

082410 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, December 2, 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. - Call to Order/Board Business/BOCC Workshop.

Present: Gary Petrovich, Sharron Cunningham, Sandy Jamison, Bill Spence, Mark Storey, Lance Bishop, Chris Nelson, Bill Tensfeld (9:00 a.m.), and Marlynn Markley (9:35 a.m.).

082411-082412 1-2. The following items were discussed but no action was taken.

- Indigent Defense Contract
- SHB 1406
- Pullman District Court
- Supreme Court Ruling
- WC Liberty Bell Fund
- Board of Equalization
- City Equipment/Accidents
- Executive Session/Negotiations
- Snake River Closure
- Elections
- New Hire/Recording
- 2020 Budget
- Public Works' Update
- County Code
- District Court/Accrued Leave Request
- Pullman Court Report Update

9:50 a.m. - Recess.

10:15 a.m. - Flag Salute.

Present: Bill Spence, Paul Spencer, Gary Petrovich, Lance Bishop (10:15 a.m.) and Victoria Fowler (10:40 a.m.).

D082412A 3. Pledge of Allegiance.

Consent Agenda:

082413 4. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to accept the consent agenda as presented.

082414-082415 5. Treasurer's Wire Transfers and Check Report in the amount of **\$3,826,716.85**, and General Claims/Veterans' Relief warrants for **\$390.00** approved.

082416 6. November 18, 2019 minutes approved.

082417-082428 7. Personnel change orders approved.

082429 8. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to sign revised resolution adopting Clerk's Fee Schedule.

082430 9. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to approve the Developmental Services County Provider Program Agreement with Boost Collaborative effective July 1, 2019 through June 30, 2020 as presented.

082431 10. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to authorize the publishing of a notice of hearing for 2019 Budget Amendment #4.

082432 11. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to authorize Marlynn Markley to carry over 100 accrued hours of annual leave.

082433 12. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to authorize Maribeth Becker to carry over 236.83 hours of accrued annual leave.

082434 13. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to approve Memorandum of Agreement between Washington State University Extension and Whitman County for the period January 1, 2020 through December 31, 2020 for extension wages as presented.

082435 14. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** approve and sign contract between Martonick Law Office, Attorney Roger Sandberg and Attorney Sandra Lockett for indigent defense services in Whitman County Court for 2020-2024 as presented.

082436 15. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to authorize Chairman to sign a letter of funding commitment for \$675,000 for the Port of Whitman's Community Economic Revitalization Board project (Port of Wilma) when complete.

082437 16. There was no miscellaneous year end business.

082438 17. Administrative Services Director, Gary Petrovich, reported as follows: The total in all funds for the 2020 budget is \$64,008,211.00, an approximate 3% increase over 2019.

Public Works' lid lift funds are not included. Also not included is the increase in non-represented employees wages and county medical contributions for the Prosecuting Attorney's office totaling approximately \$20,000.00. Those funds will be included in 2020's budget amendment #1.

In 2019, the adopted General and Current Expense Funds cash to balance was \$1,094,268.00. In the 2020 budget, cash used to balance these funds is \$146,065.00 which is a decrease of \$948,203.00.

Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to adopt the 2020 Whitman County Budget.

**Resolution No. 082438
Adopting the 2020 Budget for Whitman County, Washington**

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met on Monday, October 7 and 21, 2019, and held the budget hearings for the 2020 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 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 2020; 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 2019 will be set forth as attached and the amounts are appropriated for the indicated funds; and,

2. The 2020 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 2nd day of December, 2019.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Arthur D Swannack, Chairman

Maribeth Becker, CMC
Clerk of the Board
BY: Connie Ellis
Deputy Clerk of the Board

Dean Kinzer, Commissioner

Michael Largent, Commissioner

<u>Dept #</u>	<u>Department</u>	<u>Personnel Expenditures</u>	<u>Operating Expenditures</u>	<u>Total</u>
009	Commissioners - Dept.	\$ 454,545.00	\$ 24,900.00	\$ 479,445.00
010	General Government	\$ 79,750.00	\$ 3,253,383.00	\$ 3,333,133.00
012	Administrative Services	\$ 104,161.00	\$ 108,606.00	\$ 212,767.00
013	Human Resources	\$ 219,603.00	\$ 15,160.00	\$ 234,763.00
020	Superior Court	\$ 173,496.00	\$ 71,100.00	\$ 244,596.00
030	District Court	\$ 816,786.00	\$ 73,150.00	\$ 889,936.00
040	Clerk	\$ 302,848.00	\$ 26,800.00	\$ 329,648.00
050	Treasurer	\$ 436,934.00	\$ 44,225.00	\$ 481,159.00
060	Auditor	\$ 851,089.00	\$ 231,250.00	\$ 1,082,339.00
080	Assessor	\$ 421,854.00	\$ 38,700.00	\$ 460,554.00
100	Prosecuting Attorney	\$ 684,710.00	\$ 69,555.00	\$ 754,265.00
105	Child Support Enforcement	\$ 109,756.00	\$ 21,561.00	\$ 131,317.00
120	Facilities Management	\$ 330,151.00	\$ 430,950.00	\$ 761,101.00
140	Sheriff	\$ 3,201,475.00	\$ 989,500.00	\$ 4,190,975.00
170	Juvenile Services	\$ 372,637.00	\$ 209,590.00	\$ 582,227.00
200	Weed Control	\$ 92,764.00	\$ 16,403.00	\$ 109,167.00
220	Coroner	\$ 147,445.00	\$ 55,690.00	\$ 203,135.00
240	County Extension	\$ 75,330.00	\$ 65,202.00	\$ 140,532.00
260	Emergency Management	\$ 138,057.00	\$ 163,500.00	\$ 301,557.00
280	Public Health	\$ 705,319.00	\$ 101,400.00	\$ 806,719.00
300	Fair	\$ 216,352.00	\$ 220,550.00	\$ 436,902.00

310	Parks & Recreation	\$ 184,141.00	\$ 92,450.00	\$ 276,591.00
320	Information Technology	<u>\$ 237,121.00</u>	<u>\$ 433,000.00</u>	<u>\$ 670,121.00</u>
	Total Personnel	\$10,356,324.00		
	Total Operating		\$ 6,756,625.00	
	Total Department			\$17,112,949.00

Fund #	Description	Personnel Expenditures	Operating Expenditures	Total
001	Gen Gov't - Current Expense	\$10,356,324.00	\$ 6,756,625.00	\$17,112,949.00
101	Self-Insurance	\$ -	\$ 30,000.00	\$ 30,000.00
102	Building & Development	\$ 148,920.00	\$ 100,330.00	\$ 249,250.00
103	County Wide Planning	\$ 223,203.00	\$ 395,150.00	\$ 618,353.00
104	Developmental Services	\$ 99,098.00	\$ 855,206.00	\$ 954,304.00
106	Extension Publications	\$ -	\$ 200.00	\$ 200.00
108	Veterans Relief	\$ -	\$ 145,500.00	\$ 145,500.00
109	Homeless Housing Plan	\$ -	\$ 275,000.00	\$ 275,000.00
110	County Road - PW	\$ 4,829,993.00	\$14,192,285.00	\$19,022,278.00
112	Public Facilities Improvement	\$ -	\$ 2,686,242.00	\$ 2,686,242.00
115	Hotel/Motel Tax	\$ -	\$ 28,000.00	\$ 28,000.00
116	Domestic Violence Services	\$ -	\$ 1,100.00	\$ 1,100.00
117	Boating Safety	\$ 56,000.00	\$ 69,000.00	\$ 125,000.00
118	Inmate Welfare	\$ -	\$ 35,000.00	\$ 35,000.00
120	Historical Preserva./Programs	\$ -	\$ 60,000.00	\$ 60,000.00
122	Sheriff K-9 Unit	\$ 1,000.00	\$ 12,500.00	\$ 13,500.00
123	Paths & Trails	\$ 41,371.00	\$ 200,825.00	\$ 242,196.00
124	REET Technology	\$ -	\$ 195,381.00	\$ 195,381.00
125	Donations & Planned Giving	\$ -	\$ 357,350.00	\$ 357,350.00
126	Treasurer M&O	\$ 12,600.00	\$ 142,400.00	\$ 155,000.00
127	Quad City Drug Task Force	\$ 65,837.00	\$ 335,163.00	\$ 401,000.00
128	Crime Victims/Witness	\$ 98,081.00	\$ 9,371.00	\$ 107,452.00
129	Juvenile Special Revenue Funds	\$ -	\$ 86,035.00	\$ 86,035.00
130	Inter-Local Drug Fund	\$ -	\$ 18,500.00	\$ 18,500.00
132	Auditor's Document Preserva.	\$ 1,390.00	\$ 265,210.00	\$ 266,600.00
133	Commissioners Special Rev.	\$ -	\$ 529,664.00	\$ 529,664.00
134	Elections Reserve	\$ -	\$ 81,000.00	\$ 81,000.00
135	Prosecutor STOP Grant	\$ 16,119.00	\$ 8,000.00	\$ 24,119.00
136	District Court Funds	\$ -	\$ 90,524.00	\$ 90,524.00
138	Federal Equitable Sharing	\$ 5,000.00	\$ 245,500.00	\$ 250,500.00
141	Washington Housing SHB 2060	\$ -	\$ 36,000.00	\$ 36,000.00
143	Trial Court Improvement	\$ -	\$ 158,162.00	\$ 158,162.00
144	Emergency Commun. System	\$ 215,591.00	\$ 917,265.00	\$ 1,132,856.00
200	Debt Service - External	\$ -	\$ 166,892.00	\$ 166,892.00
210	Debt Service - County - Inside	\$ -	\$ 86,890.00	\$ 86,890.00
300	Capital Projects	\$ -	\$ 2,531,990.00	\$ 2,531,990.00
310	Cap. Projects - Inside Sources	\$ -	\$ 175,094.00	\$ 175,094.00

320	Cap. Projects-Outside Sources	\$	-	\$ 113,830.00	\$ 113,830.00
400	Solid Waste - PW	\$	925,463.00	\$ 5,992,037.00	\$ 6,917,500.00
410	Solid Waste Reserve	\$	14,500.00	\$ 1,801,500.00	\$ 1,816,000.00
501	Equipment Rental & Revolving	\$	852,852.00	\$ 5,718,148.00	\$ 6,571,000.00
511	Unemployment Insurance Rev.	\$	<u>60,000.00</u>	\$ <u>80,000.00</u>	\$ <u>140,000.00</u>
	Total Personnel		\$18,023,342.00		
	Total Operating			\$45,984,869.00	
	Total All Funds				\$64,008,211.00

082438A-082438L 17A. Tax levies received between the dates of November 25-30, 2019 were certified to the Assessor pursuant to resolution #082407 dated November 25, 2019.

CORRESPONDENCE:

D082438M 18. The following correspondence was received:

082439 18A. A letter was received from the Washington State Liquor and Cannabis Board notifying commissioners Boyer Park & Marina KOA has been approved for a beer/wine rest - beer/wine direct shipment receiver license, valid through October 31, 2020.

082440 18B. A letter was received from the State of Washington Department of Revenue confirming they received Resolution No. 082041 and Ordinance No. 082120 from Whitman County with the effective date of November 1, 2019 to impose the Affordable and Supportive Housing State Shared Tax authorized by SHB 1406 and RCW 82.14.540.

082441 18C. A copy of Ordinance No. 636, from the Town of Oakesdale, was received notifying Whitman County Commissioners they were annexing certain territory and incorporating the same within the corporate boundaries of the Town of Oakesdale.

082442 18D. An executed copy of DSHS/DDA County Program Agreement #1963-58922 was received.

082443 18E. An executed copy of Participation Agreement and Enrollment Application with Association of Washington Cities Geographic Information Systems (GIS) Consortium Program was received.

082444 19. Commissioners' pending list reviewed.

10:40 a.m. - Recess.

11:00 a.m. - Public Works.

Present: Garth Meyer, Bill Spence, Paul Spencer, Lance Bishop, Brandon Kruger, and Mark Storey (11:00 a.m.).

082445 19A. The following Public Works related issues approved/updated:

ACTION ITEMS:

082446 20. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to approve Whitman County Public Works to sell a waste oil trailer to the Town of Endicott for approximately \$400 as presented.

082447 21. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to approve publishing the notice for a public hearing on the Solid Waste Management Plan to be held on December 16, 2019 at 11:30 a.m. in the Commissioners' chambers.

DIVISION UPDATES:

D082447A 22. The following division updates provided by Public Works staff.

BOCC Minutes-12/02/19

Maintenance Division:

D082447B 22A. Brandon Kruger reported on accidents involving two different pieces of county road equipment.

D082447C 22B. The crew continues to prepare for winter weather.

D082447D 22C. Public Works Department has vacant positions in Pullman. The department has received good applications.

Planning Division:

D082447E 22D. The Planning Commission will meet Wednesday, November 4th, finalizing their recommendations to the Board of County Commissioners regarding the marijuana code. The proposed language will include options.

D082447F 23. Approved documents signed.

11:30 a.m. - Palouse to Cascades Trail Presentation

Present: Bill Grimes, Garth Meyer, Mark Storey and Paul Spencer (11:30 a.m.).

082448 24. Bill Grimes, Principal with SCJ Alliance, began his presentation by stating SCJ Alliance was hired by the Department of Commerce to create a report regarding the Palouse to Cascades Trail. The final report is due January 18, 2020 and will be presented to the State legislature later that month. Mr. Grimes briefed the Commission on their assignment. The goal is to work with all partners involved to figure out opportunities to execute a comprehensive vision for the trail, and provide legislation with workable situations. He stated he hoped to learn from the commissioners more about the issues different partners are facing. He reported the best practice study is almost complete. It has been difficult to find a trail which has a similar setting. He invited commissioners to attend the next advisory group meeting on December 19th at 6:00 p.m. in Lind.

12:00 p.m. - Recess.

2:00 p.m. - Reconvene/Board Business Continued/Executive Session.

Present: Lance Bishop (2:00 p.m.), Maribeth Becker (3:00 p.m.), and Gary Petrovich (3:45 p.m.).

082449 25. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to go into executive session with the above individual until 4:45 p.m. in accordance with RCW 42.30.110(1)(g) for matters related to employee evaluations.

4:45 p.m. - Return to Open Session/Recess.

D082449A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, December 3, 2019 at 8:00 a.m.** Chairman Arthur D Swannack, Dean Kinzer and Michael Largent Commissioners attended.

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

Present: Bill Tensfeld (8:00 a.m.), Troy Henderson (9:00 a.m.), Mark Storey (10:00 a.m.), Kelli Campbell (10:30 a.m.), and Brandy Dean (11:30 a.m.).

082450 26. Commissioner Largent **moved** Commissioner Kinzer **seconded** the motion and **carried** to go into executive session with the above individual until 12:15 p.m. in accordance with RCW 42.30.110(1)(g) for matters related to employee evaluations.

12:15 p.m. - Return to Open Session/Recess.

082451 27. Executive session was cancelled due to all employee evaluations being complete.

BOCC Minutes-12/02/19

D082451A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, December 9, 2019** at **9:00 a.m.** Chairman Arthur D Swannack, Michael Largent Commissioner, Maribeth Becker, CMC, Clerk of the Board and Connie Ellis, Deputy Clerk of the Board attended.

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

D082451B 28. Approved consent agenda items signed.

082452 29. Treasurers Wire Transfers and Check Report in the amount of **\$303,315.88**, Payroll warrants numbered **346559-346562** for **\$623,607.02** and General/Veterans' Relief/Payroll warrants numbered **346563-346680** for **\$348,573.64** approved.

082453-082463 30. Personnel change orders approved.

9:05 a.m. - BOCC Workshop.

Present: Gary Petrovich, Sandy Jamison, Sharron Cunningham, Victoria Fowler, Mark Storey, Chris Nelson (9:05 a.m.), Brandy Dean (9:15 a.m.) and Lance Bishop (9:25 a.m.).

082464 31. The following items were discussed but no action was taken.

- Payne West Contract
- SHB 1406
- 2020 Martin Hall Budget
- Greater Columbia Behavioral Health
- King County Law Suit
- Historic Preservation Funding
- Fairgrounds/RV Park
- Ballot Box Lawsuit
- Rely Engineering Agreement
- Colfax Jail Service Contract
- Budget Flow Chart
- Capital Items
- Delinquent Tax Postcard Reminders
- Foreclosure Auction
- 2020 Budget
- Planning Commission
- Public Works Update
- Lid Levy Lift Meeting

10:00 a.m. - Recess.

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

Present: Kelli Campbell, Bailey Wiedmer, Gary Hunt and Valerie Hunt (11:00 a.m.).

082465 32. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to go into executive session with the above individuals until 11:30 a.m. in accordance with RCW 42.30.140(4) (a) for matters related to negotiations.

11:30 a.m. - Adjournment.

D082465A Commissioner Largent **moved** to adjourn the **December 2, 2019** meeting. Motion **seconded** by Commissioner Swannack and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **December 16, 2019**. The foregoing action made this **9th** day of **December 2019**.

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

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

ARTHUR D SWANNACK, CHAIRMAN
Board of County Commissioners