

Minutes for December 16, 2013

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074897 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, December 16, 2013** at **8:30 a.m.** Chairman Michael Largent, Arthur Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

8:30 a.m. - Call to Order/Board Business/Workshop.

Present: Gary Petrovich, Cinnamon Brown, Chris Nelson, Janet Schmidt, Bob Lothspeich, Brett Myers and Tim Myers (8:30 a.m.), Bill McKee (8:45 a.m.), Pete Martin and Sally Ousley (9:00 a.m.), Kristina Cooper (9:10 a.m.) and Mark Storey (9:15 a.m.).

074898 1. Items discussed included the Coroner's 2013 budget, 2014 budget and levy lid lift. No action taken.

9:40 a.m. - Recess.

10:15 a.m. - Flag Salute.

Present: Kelli Campbell, Eunice Coker, Gary Petrovich, Evan Ellis, Chris Nelson, Bill McKee and Ken Arthur.

D074898A 2. Pledge of Allegiance.

Consent Agenda:

D074898B 3. Motion by Commissioner Swannack to accept the consent agenda while postponing item #24 until 2:30 p.m. for workshop followed by a possible decision. Motion **seconded** by Commissioner Kinzer and **carried**.

074899 4. General Claims/Veterans/Payroll warrants numbered **307840-307992** for **\$190,674.28** approved.

074900 5. December 2, 2013 minutes approved.

074901-074919 6. Personnel change orders approved.

074920 7. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the 2014-2015 Equal Employment Opportunity Plan as presented.

**RESOLUTION NO. 074920
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

IN THE MATTER OF the action of the adoption for the **Whitman County Equal Employment Opportunity Plan;**

BOCC MINUTES-12/16/13

WHEREAS, this plan is necessary to be compliant with state and federal regulations,

WHEREAS, this plan is necessary to be compliant with state and/or federal grants received by the County,

WHEREAS, this action is necessary and in the best interest of Whitman County and its citizens,

NOW, THEREFORE, IT IS HEREBY RESOLVED by this Board that the above is approved as the attached policy **2014-2015 Whitman County Equal Employment Opportunity Plan.**

Dated this 16th day of December 2013 and effective as of January 1, 2014.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

ATTEST:

Arthur D Swannack, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Dean Kinzer, Commissioner

Whitman County
Equal Employment Opportunity Plan

Related Policy POL-417-HR, Providing Equal Employment Opportunity

Plan Duration: January 1, 2014 – December 31, 2015

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1. Purpose:

The purpose of the Equal Employment Opportunity Plan (EEOP) is to identify organizational components and job categories within Whitman County’s workforce in which under representation occurs in proportion to availability in the labor force, and to devise and implement programs and timelines to pursue goals to achieve equitable representation.

2. Equal Employment Opportunity (EEO):

Whitman County is an equal employment opportunity employer and believes that every employee has the right to work in surroundings free from unlawful discrimination.

Whitman County seeks a workforce representative of the surrounding community, and will not discriminate against any employee in an unlawful manner. The County treats all applicants and employees equally and without regard to race, religious creed, color, national origin, sex, age, sexual orientation, disability, pregnancy, political affiliation, marital or veteran’s status, or any basis prohibited by local, state or federal law. Whitman County will make reasonable accommodation for qualified individuals if it can do so without undue hardship.

All activities related to employment such as: recruitment, selection, salary administration, working conditions, benefits, application of policies, transfer, promotion, demotion, layoff, recall, termination and training shall be conducted in a non-discriminatory manner (except as required by a bona fide occupational qualification). Therefore, as openings occur, applicants will be allowed to advance within the County in accordance with their skills, abilities, and experience.

The policies of equal employment opportunity also apply to the selection and treatment of independent contractors, personnel working on Whitman County premises who are employed by temporary agencies and any other persons or companies doing business for or with the County.

It is the policy of Whitman County to foster and maintain a harmonious non-discriminatory working environment for all employees. Toward this end, the County will not tolerate racial, ethnic, religious, or sexual slurs or comments demeaning national origin or disability by any employee or about any employee or applicant.

3. Diversity:

It is the policy of Whitman County to be fair and impartial in all of its relations with employees and to recognize the dignity of the individual. Whitman County’s EEOP is a tool to ensure equal opportunity in all phases of county programs, employment, recruitment and post-employment activities.

This diagnostic tool is used to evaluate the workforce and compare it with the composition of the relevant labor pool outlining practical steps in which to address under-utilization of specific groups in all departments and offices throughout the county.

Whitman County views the principle of equal employment opportunity as a vital element in the employment process and as a hallmark of good management. Employees will be treated impartially and allowed, without prejudice, to advance in the organization, as their abilities warrant and as openings occur. Whitman County will promote and afford equal treatment and service to all employees and citizens.

Whitman County commits to:

- Recruiting, hiring, training, and promoting people in all job classifications without regard to race, color, religion, sex, sexual orientation, national origin, disability, veteran status or any other non-job-related characteristic.

- Ensuring that promotion decisions are in accordance with equal employment opportunity requirements by imposing only valid, job-related requirements for promotional opportunities.
- Ensuring that all personnel actions relating to compensation, benefits, transfers, terminations, training and education are administered in a nondiscriminatory manner.

4. Grievances:

Employees of and applicants to Whitman County will not be subject to harassment, intimidation, threats, coercion, or discrimination because they have engaged or may engage in filing a complaint, assisting in a review, investigation or hearing or have otherwise sought to obtain their legal rights related to any federal, state or local law regarding EEO. Any employees of applicants who feel that they have been subject to such behavior because of their EEO status may file a grievance.

Grievances may be made to the appropriate department head/elected official or the Human Resources Director. All grievances shall be investigated immediately. While Whitman County cannot guarantee complete anonymity, it will maintain confidentiality to the extent possible.

Harassment based on the protected classes described in the EEO policy and EEOP is a violation of federal and state law. Harassment is prohibited in all Whitman County workplaces and while conducting work for the County.

Retaliation and/or harassment against an employee who files a grievance and any witnesses to an investigation are strictly prohibited.

Violators of this policy shall be subject to discipline up to and including termination.

5. Administration:

The Whitman County Board of County Commissioners (BOCC) shall be ultimately responsible for the progress of this plan. They shall support the plan's intent and review its progress every year in cooperation with the Human Resources Department.

The Human Resources (HR) Department shall be responsible for the administration and maintenance of the plan. HR shall be responsible for:

- Conducting a continuous review to ensure that County personnel processes meet EEOP requirements
- Internal and external communications regarding protected classes
- Reviewing and updating the EEOP plan every three years
- Receiving and investigating complaints against the County
- Implementing an audit system that will: (1) measure the effectiveness of the EEOP; (2) indicate the need for any remedial action; and (3) determine the degree to which the County's objectives have been met
- Serving as liaison between Whitman County and enforcement agencies
- Reviewing employment related requests prior to approval/acknowledgement by the BOCC

Department heads/elected officials are responsible for knowing the plan and promoting equal opportunity at Whitman County. All personnel actions shall conform to applicable policies/procedures and the EEOP, the basic purpose of which is to further the utilization of the underrepresented with respect to the terms of benefits and privileges of employment, etc. It is expected that all elected officials, department heads and supervisory personnel:

- Assist in the identification of problem areas, formulating solutions, and establishing departmental goals and objectives when necessary
- Review the qualifications of all applicants and employees to ensure qualified individuals are treated in a nondiscriminatory manner when hiring, promotion, transfer and termination actions occur
- Review the job performance of each employee to assess whether personnel actions are justified based on the employee's performance of his or her duties and responsibilities

All employees are responsible for being aware of the plan's intent and cooperating fully in making it a success.

6. Dissemination:

This plan shall be disseminated by the following methods:

Internal:

- Equal Employment Opportunity posters shall be posted appropriately throughout County facilities
- Non-discrimination clauses included in union contracts
- Whitman County Personnel Policies and Procedures Guide available on the Human Resources (HR) web page, in HR and through each department
- A summary of the plan at all new employee orientations
- Sent to all employees upon update
- Periodic re-emphasis to department heads/elected officials of EEO policy through standard communications and appropriate reports

External:

- Provided to the public upon request
- Linked to the Human Resources web page
- Applications and announcements for employment shall contain an EEO policy statement “Equal Opportunity Employer” or “EEO”
- All recruiting sources, including State employment agencies, minority and female organizations, educational institutions and social service agencies shall be informed of Whitman County’s policy concerning the employment of the underserved populations including qualified individuals with disabilities and qualified protected veterans and have been advised to actively recruit and refer qualified persons for job opportunities
- Contractors or agencies providing personnel services shall be notified in writing of the County’s policy and a request shall be made for their EEO policy, as well
- All contractors shall be notified of Whitman County’s EEOP including the employment of qualified individuals with disabilities and qualified protected veterans
- All employment openings with the appropriate office of the State Employment Service
- All requests for bid and proposals will contain EEO language. Federally funded bids will include non-discrimination requirements in the selection of sub-contractors and encourage solicitation of quotes from Disadvantaged Business Enterprises.

Requests for this plan, questions and concerns may be directed to Whitman County Human Resources, 400 N. Main Street, Colfax, WA 99111 or by calling (509) 397-5243.

7. Labor Market Analysis:

The Whitman County EEO plan includes: analysis of the county workforce and community labor market; identification of specific areas of underutilization; objectives to overcome those underutilizations; and steps the county will take to achieve the plan’s objectives.

Table A. Shows the Labor Market Analysis comparing the available labor force to the county’s workforce. Comparisons are made in race, ethnicity and gender. Underutilizations for each group are shown in bold on **Table A** and listed on

Table B. The analysis shows underutilization in 41% of the groups and no underutilization in 59% of groups. Underutilization ranges from -1% to -40%.

Table C. Shows all underutilizations for each job category translated in to full time equivalent (FTE) positions. **Table D** then summarizes the significant underutilizations for each job category, ethnicity and race. Significant underutilization is defined by a requirement of three or more FTEs to eliminate the underutilization. A requirement of two or less FTEs is not significant.

Between 2012 and 2014, total underutilizations by job category rose by 16.29 FTE. Within each job category, most underutilization remains insignificant by race, gender and ethnicity. Those areas showing significant underutilization are in the white male professional, white female protective services, and white female skilled craft worker categories. Within all significantly underutilized categories between 2012 and the beginning of 2014, underutilization has risen by 1.88 FTE.

Job category descriptions are listed in **Appendix A**. Ethnicity and race descriptions can be found in **Appendix B**.

Table A: Labor Market Analysis														
Total	Male							Female						
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	
30	22	73%	0	0%	0	0%	0	0%	8	27%	0	0%	0	0%
2532	1525	60%	60	2%	40	2%	4	0%	745	29%	30	1%	0	0%
	13%		-2%		0%			-3%			-1%		0%	-1%
44	15	34%	0	0%	0	0%	1	2%	27	61%	1	2%	0	0%
5669	2375	42%	105	2%	95	2%	0	0%	2060	36%	115	2%	0	0%
	-8%		-2%		0%			-6%			2%		-1%	-6%
8	7	88%	0	0%	0	0%	0	0%	1	13%	0	0%	0	0%
1034	460	44%	0	0%	25	2%	0	0%	475	46%	0	0%	0	0%
	43%		0%		-2%			0%		-33%	0%		0%	-7%
31	27	87%	0	0%	1	3%	0	0%	2	6%	1	3%	0	0%
328	230	70%	0	0%	0	0%	4	1%	90	27%	0	0%	0	0%
	17%		0%		3%			-1%		-21%	3%		0%	0%
2	2	100%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
64	40	63%	4	6%	0	0%	0	0%	20	31%	0	0%	0	0%
	38%		-6%		0%			0%		-31%	0%		0%	0%
40	0	0%	0	0%	0	0%	0	0%	39	98%	0	0%	0	0%
4803	1740	36%	90	2%	0	0%	25	1%	230	5%	80	2%	35	1%
	-36%		-2%		0%		-1%		-5%		0%		-2%	-2%
43	43	100%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%
1010	810	80%	50	5%	0	0%	0	0%	90	9%	0	0%	0	0%
	20%		-5%		0%			0%		-9%	0%		0%	-2%
4	4	100%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%

Table B: Underutilization Summary

Official/Administrators			
Male		Female	
Hispanic	2%	Hispanic	1%
Black	2%	White	3%
Asian	3%	Asian	1%
Two or More Races	1%		
Professionals			
Male		Female	
White	8%	AIAN	1%
Hispanic	2%	Asian	6%
Black	2%	Two or More Races	1%
Asian	6%		
Two or More Races	1%		
Technicians			
Male		Female	
Black	2%	White	33%
		Asian	7%
Protective Services-Sworn			
Male		Female	
AIAN	1%	White	21%
Two or More Races	1%		
Protective Services-Non-Sworn			
Male		Female	
Hispanic	6%	White	31%
Administrative Support			
Male		Female	
White	36%	Hispanic	2%
Hispanic	2%	Two or More Races	1%
AIAN	1%	AIAN	1%
Asian	5%	Asian	2%
Skilled Craft Worker			
Male		Female	
Asian	1%	White	9%
Hispanic	5%	Asian	2%
NHOPI	1%		
Two or More Races	1%		
Service Maintenance			
Male		Female	
Hispanic	3%	White	40%
Black	1%	Hispanic	3%
Asian	4%	Black	1%
Two or More Races	1%	Asian	1%
		Two or More Races	3%

Table C: Underutilizations by FTE (Includes all groups: gender, ethnicity, race)

Job Category	2012 FTE	2014 FTE
Official/Administrators	1.62	3.70
Professionals	14.00	11.84
Technicians	2.72	3.40
Protective Services-Sworn	2.13	6.99
Protective Services- Non-Sworn	1.30	0.74
Administrative Support	12.16	20.20
Skilled Craft Worker	5.06	8.17
Service Maintenance	2.04	2.28

Table D: Significant Underutilizations by Full Time Equivalent (FTE)

	Males							Female							FTE Total	2012 FTE Total
	White	Hispanic	Black	AIAN	Asian	NHOPI	Two or More Races	White	Hispanic	Black	AIAN	Asian	NHOPI	Two or More Races		
Officials/Administrators		*	*		*		*	*	*			*			*	*
Professionals	3.48	*	*		*		*				*	*		*	3.48	7.7
Technicians			*					*				*			*	*
Protective Services-Sworn				*			*	6.37							6.37	*
Protective Services-Non-Sworn		*						*							*	*
Administrative Support	*	*		*	*				*		*	*		*	*	*
Skilled Craft Workers		*			*	*	*	3.87				*			3.87	4.14
Service Maintenance		*	*		*		*	*	*	*		*		*	*	*
FTE Totals	3.48							10.24								

Notes:

Significant Underutilization equals at least three or more FTEs required to eliminate the underutilization

Cells with numerals indicate significant underutilization

Blank cells indicate no underutilization

Minor underutilizations indicated by a *

Per DOJ, underutilization of white males in administrative support should not be identified as significant

8. Significant Underutilizations and Objectives:

As described in **Table D**, the significant underutilizations are in the following areas:

Table E: Summary of Significant Underutilizations

Race/Ethnicity	Gender	Job Category
White	Females	Protective Services – Sworn, and Skilled Craft Workers
	Males	Professionals

Whitman County’s primary objective is to eliminate all underutilizations and increase representation of all races, genders and ethnicity groups to better reflect the local labor market. The significant underutilizations indicate needed

improvement in the areas of white, male professionals and white, female sworn protective service and skilled craft workers. The County will continue its focus on recruitment for all races, gender, and ethnicities with specific objectives geared toward interest groups promoting professional men, and women in the protective service and skilled craft worker industries.

9. Steps to Reach Objectives:

1. Provide information and training to department heads and elected officials regarding diversity in the workforce, this EEO and alternative recruitment resources such as women and minority groups.
2. Create annual reports on the minority status of applicants, new hires, interviewed, disciplined and terminated employees. The reports will be reviewed for areas of concern regarding equal employment opportunity.
3. Review applicant flow data and advertising practices
4. Advertise job openings in newspapers, journals, electronic media and web sites that target specific diverse populations. This includes providing recruitment materials to outreach organizations.
5. Review pre-employment materials to ensure information requested is job related.
6. Evaluate selection methods to identify any disparate impact and ensure they are based on job necessity.
7. Include the phrase (“Equal Employment Opportunity Employer” or “EEO” on all employment advertisements.
8. Place recruitment advertisements, as appropriate, in local minority and women’s interest media.

10. Auditing and Reporting:

Whitman County’s audit and reporting system is designed to evaluate personnel activities; identify problem areas and measure the effectiveness of the EEO. The following activities are reviewed by a combination of elected officials, department heads, and Human Resources to ensure nondiscrimination and equal employment opportunity for all:

- Recruitment materials and procedures
- Personnel actions such as hiring, termination, layoff, promotion, etc.
- Compensation
- All forms of leave granted to employees
- Training
- Other conditions and/or privileges of employment

Documents maintained as a part of Whitman County’s audit process included:

- Applicant flow logs showing the name, race, gender, date of application, job title, interview status and action taken for all applicants. This includes totals for applicants by race and gender
- Summary of job offers, hires, promotions, resignations, terminations and layoffs by job group, gender and minority group
- Maintenance of employment applications in accordance with the Washington State Retention Schedule
- Records related to the County’s compensation system.

An annual report will be compiled by the Human Resources Department concerning applicant flow and progress toward its objectives stated in the EEO. Comment shall be solicited from department heads and elected officials, as well as any EEO problem areas. The report will be filed with the County Commissioners and all required federal, state and local agencies.

Appendix A: Job Category Descriptions

Officials and Administrators: Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments or special phases of the agency’s operations, or provide specialized consultation on a regional, district or area basis. Includes: department heads, bureau chiefs, division chiefs, directors, deputy directors, controllers, wardens, superintendents, sheriffs, police and fire chiefs and inspectors, examiners (bank, hearing, motor vehicle, warehouse), inspectors (construction, building, safety, rent-and-housing, fire, A.B.C Board, license, dairy, livestock, transportation), assessors, tax appraisers and investigators, coroners, farm managers and kindred workers.

Professionals: Occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge. Includes: personnel and labor relations workers, social workers, doctors, psychologists, registered nurses, economists, dieticians, lawyers, systems analysts, accountants, engineers, employment and vocational rehabilitation counselors, teachers or instructors, police and fire captains and lieutenants, librarians, management analysts, airplane pilots and navigators, surveyors and mapping scientists, and kindred workers.

Technicians: Occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training. Includes: computer programmers, drafters, survey and mapping technicians, licensed practical nurses, photographers, radio operators, technical illustrators, highway technicians, technicians (medical, dental, electronic, physical sciences), police and fire sergeants, inspectors (production or processing inspectors, testers and weighers), and kindred workers.

Protective Service Workers-Sworn: Occupations in which sworn workers are entrusted with public safety, security and protection from destructive forces. Includes: police patrol officers, firefighters, guards, deputy sheriffs, bailiffs, correctional officers, detectives, marshals, harbor patrol officers, game and fish wardens, park rangers (except maintenance) and kindred workers.

Protective Service Workers – Non-Sworn: Occupations in which workers are entrusted with public safety but do not need to be sworn. Includes: animal control workers, crossing guards, lifeguards and other protected service workers.

Administrative Support (Including Clerical and Sales): Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. Includes: bookkeepers, messengers, clerk-typists, stenographers, court transcribers, hearing reporters, statistical clerks, dispatchers, license distributors, payroll clerks, office machine and computer operators, telephone operators, legal assistants, sales workers, cashiers, toll collectors, and kindred workers.

Skilled Craft Workers: Occupations in which workers perform jobs which require special manual skill and thorough and comprehensive knowledge of the processes involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. Includes: mechanics and repairers, electricians, heavy equipment operators, stationary engineers, skilled machining occupations, carpenters, compositors and typesetters, power plant operators, water and sewage treatment plant operators and kindred workers.

Service-Maintenance: Occupations in which workers perform duties which result in or contribute to the comfort convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. Includes: chauffeurs, laundry and dry cleaning operatives, truck drivers, bus drivers, garage laborers, custodial employees, gardeners and groundskeepers, refuse collectors, construction laborers, park rangers (maintenance), farm workers (except management), craft apprentices/trainees/helpers, and kindred workers.

Appendix B: Race and Ethnicity Definitions (As stated by the US Department of Justice)

White – All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.

Black or African American – All persons having origins in any of the Black racial groups of Africa.

Asian – All persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent. For example, China, Japan, Korea, Vietnam, Thailand, Cambodia, and the Philippine Islands.

Native Hawaiian or Other Pacific Islander (NHOPI) – All persons having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

American Indian or Alaskan Native (AIAN) – all persons having origins in any of the original peoples of North and South America and who maintain cultural identification through tribal affiliation or community recognition.

Two or More Races – All persons who identify with more than one of the above races.

Hispanic or Latino – All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

Appendix C: Whitman County Titles by Job Category (Based on federal government definitions)

Official/Administrator:

- Road Superintendent
- Human Resources Director
- Assistant to the Director of Emergency Management/Program Analyst
- Juvenile and Family Services Director
- Court Administrator
- Public Health & Emergency Management Administrator
- Operations Manager
- Parks and Developmental Services Director
- Landfill Operations Manager
- Administrative Director
- Director of Fair and Facilities Management
- Bridge Superintendent
- Public Works Director/Engineer
- Weed Coordinator
- County Clerk
- County Auditor
- Superior Court Judge
- County Commissioner
- County Treasurer
- County Coroner
- County Assessor
- District Court Judge
- County Sheriff
- County Prosecutor

Professionals (includes Para-Professionals):

- Diversion Coordinator
- Environmental Health/Program Director
- Chief Deputy Prosecutor
- Senior Deputy Prosecutor
- Deputy Prosecutor
- Community Health Nurse
- Building Official
- Nursing Director Pullman
- Financial Division Manager
- Communications Systems Manager
- Registered Dietician/Tobacco Coordinator
- Finance Administrator
- Probation Counselor
- County Planner
- Probation Counselor 2
- CASA Court Supervisor/Investigator
- Systems Administrator
- IT Director
- Benefits/Programs Coordinator
- Environmental Health Specialist 1
- Environmental Health Specialist 2
- Community Health Worker
- Administrative Supervisor
- Child Support Specialist
- Office Supervisor
- Recycling Coordinator
- Engineering Office Manager
- Finance Coordinator
- Program Representative
- Court Administrator
- Elections Supervisor
- Probation Program Coordinator
- Personal Property Appraiser/Administrative Assistant
- Assistant County Planner
- Building Permit Technician
- Senior Probation Officer

Technicians:

- Appraiser
- Engineering Technician IV
- Chief Appraiser
- Property Maintenance Administrator/Appraiser
- Computer Support Specialist 2
- Engineering Technician III
- Project Engineer

Protective Services-Sworn:

- Deputy Sheriff
- Patrol Sergeant
- Corrections Sergeant
- Facility Commander

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- Corrections Officer

- Undersheriff

Protective Services-Non-Sworn:

- Operations Coordinator/Park Ranger

Administrative Support:

- Records and Information Officer
- Elections Technician
- Clerk of the Board
- Financial Specialist
- Office Coordinator
- Payroll Clerk
- Victim/Witness Specialist
- Office Specialist
- Legal Process Specialist
- Administrative Assistant
- Licensing Technician

- Legal Secretary
- Office Assistant
- Program Coordinator
- Financial Specialist 2
- Administrative Supervisor
- DOL Specialist
- Office Coordinator
- Map Segregationist
- Office Specialist 2
- Recording Deputy

Skilled Craft Worker:

- Heavy Equipment Operator
- Mechanic
- Fleet Operations Manager
- Sign Supervisor

- Fleet Operations Technicians
- Working Foreman
- Sign Technician

Service/Maintenance:

- Building Engineer-Journey
- Operations Coordinator – Fair
- Operations Coordinator – CETC
- Building Operator

074920A 8. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to formalize the responsibilities associated with the New World Financial System.

RESOLUTION NO. 074920A
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS
IN THE MATTER OF FORMALIZING RESPONSIBILITIES ASSOCIATED
WITH THE NEW WORLD FINANCIAL SOFTWARE SYSTEM

IT IS HEREBY RESOLVED BY THE WHITMAN COUNTY COMMISSIONERS AS FOLLOWS:

1. The County Auditor will have authority over all permissions related to the operations of the New World accounting software (including software purchases, updates and training) excepting those permissions that provide access to county systems outside of the New World environment. Those permissions that provide access to county systems outside of the New World environment will be directed and controlled as necessary by the IT Director.
2. The Information Technology (IT) Director will continue to operate in all aspects under the direction of the BOCC. The IT Director will provide support to the Auditor's Department in the operation of the New World system as is typical with other software and hardware configurations in the county.
3. New World servers and other hardware necessary for the operation of the New World system, along with maintenance for those components, will be under the authority and direction of the IT department.
4. The County Administrative Services Director will use his judgment in directing specific budget authority following the permission authorities directed here.

Dated this 16th day of December, 2013.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

ATTEST:

Arthur D Swannack, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Dean Kinzer, Commissioner

074920B 9. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to adopt the memorandum of understanding between Whitman County and Martin Hall Juvenile Detention Facility consortium.

074921 10. Commissioner Swannack moved Commissioner Kinzer seconded the motion and it carried to adopt the 2014 Martin Hall budget.

**RESOLUTION NO. 074921
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS
WHITMAN COUNTY, WASHINGTON**

IN THE MATTER OF APPROVING AND AUTHORIZING THE 2014 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

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.

BOCC MINUTES-12/16/13

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 16, 2013.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

Arthur D Swannack, Commissioner

Dean Kinzer, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

**MARTIN HALL JUVENILE FACILITY
2014 OPERATING BUDGET FINAL**

BED USER	BEDS	YEAR	COST/DAY	TOTAL/YEAR
ADAMS	0	877	155	135,935.00
ASOTIN	0	1152	155	178,560.00
DOUGLAS	0	1512	155	234,360.00
FERRY	0	492	155	76,260.00
LINCOLN	0	210	155	32,550.00
PEND OREILLE	0	168	155	26,040.00
STEVENS	0	2280	155	353,400.00
SPOKANE	0	0	155	0.00
WHITMAN	0	<u>288</u>	155	<u>44,640.00</u>

TOTAL				
BEDS/COUNTIES	6979		TOTAL	1,081,745.00

OTHER USERS	BEDS	YEAR	COST/DAY	TOTAL/YEAR
CDA	0	1044	185	193,140.00
SPOKANE	0	876	185	162,060.00
YAKIMA	0	<u>1488</u>	185	<u>275,280.00</u>

TOTAL				
BEDS/TRIBES	3408		TOTAL	630,480.00

OTHER INCOME

FOOD PROGRAM				40,000.00
INTEREST INCOME				300.00
MISC INCOME				0.00
UTILITIES				75,000.00
REFUND				
			SUB TOTAL	<u>115,300.00</u>

BOCC MINUTES-12/16/13

		TOTAL INCOME	<u>1,827,525.00</u>
EXPENSE			
CAPITOL EXPENSE		Cameras	60,000.00
REPAIRS			10,000.00
CONSULTING			0.00
MANAGEMENT SERVICE			0.00
MAINTENANCE		Preventative Maintenance Contract	20,000.00
AUDITING			5,000.00
ACCOUNTING			18,000.00
LEGAL			18,000.00
FIRE CONTRACT			2,500.00
CCCS OPERATOR BASE		\$142,272.00	1,707,264.00
CONTRACTOR INCENTIVE OVER 29.5 BEDS		(@ \$120 PER BED)	0.00
INSURANCE			10,500.00
RENT			1.00
UTILITIES			<u>75,000.00</u>
PROFIT/LOSS	98,740.00	TOTAL EXPENSES	<u>1,926,265.00</u>
<u>Cost of bed per day</u>	185.4496		

074922 11. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to authorize publishing the 2014 Martin Hall meeting dates.

074923 12. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the purchase of equipment and services from CompuNet as projected and contained in the summary and quote.

074924 13. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the service agreement with First Step as delineated in the proposal.

074925 14. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to authorize the Chairman to sign a letter to Bonneville Power Administration/Corps of Engineers on behalf of the Board.

074926 15. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the Washington State Patrol State Fire Mobilization reimbursement contract #C140487GSC (12/31/18).

D074926A 16. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** that pursuant to County Code regarding delegation of purchase orders, claims and payroll responsibilities, authorization forms have been received from the following departments, approved by the Board and forwarded to the Auditor's office.

- 074927 Administrative Services/Commissioners/Human Resources
- 074928 Assessor
- 074929 Auditor
- 074930 Clerk
- 074931 Coroner

BOCC MINUTES-12/16/13

074932 District Court
074933 Emergency Management/Communications
074934 Extension
074935 Fair/Facilities Management
074936 Information Technology
074937 Juvenile
074938 Parks/Developmental Services
074939 Prosecutor
074940 Public Health
074941 Public Works
074942 Sheriff
074943 Superior Court
074944 Treasurer
074945 Weed

074946 17. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve a resolution revising the 2014 mileage rate for use of personal vehicles.

RESOLUTION NO. 074946
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

WHEREAS, the Board of Whitman County Commissioners met in regular session on Monday, December 16, 2013; and,

WHEREAS the Board recognizes the need to reimburse county employees who use their personal automobiles for official business at a specified rate per mile for actual mileage used; and,

WHEREAS, Whitman County Code, Chapter 2.39.010(e)(2) specifies that the actual rate per mile be set by the Board of County Commissioners.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the 2014 rate of reimbursement for business use of personal automobiles is \$.56 per mile (IRS Rate).

PASSED, APPROVED AND ADOPTED this 16th day of December 2013 and effective as of January 1, 2014.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

Arthur D Swannack, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Dean Kinzer, Commissioner

D074946A 18. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to allow 2013 leave carry over requests as presented.

BOCC MINUTES-12/16/13

074947 18A. Michele Beckman
074947A 18B. Kelli Campbell
074948 18C. Maribeth Becker
074949 18D. Peggy Wright

074950 19. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to approve the 2014 holiday schedule as presented.

074951 20. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to authorize the notice of hearing for revisions to Whitman County Code Chapter 3.50/E-911 Emergency Communications System.

074952 21. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to appoint Robert Maxwell to an unexpired 3-year term on the Developmental Services Advisory Board replacing Susan Reyes. Mr. Maxwell's term will expire 12/31/14.

074953 22. Commissioner Kinzer **moved** Commissioner Swannack **seconded** the motion and it **carried** to reappoint Nick VanArsdel and Dorothy Sharp to 3-year terms on the Solid Waste Advisory Committee. Both terms will expire 12/31/16.

074953A 23. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to reappoint Bud Mills to a 4-year term on the Noxious Weed Control Board. Mr. Mill's term will expire 12/31/17.

074954 24. Levy lid lift discussion postponed to 2:30 p.m.

Correspondence:

074955 25. Educational Service District 123 forwarded their 2014 certified tax levies for school district in Whitman County.

074956 25A. A copy of the 2014 budget for the Port of Whitman was received.

074957 25B. Notice of liquor licenses expiring 03/31/14 was received from the Washington State Liquor Control Board.

074958 25C. An executed copy of Kittcom for Whitman County interlocal agreement for technical systems received (12/31/15).

074959 25D. An executed copy of Whitman County for Kittcom interlocal agreement for technical systems received (12/31/15).

074960 25E. An executed copy of the 2014-2015 contract between the Whitman County Sheriff and Town of Albion for police services was received (12/31/15).

074960A 25F. An adjusted spreadsheet for budget amendment #3 was received.

074961 26. Commissioners' pending list reviewed.

10:25 a.m. - Recess.

10:30 a.m. - 2014 Preliminary Budget Hearing Continued.

BOCC MINUTES-12/16/13

Present: Gary Petrovich, Cinnamon Brown, Chris Nelson, Peggy Wright, Ken Arthur, Eunice Coker, Mark Storey, Kristina Cooper, Sally Ousley, Bill McKee and one other guest.

074962 27. Hearing reconvened by the Chairman for the 2014 preliminary budget. Staff report provided by Ms. Brown stating as of today, the deficit is down to \$19,000. She is awaiting additional information from Superior Court that should reduce the deficit a little more.

Chairman Largent indicated this is an on-going process and opened the hearing to public comment. There being none the hearing was adjourned. The commissioners will render their decision on December 30th at 10:30 a.m.

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

Present: Ken Arthur and Sally Ousley.

11:00 a.m. - County Overlays #2 Bid Opening.

Present: Mark Storey, Phil Meyer, Jeff Marshall, Dean Cornelison, Ken Arthur, Sally Ousley, Bill McKee and 6 Bidders.

ACTION ITEMS

074963 28. The following bids for county overlays #2 were received.

BIDDER	AMOUNT
Central Washington Asphalt, Moses Lake, WA	\$4,141,953.58
Poe Asphalt, Clarkston, WA	\$3,966,270.68

The commissioners will make a contingent award at 2:00 p.m.

11:05 a.m. - Recess.

11:15 a.m. - Reconvene/Pullman Airport/O'Donnell Road Turn Lane Bid Opening.

Present: Mark Storey, Phil Meyer, Jeff Marshall, Dean Cornelison, Alan Thomson, Ken Arthur, Jerry Basler, Bill McKee, Jeremy Sikes and 5 Bidders.

074964 29. The following bids for Pullman-O'Donnell Road turn lane were received.

BIDDER	AMOUNT
Harry Johnson Plumbing & Excavation, Walla Walla, WA	\$527,262.00
HLT Construction, Spokane, WA	\$424,659.55
M.L. Albright, Lewiston, ID	\$373,266.85
West Co., Airway Heights, WA	\$460,597.00
Motley-Motley, Pullman, WA	\$411,993.20

The commissioners will make a contingent award at 2:00 p.m.

11:20 a.m. - 2014 Diesel Fuel Bid Opening.

Present: Mark Storey, Phil Meyer, Alan Thomson, Ken Arthur, Jerry Basler, Jeremy Sikes, Bill McKee, Sally Ousley and 1 Bidder.

074965 30. The following bid for diesel fuel received:

BIDDER	AMOUNT
Busch Distributors, Moscow, ID - Delivery	\$.145 + rack amount

The commissioners will make an award December 30th at 11 a.m.

11:35 a.m. - Recess.

074966 31. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the order for the 2014 County Arterial Preservation Program (CAPP).

074967 32. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the order for the 2014 annual construction program.

074968 33. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve executing the resolution for the Solid Waste construction bond.

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

A RESOLUTION OF THE BOARD OF COUNTY)
 COMMISSIONERS OF WHITMAN COUNTY,)
 WASHINGTON, AUTHORIZING THE ISSUANCE)
 OF A SOLID WASTE UTILITY REVENUE BOND OF)
 THE COUNTY IN THE PRINCIPAL AMOUNT OF)
 \$2,000,000 TO PROVIDE FINANCING FOR)
 CERTAIN IMPROVEMENTS TO THE SOLID)
 WASTE UTILITY OF THE COUNTY; AUTHORIZING)
 THE FORM AND TERMS OF SUCH BOND; AND)
 RESERVING THE RIGHT TO ISSUE REVENUE)
 BONDS IN THE FUTURE ON A PARITY WITH THE)
 BOND HEREIN AUTHORIZED UPON)
 COMPLIANCE WITH CERTAIN CONDITIONS;)
 AND AUTHORIZING A PRIVATE PLACEMENT OF)
 THE BOND.

RESOLUTION NO. 074968

PASSED ON DECEMBER 16, 2013

**Prepared by:
K&L GATES LLP
Seattle, Washington**

WHITMAN COUNTY, WASHINGTON
RESOLUTION NO. 074968
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* This Table of Contents and the cover page are provided for convenience only and is not a part of this resolution.

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

A RESOLUTION OF THE BOARD OF COUNTY)
COMMISSIONERS OF WHITMAN COUNTY,)
WASHINGTON, AUTHORIZING THE ISSUANCE)
OF A SOLID WASTE UTILITY REVENUE BOND OF)
THE COUNTY IN THE PRINCIPAL AMOUNT OF)
\$2,000,000 TO PROVIDE FINANCING FOR)
CERTAIN IMPROVEMENTS TO THE SOLID)
WASTE UTILITY OF THE COUNTY; AUTHORIZING)
THE FORM AND TERMS OF SUCH BOND; AND)
RESERVING THE RIGHT TO ISSUE REVENUE)
BONDS IN THE FUTURE ON A PARITY WITH THE)
BOND HEREIN AUTHORIZED UPON)
COMPLIANCE WITH CERTAIN CONDITIONS;)
AND AUTHORIZING A PRIVATE PLACEMENT OF)
THE BOND.

RESOLUTION NO. 074968

BEFORE THE BOARD OF COUNTY COMMISSIONERS of Whitman County, Washington, a municipal corporation of the State of Washington (the "County"), the County owns, operates and maintains a solid waste enterprise (the "Solid Waste Utility"); and

WHEREAS, certain capital improvements are needed to be made to facilities of the Solid Waste Utility (as further described herein, the "Project"); and

WHEREAS, the Board finds that it is in the County's interest to issue and sell a solid waste utility revenue bond in the principal amount of \$2,000,000 (the "Bond") to pay all or a portion of the costs of the Project and the costs of issuance of the Bond; and

WHEREAS, the County has received the offer of Holman Capital Corporation, Rancho Santa Margarita, California (the "Placement Agent"), to place the Bond with Northwest Bank, and the County wishes to accept such offer on the terms and conditions set forth therein and herein;

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED BY THE BOARD OF COUNTY COMMISSIONERS OF WHITMAN COUNTY, WASHINGTON, AS FOLLOWS:

Section 1. Definitions. As used in this resolution, the following words shall have the following meanings, unless a different meaning clearly appears from the context:

Administrative Director means the County's Administrative Director or the successor officer.

Base Period means the most recent consecutive 12-month period preceding the date of issuance of an additional series of Future Parity Bonds for which audited financial statements are available.

Board means the duly constituted Board of County Commissioners as the general legislative authority of the County.

Bond means the Whitman County, Washington, Solid Waste Utility Revenue Bond, 2013 in the principal amount of \$2,000,000, issued pursuant to this resolution.

Bond Counsel means a firm of lawyers nationally recognized and accepted as bond counsel and so employed by the County for any purpose under this resolution applicable to the use of that term.

Bond Register means the registration books showing the name, address and tax identification number of each Registered Owner of the Bond, maintained pursuant to Section 149(a) of the Code.

Bond Registrar means the Treasurer, for the purposes of registering and authenticating the Bond, maintaining the Bond Register, and paying installments of interest on and principal of the Bond. Upon a determination by the Treasurer that it is no longer practicable for the office of the Treasurer to perform the functions of the Bond Registrar, the term **Bond Registrar** shall mean the institution appointed by the Treasurer to act as Bond Registrar.

Bond Year means each one-year period that ends on the date selected by the County. The first and last Bond Years may be short periods. If no day is selected by the County before the earlier of the final maturity date of the Bond or the date that is five years after the date of issuance of the Bond, Bond Years end on each anniversary of the date of issue and on the final maturity date of the Bond.

Code means the Internal Revenue Code of 1986, as amended, and shall include all applicable regulations and rulings relating thereto.

County means the Whitman County, Washington, a municipal corporation duly organized and existing under the laws of the State of Washington.

County Representative means the Chairman of the Board or the Administrative Director or such other official or employee of the County designated in writing by either of the foregoing.

Debt Service Fund means the "Debt Service Fund - No. 200.400.000, Account: 591.37.70 (Redemption of Debt - Solid Waste)" created by the Treasurer for the purpose of paying the principal of and interest due on any Parity Bonds.

Fixed Rate means a fixed interest rate equal to 3.66% per annum.

Future Parity Bonds mean any obligations hereafter issued, from time to time, having a lien upon the Net Revenue for the payment of the principal thereof and interest thereon, equal to the lien of the Bond.

Government Obligations mean those obligations now or hereafter defined as such in chapter 39.53 RCW.

Net Proceeds when used with reference to the Bond, mean the principal amount of the Bond, plus accrued interest and original issue premium, if any, and less original issue discount.

Net Revenue means, for any period, the Revenue of the Solid Waste Utility after the deduction of Operation and Maintenance Expenses.

Operation and Maintenance Expenses mean all reasonable expenses incurred by the County, paid or accrued, of operating, maintaining, and repairing the Solid Waste Utility or of levying, collecting and otherwise administering the Revenue of the Solid Waste Utility for the payment of Parity Bonds, but shall not include any payment for debt service, depreciation or taxes levied or imposed by the County of payments to the County in lieu of taxes, or capital additions or capital replacements to the Solid Waste Utility.

Outstanding, when used with reference to a bond or bonds, as of any particular date, means all bonds which have been issued, executed, authenticated and delivered by the County, except (i) bonds cancelled because of payment or redemption prior to their stated dates of maturity, and (ii) any bond (or portion thereof) for the payment or redemption of which there has been separately set aside and held funds for the payment thereof.

Parity Bonds mean the Bond and any Future Parity Bonds.

Parity Conditions mean those conditions for the issuance of Future Parity Bonds, set forth in Section 13 of this resolution.

Placement Agent means Holman Capital Corporation, Rancho Santa Margarita, California.

Private Person means any natural person engaged in a trade or business or any trust, estate, partnership, association, company or corporation.

Private Person Use means the use of property in a trade or business by a Private Person if such use is other than as a member of the general public. Private Person Use includes ownership of the property by the

Private Person as well as other arrangements that transfer to the Private Person the actual or beneficial use of the property (such as a lease, management or incentive payment contract or other special arrangement) in such a manner as to set the Private Person apart from the general public. Use of property as a member of the general public includes attendance by the Private Person at municipal meetings or business rental of property to the Private Person on a day-to-day basis if the rental paid by such Private Person is the same as the rental paid by any Private Person who desires to rent the property. Use of property by nonprofit community groups or community recreational groups is not treated as Private Person Use if such use is incidental to the governmental uses of property, the property is made available for such use by all such community groups on an equal basis and such community groups are charged only a *de minimis* fee to cover custodial expenses.

Rate Covenant means Net Revenue in each Fiscal Year at least equal to 100% of the amounts required in such fiscal year to be paid as scheduled debt service (principal and interest) on all Parity Bonds.

Project means the project as described in Section 2 of this resolution.

Project Account means the account, if any, within the Solid Waste Fund, created pursuant to in Section 9 of this resolution.

Purchaser means Northwest Bank.

Registered Owner means the person named as the registered owner of the Bond in the Bond Register.

Revenue of the Solid Waste Utility or Revenue means all of the earnings and revenues received by the County from the maintenance and operation of the Solid Waste Utility and connection and capital improvement charges collected for the purpose of defraying the cost of capital facilities of the Solid Waste Utility, including income from investments of money in the Debt Service Fund or from any other investment thereof, except the income from investments irrevocably pledged to the payment of Parity Bonds, but excluding government grants, proceeds from the sale of Solid Waste Utility property, County taxes collected by or through the Solid Waste Utility, principal proceeds of bonds and earnings or proceeds from any investments in a trust, defeasance or escrow fund created to defease or refund Solid Waste Utility obligations (until commingled with other earnings and revenues of the Solid Waste Utility) or held in a special account for the purpose of paying a rebate to the United States Government under the Code. **Revenue of the Solid Waste Utility** shall also include any federal or state reimbursements of operating expenses to the extent such expenses are included as **Operation and Maintenance Expenses**.

Solid Waste Fund means the Solid Waste Fund - No. 400.400.001, and the accounts contained therein, into which all of the Revenue of the Solid Waste Utility is pledged to be deposited.

Solid Waste Utility means the solid waste enterprise of the County, as the same now exists, including its assets, real and personal, tangible and intangible, and as it may later be added to, extended, and improved, and shall include buildings, structures facilities from the operation of or in connection with which the revenues of the payment of the Bond to be issued hereunder will be derived, and the lands pertaining thereto.

State means the State of Washington.

Treasurer means the treasurer of the County pursuant to RCW Ch. 36.29, as amended from time to time.

Utility Professional means a licensed professional engineer experienced in the design, construction and operation of municipal utilities, or a financial consultant or an independent certified public accountant experienced with municipal utilities.

Rules of Interpretation. In this resolution, unless the context otherwise requires:

(a) The terms "hereby," "hereof," "hereto," "herein," "hereunder" and any similar terms, as used in this resolution, refer to this resolution as a whole and not to any particular article, section, subdivision or clause hereof, and the term "hereafter" shall mean after, and the term "heretofore" shall mean before, the date of this resolution;

(b) Words of the masculine gender shall mean and include correlative words of the feminine and neuter genders and words importing the singular number shall mean and include the plural number and vice versa;

(c) Words importing persons shall include firms, associations, partnerships (including limited partnerships), trusts, corporations and other legal entities, including public bodies, as well as natural persons;

(d) Any headings preceding the text of the several articles and sections of this resolution, and any table of contents or marginal notes appended to copies hereof, shall be solely for convenience of reference and shall not constitute a part of this resolution, nor shall they affect its meaning, construction or effect;

(e) All references herein to "articles," "sections" and other subdivisions or clauses are to the corresponding articles, sections, subdivisions or clauses hereof; and

(f) Words importing the singular number include the plural number and vice versa.

Section 2. Findings and Purposes; Plan of Additions and Betterments to the Solid Waste Utility.

The Board hereby finds that the public interest, health and safety require the construction, acquisition and installation of the Solid Waste Utility improvements described in this Section 2 and that said improvements are legally required and/or economically sound, and will contribute to the conduct of the business of the Solid Waste Utility in an efficient manner.

The following plan for the acquisition, construction and installation of additions and betterments to the Solid Waste Utility is hereby specified and adopted: The County will acquire, construct and equip a new waste transfer facility. If funds are available, the County shall make other improvements to the Solid Waste Utility.

Such improvements are referred to collectively herein as the "Project". The County shall provide all equipment, connections and appurtenances together with all work as may be incidental and necessary to complete the Project. The Project's facilities shall be integrated into the Solid Waste Utility as required to provide a fully operational facility. The budget ("Budget") for the Project is attached to this resolution as Exhibit A. Within fifteen (15) days after the end of each calendar quarter, the County shall deliver to Purchaser a written report on the status of the Project, including, without limitation, the status of construction and equipment purchases and installations, the percentage of completion, any variances from the Budget and confirmation that the remaining Bond proceeds plus the balance of funds reserved by the County for completion of the Project are sufficient to finish the Project.

The County may make such changes in or additions to the Project or in the construction or design of other facilities of the Solid Waste Utility as may be found necessary or desirable. If a change or addition shall result in a cost increase of more than \$50,000 of the amount or amounts set forth in the Budget the County shall notify the Purchaser of the change and the source of funding and if such increase is not being provided by available County funds, the County shall obtain the prior written consent of the Purchaser. If the Project has been completed, the County may apply the Bond proceeds or any portion thereof to other improvements to the Solid Waste Utility, as the Board in its discretion shall determine. In the event that the proceeds of sale of the Bond, plus any other moneys of the County legally available, are insufficient to accomplish all of the Project provided by this section, the County shall use the available funds for paying the cost of those improvements for which the Bond was approved deemed by the Board most necessary and to the best interest of the County.

The County shall acquire by purchase, lease or condemnation, all property, both real and personal, or any interest therein, or rights-of-way and easements which may be found necessary to acquire, construct and install the Project.

The estimated net cost of the acquisition of the Project is hereby declared to be, as near as may be, \$3,925,771 of which a portion shall be financed with proceeds of the Bond.

Section 3. Authorization of Bond. For the purpose of providing financing for the Project and to pay costs of issuance, the County shall now issue and sell to the Purchaser its solid waste utility revenue bond in the aggregate principal amount of \$2,000,000. The Bond shall be designated "Whitman County, Washington, Solid Waste Utility Revenue Bond, 2013," shall be dated as of the date of its delivery to the Purchaser, shall be fully registered as to both principal and interest, shall be issued as a single fully registered bond, and shall be numbered R-1.

The Bond shall bear interest on unpaid principal from its date or the most recent date to which interest has been paid at the Fixed Rate. Interest shall be calculated on the basis of a year of 360 day (12 months of 30 days each) basis. Principal shall be amortized based on a ten-year payment schedule to provide for approximately level debt service. Principal and interest payments shall be made semiannually on the dates shown on Exhibit B, with the final payment of all outstanding principal, together with interest thereon, shall be due no later than December 31, 2023 as shown on the amortization schedule for the Bond provided by the Placement Agent. The Placement Agent will calculate and provide to the Treasurer an amortization schedule reflecting semiannual payments. Assuming a delivery of the Bond on December 20, 2013, the amortization schedule is attached hereto as Exhibit B.

The Bond shall be an obligation only of the Debt Service Fund and shall be payable and secured as provided herein. The Bond is not a general obligation of the County. The Bond shall not constitute an indebtedness of the County within the meaning of the constitutional provisions and limitations of the State of Washington.

Section 4. Registration and Payments. The County hereby requests that the Treasurer act as the Bond Registrar. The duties of the Bond Registrar hereunder shall be limited to authenticating the Bond and to remitting money to the Purchaser on the payment dates as provided therein. The Bond shall not be transferable, except in whole to a financial institution. The Treasurer may determine at any time that he/she no longer wishes to act as Bond Registrar and thereupon appoint a successor Bond Registrar, which may or may not be the fiscal agency of the State of Washington. The Bond Registrar is authorized, on behalf of the County, to authenticate and deliver the Bond to the Registered Owner, to be designated by the Placement Agent, and to carry out all of the Bond Registrar's powers and duties under this resolution.

Principal of and interest on the Bond shall be payable in lawful money of the United States of America. Installments of principal of and interest on the Bond shall be paid by check, wire, or electronic transfer on the date due to the Purchaser; *provided, however*, the final installment of principal on the Bond shall be payable only upon presentation and surrender of the Bond by the Purchaser to the Bond Registrar.

Section 5. Prepayment. The County reserves the right to prepay principal of the Bond in advance of the scheduled payments, in whole, at any time at a prepayment price as shown on Exhibit B. The County will notify the Purchaser at least 15 days in advance of its intent to prepay.

Section 6. Form of Bond. The Bond shall be in substantially the following form:

NO. R-1 UNITED STATES OF AMERICA \$2,000,000
STATE OF WASHINGTON
WHITMAN COUNTY
SOLID WASTE UTILITY REVENUE BOND, 2013

INTEREST RATE: 3.66%
FINAL MATURITY DATE: December __, 2023
REGISTERED OWNER: Northwest Bank
 4900 Meadows Road, Suite 410
 Lake Oswego, OR 97035
TAX IDENTIFICATION #: 26-1336629
PRINCIPAL AMOUNT: Two Million and No/100 Dollars

WHITMAN COUNTY, WASHINGTON, a municipal corporation of the State of Washington (hereinafter referred to as the "County"), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns, the Principal Amount specified above, together with interest thereon, at the Interest Rate specified above. Principal of and interest on this Bond shall be payable on each [June __] and [December __], commencing on [June __], 2014, in installments amortized over 10 years in the amounts shown on the attached amortization schedule, and shall mature on [December __, 2023].

Interest shall be calculated on the basis of a year of 30/360 day basis.

Both principal of and interest on this bond are payable in lawful money of the United States of America. Installments of the principal of and interest on this bond shall be paid by check or draft of the County mailed on the date such principal and interest is due or by electronic funds transfer made on the date such interest is due to the Registered Owner or nominee at the address appearing on the Bond Register. The Treasurer of the County is acting as the initial registrar, authenticating agent and paying agent for this bond (the "Bond Registrar"). Upon final payment of all installments of principal and interest thereon, this bond shall be submitted to the Bond Registrar for cancellation and surrender.

The County has reserved the right to prepay principal of this bond in advance of the scheduled payments, in whole, at any time and shall pay to Registered Owner a prepayment fee equal to three percent (3%) of the prepaid principal. The County will notify the Registered Owner at least 15 days in advance of its intent to prepay.

This bond is issued pursuant to a Resolution adopted by the Board of County Commissioners on December 16, 2013 (the "Bond Resolution") for the purpose of paying the costs of capital improvements to the County's Solid Waste Utility and paying costs of issuing the Bond. Capitalized terms appearing on this bond and not otherwise defined herein shall have the meanings given such terms in the Bond Resolution. The terms, conditions and covenants of the County set forth in the Bond Resolution are hereby incorporated by this reference as if fully set forth herein.

This bond is not transferable, except in whole to a financial institution.

This bond is not a "private activity bond" as such term is defined in the Internal Revenue Code of 1986, as amended (the "Code"). The County has designated this bond as a "qualified tax-exempt obligation" under Section 265(b) of the Code for investment by financial institutions.

This bond is issued under and in accordance with the provisions of the Constitution and applicable statutes of the State of Washington and resolutions of the County, including the Bond Resolution. This bond shall be payable from revenues of the Solid Waste Utility and does not constitute a general obligation of the County.

Both principal of and interest on this bond are payable solely out of the special fund of the County known as the "Debt Service Fund - No. 200.400.000, Account: 591.37.70 (Redemption of Debt - Solid Waste)" (the "Debt Service Fund"). The County does hereby pledge and bind itself to set aside and pay into the Debt Service Fund the amount required by the Bond Resolution to be paid therein on the date due from the sources and in the priority specified in the Bond Resolution. Said amounts so pledged to be paid out of Net Revenue into said Debt Service Fund are hereby declared to be a first and prior lien and charge upon such Net Revenue and equal in rank to the lien and charge upon such Net Revenue and of any revenue bonds of the County hereafter issued on a parity with this bond. The County represents to the Purchaser that as of the date of this bond, no other bonds or indebtedness have been issued or incurred that are secured by or share a first lien with Purchaser in the Revenue of the Solid Waste Utility.

The County has further bound itself to maintain the Solid Waste Utility in good condition and repair, to operate the same in an efficient manner and at a reasonable cost, to establish, maintain and collect rates and charges for all services and facilities provided by the Solid Waste Utility, for as long as this bond remains outstanding that will make available for the payment of the principal of and the interest on this bond as the same shall become due an amount equal to at least the amount required annually hereafter for the payment of all of such principal and interest after normal Operation and Maintenance Expenses of the Solid Waste Utility have been paid, but before depreciation.

This bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication hereon shall have been manually signed by or on behalf of the Bond Registrar.

It is hereby certified that all acts, conditions and things required by the Constitution and statutes of the State of Washington to exist, to have happened, been done and performed precedent to and in the issuance of this bond have happened, been done and performed and that the issuance of this bond does not violate any constitutional, statutory or other limitation upon the amount of indebtedness that the County may incur.

IN WITNESS WHEREOF, Whitman County, Washington, signed with the facsimile or manual signature of the Chairman of the Board of County Commissioners, to be attested by the facsimile or manual signature of the Clerk of the Board of County Commissioners, and the corporate seal of the County to be impressed, imprinted or otherwise reproduced hereon, all as of this 20th day of December, 2013.

[SEAL]

WHITMAN COUNTY, WASHINGTON

By _____
Chairman

ATTEST:

Clerk of the Board

The Bond Registrar's Certificate of Authentication on the Bond shall be in substantially the following form:

CERTIFICATE OF AUTHENTICATION

Date of Authentication: December 20, 2013

This Bond is described in the within-mentioned Bond Resolution and is the Whitman County, Washington, Solid Waste Utility Revenue Bond, 2013, dated December 20, 2013.

TREASURER of Whitman County, as Bond Registrar

By _____/s/_____
Robert Lothspeich

AMORTIZATION SCHEDULE

<u>Payment No.</u>	<u>Payment Date</u>	<u>Total Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Prepayment Price</u>
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Section 7. Execution and Authentication of the Bond. The Bond shall be signed on behalf of the County by the manual or facsimile signature of the Chairman of the Board and attested by the manual or facsimile signature of the Clerk of the Board and authenticated by the Bond Registrar, and the seal of the County shall be impressed, imprinted or otherwise reproduced thereon.

Only such Bond as shall bear thereon a Certificate of Authentication in the form recited above, manually executed by the Bond Registrar, shall be valid or obligatory for any purpose or entitled to the benefits of this resolution. Such Certificate of Authentication shall be conclusive evidence that the Bond so authenticated has been duly executed, authenticated and delivered hereunder and is entitled to the benefits of this resolution.

In case either of the officers who shall have executed the Bond shall cease to be an officer or officers of the County before the Bond shall have been authenticated or delivered by the Bond Registrar, or issued by the County, such Bond may nevertheless be authenticated, delivered and issued and upon such authentication, delivery and issuance, shall be as binding upon the County as though those who signed the same had continued to be such officers of the County. The Bond may also be signed and attested on behalf of the County by such persons as at the actual date of execution of the Bond shall be the proper officers of the County although at the original date of the Bond any such person shall not have been such officer of the County.

Section 8. Sale of Bond. The Bond shall be sold by private placement, in accordance with the terms of this resolution and the Placement Agent's offer to place the Bond to the Purchaser, which offer the Board hereby accepts. The County Representative and other County officials, agents and representatives are hereby authorized and directed to do everything necessary for the prompt issuance, execution and delivery of the Bond to the Purchaser as designated by the Placement Agent and for the proper application and use of the proceeds of sale of the Bond. In furtherance of the foregoing, the County Representative is authorized to approve and enter into agreements for the payment of costs of issuance, including the fees and expenses specified in the offer, including fees and expenses of Placement Agent and other retained services, including

Bond Counsel, and other expenses customarily incurred in connection with issuance and sale of bonds. The Placement Agent's fee will be based on the differential between the proceeds to the County (\$2,000,000) and the price paid for the Bond by the Purchaser, currently estimated at approximately \$48,457.22. The County hereby acknowledges that the Placement Agent is not acting in a fiduciary relationship to the County.

Section 9. Application of Bond Proceeds. The proceeds of the Bond will be deposited into the Project Account and used to pay the costs of the Project and costs of issuance of the Bond. When the Project and other authorized improvements, if any, have been completed and all costs incidental thereto, including the costs of the issuance of the Bond, have been paid in full, any money remaining in the Project Account shall be transferred to the Debt Service Fund for the uses and purposes herein provided, and the Project Account shall be closed. The Treasurer shall establish an account within the Solid Waste Fund to be designated by the Treasurer (the "Project Account"). Bond proceeds deposited in the Project Account and not immediately needed to pay the costs of acquisition, construction, and installation of the plan described in Section 2 and costs incidental thereto may be temporarily invested in any legal investment for County funds. All interest earned and income or profits derived by virtue of such investments shall remain in the Project Account and be used for the acquisition, installation and construction of such plan or other improvements to the Solid Waste Utility.

Section 10. Debt Service Fund. The Treasurer is hereby requested to create a "Debt Service Fund" (the "Debt Service Fund - No. 200.400.000, Account: 591.37.70 (Redemption of Debt - Solid Waste)") in the Solid Waste Fund for the purpose of paying the principal of, premium, if any, and interest on the Parity Bonds. Amounts on deposit in the Debt Service Fund shall be used solely for the purpose of paying the principal of, premium, if any, and interest on Parity Bonds.

As long as any Parity Bond remains outstanding, the County hereby irrevocably obligates and binds itself to set aside and pay from the Solid Waste Fund into the Debt Service Fund those amounts necessary, together with such other funds as are on hand and available in the Debt Service Fund, to pay the interest or principal and interest next coming due on Parity Bonds. Such payments from the Solid Waste Fund to the Debt Service Fund shall be made in a fixed amount without regard to any fixed proportion following the closing and delivery of the Bond on or before each date on which an installment of interest or principal and interest falls due on Parity Bonds and/or a Parity Bond is subject to mandatory redemption and in an amount equal to the installment of interest or principal and interest or the redemption amount.

The Board hereby states and certifies that in setting aside and providing for said payments into the Debt Service Fund the amounts necessary for the payment of the principal, interest, and sinking fund installments on said Bond, the Board has taken into consideration and has due regard for Operation and Maintenance Expenses, and the Board will set aside into said accounts within the Debt Service Fund moneys sufficient and necessary to retire said Bond (including principal, interest, and sinking fund installments) and any prior or subsequent bonds issued on a parity therewith, after paying all Operation and Maintenance Expenses. The amounts so pledged to be paid into the Debt Service Fund from the Revenue of the Solid Waste Utility are hereby pledged and declared to be a prior lien and charge thereon superior to all other charges of any kind or nature whatsoever, except the Operation and Maintenance Expenses of the Solid Waste Utility, and except that the amounts so pledged are of equal lien to the charges upon such Revenue of the Solid Waste Utility for the payment of the principal of and interest on Parity Bonds.

Moneys in the Debt Service Fund may be invested in permitted investments as permitted by law. Investments of funds in the Debt Service Fund shall mature prior to the date on which such moneys shall be needed for required interest, principal, or sinking fund installments. All interest earned and income derived by virtue of such investments shall remain in the account in which it was earned and be used to meet the required deposits into any account therein.

Section 11. Specific Covenants. For the protection and security of the Parity Bonds, the County hereby covenants and agrees to and with the Registered Owners of Parity Bonds that the County will perform the following covenants:

(a) *Rate Covenant.* The County has established, may from time to time revise, and shall maintain and shall collect from the users of the Solid Waste Utility, rates and charges for furnishing the services and the facilities of the Solid Waste Utility to such users thereof. Said rates and charges are, and shall continue to be, uniform as to all persons or properties which are of the same class. The County shall establish, maintain and collect such rates and charges for service of its Solid Waste Utility for so long as any Bonds are Outstanding and shall maintain the Rate Covenant, which shall be measured annually as of the end of each Fiscal Year.

(b) *Fund Balance.* The County shall at all times maintain an unreserved fund balance in the Solid Waste Fund of not less than \$1,000,000.

(c) *Punctual Payment.* The County shall annually budget and appropriate funds, from lawfully available Net Revenue of the County, sufficient to make all principal and interest payments required by this resolution.

(d) *Against Encumbrances.* The County will not create any mortgage or lien, and will use its best efforts to prevent the creation of any mortgage or lien upon the Solid Waste Utility.

(e) *Against Sale or Other Disposition of Property.* The County will not mortgage, sell, lease, or in any manner encumber or dispose of all or substantially all the property of the Solid Waste Utility (voluntarily or involuntarily), unless provision is made for payment into the Debt Service Fund of a sum sufficient to pay the principal of, premium, if any, and interest on all outstanding bonds payable therefrom. The County will not mortgage, sell, lease, or in any manner encumber or dispose of (including but not limited to a disposition by transfer to another public or private organization) voluntarily or involuntarily any part of the Solid Waste Utility that is used, useful and material to the operation of the Solid Waste Utility unless

(1) the County certifies, based upon reasonable expectations, that the remaining assets of the Solid Waste Utility shall be sufficient to continue regular operations of the County on a financially sound basis for a period of the remaining term of the Parity Bonds with the latest maturity date and

(2) provision is made for replacement of that portion of the Solid Waste Utility or for payment into the Debt Service Fund of the total amount of proceeds or money received which amount shall not be less than an amount which shall bear the same ratio to the amount of outstanding Parity Bonds as the greater of

(A) the Net Revenue available for debt service for such outstanding Parity Bonds for the 12 months preceding such sale, lease, encumbrance or disposal from the portion of the Solid Waste Utility sold, leased, encumbered or disposed of bears to the Net Revenue available for debt service for such Parity Bonds from the entire Solid Waste Utility for the same period;

(B) the Revenue of the Solid Waste Utility for the 12 months preceding such sale, lease or disposal from the portion of the Solid Waste Utility sold, leased or disposed of bears to the Revenue of the Solid Waste Utility for the same period;

(C) the proportion of assets (on a depreciated basis) allocable to the assets being sold, leased or disposed of bears to the total assets of the Solid Waste Utility; or

(D) the proportion of customers of the County allocable to the assets being sold, leased or disposed of bears to the total number of customers of the Solid Waste Utility, *provided, however,* that the County may dispose of any portion of the facilities of the Solid Waste Utility in one or more transactions up to an aggregate of five percent of the book value of the total assets of the Solid Waste Utility over the next ten (10) years without the requirement for any deposit to the Debt Service Fund as hereinabove provided.

Any such moneys so paid into the Debt Service Fund shall be used to retire such outstanding Parity Bonds at the earliest possible date. Any money received by the County as condemnation awards, insurance proceeds or the proceeds of sale, if not deposited to the Debt Service Fund, shall if permitted pursuant to the terms hereof be used for the replacement of facilities of the Solid Waste Utility.

(f) *Operation and Maintenance.* The County will at all times maintain and keep the Solid Waste Utility in good repair, working order and condition, and also will at all times operate such utility and the business in connection therewith in an efficient manner and at a reasonable cost.

(g) *Insurance.* The County shall procure and keep in force insurance upon all buildings and structures of the Solid Waste Utility and the machinery and equipment therein, which are usually insured by entities operating like property, in good and responsible insurance companies. The amount of the insurance shall be such as may be required to adequately protect it and the Registered Owners of any Parity Bonds from loss due to any casualty, and in the event of any such loss, the proceeds shall be used to repair or restore the Solid Waste Utility or for the payment of Parity Bonds.

(h) *Engineers.* The County shall employ licensed engineers of acknowledged reputation, skill, and experience in the improvement and operation of the Solid Waste Utility for any unusual or extraordinary items of maintenance, repair, extensions, or betterments as shall be required from time to time. All reports, estimates, and recommendations of such licensed engineers shall be retained in the office of the County engineer and furnished to the Registered Owners of any Parity Bonds upon request.

(i) *Financial Statements.* The County shall deliver to Purchaser its audited financial statements. The audited financial statements for each fiscal year, commencing with fiscal year 2012, shall be delivered to Purchaser within 10 days after issuance of the audit.

Section 12. Solid Waste Fund.

(a) *Solid Waste Fund.* The County maintains the "Solid Waste Fund - No. - 400.400.001" (the "Solid Waste Fund") as a separate enterprise fund of the County. All Revenue of the Solid Waste Utility is deposited in the Solid Waste Fund. Notwithstanding the foregoing, the County may maintain such separate funds and accounts in such names and under such additional designations as shall be required to comply with standard accounting practices.

(b) *Priority of Application of Revenue of the Solid Waste Utility.* The Solid Waste Fund shall be held separate and apart from all other funds and accounts of the County, and the Revenue of the Solid Waste Utility deposited in such Fund shall be used only for the following purposes and in the following order of priority:

First, to pay the Operation and Maintenance Expenses of the Solid Waste Utility;

Second, to make all payments required to be made into the Debt Service Fund to pay the interest on any Parity Bonds;

Third, to make all payments required to be made into the Debt Service Fund to pay the principal of any Parity Bonds;

Fourth; to make any payments required to be made into any special fund or account created to pay or secure the payment of obligations issued having a lien upon amounts in the Solid Waste Fund junior and inferior to the lien thereon for the payment of the principal of and interest of the Parity Bonds; and

Fifth, so long as the County is in compliance with the covenant set forth in Section 11(b), for any other lawful County purpose.

The County may transfer any money from any funds or accounts of the Solid Waste Utility legally available therefor, except bond redemption funds, refunding escrow funds or defeasance funds, to meet the required payments to be made into the Debt Service Fund.

Section 13. Issuance of Future Parity Bonds.

(a) General. As long as the Bond remains outstanding, the County hereby further covenants and agrees that it will not issue any series of Future Parity Bonds or incur any additional indebtedness with a parity lien or charge on Net Revenues (*i.e.*, on a parity of lien with Parity Bonds at the time outstanding) unless:

(1) the County shall be in compliance with all of its covenants herein provided and any default thereof shall have been cured for at least four calendar years, and

(2) after giving pro forma effect to the Future Parity Bonds or additional indebtedness with a parity lien or charge on Net Revenues, the County shall continue to be in compliance with all of the covenants set forth in Section 11 hereof currently and over the next fiscal year, and

(3) the resolution authorizing the issuance of such Future Parity Bonds or additional indebtedness with a parity lien or charge on Net Revenue shall include the covenants provided in the Section 11 hereof, and

(4) there shall have been filed a certificate (prepared as described in subsection (c) or (d) below) demonstrating fulfillment of the Parity Conditions, commencing with the first full fiscal year following the date on which any portion of interest on the series of Future Parity Bonds then being issued no longer will be paid from the proceeds of such series of Future Parity Bonds.

(b) No Certificate Required. The certificate described in the foregoing subsection (a)(1)(3) shall not be required as a condition to the issuance of Future Parity Bonds or additional indebtedness with a parity lien or charge on Net Revenues:

(1) if the Future Parity Bonds being issued or additional indebtedness with a parity lien or charge on Net Revenues, are for the purpose of refunding outstanding Parity Bonds; or

(2) if the Future Parity Bonds are being issued to pay costs of construction of facilities of the Solid Waste Utility for which Future Parity Bonds have been issued previously and the principal amount of such Future Parity Bonds being issued for completion purposes does not exceed an amount equal to an aggregate of 15% of the principal amount of Future Parity Bonds theretofore issued for such facilities and reasonably allocable to the facilities to be completed as shown in a written certificate of the Designated Representative, and there is delivered a Utility Professional's certificate stating that the nature and purpose of such facilities has not materially changed.

(c) Certificate of the County Without A Utility Professional. If required pursuant to the foregoing subsection (a)(2), a certificate may be delivered by the County (executed by the County Representative) without a Utility Professional if Net Revenues for the Base Period (confirmed by an independent auditor) conclusively demonstrate that the Parity Conditions will be fulfilled commencing with the first full fiscal year following the date on which any portion of interest on the series of Future Parity Bonds then being issued will not be paid from the proceeds of such series of Future Parity Bonds.

(d) Certificate of a Utility Professional. Unless compliance with the requirements of subsection (b)(2) have been otherwise satisfied (as provided in (2) or (3) above), compliance with the Parity Conditions shall be demonstrated conclusively by a certificate of a Utility Professional.

In making the computations of Net Revenues for the purpose of certifying compliance with the Parity Conditions, the Utility Professional shall use as a basis the Net Revenues (which may be based upon unaudited financial statements of the County if the audit has not yet been completed) for the Base Period. Such Net Revenues shall be determined by adding the following:

(1) The historical net revenue of the County for the Base Period being issued as determined by a Utility Professional.

(2) The net revenue derived from those customers of the County that have become customers during such 12-month period as adjusted for customers added or are no longer customers or

thereafter and prior to the date of such certificate, adjusted to reflect a full year's net revenue from each such customer to the extent such net revenue was not included in (1) above.

(3) The estimated annual net revenue to be derived from any person, firm, association, private or municipal corporation under any executed contract for service, which net revenue was not included in any of the sources of net revenue described in this subsection (4).

(4) The estimated annual net revenue to be derived from the operation of any additions or improvements to or extensions of the County under construction but not completed at the time of such certificate and not being paid for out of the proceeds of sale of such Future Parity Bonds being issued, and which net revenue is not otherwise included in any of the sources of net revenue described in this subsection (d).

(5) The estimated annual net revenue to be derived from the operation of any additions and improvements to or extensions of the County being paid for out of the proceeds of sale of such Bonds being issued.

In the event the County will not derive any revenue as a result of the construction of the additions, improvements or extensions being made or to be made to the Solid Waste Utility within the provisions of subparagraphs (4) and (5) immediately above, the estimated normal Operation and Maintenance Expenses (excluding any transfer of money to other funds of the County and license fees, taxes and payments in lieu of taxes payable to the County) of such additions, improvements and extensions shall be deducted from estimated annual net revenue.

The words "historical net revenue" or "net revenue" as used in this subsection (d) shall mean the Revenue or any part or parts thereof less the normal expenses of maintenance and operation of the Solid Waste Utility or any part or parts thereof, but before depreciation.

Such "historical net revenue" or "net revenue" shall be adjusted to reflect the rates and charges effective on the date of such certificate if there has been any change in such rates and charges during or after such 12-consecutive-month period.

(e) Subordinate Lien Obligations. Nothing herein contained shall prevent the County from issuing revenue bonds or other obligations which are a charge upon the Revenue of the Solid Waste Utility junior or inferior to the prior lien granted to the Holders of the Parity Bonds.

(f) Refunding Obligations. Nothing herein contained shall prevent the County from issuing revenue bonds to refund maturing Parity Bonds for the payment of which moneys are not otherwise available.

(g) Notice to Purchaser. The County shall provide Purchaser with written notice if the County issues or intends to issue any Future Parity Bonds or any additional indebtedness with a parity lien or charge on Net Revenues, revenue bonds or other obligations which are a subordinate charge upon the Revenue of the Solid Waste Utility or refunding obligations; provided however, such notice shall be provided no later than ten (10) days prior to the issuance or incurrence of such bonds or other indebtedness, as the case may be. The County shall provide to Purchaser such information about the bonds or other indebtedness as Purchaser may reasonably request.

Section 14. Tax Covenants; Special Designation.

(a) Arbitrage Covenant. The County hereby covenants that it will not make any use of the proceeds of sale of the Bond or any other funds of the County which may be deemed to be proceeds of such Bond pursuant to Section 148 of the Code and applicable regulations thereunder which will cause the Bond to be an "arbitrage bond" within the meaning of said section and regulations. The County will comply with the requirements of Section 148 of the Code (or any successor provision thereof applicable to the Bond) and the applicable regulations thereunder throughout the term of the Bond.

(b) *Private Person Use Limitation for Bond.* The County covenants that for as long as the Bond is outstanding, it will not permit:

(1) More than 10% of the Net Proceeds of the Bond to be allocated to any Private Person Use; and

(2) More than 10% of the principal or interest payments on the Bond in a Bond Year to be directly or indirectly: (A) secured by any interest in property used or to be used for any Private Person Use or secured by payments in respect of property used or to be used for any Private Person Use, or (B) derived from payments (whether or not made to the County) in respect of property, or borrowed money, used or to be used for any Private Person Use.

The County further covenants that, if:

(3) More than five percent of the Net Proceeds of the Bond are allocable to any Private Person Use; and

(4) More than five percent of the principal or interest payments on the Bond in a Bond Year are (under the terms of this resolution or any underlying arrangement) directly or indirectly: (A) secured by any interest in property used or to be used for any Private Person Use or secured by payments in respect of property used or to be used for any Private Person Use, or (B) derived from payments (whether or not made to the County) in respect of property, or borrowed money, used or to be used for any Private Person Use, then, (i) any Private Person Use of the Project described in subsection (3) hereof or Private Person Use payments described in subsection (4) hereof that is in excess of the five percent limitations described in such subsections (3) or (4) will be for a Private Person Use that is related to the state or local governmental use of the Project financed with Bond proceeds, and (ii) any Private Person Use will not exceed the amount of Net Proceeds of the Bond used for the state or local governmental use portion of the project to which the Private Person Use of such portion of such project relates. The County further covenants that it will comply with any limitations on the use of the Project by other than state and local governmental users that are necessary, in the opinion of its Bond Counsel, to preserve the tax exemption of the interest on the Bond. The covenants of this section are specified solely to assure the continued exemption from regular income taxation of the interest on the Bond.

(c) *Designation.* The County hereby designates the Bond as a “qualified tax-exempt obligation” for investment by financial institutions under Section 265(b)(3) of the Code. The County does not anticipate that it will issue more than \$10,000,000 in qualified tax-exempt obligations during 2013 (excluding obligations permitted by the Code to be excluded for purposes of the County’s qualification as a qualified small issuer).

Section 15. Amendments.

(a) *Without Consent.* The County from time to time and at any time may pass a resolution or resolutions supplemental hereto, which resolution or resolutions thereafter shall become a part of this resolution, for any one or more or all of the following purposes:

(1) To add to the covenants and agreements of the County in this resolution, other covenants and agreements thereafter to be observed, which shall not adversely affect the rights or interests of the Purchaser or other Registered Owners of outstanding Parity Bonds, or to surrender any right or power herein reserved to the County.

(2) To make such provisions for the purpose of curing any ambiguities or of curing, correcting or supplementing any defective provision contained in this resolution, or any resolution authorizing Future Parity Bonds in regard to matters or questions arising under such resolutions as the Board may deem necessary or desirable and not inconsistent with such resolutions and which shall not adversely affect the rights or interests of the Purchaser or other Registered Owners of outstanding Parity Bonds.

(b) *With Consent.* With the consent of the owners of not less than one hundred percent (100%) in aggregate principal amount of the Parity Bonds at the time Outstanding, the Board may pass a resolution or resolutions supplemental hereto for the purpose of adding any provisions to or changing in any manner or eliminating any of the provisions of this resolution or of any supplemental resolution; provided, however, that no such supplemental resolution shall:

(1) Extend the fixed maturity of any Parity Bonds, or reduce the rate of interest thereon, or extend the time of payment of interest from their due date, or reduce the amount of the principal thereof, or reduce any premium payable on the redemption thereof, without the consent of the Registered Owner of the Parity Bonds so affected; or

(2) Reduce the aforesaid percentage of Registered Owners required to approve any such supplemental resolution, without the consent of the Registered Owners of the Parity Bonds then outstanding.

It shall not be necessary for the consent of the Registered Owners under this subsection (b) to approve the particular form of any proposed supplemental resolution, but it shall be sufficient if such consent shall approve the substance thereof.

(c) *Effect of supplemental resolution.* Upon the adoption of any supplemental resolution pursuant to the provisions of this Section, this resolution shall be deemed to be modified and amended in accordance therewith, and the respective rights, duties and obligations of the County under this resolution and all owners of Parity Bonds outstanding hereunder shall thereafter be determined, exercised and enforced thereunder, subject in all respects to such modifications and amendments, and all terms and conditions of any such supplemental resolution shall be deemed to be part of the terms and conditions of this resolution for any and all purposes.

(d) *Notation on Bonds.* Any bonds executed and delivered after the execution of any supplemental resolution passed pursuant to the provisions of this section may have a notation as to any matter provided for in such supplemental resolution, and if such supplemental resolution shall so provide, new Bonds so modified as to conform, in the opinion of the Board, to any modification of this resolution contained in any such supplemental resolution, may be prepared and delivered without cost to the Registered Owner of any affected Parity Bonds then Outstanding, upon surrender for cancellation of such bonds.

Section 16. Defeasance. In the event that money and/or Government Obligations maturing at such time or times and bearing interest to be earned thereon in amounts sufficient to redeem and retire the Bond payable out of the Debt Service Fund in accordance with their terms are irrevocably set aside in a special account to effect such redemption and retirement, then no further payments need be made into the Debt Service Fund for the payment of the principal of and interest on the Bond and the owner of such Bond shall cease to be entitled to any lien, benefit or security of this resolution except the right to receive the funds so set aside and pledged, and such Bond shall be deemed not to be Outstanding hereunder.

Section 17. Event of Bond Being Lost, Stolen or Destroyed. In case the Bond shall be lost, stolen or destroyed, the County may execute and the Bond Registrar may deliver a new bond of like date and tenor to the holder thereof upon the owner paying the expenses and charges of the County in connection therewith and upon his or her filing with the Bond Registrar evidence satisfactory to the Bond Registrar that the Bond was actually lost, stolen or destroyed, and upon furnishing the Bond Registrar with indemnity satisfactory to the Bond Registrar.

Section 18. Resolution a Contract. This resolution shall constitute a contract for the benefit of the Purchaser and each Registered Owner. In the event that the County or a Registered Owner requires the services of an attorney in connection with enforcement of the terms of this resolution or the Bond, or in the event suit is brought for the breach of any covenant or condition of this resolution, the prevailing party will be entitled to a reasonable sum for attorneys' fees, witness fees and court costs, including costs of appeal.

Section 19. No Undertaking to Provide Ongoing Disclosure. The Bond is not subject to Rule 15c2-12 of the Securities and Exchange Commission under the Securities Exchange Act of 1934, and the County makes no undertaking regarding ongoing disclosure with respect to the Bond.

Section 20. Severability. If any provision in this resolution is declared by any court of competent jurisdiction to be contrary to law, then such provision shall be null and void and shall be deemed separable from the remaining provisions of this resolution and shall in no way affect the validity of the other provisions of this resolution or of the Bond.

Section 21. Effective Date. This resolution shall become effective immediately upon its passage in accordance with law.

Passed by the Board of County Commissioners meeting in regular session at Colfax, Washington, by the following vote, then signed by its membership and attested to by its Clerk in authorization of such passage on the 16th day of December, 2013.

YEA 3 NEA 0 ABSTAIN 0 ABSENT 0

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

Arthur D Swannack, Commissioner

Dean Kinzer, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

EXHIBIT A
Budget

Cost Estimate Major Item Breakdown:

Item/Area	Base Cost	General Item Description
General Conditions & Temporary Facilities and Controls	\$461,918	Bonds, insurance, temp facilities and controls
Site/Yard Improvements	\$573,858	Site excavation, fill, utilities, stormwater systems
Gravity Block Wall	\$67,184	Retaining wall for access ramp to building
Site/Yard Electrical	\$189,500	Primary feed, transformer, lights, telecomm
Commercial Scale	\$120,391	Scale system and card-reader, and structural
New Waste Transfer Bldg	\$2,060,013	Building prep (fill and backfill), structural, architectural, mechanical and electrical
Z-Wall	\$168,853	Retaining wall, pads, and superstructure
Base Estimate Subtotal	\$3,641,717	
Taxes	\$284,054	Sales Tax at 7.8% (Whitman County)
Base Estimate Total	\$3,925,771	

Cost Estimate Summary:

	Low Range (-15%)	Base Estimate	High Range (+10%)
Base	\$3,336,905	\$3,925,771	\$4,318,348
w/ 5% Contingency*	\$3,503,751	\$4,122,060	\$4,534,266
*A reasonable level of contingency that should be factored in at this level of design and cost estimating is 5 percent.			

EXHIBIT B
Amortization Schedule

ISSUER: COUNTY OF WHITMAN
 PLACEMENT AGENT: HOLMAN CAPITAL CORPORATION
 COMMENCEMENT: 20-Dec-2013
 TERM: 20 SEMI-ANNUAL PAYMENTS IN ARREARS
 1ST PAYMENT DUE: 20-Jun-2014
 RATE: 3.6600%
 AVERAGE LIFE: 5.55

Payment No.	Date	Payment	Interest	Principal	Prepayment Price
0	12/20/2013				
1	6/20/2014	\$ 120,316.03	\$ 36,600.00	\$ 83,716.03	\$ 1,983,353.91
2	12/20/2014	\$ 120,316.03	\$ 35,068.00	\$ 85,248.03	\$ 1,895,122.20
3	6/20/2015	\$ 120,316.03	\$ 33,507.96	\$ 86,808.07	\$ 1,803,273.85
4	12/20/2015	\$ 120,316.03	\$ 31,919.37	\$ 88,396.66	\$ 1,713,785.30
5	6/20/2016	\$ 120,316.03	\$ 30,301.71	\$ 90,014.32	\$ 1,620,620.48
6	12/20/2016	\$ 120,316.03	\$ 28,654.45	\$ 91,661.58	\$ 1,525,750.75
7	6/20/2017	\$ 120,316.03	\$ 26,977.04	\$ 93,338.99	\$ 1,429,144.89
8	12/20/2017	\$ 120,316.03	\$ 25,268.94	\$ 95,047.09	\$ 1,330,771.15
9	6/20/2018	\$ 120,316.03	\$ 23,529.58	\$ 96,786.45	\$ 1,230,597.18
10	12/20/2018	\$ 120,316.03	\$ 21,758.38	\$ 98,557.65	\$ 1,128,590.01
11	6/20/2019	\$ 120,316.03	\$ 19,954.78	\$ 100,361.25	\$ 1,024,716.17
12	12/20/2019	\$ 120,316.03	\$ 18,118.17	\$ 102,197.86	\$ 918,941.33
13	6/20/2020	\$ 120,316.03	\$ 16,247.95	\$ 104,068.08	\$ 811,230.87
14	12/20/2020	\$ 120,316.03	\$ 14,343.50	\$ 105,972.53	\$ 701,549.30
15	6/20/2021	\$ 120,316.03	\$ 12,404.21	\$ 107,911.82	\$ 589,860.57
16	12/20/2021	\$ 120,316.03	\$ 10,429.42	\$ 109,886.61	\$ 476,127.92
17	6/20/2022	\$ 120,316.03	\$ 8,418.49	\$ 111,897.54	\$ 360,313.97
18	12/20/2022	\$ 120,316.03	\$ 6,370.77	\$ 113,945.26	\$ 242,380.63
19	6/20/2023	\$ 120,316.03	\$ 4,285.57	\$ 116,030.46	\$ 122,289.10
20	12/20/2023	\$ 120,316.03	\$ 2,162.31	\$ 118,153.72	\$ -
Grand Totals		\$ 2,405,320.60	\$ 406,320.60	\$ 2,000,000.00	\$ -

BOCC MINUTES-12/16/13

1:00 p.m. - Reconvene/Board Business Continued.

D074969C 36. Approved documents signed.

D074969D 37. Need for 12/17/13 workshop confirmed.

12:00 p.m. - Recess.

1:30 p.m. - BOCC Workshop.

Present: Tim Myers.

074970 38. Items discussed included an update on the Developmental Services (DS) dance, legislative meeting, DS self-evaluation and parks comprehensive plan retreat. No action taken.

2:00 p.m. - Bid Awards.

Present: Mark Storey and Jeff Marshall.

074971 39. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to award the county overlays 2 bid to the apparent low bidder Poe Asphalt Paving in the amount of \$3,966,270.86 upon state approval.

074972 40. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to award the Pullman Airport/O'Donnell Road turn lane bid to the apparent low bidder M.L. Albright & Sons, Inc. in the amount of \$373,266.85 upon state approval.

2:05 p.m. - Recess.

2:10 p.m. - Reconvene/Board Business Continued/Levy Lid Lift Discussion.

Present: Troy Henderson, Mark Storey, Sally Ousley, Bill McKee, Gary Petrovich, Amanda Roley, Bob Reynolds, Cinnamon Brown, Joe Reynolds, Bob Lothspeich, Janet Schmidt, Bill Tensfeld, Eunice Coker, Kristina Cooper, Brett Myers,

074973 40A. Joe Reynolds presented a schedule of excess levy .01/1000 and the amount of funds derived from various levies ranging from 1.38 to 1.80; a schedule of assessed valuation increase for 2015-2019, and prorationing worksheets for the \$5.90 aggregate limit. He also explained what a levy lift would mean for some of the junior taxing districts stating the county takes precedence over junior taxing districts.

Sheriff Brett Myers interjected that an original single one-time lift can last multiple years.

Commissioner Swannack asked if a levy lift proposition can occur in any election and the Auditor replied yes.

Chairman Largent suggested to the other members for purposes of a motion to begin with "Now, therefore" as noted on the resolution.

BOCC MINUTES-12/16/13

Section 2 lists certain items these funds would be used for within the general fund but that cannot be done.

Auditor Eunice Coker questioned the February election date noting it does not allow much time to educate the public about the ballot measure.

Sheriff Brett Myers indicated the issue has been discussed in addition to the last Elected and Appointed Team (EAT) meeting. The timeframes, revenues, and adjustments are not an immediate solution or only solution but important enough to proceed immediately.

Auditor Coker confirmed placing this issue on the February ballot won't bring in additional revenue in 2014.

Tim Myers said there is a commitment by the EAT Committee to move forward in anticipation of the February election.

When asked about the cost of the election for this particular ballot issue, the Auditor said she could only provide an estimate of \$10,000-\$40,000 depending upon the election. The November election is a larger election but the county pays for the majority of that election anyway.

Treasurer Bob Lothspeich asked if revenue could still be collected in 2015 if the measure was placed on the November ballot and Assessor Reynolds replied yes.

Chairman Largent wished he had more clear-cut information or wisdom to make a decision but felt this should be left up to the voters to decide. If the voters say make more cuts he will do that; if the voters say retain services by providing additional revenue he will do that.

Commissioner Largent then **moved** to place the \$1.60 levy proposition on the February 2014 ballot. Commissioner Kinzer **seconded** the motion and the Chairman called for discussion.

Commissioner Kinzer said to deny the opportunity for the citizens to voice their position would be short-sighted on his part. The EAT Committee could mount a campaign to promote the issue while sharing in the costs with other districts running issues on the same ballot. The legislators have told the commissioners that they want to see some type of initiative on the county's part and if the voters say no, then the officials can say they tried.

Commissioner Swannack said the August and November elections are too late for budget and decision making so now is the time to do this if we do it. He concurred the revenue could not be restricted to public safety and other services as originally proposed by the EAT Committee. Some revenue will need to be preserved for upcoming capital projects and public safety but we must make sure we can responsibly take care of what the citizens have entrusted them to do.

Chairman Largent said Section 2 of the draft resolution will need to be revised.

Assessor Joe Reynolds said the money must go to Current Expense and not a specific area explaining that the public cannot decide how to spend a non-excess levy.

Commissioner Swannack voiced his concern for the school levies not passing because of this issue.

There being no further discussion, the Chairman called for the vote passing **unanimously**.

**RESOLUTION NO. 074973
IN THE MATTER OF INCREASING THE PROPERTY TAX LEVY**

WHEREAS, Whitman County is authorized to levy a regular property tax not to exceed \$1.80 per \$1,000 of assessed value on property within the County; and,

WHEREAS, Whitman County continues to experience the effects from the on-going global recession, cumulative long-term effects of I-695 and I-747, and unfunded mandates threatening the solvency of Whitman County; and,

WHEREAS, the Board of County Commissioners finds it is necessary to protect the financial viability of the county's current expense fund by allowing the electors of the county to approve or reject a proposition under RCW 84.55.050 to increase permanently the property tax levy base in an amount that exceeds the limit factor that would otherwise be prescribed by RCW 84.55; and,

WHEREAS, the proceeds derived from an increase in the regular property tax on real property authorized by a ballot proposition would provide additional general fund revenue for general fund expenses and services; and,

WHEREAS, the proposal set out in this resolution requires approval by a simple majority of the voters at an election.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Whitman County Board of County Commissioners, pursuant to RCW 84.55.050 and RCW 29A.04.321, as follows:

Section 1. It being in the best interest of the citizens of Whitman County to require submission to the voters of the County a proposition to increase permanently the levy of regular property taxes for approval or rejection at the election to be held the February 12, 2014. The proposition shall be to increase permanently the regular property tax levy by \$.22 (twenty-two cents) per \$1,000 of assessed valuation for collection beginning in 2015, and that such amount would then be used for the purpose of computing the limitations for subsequent levies provided for under RCW 84.55.

Section 2. Revenues from the property tax increase, if authorized by the voters, shall be used for general fund expenses and services.

Section 3. To call a special county election, to coincide with the upcoming February 12, 2014 election, and the County Auditor is requested to place a proposition in substantially the following form on that ballot, to be voted upon by the voters of Whitman County:

PROPOSITION NO. 1

Levy to Support General Fund Expenses and Services

The Whitman County Board of County Commissioners adopted Resolution No. 074973 concerning property taxes and voter approval of a property tax levy. To restore and enhance funding for general fund expenses and services, the County's regular property tax levy base shall be increased permanently by \$.22 (twenty-two cents) per \$1,000 of assessed value for collection beginning in 2015, and such amount shall be used for the purpose of computing the limitations for subsequent levies provided under RCW Ch. 84.55.

Should this proposition be approved?

Approved: _____
Rejected: _____

Dated this 16th day of December, 2013.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

ATTEST:

Arthur D Swannack, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Dean Kinzer, Commissioner

3:00 p.m. - Recess.

D074973A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, December 17, 2013 at 10:30 a.m.** Chairman Michael Largent, Art Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

10:30 a.m. - Reconvene/Board Business Continued/BOCC Workshop.

Present: Gary Petrovich, Cinnamon Brown and Kelli Campbell.

074974 41. Items discussed included the 2014 budget/adoption by fund, 2015-2016 budget and the 2012 audit. No action taken.

12:00 p.m. - Recess.

BOCC MINUTES-12/16/13

D074974A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, December 23, 2013** at **9:00 a.m.** Chairman Michael Largent, Art Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

D074974B 42. Approved documents signed.

074975 42A. General/Veterans/Payroll warrants numbered **308003-308102** for \$393,142.60.

074976-0749998 42B. Personnel change orders.

D074998A 43. No need for 12/26-27/13 workshops.

9:05 a.m. - BOCC Workshop.

Present: Bob Reynolds.

074999 44-45. Items discussed included Facilities Management updates, Incident Team response, MRSC information, I-502, Safety Committee response, Department Head vs. Director, Martin Hall update, 2012 audit, 2014 budget, general county policies, public records requests, Whitcom assessment update and Council on Aging & Human Services/Aging and Long-Term Care. No action taken.

10:40 a.m. - Adjournment.

D074999A Commissioner Kinzer **moved** to adjourn the **December 16, 17 and 23, 2013** 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 30, 2013**. The foregoing action made this **23rd** day of **December 2013**.

ss/ ARTHUR SWANNACK, COMMISSIONER

ss/ DEAN KINZER, COMMISSIONER

MARIBETH BECKER, CMC
Clerk of the Board

MICHAEL LARGENT, CHAIRMAN
Board of County Commissioners