

**BOCC MINUTES-12/03/18**

**080792 THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, December 3, 2018** at **9:00 a.m.** Chairman Dean Kinzer, Arthur D Swannack 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, Sharron Cunningham, Mark Storey, Chris Nelson, and Kara Davidson (9:00 a.m.).

**080793 1.** The following items were discussed but no action was taken.

- Port of Wilma Roads/Work
- Donation of Sick Leave
- Straw Flying Complaint
- Pullman District Court
- Commun. Right to Know Act
- Liability Insurance
- WSAC/LSC Representative
- Elections Postage
- Road Levy Lid Lift
- Notices on Website
- Property Damage Release
- Sanders Working Weekend
- Back-up Internet Provider
- Kirk Suess Wages/Steptoe

**10:00 a.m. - Recess.**

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

Present: Chris Nelson, Sharron Cunningham, Gary Petrovich, Paul Spencer and Garth Meyer.

**D080793A 2. Reconvene/Board Business Continued/Pledge of Allegiance.**

**Consent Agenda:**

**080794 3.** Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to accept the consent agenda as presented.

**080795-080796 4.** Treasurer's Wire Transfers and Check Report in the amount of **\$4,082,095.91** and General Claims/Veterans' Relief warrants numbered **339710-339871** for **\$910,433.48** approved.

**080797 5.** November 19, 2018 minutes approved.

**080798-080800 6.** Personnel change orders approved.

**080801 7.** Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to authorize 2 credit cards for Elections employee Mish Stanley.

**080802 8.** Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to authorize the Chairman to sign a letter of appreciation to Mr. Stirling thanking him for his service on the Parks Board.

**080803 9.** Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to appoint Angela Taylor to the Whitman County Park Board, position #4 (term expires 12/31/20).

**080804 10.** Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to appoint Brett Myers to the Capital Improvement Planning Committee.

**080805 11.** Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the accrued annual leave carry-over for the Clerk of the Board.

BOCC MINUTES-12/03/18

080806 11A. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the carry-over of no more than 54 hours of annual leave for Bill Tensfeld.

080807 12. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to authorize the publishing of a notice of hearing for budget amendment #3 hearing.

080808 13. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to sign the special purpose taxing district interlocal agreements.

080809-080810	Not used.	080817	Not used.
080811	13A. Cemetery District #2	080818	13G. Fire District #10
080812	13B. Cemetery District #4	080819	13H. Fire District #11
080813	13C. Cemetery District #6	080820	13I. Library District
080814	13D. Fire District #5	080821	13J. Parks & Rec. District #2
080815	13E. Fire District #6	080822	13K. Steptoe Sewer Dist. #1
080816	13F. Fire District #8		

10:25 a.m. Robin Jones and Troy Henderson.

080823 14. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the contract with Visionary Broadband for 36 months and authorize either the Chair of the Board or IT Director Chris Nelson to sign on behalf of the County.

080824 15. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to acknowledge receipt of the 2019 taxing district budgets, resolutions and levy certifications and certify the same to the County Assessor. The Commissioners will accept district levies until noon on December 12<sup>th</sup> and will certify those levies on 12/17/18. According to the Assessor, the 2018 levy rate will be used for any district who did not submit their levy information by December 12<sup>th</sup>.

080825	15A. City of Colfax	080850	15X. Fire District #11
080826	15B. Town of Farmington	080851	15Y. Fire District #12
080827	15C. Town of Garfield	080852	15Z. Fire District #13
080828	15D. Town of Lacrosse	080853	15AA. Fire District #14
080829	15E. Town of Lamont	080854	15BB. Hospital Dist. #2
080830	15F. City of Oakesdale	080855	15CC. Hospital Dist. #4
080831	15G. City of Palouse	080856	15DD. Library District
080832	15H. Town of Pullman	080857	15EE. Park & Rec. Dist. #2
080833	15I. Town of Rosalia	080858	15FF. Park & Rec. Dist. #4
080834	15J. Town of St. John	080859	15GG. EST 101
080835	15K. City of Tekoa	080860	15HH. Pullman SD #267
080836	15L. Cemetery Dist. #1	080861	15II. Colfax SD #300
080837	Not used.	080862	15JJ. Colton SD #306
080838	15M. Cemetery Dist. #3	080863	15KK. Endicott SD #308
080839	15N. Cemetery Dist. #4	080864	15LL. Garfield SD #302
080840	15O. Cemetery Dist. #5	080865	15MM. Lacrosse SD #126
080841	15P. Cemetery Dist. #6	080866	15NN. Lamont SD. #264
080842	15Q. Fire District #1	080867	15OO. Oakesdale SD #324
080843	Not used.	080868	15PP. Palouse SD #301
080844	15R. Fire District #4	080869	15QQ. St. John SD #322
080845	15S. Fire District #5	080870	15RR. Steptoe SD #304
080846	15T. Fire District #6	080871	15SS. Tekoa SD #265
080847	15U. Fire District #7	080872	15TT. Rosalia SD #320
080848	15V. Fire District #8	080873	15UU. ESD 123/Clarkston SD #250
080849	15W. Fire District #10		

080874 16. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the 2019 tax levy resolution as presented.

**RESOLUTION NO. 080874**  
**In the Matter of the 2019 Tax Levies for Whitman County**  
**With Banked Capacity**

**WHEREAS**, the Board of County Commissioners for Whitman County, State of Washington, met on Monday, December 3, 2018 to consider adoption of the 2019 tax levies for Whitman County as follows:

\$ 6,146,567.93	amount received for the 2018 taxing district levies;
+\$ 223,735.07	plus a 3.64% Implicit Price Deflator (IPD) increase over 2018 levy (1% + banked capacity)
+\$ 149,656.77	plus new construction and improvements to property;
+\$ 13,722.59	plus State-assessed property values;
+\$ 11,325.75	plus 2018 refunds;
<b>=\$ 6,545,008.11</b>	is authorized for the <b>2019 Current Expense</b> levy; and,

**AND,**

\$ 2,527,478.32	amount received for the 2018 County Road levy;
+\$ 25,274.78	plus a 1% increase over the previous year's tax levy;
+\$ 13,720.28	plus new construction/property improvements;
+\$ 2,312.40	plus State assessed property values;
+\$ 2,762.10	plus 2018 refunds;
+\$ 50,572.14	plus a 1% banked capacity increase;
<b>=\$ 2,622,120.02</b>	is authorized for the <b>2019 County Road</b> levy; and,

**NOW THEREFORE, BE IT HEREBY RESOLVED** the 2019 Whitman County property tax levies totaling \$ 9,167,128.13 are hereby authorized.

**ADOPTED** this 3rd day of December, 2018.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Dean Kinzer, Chairman

ATTEST:

\_\_\_\_\_  
Arthur D Swannack, Commissioner

\_\_\_\_\_  
Maribeth Becker, CMC  
Clerk of the Board

\_\_\_\_\_  
Michael Largent, Commissioner

080875 17. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve a resolution adopting the 2019 Martin Hall budget.

**RESOLUTION NO. 080875**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF WHITMAN COUNTY, WASHINGTON, APPROVING AND AUTHORIZING THE 2019 MAINTENANCE AND OPERATION BUDGET PURSUANT TO THE AMENDED AND RESTATED INTERLOCAL JUVENILE DETENTION FACILITY AGREEMENT (MARTIN HALL); AND PROVIDING FOR OTHER MATTERS PROPERLY RELATING THERETO**

**WHITMAN COUNTY, WASHINGTON**

**BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF WHITMAN COUNTY, WASHINGTON,** as follows:

**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;

**WHEREAS**, the County is required by chapter 13.16 RCW to acquire, construct and maintain juvenile detention facilities for dependent, wayward and delinquent children;

**WHEREAS**, Chapter 309, Laws of 1995, authorizes cities and counties, or any combination thereof, to participate in agreements, pursuant to chapter 39.34 RCW, to jointly expend funds for criminal justice purposes of mutual benefit, which include, but are not limited to, the construction, improvement and expansion of jails, court facilities and juvenile justice facilities;

**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 - August 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 309, Laws of 1995, and Chapter 10, Laws of 1995, 2nd sp. sess., to provide for the joint operation and maintenance of Martin Hall for use as a "juvenile rehabilitation center" as amended from time to time;

**WHEREAS**, Section 12 of the Amended and Restated Agreement requires the Whitman County Board of County 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 2019 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 December 3, 2018.

WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

ATTEST:

\_\_\_\_\_  
Clerk of the Board of County  
Commissioners

\* \* \* \* \*

**C E R T I F I C A T E**

I, the undersigned, the Clerk of the Board of County Commissioners of Whitman County, Washington, hereby certify that the foregoing resolution is a full, true and correct copy of a resolution duly adopted at the regular meeting of said Board held on December 3, 2018, of which meeting all commissioners had due and lawful notice and at which a majority thereof were present; and that at said meeting said resolution was adopted by the following vote:

AYES, and in favor thereof: 3  
 NOES: 0  
 ABSENT: 0  
 ABSTAIN: 0

I further certify that I have carefully compared the same with the original resolution on file and of record in my office; that said resolution is a full, true and correct copy of the original resolution adopted at said meeting; and that said resolution has not been amended, modified or rescinded since the date of its adoption, and is now in full force and effect.

**IN WITNESS WHEREOF**, I have hereunto set my hand and the seal of said Board on December 3, 2018.

WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Clerk of the Board of County Commissioners

			MARTIN HALL JUVENILE FACILITY				
2019 Martin Hall Juvenile Detention Facility Final Budget							BEGIN CASH
27 BEDS @ \$170 DAY							
BED USER	BEDS/YR	BEDS/MONTH	COST/DAY		TOTAL/MONTH	\$880,000.00	
ADAMS	730	2	170		124,100.00		
ASOTIN	912.5	2.5	170		155,125.00		
DOUGLAS	1825	5	170		310,250.00		
FERRY	182.5	0.5	170		31,025.00		
LINCOLN	182.5	0.5	170		31,025.00		
PEND OREILLE	730	2	170		124,100.00		
SPOKANE	1825	5	170		310,250.00		
STEVENS	2555	7	170		434,350.00		
WHITMAN	912.5	2.5	170		155,125.00		
Total Beds/Counties	9855	27					

BOCC MINUTES-12/03/18

OTHER USERS		BEDS		COST/DAY		TOTAL/YEAR	
GRANT	COUNTY	1095	3	180		197,100.00	
TRIBES		365	1	200		73,000.00	
SPOKANE/KALISPEL							
Total Beds/Tribes	OUTSIDE	1460			TOTAL	270,100.00	
USERS							
TOTAL BEDS COUNTY/TRIBE		11315			TOTAL COUNTY/TRIBE	270,100.00	
<b>OTHER INCOME</b>							
FOOD PROGRAM		BREAKFAST				12,000.00	
INTEREST INCOME						300.00	
FOOD PROGRAM		LUNCH				20,000.00	
UTILITIES REFUND						80,000.00	
					SUB TOTAL	112,300.00	
					TOTAL INCOME	382,400.00	
<b>EXPENSE</b>							
REPAIRS			DIVCO			20,000.00	
REPAIRS			NON DIVCO &	ELEVATOR		20,000.00	
MAINTENANCE			DIVCO PM - CONTRACT			18,000.00	
ACCOUNTING						18,000.00	
LEGAL						18,000.00	
FIRE CONTRACT						2,500.00	
CCCS OPERATOR BASE			\$155,465.00			1,865,580.00	
INSURANCE						12,000.00	
RENT						1.00	
UTILITIES						85,000.00	
CAPITOL EXPENSE						100,000.00	
					TOTAL EXPENSES	2,159,081.00	END CASH
							\$666,369
					Profit/Loss	-213,631.00	

**CORRESPONDENCE :**

**D080875A 18.** The following correspondence was received:

**080876 18A.** Notice of a change of location for Interstate 502 marijuana license was received from the Washington State Liquor and Cannabis Board.

**080877 18B.** Notice of liquor licenses expiring 02/28/19 was received from the Washington State Liquor and Cannabis Board.

**080878 18C.** Notice of a public hearing was received from the Washington State Housing Finance Commission to consider the application for use of nonrecourse revenue bond financing to acquire 183 acres of agricultural land in Whitman County.

**080879 18D.** A letter was signed by the Chairman to the Washington Rural Counties Insurance Pool providing written notice of Whitman County's intent to withdraw from the insurance program. Should a better suited insurance program not be found, the withdrawal notice will be rescinded.

**080880 18E.** Panel evaluations final data for counties eligible for reimbursement for local evaluation services was received from Washington State Department of Social and Health Services Behavioral Health Administration.

**080881 19.** Commissioners' pending list reviewed.

11:00 a.m. - Public Works.

Present: Mark Storey, Brandon Kruger, Jeff Marshall, Alan Thomson, Katrin Kunz, Dan Gladwill, Paul Spencer and Garth Meyer.

080882 19A. The following Public Works related issues approved/updated:

ACTION ITEMS:

080883 20. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the resolution revising the Whitman County Building Department fee changes.

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON**

In the Matter of Updating	)	
Building Permit Fees	)	<b>RESOLUTION No. <u>080883</u></b>
Whitman County Building Department	)	<b>ORDER ESTABLISHING FEES</b>
Whitman County, Washington	)	

BEFORE THE BOARD OF COUNTY COMMISSIONERS of Whitman County, Washington in the matter of updating the Building Department fee schedule;

WHEREAS, the Building Department and the Board of County Commissioners have determined the importance of maintaining fees that reflect current construction valuation,

AND, WHEREAS, the Board recognizes the necessity to operate the Building Department in a fiscally responsible manner, to result in a balanced Building Department operating budget,

AND, WHEREAS, the Building Department staff have researched valuations methods used by many of the neighboring local agencies, and found the Whitman County valuation schedule to be lower than for many other entities in the region,

AND, WHEREAS, the Building Department has been tracking the cost for Whitman County to provide the necessary review and inspection services,

IT IS HEREBY RESOLVED that Whitman County will adopt the International Building Code Councils' Building Valuation Data Table-2015 for calculating fees, beginning on the first day of January 2019 (attached).

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
Dean Kinzer, Chairman

\_\_\_\_\_  
Arthur D Swannack, Commissioner

ATTEST:

\_\_\_\_\_  
Maribeth Becker, CMC  
Clerk of the Board

\_\_\_\_\_  
Michael Largent, Commissioner

080884 21. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve publishing the notice for a public hearing to amend the Whitman County 6-Year Transportation Improvement Plan (2019-2024).

**BOCC MINUTES-12/03/18**

**080884A** 22. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve publishing the notice to call for bids for the 2019 fuel contract.

**080885** 23. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve releasing the claim for property damage done by Pullman Disposal to the Solid Waste Facility as presented.

**080886** 24. The formal transmittal for proposed revisions to Whitman County Code 19.05 was received and reviewed by the Planner.

**080887** 25. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and it **carried** to authorize a notice of hearing to take public comment on amending the Whitman County Zoning Ordinance (chapter 19.05) as stated in the official transmittal.

**DIVISION UPDATES:**

**D080887A** 26. The following division updates provided by Public Works staff.

**Planning Division:**

**D080887B** 26A. Mr. Thomson discussed the need for an individual/department to issue addresses in the unincorporated areas of the county and he felt it made sense the Planning Department handle this task since it is also the department creating parcels. Jeff Marshall talked about problems in the past and the reason for designating by resolution who is assigned this responsibility, along with an addition to the County Code. Mark Storey said for the short term, a resolution should be approved and over the next month, language can be developed for the Code. The commissioners had no objections.

**Maintenance Division:**

**D080883C** 26B. Brandon Kruger reported sanders were out over the weekend, but other than that, general maintenance work is taking place

**D080883D** 27. Approved documents signed.

**11:30 a.m. - Recess.**

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

Present: Kelli Campbell, Gary Petrovich (1:30 p.m.), Mark Storey, Evon Jones, Jeff Stehr, Brandon Kruger, Sharron Cunningham and Jessica Jensema (2:30 p.m.).

**080888-080889** 28-29. The following items were discussed but no action was taken.

- 2019 PayneWest Contract
- Public Works Staff

**3:30 p.m. - Recess.**

**080890-080891** 30.-31. The executive sessions scheduled for Tuesday, December 4, 2018 were cancelled.

**D080891A** **THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, December 10, 2018 at 9:00 a.m.** Chairman Dean Kinzer, Arthur D Swannack and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

**D080891B** 32. Approved consent agenda items signed.



**BOCC MINUTES-12/03/18**

**080892**        **33.**    Treasurers Wire Transfers and Check Report in the amount of **\$352,541.41**, Payroll warrants numbered **339885-339894** for **\$569,430.20** and General/Veterans' Relief/Payroll warrants numbered **339895-340047** for **\$177,327.31** approved.

**080893-080894**    **34.**    Personnel change orders.

**9:05 a.m. - BOCC Workshop.**

Present: Mark Storey, Jessica Jensema and Jacob Jones (9:05 a.m.) and Gary Petrovich and Bailey Wiedmer (9:15 a.m.).

**080895**        **35.**    The following items were discussed but no action was taken.

- Collections/Write-Off Policies
- WSAC/AWC Update
- Sick Leave Donation
- Elections Postage Costs
- Unsecured Loads
- Liability Insurance
- Steptoe Community Meeting
- 2019 Budget
- GIS/VoteWA
- New World Version 18.1

**11:00 a.m. - Adjournment.**

**D080895A**    Commissioner Largent **moved** to adjourn the **December 3 and 10, 2018** 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 17, 2018**. The foregoing action made this **10th** day of **December 2018**.

ss/ ARTHUR D SWANNACK, COMMISSIONER  
ss/ MICHAEL LARGENT, COMMISSIONER

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MARIBETH BECKER, CMC  
Clerk of the Board

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DEAN KINZER, CHAIRMAN  
Board of County Commissioners