

Minutes for December 3, 2007

Disclaimer: This is only a web copy of the Whitman County Commissioners' Monday Meeting Minutes. Official minutes may be obtained by contacting the Whitman County Commissioners office at (509)-397-6200.

067492 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **December 3, 2007** at **9:00 a.m.** Chairman Greg Partch, G.R. Finch 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: Kelli Campbell, Tim Myers and Joe Smillie. (9:00 a.m.).

067493 1. Items discussed included 2008 COLA's, voluntary benefits, 2008 non-represented employees medical insurance cap, document destruction and Russell trial costs. No action taken.

9:30 a.m. - Recess.

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

Present: Joe Smillie.

D067493A 2. Motion by Commissioner Finch to accept the consent agenda. Motion **seconded** by Commissioner Largent and **carried**.

067494 3. Claims/Payroll warrants numbered **210395-210517** for **\$183,074.40** approved.

FUND	FUND NAME	AMOUNT
001	Current Expense	81,627.18
101	Self Insurance	21,237.00
102	Building & Development	374.13
103	Countywide Planning	275.87
104	Developmental Services	550.70
110	County Roads	25,259.43
111	CETC Building	49.39
117	Boating Safety	875.43
118	Inmate Welfare	449.36
123	Paths & Trails-BCPT-123.310.001	33.63
127	Drug Enforcement-Quad City	456.80
129	House Bill 3900-CASA	1,730.06
134	Elections Reserve Fund	12,901.81
144	Emergency Communications-144.260.001	11,275.19
300	Capital Projects General-300.010.000	2,820.50
300	Capital Projects Asset Acq.-300.010.001	21.52

BOCC MINUTES-12/03/07

400	Solid Waste	1,763.43
501	Equipment Rental & Revolving	9,507.77
510	Photocopier Revolving	1,405.50
513	Communications Revolving	2,845.84
660	Whitcom-General-660.911.000	5,178.81
660	Whitcom-Grant Funding-660.911.001	2,435.05

067495 3. November 26, 27, and 30, 2007 minutes approved.

067496-067500 4. Personnel board orders approved.

067501 5. Commissioner Largent **moved**, Commissioner Finch **seconded** the motion and it **carried** to adopt MedStar as a voluntary benefit for non-represented employees and union employees, pending union agreement.

067502 6. Commissioner Finch **moved**, Commissioner Largent **seconded** the motion and it **carried** to adopt U.S. Communities as a voluntary benefit for non-represented employees and union employees pending, union agreement.

7. Pursuant to County Code regarding delegation of purchase orders, claims and payroll responsibilities, authorization forms were received from the below listed departments, signed by the Board and forwarded to the Auditor's office. **Motion** by Commissioner Largent **seconded** by Commissioner Finch and **carried** to approve the following delegation orders for 2008.

- 067503 Administrative Services, Commissioners, Human Resources
- 067504 Clearing Fund
- 067505 Assessor
- 067506 Auditor
- 067507 Clerk
- 067508 CETC
- 067509 Coroner
- 067510 District Court
- 067511 Emergency Communications
- 067512 Emergency Management
- 067513 Extension
- 067514 Facilities Management/Fair
- 067515 Information Services
- 067516 Juvenile
- 067517 LEOFF I Board
- 067518 Parks, Developmental Services
- 067519 Prosecutor
- 067520 Public Health
- 067521 Public Works
- 067522 Telephone Providers
- 067523 Sheriff
- 067524 Superior Court

BOCC MINUTES-12/03/07

067525 Treasurer
067526 Web Site Development
067527 Weed Department
067528 Whitcom

067529 8. Commissioner Largent **moved**, Commissioner Finch **seconded** the motion and it **carried** to sign the 2008 interagency agreement between WSU and Whitman County (extension agent wages).

D067529A 9. The Chairman noted a mini economic development summit with WSU President Floyd, Dr. Gardner, the Port, County ADO Coordinator, commissioners and other pertinent players is in the planning stages by WSU.

067530 10. Commissioner Largent **moved**, Commissioner Finch **seconded** the motion and it **carried** to reappoint Patsy Prince to a 6-year term on the Board of Adjustment. Mrs. Prince's term will expire 2013.

067531 11. A request to allow annual leave to be carried over to 2008 for a District Court employee was received from Judge Doug Robinson. This item tabled for further discussion.

12. The commissioners acknowledged the following 2008 tax levy certifications.

067532 Town of St. John
067533 ESD #101
067534 ESD #123

067535 13. Chairman Partch responded to Clark Miller regarding his request for a 3rd extension to the Rock Lake PRD.

067536 14. An email was forwarded to all state senators/representatives concerning I-747.

067537 15. A legislative alert was received from WSAC concerning the reinstatement of I-747.

067538 16. Commissioners' pending list reviewed.

10:40 a.m. - Recess.

11:00 a.m. - Mark Storey, Public Works Director.

Present: Phil Meyer, Alan Thomson and Joe Smillie.

ACTION ITEMS

Planning Division:

BOCC MINUTES-12/03/07

067539 1. The commissioners received the Chris Boyd zone change official transmittal. Commissioner Largent **moved**, Commissioner Finch **seconded** the motion and it **carried** to set the decision for this zone change on Monday, December 10th at 11 a.m.

Maintenance Division:

D067539A 2. Phil Meyer reported some maintenance employees worked on Saturday and Sunday plowing snow on paved roads only.

11:20 a.m. - Recess.

1:30 p.m. - Board Business Continued/BOCC Workshop.

Present: Sharron Cunningham.

D067539B 17. An update on the 2006 financials discussed. No action taken.

2:00 p.m. - One New Pickup Truck.

Present: Mark Storey, Phil Meyer and 2 bidders.

067539C The following bids were received for one new pickup truck.

BIDDER	AMOUNT
Jess Ford, Pullman, WA	\$31,532.84 w/o tax
Karl Tyler Motors, Moscow, ID	\$30,214.00 w/o tax
Chipman & Taylor, Pullman, WA	\$31,046.93 w/o tax
Paradise Ford, Moscow, ID	\$29,781.00 w/o tax
Wysup Chrysler Dodge, Pullman, WA	\$36,164.00 w/o tax

The commissioners will make an award on Monday, December 10th at 11 a.m.

2:15 p.m. - Board Business Continued/BOCC Workshop.

D067539D 18. Items discussed included BRATC term limits, Salary Commission appointments and Emergency Communications office space. No action taken.

3:30 p.m. - Recess.

6:00 p.m. - 2008 Whitman County Budget.

Present: Sharron Cunningham and Devon Rokyta.

067540 Chairman Partch convened the hearing for the proposed 2008 Whitman County Budget.

The following staff report provided by Sharron Cunningham.

Current Expense Fund:

Budget amendment #4 is included in the proposed budget.

Current Expense is currently sitting at an approximate \$87,000 surplus with a 2008 budgeted deficit of \$26,000. The only items not yet calculated into the preliminary budget are:

- Salaries/benefits for one bargaining unit that is still negotiating
- COLA's for non-representatives employees

Revenue is down over 2007 by \$157,000 based on retail sales and use tax conservative estimates. This amount can be adjusted when actuals are received. Indirect federal grant revenue is down for Emergency Management and the Domestic Violence (DV) grant that ends in September 2008.

Notable decreases in 2008 over 2007 include:

- Commissioners -26.14% based on large expenditures in 2007, i.e. phone system, jail security system, computer software
- Administration -45.15% based on conclusion of DV grant, reduced staff
- Emergency Management -62.17% based on less grant funding

Increased funds in 2008 over 2007 include:

- Auditor +22.65% due to 2008 election costs

CURRENT EXPENSE REVENUE/EXPENDITURES \$11,925,518 = -3.6% over 2007

6:07 p.m. - Joe Smillie.

Non-Current Expense Funds

- Building & Development +33.81% based on salaries, professional services consultant
- Developmental Services +21.27% based on establishing beginning/ending fund balances
- Public Facilities +44.38% based on increased funding from .08-.09 and establishing beginning/ending fund balances
- Historical Preservation Programs +202.74 based on establishing beginning/ending fund balances
- Chipman Path +88.19% based on establishing beginning/ending fund balances
- REET Technology +55.63% based on no expenditures in 2007
- Donations & Planned Giving +73.23% based on establishing beginning/ending fund balances
- Juvenile Special Revenue (CASA) +235.50% based on establishing beginning/ending fund balances
- Elections Reserve +60.87% based on establishing beginning/ending fund balances

BOCC MINUTES-12/03/07

- Electronic Monitoring -92% (reason to be determined)
- Public Defense Improvement +100.00% based on it being a new fund
- WA Housing SHB 2060 -57.14% based on bringing the beginning/ending fund balances in line for 2007
- Trial Court Improvement +92.18% based on establishing beginning/ending fund balances
- Emergency Communications System +60.98% based on a large grant in 2007 that the department will begin to expend in 2008
- Debt Service Computer System -100.00% based on making the 2008 payment in 2007
- Capital Projects Infrastructure +100.00% based on establishing beginning/ending fund balances
- Capital Projects CIP -81.17% based on yet to be determined 2008 CIP projects and includes the \$250,000 jail security system paid in 2007
- Whitcom - 2007 budget figures used while awaiting firm 2008 figures

OTHER REVENUE/EXPENDITURES \$33,470,537 = +7.64% over 2007

TOTAL 2008 WHITMAN COUNTY PRELIMINARY BUDGET \$45,396,055

Ms. Cunningham noted \$250,000 was trimmed from the 2008 Current Expense preliminary budget.

There being no comments from those in attendance the Chairman recessed the hearing to December 10th at 10:30 a.m.

6:25 p.m. - Adjournment.

D067540A Commissioner Finch **moved** to adjourn the **December 3, 2007** 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 **December 10, 2007**. The foregoing action made this **3rd** day of **December 2007**.

ss/ G.R. FINCH, COMMISSIONER
ss/ MICHAEL LARGENT, COMMISSIONER

MARIBETH BECKER, CMC
Clerk of the Board

GREG PARTCH, CHAIRMAN
Board of County Commissioners