanical equipment that has exceeded its useful life and is difficult to service and/or find technicians to work on specifically the Corrections Facility water chiller. Therefore, DIVCO is proposing a watered-down version of the current contract. Mr. Reynolds recommended delaying any decision until the county is under contract with an Energy Service Company (ESCO). In the event the county incurs a time sensitive situation for coverage, he would then recommend negotiating a similar contract with DIVCO for fewer covered items.

071310B 7. Mr. Reynolds visited with two ESCO's; McKinstry Company with offices in Seattle and Spokane and Apollo Company of Portland. Either company will analyze the equipment, bringing back a financial feasible project with a 10-year payback for the Corrections Facility and Public Service Building. He preferred a system similar to the Courthouse system that can be monitored remotely and capable of being serviced by a number of vendors within Whitman County. McKinstry has worked with DIVCO before and Apollo can work with most local companies. Mr. Reynolds recommended McKinstry as Whitman County's ESCO based on their close proximity and because they currently have an individual on staff very familiar with the county's pneumatic system. The commissioners suggested the Courthouse and Information Technology buildings also be included in the efficiency study. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to select McKinstry Company as Whitman County's ESCO.

D071310C 8. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to authorize final payment less the 5% retainage for the Corrections Facility new roof. The 5% retainage payment will be made upon receiving final state approval.

D071310D 9. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the general claims as submitted.

071311 10. Upon recommendation by Mr. Reynolds, Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to carry over the 2010 Capital Improvement projects to 2011.

10:30 a.m. - 2011 CDBG-PS (Community Development Block Grant) Public Service Hearing.

Present: Gary Petrovich, Kelli Campbell, Amy Robbins and Joe Smillie.

D071311A 11. Chairman Partch convened the hearing for use of the 2010 CDBG-PS grant funds and proposed use of 2011 grant funds.

Ms. Robbins explained Community Action Center (CAC) (subrecipient) is a private, non-profit 501-C3 organization located in Pullman with an outreach office in Colfax. CAC provides emergency services, homeless, food bank and energy assistance services to low-moderate income individuals/families. CDBG-PS funds are used for staff and administration in providing the above services. Most of CAC's contracts are funded through the Department of Commerce.

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Kelli Campbell interjected her involvement deals with the financial portion of the grant; receiving funds from the state and forwarding drawdown payments to CAC.

Maribeth Becker stated the required annual on-site monitoring was conducted October 28th and that report is being compiled. The proposed 2011 grant is based on the same amount of funding awarded in 2010 for another 18 months and would be used for the same purposes as the 2010 CDBG public service grant. Since no information is available at this time about 2011 funding, another hearing will need to be held to consider that application.

Ms. Robbins added Community Action relies on the CDBG-PS funds through the county to maintain the center. They appreciate the county's support and look forward to a continued working relationship for the next couple years. Ms. Robbins thought there will be other programs in the near future that the county and CAC may be working together on to provide services to individuals in need in Whitman County.

There being no further comments, the Chairman adjourned the hearing.

071312 12. Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to authorize publishing the notice for the 2011 preliminary budget hearing to be held Monday, December 6, 2011 at 6 p.m.

071313 13. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the 2011 holiday schedule.

071314 14. Kelli Campbell explained the reason for signing a new AFLAC Flexible Spending Account (FSA) contract is due to AFLAC's increased fees for 2011. The employee portion of the fee is increased by \$.25/month and the county's portion is increased by \$25/month to \$75/month. Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion to approve the updated AFLAC Flexible Spending Account (FSA) contract (12/31/11). Commissioner O'Neill voiced his concern about the county paying \$900/year for two employees using this program and would be interested in reconsidering this benefit in the future. Commissioner Partch echoed Commissioner O'Neill's comments. Motion **carried**.

071315 15. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to approve Teamsters Local #690 letter of agreement for pooling spouse's medical coverage involving the Courthouse, Road and Solid Waste bargaining units.

071316 16. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to resign one of the revised 2011 WCIF master applications (12/31/11).

071317 17. The commissioners reviewed a letter from Doug Robinson concerning VEBA and chose not to reconsider their 11/08/10 decision.

071318 18. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to approve rescinding an interfund loan resolution from the Solid Waste fund to the Auditor's Election fund.

RESOLUTION NO. 071318

BOCC MINUTES-11/15/10

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

WHEREAS, the Board of Whitman County Commissioners met in regular session on the 15th day of November 2010; and,

WHEREAS, the Whitman County Auditor has received state approval for a HAVA grant in the amount of \$360,000 for remodeling a portion of the Harrison Building to become the Whitman County Elections Department; and,

WHEREAS, the HAVA grant requires funds be spent first and then reimbursed by the State of Washington; and,

WHEREAS, on November 1, 2010 an interfund loan of \$360,000.00 to the Whitman County Auditor from the Whitman County Solid Waste Fund was authorized by the Whitman County Commissioners via Resolution No. 071281; and,

WHEREAS, it has since been determined the above mentioned interfund loan is not necessary.

NOW, THEREFORE, BE IT HEREBY RESOLVED that Resolution #071281 adopted on November 1, 2010 is hereby rescinded.

PASSED, APPROVED AND ADOPTED this 15th day of November, 2010.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

ATTEST:

Patrick J. O'Neill, Commiss.

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

071319 **19.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the 2011 Martin Hall budget.

RESOLUTION NO. 071319
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS
WHITMAN COUNTY, WASHINGTON

IN THE MATTER OF APPROVING AND AUTHORIZING THE 2011 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

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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.

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 November 15, 2010.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

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Greg Partch, Chairman

ATTEST:

Patrick J. O'Neill, Commiss.

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

**Martin Hall Juvenile Facility
2011 Operating Budget
Martin Hall Board Approved-9/28/2010**

| <u>Bed User</u> | <u>Beds/Year</u> | <u>Cost/Day</u> | <u>Total Cost/Year</u> |
|------------------------|-------------------------|------------------------|-------------------------------|
|------------------------|-------------------------|------------------------|-------------------------------|

| | | | |
|----------------------------|--------------|-------------------|---------------------------|
| Adams County | 730 | \$175.00 | \$127,750.00 |
| Asotin County | 912.5 | \$175.00 | \$159,687.50 |
| Douglas County | 1825 | \$175.00 | \$319,375.00 |
| Ferry County | 182.5 | \$175.00 | \$31,937.50 |
| Lincoln County | 182.5 | \$175.00 | \$31,937.50 |
| Pend Oreille County | 730 | \$175.00 | \$127,750.00 |
| Spokane County | 1825 | \$175.00 | \$319,375.00 |
| Stevens County | 2555 | \$175.00 | \$447,125.00 |
| Whitman County | 912.5 | \$175.00 | \$159,687.50 |
| Member Overage | | <u>\$175.00</u> | <u>\$0.00</u> |
| Sub-Total | 9855 | | \$1,724,625.00 |
| Other Users | | | |
| Coeurd'Alene Tribe | 0 | \$185.00 | \$0.00 |
| Nez Perce Tribe | 0 | \$185.00 | \$0.00 |
| Other Users | 0 | \$185.00 | \$0.00 |
| Spokane Tribe | 260 | \$185.00 | \$48,100.00 |
| Yakima Tribe | <u>440</u> | <u>\$185.00</u> | <u>\$81,400.00</u> |
| | 700 | | \$129,500.00 |
| Sub-Total | 10555 | | \$1,854,125.00 |
| Other Income | | | |
| Food Program | | | \$32,000.00 |
| Interest Income | | | \$1,000.00 |
| Utilities Refund | | | <u>\$60,000.00</u> |
| Sub-Total | | | <u>\$93,000.00</u> |
| Total Income | | | \$1,947,125.00 |
| Expense | | | |
| Capitol Expense | | | \$12,000.00 |
| Repairs | | | \$3,500.00 |
| Consulting | | | \$2,500.00 |
| Management Services | | | \$18,000.00 |
| Maintenance (Contract) | | | \$40,000.00 |
| Auditing | | | \$4,000.00 |
| Accounting | | | \$31,500.00 |
| Legal | | | \$28,000.00 |
| | | | \$0.00 |
| Fire Contract | | | \$2,500.00 |
| Oper. Cont. Base | 1.5% Inc. | \$143,883.82/ Mon | \$1,726,605.84 |
| Oper. Cont. Over 40 Beds | 0 | \$115.22 | \$0.00 |
| Insurance | | | \$12,000.00 |
| Rent | | | \$1.00 |
| Utilities | | | \$60,000.00 |
| Unallocated Reserve | | | <u>\$6,518.16</u> |
| Total | | Earnings | \$ 1,947,125.00 |

071320 20. Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to sign a cooperative agreement with Palouse Rock Lake Conservation District for agricultural burning purposes (12/31/12).

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071321 21. Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to sign a grant application data form for the Sheriff's State Alien Assistance Program (SCAAP) in the amount of \$631.00.

071322 22. Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to authorize the Chair to sign a special occasion liquor license for the St. John Community Club.

071323 23. The 2011 school district levies for Whitman County were received by the Board from the Superintendent of Public Instruction.

071324 24. Notice of the Department of Revenue's countywide appraisal of selected personal property parcels in Whitman County was received.

071325 25. Information concerning the Elberton Levee was received from the Department of Army and forwarded to the Public Works Director.

071326 26. An executed copy of Washington Military Department Emergency Management Division contract #E11-091 was received (10/31/12).

071327 27. Commissioners' pending list reviewed.

11:00 a.m. - Public Works Department.

Present: Mark Storey and Joe Smillie.

ACTION ITEMS

Solid Waste Division:

071328 1. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** that the proclamation to declare November 15, 2010 as America Recycles Day in Whitman County be signed as presented.

PROCLAMATION

WHEREAS, the quality of the pure water we drink, the pure air we breathe and the natural beauty of our region should not be taken for granted; and,

WHEREAS, the choices we make each day at home, at work and at play, impose a major impact upon our environment; and,

WHEREAS, individuals and institutions should continue to act as responsible trustees of Earth, ecologically, economically, and ethically, to create a sustainable future; and,

WHEREAS, the citizens of Whitman County, along with the city of Pullman, public and private institutions and organizations are planning the execution of a number of Earth-friendly celebrations as part of 2010 Earth Day; and,

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WHEREAS, maximizing the benefits of a quality environment, this year's theme for America Recycles Day is "I Recycle".

NOW, THEREFORE, we do hereby proclaim Monday, November 15, 2010 as: America Recycles Day in Whitman County

ADOPTED this 15th day of November, 2010.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

ATTEST:

Patrick J. O'Neill, Commiss.

Maribeth Becker, CMC
Clerk of the Board

Michael Largent, Commissioner

Engineering Division:

D071328A 2. Mr. Storey advised the Board that both Whitman County projects submitted for to the Bridge Advisory Board have been approved.

11:30 a.m. - Recess.

12:00 p.m. - Board Business Continued/Quarterly Roundtable.

Present: Bob Lothspeich, Brett Myers, Chris Nelson, Denis Tracy, Doug Robinson, Eunice Coker, Fran Martin, Greg Partch, Janet Schmidt, Kelli Campbell, Kim Kopf, Mark Storey, Marlynn Markley, Michael Largent, Pat O'Neill, Peggy Wright, Pete Martin, Robin Jones, Shirley Bafus, Sonya Miller, Tim Myers and Joe Smillie.

071329 28. A New World presentation update was provided by Chris Nelson and department projects/status provided by each attendee. No action taken.

1:00 p.m. - Recess.

1:35 p.m. - Board Business Continued.

Present: Tim Myers and Dave Mahan (1:35 p.m.), Eunice Coker (2:00 p.m.) and Joe Smillie and Kelli Campbell (2:05 p.m.).

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D071329A 29. Items discussed included an update on projects occurring at each county park and Department of Licensing. No action taken.

2:40 p.m. - Recess.

D071329B THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, November 16, 2010** at **2:00 p.m.** Chairman Greg Partch and Michael Largent, Commissioners attended.

2:00 p.m. - Meeting Reconvened/Board of Health.

Present: Dr. Moody, Fran Martin, Kay McGeehee, Michael Baker and Jeslyn Lemke.

071330 1. Kay McGeehee gave a presentation on Whitman County's Health Assessment. The survey data explored the health, well-being, demographic and social characteristics of Whitman County residents. This data can assist communities in prioritizing needs, allocating resources and designing programs that implement policies to improve the health of the community. Brochures distributed.

D071330A 2. Dr. Moody said to-date state-wide reported flu cases are at the low end; it is recommended everyone up to age 65 should have a DTAP, a one-time replacement for the regular Tetanus booster that includes the Pertussis component. One confirmed case of Crypto Sporidiosis (intestinal parasite carried by water) has been reported in Whitman County.

D071330B 3. Michael Baker talked about state required food inspections for facilities designated as high risk or known conflicts need to be inspected twice a year and all other facilities at least once each year. Due to current staff shortages, the decision was made to contract out these inspection services.

D071330C 4. Mr. Baker is working to resolve a few pending on-site sewage issues.

D071330D 5. Mr. Baker attended the FEMA training for environmental health and emergency situations and hoped to incorporate information derived at that training into the county's local food and on-site sewage programs.

D071330E 6. Ms. Martin gave a brief staffing update.

D071330F 7. Due to financial difficulties Educational Service District (ESD) 101 has reduced nursing hours at the schools. Most schools are down 8 hours from now until the end of the school year, with the exception of

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Colfax that has a 32 hour reduction. Therefore, the Health Department will have approximately \$8,000 in reduced revenue.

D071330G 8. Ms. Martin said flu vaccines have been extremely low this year and she recently authorized the return and refund of 500 doses.

D071330H 9. Adoption of the Strategic Plan and Operational Guidelines were tabled until November 29th.

D071330I 10. Ms. Martin reported that a number of state, county and other agencies participated in the emergency management exercise conducted on October 20th at the Fairgrounds. The commissioners will receive a copy of the report upon its completion.

D071330J 11. Emergency Management has been awarded FEMA funding for the Hazardous Mitigation Plan. Tetra Tech previously prepared the document for the county. Ms. Martin would like to advertise for a request for qualifications (RFQ) to update the Plan.

D071330K 12. The next Board of Health meeting is December 21, 2010.

D071330L THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, November 22, 2010 at 2:00 p.m.** Chairman Greg Partch, Patrick J. O'Neill and Michael Largent, Commissioners attended.

2:00 p.m. - Reconvened/Board Business Continued/Workshop.

0713331 30. The 2010 and 2011 budgets discussed. No action taken.

3:00 p.m. - Adjournment.

D071332A Commissioner O'Neill **moved** to adjourn the **November 15, 16 and 22, 2010** 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 29, 2010.** The foregoing action made this 23rd day of **November 2010.**

ss/ PATRICK J. O'NEILL, COMMISSIONER
ss/ MICHAEL LARGENT, COMMISSIONER

MARIBETH BECKER, CMC
Clerk of the Board

GREG PARTCH, CHAIRMAN
Board of County Commissioners