

**Minutes for December 18, 2006**

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**066212 THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **December 18, 2006 at 9:00 a.m.** G.R. Finch, Chairman, Greg Partch and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Brett Myers and Commissioner Elect Largent (9:00 a.m.).

**066213 1.** Items discussed included a position vacancy, salary schedule shift, .08 funding and budget amendment. No action taken.

**9:45 a.m. - Pledge of Allegiance.**

Present: Kelli Campbell, Commissioner Elect Largent and Joe Smillie.

**D066213A 2. Motion** by Commissioner Partch to approve the consent agenda. Motion **seconded** by Commissioner Wigen and **carried**.

**066214 3.** Claims/Payroll warrants numbered **198360, 198451-198576** for **\$649,302.18** approved.

FUND	FUND NAME	AMOUNT	AMOUNT
001	Current Expense	38,565.60	46,466.16
102	Building & Development	1,235.20	2.44
103	Countywide Planning	2,332.80	82.65
104	Developmental Services		38,296.77
110	County Roads	14,198.00	431,330.51
111	CETC Building		68.56
123	Paths & Trails		17.14
126	Treasurer's M&O		55.68
127	Drug Enforcement-Quad City	400.00	811.59
136	Electronic Monitoring		5.75
137	Web Site Development		58.05
143	Trial Court Improvement-143.030.000	1,512.78	
300	Capital Projects General-300.010.001		429.05
300	Capital Projects Asset Acq.-300.310.001		200.00
400	Solid Waste	3,883.00	5,227.98
501	Equipment Rental & Revolving	4,571.60	42,614.82
510	Photocopier Revolving		1,294.95
660	Whitcom-General-660.911.000		1,668.29
660	Whitcom-Grant Funding-660.911.001		4,498.66
690	CAC Agency Svc.-690.026.001		9,474.15

**066215 4.** December 11, 2006 minutes approved.

BOCC MINUTES-12/18/06

066216-066228 5. Personnel board orders approved.

066228A 6. Kelli Campbell stated today's decision is on a cost of living increase for non-represented employees. The represented employees will receive a 2% increase effective 01/01/07. A spreadsheet outlining 3 cost estimate scenarios was reviewed as follows:

- Scenario #1 - 0% represents no movement
- Scenario #2 - 2% represents matching what represented employees will receive and
- Scenario #3 - 8.62% represents the cost to maintain 87% of the comparable market.

Ms. Campbell recommended Scenario #2. She previously advised the Board to speak with the Administrative Services Director as to how a job family adjustment would affect the budget.

066229 Commissioner Partch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to adopt scenario #2 (2% COLA) for the 2007 salary schedule shift for non-represented employees with no job family adjustments.

066230 Not used.

066231 7. Commissioner Partch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to sign the 2007 professional services agreement with G. Andrew Hunt and Associates LLC.

8. Pursuant to County Code regarding delegation of purchase orders, claims and payroll responsibilities, an authorization form was received from the following departments, signed by the Board and forwarded to the Auditor's office. **Motion** by Commissioner Wigen **seconded** by Commissioner Partch and **carried** to sign the delegation orders.

- 066232 Administrative Services, Commissioners, Human Resources
- 066233 Assessor
- 066233A Auditor
- 066234 Clearing Fund
- 066235 Clerk
- 066236 Coroner
- 066237 Developmental Services, Parks
- 066238 District Court
- 066239 Extension
- 066240 Facilities Management, Fair
- 066241 Information Services
- 066242 Juvenile Services
- 066243 LEOFF I Board
- 066244 Prosecutor
- 066245 Public Health, CETC, Emergency Management
- 066246 Public Works, Telephone Providers

**BOCC MINUTES-12/18/06**

066247 Sheriff  
066248 Superior Court  
066249 Telephone Providers  
066250 Treasurer  
066251 Web Site Development  
066252 Weed Department  
066253 Whitcom

10:00 a.m. - Mark Storey.

066254 9. Commissioner Wigen **moved**, Commissioner Partch **seconded** the motion and it **carried** that the Chairman sign a reappointment for Darren Jones to a 4-year term on the Citizens' Commission on Salaries for Elected Officials representing organized labor. Mr. Jones' term will expire 12/31/2010.

066255 10. Mr. Storey explained as a requirement of the County Road Administration Board (CRAB), the commissioners must approve the annual construction program listing all projects proposed for the ensuing year. Commissioner Wigen **moved**, Commissioner Partch **seconded** the motion and it **carried** to adopt the 2007 annual construction program as presented.

10:05 a.m. - Jana Davidson.

066256 11. Commissioner Partch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to approve submitting a request to the Department of Ecology (DOE) agricultural burning delegation authority for 2007-2008.

066257 12. The 2007 salaries for Whitman County elected officials as prepared by the Citizens' Commission on Salaries for Elected Officials was received.

066258 13. A letter was received from the Prosecutor via the Administrative Services Director concerning the Prosecutor's federal domestic violence grant.

066259 14. A letter was received from George Kunkel regarding the recent increase in tipping fees at the Solid Waste facility.

D066259A 15. Commissioners' pending list reviewed.

10:15 a.m. - **Bev Welch and Adam Roberts, Information Services.**

Present: Commissioner Elect Largent, Joe Smillie and Jana Davidson.

066260 Adam Roberts said Information Services (IS) is asking to be the department that purchases/manages all computer related equipment. In the past various departments have purchased their own equipment and Information Services repairs it. At times the equipment is of low quality or is

something that IS staff is not used to working on. Information Services would make recommendations for purchases, standardize the equipment and keep track of the inventory and any associated licensing. This practice would be a huge benefit when audited.

Information Services will not be handling consumable items such as toner, ink, mouse pads and compressed air.

Commissioner Partch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to approve the Data Processing Purchasing/Maintenance policy as presented. The commissioners recommended the policies be hand-delivered to each department and that the department heads sign as receiving such.

**RESOLUTION NO. 066260**

**BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

**IN THE MATTER OF the action of the adoption for the Whitman County Policy Purchasing, Installing and Maintaining Computer Hardware/-Software/Peripherals/Parts and Whitman County Procedure Purchasing New Computer or Equipment from Asset Acquisition Account.**

**WHEREAS**, this action is necessary and in the best interest of Whitman County and its employees.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by this Board that the above is approved as the attached POL-004-IS **Purchasing, Installing and Maintaining Computer Hardware/Software/-Peripherals/Parts** and PRO-005-IS **Purchasing New Computer or Equipment from Asset Acquisition Account.**

Dated this 18<sup>TH</sup> day of December 2006 and effective as of December 18, 2006.  
BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
G. R. Finch, Chairman

ATTEST:

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Greg Partch, Commissioner

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Maribeth Becker, CMC  
Clerk of the Board

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Les Wigen, Commissioner

Effective Date: 12-18-2006

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**POLICY**

Cancels: New

Approved by: BOCC

See Also: PRO-004-IS

Resolution No. 066260

**POL-005-IS      Purchasing, Installing, and Maintaining Computer Hardware/Software/Peripherals/Parts**

**This policy applies to all Whitman County Departments, except Public Works, unless otherwise addressed below.**

**Definitions:**

**Hardware:** any desktop or laptop computer

**Software:** any programs meant for a desktop or laptop computer

**Peripheral:** devices including, but not limited to cables, cameras, CD-ROM drives, DVD drives, firewalls, hubs, keyboards, maintenance kits, memory upgrades, mice, monitors, network security appliances, personal data assistants (PDA's), printers, projectors, routers, scanners, speakers, switches, wireless access points, USB flash drives and zip drives

**Data Processing Equipment Parts:** any parts used to fix or upgrade computer hardware or peripherals

**1. Purchase and installation of Computer Hardware/Software/Peripherals/-Parts Shall Be Through Information Services**

The purchase of computer hardware, software, peripherals, and computer components/parts for any county department, except Public Works, is required to be purchased through Information Services. Information Services will use the Asset Acquisition Fund for funding Current Expense departments. Purchases with grant funds shall also be made through Information Services. If the equipment is being provided by another governmental agency Information Services must be informed.

**2. Software Must Be Purchased By Information Services and Owned By the County**

Software programs used on county-owned computers must be purchased by Information Services staff to ensure compatibility and safety. Information Services will store all software installation disks, cds, and other media as well as any licensing information. This is required for auditing and inventory purposes. Only county-owned software shall be installed on county-owned computers. Information Services shall be included in the process of purchasing software obtained through grant funding and must be informed if the software is provided by another governmental agency.

**3. All software and hardware will be installed on the desktop or laptop by a member of Information Services unless otherwise arranged.**

**4. Data Processing Equipment Parts Shall be Purchased and Installed By Information Services**

The cost of Data Processing Equipment Parts will come out of the Asset Acquisition account and will be purchased and installed by a member of the Information Services Department. Parts under \$300 (Three Hundred Dollars) will be at the determination of an Information Services employee along with the Department Head and will not go through the Whitman County Board of County Commissioners (BOCC) for approval. Parts over \$300 (Three Hundred Dollars) will go before the BOCC for approval.

**5. Specific Items Shall NOT Be Purchased Through Asset Acquisition**

The following items shall not be purchased through asset acquisition:

CD-R Disks  
Cleaning Supplies/Disks  
Compressed Air  
DVD Disks  
Floppy Disks  
Ink  
Mouse Pads  
Paper (Purchased through Information Services-Bulk Paper Fund)  
Toner  
Wrist Pads

**6. It is the Policy of Whitman County that all departments (elected/appointed) use the services of the Whitman County Information Services.**

1. This policy is to ensure that all equipment is setup or upgraded to the guidelines set by Information Services.
2. Information Services tracks computer equipment from the time the equipment is purchased, through upgrades, repairs and until the time the equipment is disposed of.

**7. If an Information Services employee or another department finds out about any department using outside services;**

1. The employee/department will report this information to the Information Services manager or Information Services employee.

**8. Any department found to be using outside services will not receive further assistance from Information Services.**

Effective Date:  
12-18-2006

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**PROCEDURE**

Cancels: New  
See Also: POL-005-IS

Approved by: BOCC  
Resolution No. **066260**

**PRO-004-IS      PURCHASING NEW COMPUTER OR EQUIPMENT FROM ASSET ACQUISITION ACCOUNT**

**Action by:**

**Action:**

**Department Head**

1. **Submits** the request form to IS Dept.
  - 1a. The requesting department can obtain the form under Public Folders in Outlook.

**IS Department**

2. **Evaluates** the request for a new computer or equipment.
  - 2a. If the purchase request is not acceptable, **returns** the form to the Department Head with a written explanation within 5 working days.
  - 2b. If the request is acceptable, **forwards** it to the BOCC and schedules a meeting with them for approval the following week.

**BOCC**

3. **Reviews** the request form.
  - 3a. If the purchase request is not acceptable, the BOCC will **return** the form to Information Services with a written explanation within 5 working days.
  - 3b. If the request is acceptable, the BOCC **returns** the form to the IS Department and **provides** the Department Head with a copy of the approved request form.

**IS Department Head**

4. **Provides** Information Services Employee(s) with a copy of the request form to complete the order.

**10:30 a.m. - 2007 Whitman County Budget.**

Present: Sharron Cunningham, Commissioner Elect Largent, Bob Lothspeich, Bev Welch, Joe Smillie and Jana Davidson.

**066261      1.** Commissioner Wigen **moved**, Commissioner Partch **seconded** the motion and it **carried** to adopt the 2007 tax levy for Whitman County.

RESOLUTION NO. 066261

**In the Matter of Setting the 2007 Taxes for Whitman County**

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met on Monday, December 4th and 11<sup>th</sup>, 2006, and held the budget hearing for the Budget for fiscal year 2007, for the County Current Expense Fund, Special Revenue Funds, annually appropriated Capital Projects Funds, Enterprise Funds, Debt Service Funds, and Internal Service Funds and,

WHEREAS, any and all taxpayers appearing at the hearing to be heard for or against any part of the budget have been given the opportunity to be heard; and

WHEREAS, there is a substantial need due to the elimination of Criminal Justice Funding from the State of Washington because of the passage of Initiative 695, Department of Retirement Systems has instituted sizable increases for 2007, and

WHEREAS, Whitman County ranks 5<sup>th</sup> in the State of Washington with 1914 miles of County Roads with continued need of construction, maintenance and repair, and

WHEREAS, the Current Expense Fund Budget revenue is estimated to exceed expenditures by approximately \$162,144 at the time of budget adoption, and

WHEREAS, the County Commissioners, with the help of Elected and Appointed Officials and their staff, reduced the Current Expense Preliminary Fund Budget requests or had an increase in revenue from several sources, the difference totaling approximately \$277,373, and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Whitman County that with a one percent increase, \$35,386, over the previous year's tax levy which translates to a decrease in the levy rate computation from 1.77% to 1.63%/\$1,000, increases in new construction and improvements to property of \$76,787, and a \$36,899 increase in the value of state-assessed property, \$3,691,086 is hereby authorized for 2007.

BE IT FURTHER RESOLVED, by the Board of Commissioners of Whitman County that with an increase in the regular property tax levy of one percent - \$17,883, increases of new construction and improvements to property of \$13,452, and a \$17,558 increase in the value of state-assessed property, \$1,839,017 is hereby authorized for 2007 for the County Road Fund.

APPROVED AND ADOPTED this 18<sup>th</sup> day of December 2006.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

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G. R. Finch, Chairman

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Greg Partch, Commissioner

ATTEST:

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Maribeth Becker, CMC  
Clerk of the Board

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Les Wigen, Commissioner

**066262**     **2.** Ms. Cunningham said there is no change since the hearing. Current Expense is operating at a surplus. She thanked the elected and appointed officials and their staff for their work on the budget and keeping it very tight.

Commissioner Wigen **moved**, Commissioner Partch **seconded** the motion and it **carried** to adopt the 2007 budget for Whitman County as presented.

**Resolution No. 066262**

**Adopting the 2007 Budget for Whitman County, Washington**

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met on Monday, December 4th and 11th, 2006, and held the budget hearings for the Budget for fiscal year 2007 for the County Current Expense Fund, Special Revenue Funds, Debt Service Funds, annually appropriated Capital Projects Funds, Enterprise Funds and Internal Service Funds, as detailed below; and,

WHEREAS, any and all taxpayers appearing at the hearing to be heard for or against any part of the budget have been given the opportunity to be heard; and,

WHEREAS, it is estimated that the total of all revenues from all sources other than taxation will require the maximum taxes allowable by law be levied on property within Whitman County, for the County Current Expense Fund, Developmental Services Fund, and County Road Fund; and the minimum tax allowable by law for the Indigent Soldier Fund; and,

WHEREAS, the final taxable evaluations for Current Expense are \$2,259,014,913; and,

WHEREAS, the estimated expenditures set forth in this budget being necessary to carry on the operations of the government of Whitman County, State of Washington, for fiscal year 2007 and being sufficient to meet the various needs of Whitman County during said fiscal period; and,

**BOCC MINUTES-12/18/06**

WHEREAS, the final budgets for the various departments of the County Current Expense fund and the various Special Revenue Funds, Debt Service Funds, annually appropriated Capital Projects Funds, Enterprise Funds and Internal Services Funds of Whitman County are listed as attached.

NOW, THEREFORE BE IT RESOLVE that the final budgeted expenditures for the several offices, departments, and funds of said Whitman County fiscal year 2007 will be set forth as attached and the amounts are appropriated for the indicated funds; and

BE IT FURTHER RESOLVED AND ORDERED that the Whitman County Assessor shall set the levies for the County Current Expense Fund, Developmental Services Fund, and County Roads Fund at the maximum amount allowed by law, and the Indigent Soldier Fund at the minimum allowed by law.

PASSED, APPROVED AND ADOPTED this 18th day of December 2006.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

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G. R. Finch, Chairman

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Greg Partch, Commissioner

ATTEST:

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Maribeth Becker, CMC  
Clerk of the Board

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Les Wigen, Commissioner

Fund	Account	2006 Budget	2007 Budget	Increase/ Decrease	% of Change
	<b>SUBTOTAL NEW REVENUE</b>	11,925,369	11,375,259	(550,110)	-4.61%
	<b>CURRENT EXPENSE REVENUE</b>	11,574,942	11,213,115	(361,827)	-3.13%
	<b>COMMISSIONERS</b>	1,593,263	1,523,414	(69,849)	-4.38%
	<b>ADMINISTRATOR</b>	259,210	190,328	(68,882)	-26.57%
	<b>HUMAN RESOURCES</b>	105,472	109,838	4,366	4.14%
	<b>SUPERIOR COURT</b>	331,460	346,382	14,922	4.50%
	<b>DISTRICT COURT</b>	758,156	775,473	17,317	2.28%
	<b>CLERK</b>	161,702	168,326	6,624	4.10%
	<b>TREASURER</b>	250,761	265,997	15,236	6.08%

**BOCC MINUTES-12/18/06**

AUDITOR	635,118	551,205	(83,913)	-13.21%
ASSESSOR	330,332	363,089	32,757	9.92%
PROSECUTING ATTORNEY	447,050	485,837	38,787	8.68%
CHILD SUPPORT ENFORCEMENT	110,061	124,369	14,308	13.00%
FACILITIES MANAGEMENT	403,745	421,543	17,798	4.41%
SHERIFF	2,462,503	2,582,528	120,025	4.87%
JUVENILE SERVICES	570,328	585,379	15,051	2.64%
WEED	81,620	86,678	5,058	6.20%
CORONER	61,152	94,424	33,272	54.41%
COUNTY EXTENSION	103,452	109,059	5,607	5.42%
EMERGENCY MANAGEMENT	901,219	281,887	(619,332)	-68.72%
PUBLIC HEALTH	1,317,741	1,337,511	19,770	1.50%
FAIR/FAIRGROUNDS	223,162	229,705	6,543	2.93%
PARKS & RECREATION	208,368	216,018	7,650	3.67%
INFORMATION SERVICES	259,067	364,125	105,058	40.55%
<b>CURRENT EXPENSE EXPENDITURES</b>	<b>11,574,942</b>	<b>11,213,115</b>	<b>(361,827)</b>	<b>-3.13%</b>
SELF INSURANCE REVENUE	50,000	50,000	0	0.00%
SELF INSURANCE EXPENDITURES	50,000	50,000	0	0.00%
BUILDING & DEVELOPMENT REVENUE	95,150	104,850	9,700	10.19%
BUILDING & DEVELOPMENT EXPENDITURES	95,150	104,850	9,700	10.19%
COUNTYWIDE PLANNING REVENUE	218,000	235,500	17,500	8.03%
COUNTYWIDE PLANNING EXPENDITURES	218,000	235,500	17,500	8.03%
DEVELOPMENTAL SERVICES REVENUE	517,655	523,410	5,755	1.11%
DEVELOPMENTAL SERVICES EXPENDITURES	517,655	523,410	5,755	1.11%
EXTENSION PUBLICATIONS REVENUE	800	898	98	12.28%
EXTENSION PUBLICATIONS EXPENDITURES	800	898	98	12.25%
VETERANS RELIEF REVENUE	21,000	21,200	200	0.95%
VETERANS RELIEF EXPENDITURES	21,000	21,200	200	0.95%
HOMELESS HOUSING PLAN REVENUE	57,800	37,000	(20,800)	-35.99%

**BOCC MINUTES-12/18/06**

<b>HOMELESS HOUSING PLAN EXPENSE</b>	57,800	37,000	(20,800)	-35.99%
<b>COUNTY ROAD REVENUE</b>	13,622,658	12,397,883	(1,224,775)	-8.99%
<b>COUNTY ROAD EXPENDITURES</b>	13,622,658	12,397,883	(1,224,775)	-8.99%
<b>COMMUNITY EDUCATION &amp; TRAINING CENTER REVENUE</b>	40,000	29,500	(10,500)	-26.25%
<b>COMMUNITY EDUCATION &amp; TRAINING CENTER EXPENDITURES</b>	40,000	29,500	(10,500)	-26.25%
<b>PUBLIC FACILITIES IMPROVEMENT (.08) REVENUE</b>	1,062,500	632,000	(430,500)	-40.52%
<b>PUBLIC FACILITIES IMPROVEMENT (.08) EXPENSES</b>	1,062,500	632,000	(430,500)	-40.52%
<b>ERGONOMICS REVENUE</b>	2,000	2,000	0	0.00%
<b>ERGONOMICS EXPENDITURES</b>	2,000	2,000	0	0.00%
<b>COUNTY BULK PURCHASING REVENUE</b>	10,000	10,000	0	0.00%
<b>COUNTY BULK PURCHASING PAPER EXPENDITURES</b>	10,000	10,000	0	0.00%
<b>COUNTY BULK PURCHASING-SOFTWARE REVENUE</b>	10,500	20,000	9,500	90.48%
<b>COUNTY BULK PURCHASING-SOFTWARE EXPENDITURES</b>	10,500	20,000	9,500	90.48%
<b>HOTEL/MOTEL TAX REVENUE- NEW</b>	21,849	28,457	6,608	30.24%
<b>HOTEL/MOTEL TAX EXPENDITURES- NEW FUND NUMBER</b>	21,849	28,457	6,608	30.24%
<b>DOMESTIC VIOLENCE SERVICES REVENUE</b>	360	1,400	1,040	288.89%
<b>DOMESTIC VIOLENCE SERVICES EXPENSES</b>	360	1,400	1,040	288.89%
<b>BOATING SAFETY REVENUE</b>	38,024	41,000	2,976	7.83%
<b>BOATING SAFETY EXPENDITURES</b>	38,024	41,000	2,976	7.83%
<b>INMATE WELFARE REVENUE</b>	42,000	10,700	(31,300)	-74.52%
<b>INMATE WELFARE EXPENDITURES</b>	42,000	10,700	(31,300)	-74.52%
<b>HISTORICAL PRESERVATION/PROGRAMS REVENUE</b>	11,730	7,300	(4,430)	-37.77%
<b>HISTORICAL PRESERVATION/PROGRAMS EXPENSES</b>	11,730	7,300	(4,430)	-37.77%
<b>SHERIFF'S K-9 UNIT REVENUE</b>	5,000	5,000	0	0.00%
<b>SHERIFF'S K-9 UNIT EXPENDITURES</b>	5,000	5,000	0	0.00%
<b>PATHS &amp; TRAILS REVENUE</b>	89,981	91,971	1,990	2.21%
<b>PATHS &amp; TRAILS EXPENDITURES</b>	89,981	91,971	1,990	2.21%
<b>CHIPMAN PATH REVENUE</b>	113,860	93,080	(20,780)	-18.25%
<b>CHIPMAN PATH EXPENDITURES</b>	113,860	93,080	(20,780)	-18.25%
<b>BCPT-SPECIAL DONATIONS REVENUE</b>	10,000	10,000	0	0.00%
<b>BCPT-SPECIAL DONATIONS EXPENDITURES</b>	10,000	10,000	0	0.00%
<b>REET TECHNOLOGY FUND REVENUE</b>	43,300	59,500	16,200	37.41%
<b>REET TECHNOLOGY FUND EXPENSE</b>	43,300	59,500	16,200	37.41%
<b>DONATIONS &amp; PLANNED GIVING</b>	45,866	16,600	(29,266)	-63.81%
<b>DONATIONS &amp; PLANNED GIVING EXPENSES</b>	45,866	16,600	(29,266)	-63.81%
<b>TREASURERS M &amp; O REVENUE</b>	39,132	32,393	(6,739)	-17.22%

**BOCC MINUTES-12/18/06**

TREASURERS M & O EXPENDITURES	39,132	32,393	(6,739)	-17.22%
DRUG ENFORCE/QUAD CITY REVENUE	222,887	196,618	(26,269)	-11.79%
DRUG ENFORCE/QUAD CITY EXPENDITURES	222,887	196,618	(26,269)	-11.79%
CRIME VICTIMS/WITNESSES REVENUE	37,955	38,000	45	0.12%
CRIME VICTIMS/WITNESSES EXPENDITURES	37,955	38,000	45	0.12%
CRIME VICTIMS/WITNESSES-CTED REVENUES	18,256	18,256	0	0.00%
CRIME VICTIMS/WITNESSES-CTED EXPENSES	18,256	18,256	0	0.00%
HOUSE BILL 3900 REVENUE	20,981	25,034	4,053	19.32%
HOUSE BILL 3900 EXPENDITURES	20,981	25,034	4,053	19.32%
JUVENILE- CASA REVEN	1,200	0	(1,200)	-100.00%
JUVENILE- CASA EXPENDITURES	1,200	0	(1,200)	-100.00%
INTER-LOCAL DRUG REVENUE	16,100	15,100	(1,000)	-6.21%
INTER-LOCAL DRUG EXPENDITURES	16,100	15,100	(1,000)	-6.21%
DOCUMENT PRESERVATION REVENUE	184,514	146,650	(37,864)	-20.52%
DOCUMENT PRESERVATION EXPENDITURES	184,514	146,650	(37,864)	-20.52%
COMMISSIONERS SPECIAL REVENUE	43,500	43,500	0	0.00%
COMMISSIONERS SPECIAL REVENUE EXPENSES	43,500	43,500	0	0.00%
JUVENILE JUSTICE REVENUE	62,000	62,000	0	0.00%
JUVENILE JUSTICE EXPENDITURES	62,000	62,000	0	0.00%
COMMISSIONERS RESERVE REVENUE	350,000	315,000	(35,000)	-10.00%
COMMISSIONERS RESERVE EXPENDITURES	350,000	315,000	(35,000)	-10.00%
ELECTIONS RESERVE REVENUE	17,000	23,000	6,000	35.29%
ELECTIONS RESERVE EXPENDITURES	17,000	23,000	6,000	35.29%
SPECIAL ELECTIONS PROJECT REVENUE	344,000	36,000	(308,000)	-89.53%
SPECIAL ELECTIONS PROJECT EXPENSES	344,000	36,000	(308,000)	-89.53%
PROSECUTORS STOP GRANT REVENUE	30,000	30,000	0	0.00%
PROSECUTORS STOP GRANT EXPENDITURES	30,000	30,000	0	0.00%
ELECTRIC MONITORING REVENUE	4,000	28,000	24,000	600.00%
ELECTRIC MONITORING EXPENDITURES	4,000	28,000	24,000	600.00%
PUBLIC DEFENSE IMPROVEMENT REVENUE	0	0	0	0.00%
PUBLIC DEFENSE IMPROVEMENT EXPENDITURES	0	0	0	0.00%
WEB SITE DEVELOPMENT REVENUE	11,315	11,315	1,315	11.62%
WEB SITE DEVELOPMENT EXPENDITURES	11,315	11,315	0	0.00%
FEDERAL EQUITABLE SHARING REVENUE	152,800	167,000	14,200	9.29%
FEDERAL EQUITABLE SHARING EXPENDITURES	152,800	167,000	14,200	9.29%

**BOCC MINUTES-12/18/06**

WASHINGTON HOUSING SHB 2060 REVENUE	65,000	36,000	(29,000)	-44.62%
WASHINGTON HOUSING SHB 2060 EXPENSES	65,000	36,000	(29,000)	-44.62%
TRIAL COURT IMPROVEMENTS REVENUE	10,000	24,896	14,896	148.96%
TRIAL COURT IMPROVEMENTS EXPENDITURES	10,000	24,896	14,896	148.96%
EMERGENCY SERVICES COMMUNICATIONS FUND - REVENUE	86,000	375,000	289,000	336.05%
EMERGENCY SERVICES COMMUNICATIONS FUND - EXPENDITURES	86,000	375,000	289,000	336.05%
MARTIN HALL DEBT-REVENUE	44,139	43,962	(177)	-0.40%
MARTIN HALL DEBT-EXPENDITURES	44,139	43,962	(177)	-0.40%
LIMITED TAX GO BOND 2002 REVENUE	163,418	169,245	5,827	3.57%
LIMITED TAX GO BOND 2002 EXPENDITURES	163,418	169,245	5,827	3.57%
DEBT SERVICE-COMPUTER SYSTEMS REVENUE	123,797	239,100	115,303	93.14%
DEBT SERVICE-COMPUTER SYSTEMS EXPENSE	123,797	239,100	115,303	93.14%
CAPITAL PROJECTS GENERAL REVENUE	305,000	168,102	(136,898)	-44.88%
CAPITAL PROJECTS GENERAL EXPENDITURES	305,000	168,102	(136,898)	-44.88%
CP-ASSET ACQUISITION REVENUE	41,800	70,700	28,900	69.14%
CP-ASSET ACQUISITION EXPENDITURES	41,800	70,700	28,900	69.14%
CP-COMPUTER SYSTEMS REVENUES	687,800	350,000	(337,800)	-49.11%
CP-COMPUTER SYSTEMS EXPENDITURES	687,800	350,000	(337,800)	-49.11%
CAPITAL IMPROVEMENT PROJECTS-CIP REVENUE	110,000	208,000	98,000	89.09%
CP-CAPITAL IMPROVEMENT PROJECT EXPENSES	110,000	208,000	98,000	89.09%
CAPITAL PROJECTS-DOC MGT REVENUE	77,911	4,900	4,900	0.00%
CAPITAL PROJECTS-DOC MGT EXPENSE	77,911	4,900	4,900	0.00%
CAP PROJ-KLEMGARD PARK REVENUE	123,500	75,125	(48,375)	-39.17%
CAP PROJ-KLEMGARD PARK EXPENSES	123,500	75,125	(48,375)	-39.17%
CP-MUSEUM CONSTRUCTION REVENUE-NEW	20,802	22,440	1,638	7.87%
CP-MUSEUM CONSTRUCTION EXPENDITURES- NEW FUND	20,802	22,440	1,638	7.87%
CP-GO BOND 2002 REVENUE	246,000	576,000	330,000	134.15%
CP-GO BOND 2002 EXPENDITURES	246,000	576,000	330,000	134.15%
SOLID WASTE REVENUE	2,914,136	3,469,986	555,850	19.07%
SOLID WASTE EXPENDITURES	2,914,136	3,469,986	555,850	19.07%
SOLID WASTE RESERVE REVENUE	80,000	110,000	30,000	37.50%
SOLID WASTE RESERVE EXPENDITURES	80,000	110,000	30,000	37.50%
EQUIPMENT RENTAL & REVOLVING REVENUE	5,642,720	5,652,770	10,050	0.18%
EQUIPMENT RENTAL & REVOLVING EXPENDITURES	5,642,720	5,652,770	10,050	0.18%
PHOTOCOPIER REVOLVING REVENUE	73,993	69,324	(4,669)	-6.31%
PHOTOCOPIER REVOLVING EXPENSES	73,993	69,324	(4,669)	-6.31%

**BOCC MINUTES-12/18/06**

UNEMPLOYMENT INSURANCE REVOLVING REVENUE	37,000	37,000	0	0.00%
UNEMPLOYMENT INSURANCE REVOLVING EXPENDITURES	37,000	37,000	0	0.00%
COMMUNICATIONS REVOLVING REVENUE	180,044	138,341	(41,703)	-23.16%
COMMUNICATIONS REVOLVING EXPENDITURES	180,044	138,341	(41,703)	-23.16%
WHITCOM GENERAL OPERATIONS REVENUE	1,612,000	1,462,000	(150,000)	-9%
WHITCOM GENERAL OPERATIONS EXPENSE	1,612,000	1,462,000	(150,000)	-9%
WHITCOM 911 TAX/GRANT FUND REVENUE	1,513,000	1,198,000	(315,000)	-21%
WHITCOM 911 TAX/GRANT FUND EXPENDITURES	1,513,000	1,198,000	(315,000)	-21%
WHITCOM CAPITAL PROJECTS REVENUE	300,000	60,000	(240,000)	-80%
WHITCOM CAPITAL PROJECTS EXPENSE	300,000	60,000	(240,000)	-80%
ERNIE DIPPEL MEMORIAL FUND REVENUE	3,660	3,653	(7)	-0.19%
ERNIE DIPPEL MEMORIAL FUND EXPENDITURES	3,660	3,653	(7)	-0.19%
ZAIDEE PARVIN MEMORIAL FUND REVENUE	11,058	11,854	796	7.20%
ZAIDEE PARVIN MEMORIAL FUND EXPENDITURES	11,058	11,854	796	7.20%
PALOUSE EMPIRE FAIR BUILDING REVENUE	1,836	1,836	0	0.00%
PALOUSE EMPIRE FAIR BUILDING EXPENDITURES	1,836	1,836	0	0.00%
COMMUNITY ACTION AGENCY SERVICES REVENUE	170,000	140,000	(30,000)	-17.65%
COMMUNITY ACTION AGENCY SERVICES EXPENSES	170,000	140,000	(30,000)	-17.65%
CURRENT EXPENSE REVENUE	<b>11,574,942</b>	<b>11,213,115</b>	<b>(361,827)</b>	<b>-3.13%</b>
OTHER REVENUE	<b>32,330,287</b>	<b>30,335,349</b>	<b>(1,994,938)</b>	<b>-6.17%</b>
TOTAL REVENUE	<b>43,905,229</b>	<b>41,548,464</b>	<b>(2,356,765)</b>	<b>-5.37%</b>
CURRENT EXPENSE EXPENDITURES	<b>11,574,942</b>	<b>11,213,115</b>	<b>(361,827)</b>	<b>-3.13%</b>
OTHER EXPENDITURES	<b>32,330,287</b>	<b>30,335,349</b>	<b>(1,994,938)</b>	<b>-6.17%</b>
TOTAL EXPENDITURES	<b>43,905,229</b>	<b>41,548,464</b>	<b>(2,356,765)</b>	<b>-5.37%</b>

10:35 a.m. - Recess.

10:45 a.m.- 2006 Budget Amendment #5.

Present: Sharron Cunningham, Commissioner Elect Largent, Bob Lothspeich, Bob Reynolds, Eunice Coker, Joe Smillie and Jana Davidson.

**066262A** The Chairman convened the hearing for the 2006 Whitman County budget amendment #5.

Sharron Cunningham provided the following report:

<u>DEPARTMENT</u>	<u>REVENUE</u>	<u>EXPENDS.</u>	<u>PURPOSE</u>
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**BOCC MINUTES-12/18/06**

**Current Expense Funds**

Commissioners		\$208,223	Salaries/benefits, 2007-2008 insurance assessment payoff, photocopies, vehicle rentals, equipment, furniture, professional services consultant, interest refunds, miscellaneous, internet payment and interfund subsidies for document management and crime victims/witness
Human Resources		\$ 735	Salaries/benefits
Superior Court		\$ 5,000	Professional services Attorneys
		\$ 3,208	Salaries/benefits, professional legal services, miscellaneous court costs
Treasurer	\$ 80,000		Sales & Use tax increase
	\$(25,000)		Sales & Use tax-Juv/Jail
	\$185,000		Interest income increase
		\$ 7,791	Salaries/benefits
Assessor		\$ 3,292	Salaries/benefits
Prosecutor/Child Support Enforcement Fair/Facilities Management		\$ 1,603	Salaries/benefits
Extension	\$ 600	\$ 834	Salaries/benefits
		\$ <u>1,373</u>	Local grants/donations Salaries/benefits
<b>Total Current Expense</b>	<b>\$232,059</b>		
Budgeted Surplus	\$358,986		
<b>Other Funds</b>			
Donations/Planned Giving	\$ 250	\$ 250	Contributions Supplies
Prosecutor	\$ 104	\$ 104	Additional revenue Salaries/benefits
Document Preservation	\$ 40,000	\$ 40,000	Beginning fund balance Aud. software upgrade
Cap. Proj./Doc. Mgmt.	\$ <u>7,800</u>	\$ <u>7,800</u>	LaserFiche software
<b>Total Other Funds</b>	<b>\$ 48,154</b>	<b>\$ 48,154</b>	
Total Current Expense Revenues/Expenditures	\$232,059		
Total Other Funds			

BOCC MINUTES-12/18/06

Revenues/Expenditures	\$ 48,154
<b>Total Amendment</b>	<b>\$288,213</b>
<b>Total WC Budget</b>	<b>\$44,138,131</b>

No comments received from those in attendance. Chairman Finch closed the hearing. Commissioner Wigen **moved**, Commissioner Partch **seconded** the motion and it **carried** to accept Whitman County budget amendment #5.

**RESOLUTION NO. 066263**  
**OF**  
**THE BOARD OF WHITMAN COUNTY COMMISSIONERS**  
**FOR WHITMAN COUNTY, STATE OF WASHINGTON**

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met in regular session on Monday, December 18, 2006; and

WHEREAS, any and all taxpayers appearing at the hearing held December 18, 2006, to be heard for or against any part of the budget amendment have been given the opportunity to be heard; and

WHEREAS, the Director of Administrative Services estimates that these amendments are necessary for the operation of the specified funds through the end of the fiscal year 2006.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the authorized appropriations for these funds of Whitman County for fiscal year 2006 be amended by the amounts indicated as attached; and,

BE IT FURTHER RESOLVED that the appropriate entries to the accounting records be made to reflect the aforementioned budget amendment.

PASSED, APPROVED AND ADOPTED this 18th day of December 2006.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

\_\_\_\_\_  
G. R. Finch, Chairman

\_\_\_\_\_  
Greg Partch, Commissioner

\_\_\_\_\_  
Les Wigen, Commissioner

ATTEST:

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

Fund	2006 Budget	2006 BA #5	2006 5 <sup>th</sup> Amend Bal	Increase Decrease	% of Change
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**BOCC MINUTES-12/18/06**

SUBTOTAL NEW REVENUE	10,453,209	240,600	12,165,969	240,600	2.02%
CURRENT EXPENSE REVENUE	10,355,450	232,059	11,807,001	232,059	2.00%
COMMISSIONERS	1,572,530	208,223	1,801,486	208,223	13.07 %
ADMINISTRATOR	88,606	0	259,210	0	0.00%
HUMAN RESOURCES	105,472	735	106,207	0	0.00%
SUPERIOR COURT	298,578	8,208	339,668	8,208	2.48%
DISTRICT COURT	728,156	0	758,156	0	0.00%
CLERK	161,702	0	161,702	0	0.00%
TREASURER	250,761	7,791	258,552	7,791	3.11%
AUDITOR	550,514	0	635,118	0	0.00%
ASSESSOR	330,332	3,292	333,624	0	0.00%
PROSECUTING ATTORNEY	444,749	1310	448,360	1,310	0.29%
CHILD SUPPORT ENFORCEMENT	105,645	293	110,354	293	0.27%
FACILITIES MANAGEMENT	392,849	431	404,176	431	0.11%
SHERIFF	2,458,686	0	2,462,503	0	0.00%
JUVENILE SERVICES	558,891	0	570,328	0	0.00%
WEED	71,620	0	81,620	0	0.00%
CORONER	61,152	0	61,152	0	0.00%
COOPERATIVE EXTENSION	101,992	1,373	104,825	1,373	1.33%
EMERGENCY SERVICES	111,265	0	901,219	0	0.00%
PUBLIC HEALTH	1,279,580	0	1,317,741	0	0.00%
FAIR/FAIRGROUNDS	217,800	403	223,565	403	0.18%
PARKS & RECREATION	205,503	0	208,368	0	0.00%
INFORMATION SERVICES	259,067	0	259,067	0	0.00%
<b>CURRENT EXPENSE EXPENDITURES</b>	<b>10,355,450</b>	<b>232,059</b>	<b>11,807,001</b>	<b>232,059</b>	<b>2.00%</b>
SELF INSURANCE REVENUE	50,000	0	50,000	0	0.00%
SELF INSURANCE EXPENDITURES	50,000	0	50,000	0	0.00%

**BOCC MINUTES-12/18/06**

BUILDING & DEVELOPMENT REVENUE	95,150	0	95,150	0	0.00%
BUILDING & DEVELOPMENT EXPENDITURES	95,150	0	95,150	0	0.00%
COUNTYWIDE PLANNING REVENUE	218,000	0	218,000	0	0.00%
COUNTYWIDE PLANNING EXPENDITURES	218,000	0	218,000	0	0.00%
DEVELOPMENTAL SERVICES REVENUE	507,311	0	517,655	0	0.00%
DEVELOPMENTAL SERVICES EXPENDITURES	507,311	0	517,655	0	0.00%
EXTENSION PUBLICATIONS REVENUE	800	0	800	0	0.00%
EXTENSION PUBLICATIONS EXPENDITURES	800	0	800	0	0.00%
VETERANS RELIEF REVENUE	21,000	0	21,000	0	0.00%
VETERANS RELIEF EXPENDITURES	21,000	0	21,000	0	0.00%
HOMELESS HOUSING PLAN REVENUE	57,800	0	57,800	0	0.00%
HOMELESS HOUSING PLAN EXPENDITURES	57,800	0	57,800	0	0.00%
COUNTY ROAD REVENUE	13,122,658	0	13,622,658	0	0.00%
COUNTY ROAD EXPENDITURES	13,122,658	0	13,622,658	0	0.00%
PUBLIC FACILITIES IMPROVEMENT (.08) REVENUE	450,000	0	1,062,500	0	0.00%
PUBLIC FACILITIES IMPROV (.08) EXPENDITURES	450,000	0	1,062,500	0	0.00%
CETC REVENUE	0	0	40,000	0	0.00%
CETC-EXPENDITURES	0	0	40,000	0	0.00%
ERGONOMICS REVENUE	2,000	0	2,000	0	0.00%
ERGONOMICS EXPENDITURES	2,000	0	2,000	0	0.00%
COUNTY BULK PURCHASING REVENUE	10,000	0	10,000	0	0.00%
COUNTY BULK PURCHASING PAPER EXPENDS.	10,000	0	10,000	0	0.00%
COUNTY BULK PURCHASING-SOFTWARE REVENUE	10,500	0	10,500	0	0.00%
COUNTY BULK PURCHAS-SOFTWARE EXPENDS.	10,500	0	10,500	0	0.00%
HOTEL/MOTEL TAX REVENUE- NEW	21,849	0	21,849	0	0.00%
HOTEL/MOTEL TAX EXPENDITURES	21,849	0	21,849	0	0.00%
DOMESTIC VIOLENCE SERVICES REVENUE	0	0	360	0	0.00%
DOMESTIC VIOLENCE SERVICES EXPENDITURES	0	0	360	0	0.00%
BOATING SAFETY REVENUE	38,024	0	38,024	0	0.00%
BOATING SAFETY EXPENDITURES	38,024	0	38,024	0	0.00%
INMATE WELFARE REVENUE	42,000	0	42,000	0	0.00%
INMATE WELFARE EXPENDITURES	42,000	0	42,000	0	0.00%
HISTORICAL PRESERVATION/PROGRAMS REVENUE	11,730	0	11,730	0	0.00%
HISTORICAL PRESERV/PROGRAMS EXPENDITURES	11,730	0	11,730	0	0.00%
SHERIFF'S K-9 UNIT REVENUE	0	0	5,000	0	0.00%

**BOCC MINUTES-12/18/06**

SHERIFF'S K-9 UNIT EXPENDITURES	0	0	5,000	0	0.00%
PATHS & TRAILS REVENUE	89,981	0	89,981	0	0.00%
PATHS & TRAILS EXPENDITURES	89,981	0	89,981	0	0.00%
CHIPMAN PATH REVENUE	113,860	0	113,860	0	0.00%
CHIPMAN PATH EXPENDITURES	113,860	0	113,860	0	0.00%
BCPT-SPECIAL DONATIONS REVENUE	10,000	0	10,000	0	0.00%
BCPT-SPECIAL DONATIONS EXPENDITURES	10,000	0	10,000	0	0.00%
REET TECHNOLOGY FUND REVENUE	43,300	0	43,300	0	0.00%
REET TECHNOLOGY FUND EXPENDITURES	43,300	0	43,300	0	0.00%
DONATIONS & PLANNED GIVING REVENUE	45,866	250	46,116	250	0.55%
DONATIONS & PLANNED GIVING EXPENDITURES	45,866	250	46,116	250	0.55%
TREASURERS M & O REVENUE	39,132	0	39,132	0	0.00%
TREASURERS M & O EXPENDITURES	39,132	0	39,132	0	0.00%
DRUG ENFORCE/QUAD CITY REVENUE	222,887	0	222,887	0	0.00%
DRUG ENFORCE/QUAD CITY EXPENDITURES	222,887	0	222,887	0	0.00%
CRIME VICTIMS/WITNESSES REVENUE	36,500	104	38,059	104	0.27%
CRIME VICTIMS/WITNESSES EXPENDITURES	36,500	104	38,059	104	0.27%
CRIME VICTIMS/WITNESS-CTED REVENUE	0	0	18,256	0	0.00%
CRIME VICTIMS/WITNESS-CTED EXPENDITURES	0	0	18,256	0	0.00%
HOUSE BILL 3900 REVENUE	20,981	0	20,981	0	0.00%
HOUSE BILL 3900 EXPENDITURES	20,981	0	20,981	0	0.00%
JUVENILE- CASA REVENUE	1,200	0	1,200	0	0.00%
JUVENILE- CASA EXPENDITURES	1,200	0	1,200	0	0.00%
INTER-LOCAL DRUG REVENUE	16,100	0	16,100	0	0.00%
INTER-LOCAL DRUG EXPENDITURES	16,100	0	16,100	0	0.00%
DOCUMENT PRESERVATION REVENUE	172,520	40,000	224,514	40,000	21.68%
DOCUMENT PRESERVATION EXPENDITURES	172,520	40,000	224,514	40,000	21.68%
COMMISSIONERS SPECIAL REVENUE	43,500	0	43,500	0	0.00%
COMMISSIONERS SPECIAL REVENUE EXPENDS.	43,500	0	43,500	0	0.00%
JUVENILE JUSTICE REVENUE	62,000	0	62,000	0	0.00%
JUVENILE JUSTICE EXPENDITURES	62,000	0	62,000	0	0.00%
COMMISSIONERS RESERVE REVENUE	350,000	0	350,000	0	0.00%
COMMISSIONERS RESERVE EXPENDITURES	350,000	0	350,000	0	0.00%
ELECTIONS RESERVE REVENUE	17,000	0	17,000	0	0.00%
ELECTIONS RESERVE EXPENDITURES	17,000	0	17,000	0	0.00%

**BOCC MINUTES-12/18/06**

SPECIAL ELECTIONS PROJECT REVENUE	344,000	0	344,000	0	0.00%
SPECIAL ELECTIONS PROJECT EXPENDITURES	344,000	0	344,000	0	0.00%
PROSECUTORS STOP GRANT REVENUE	30,000	0	30,000	0	0.00%
PROSECUTORS STOP GRANT EXPENDITURES	30,000	0	30,000	0	0.00%
ELECTRIC MONITORING REVENUE	4,000	0	4,000	0	0.00%
ELECTRIC MONITORING EXPENDITURES	4,000	0	4,000	0	0.00%
PUBLIC DEFENSE IMPROVEMENT REVENUE	0	0	0	0	0.00%
PUBLIC DEFENSE IMPROVEMENT EXPENDITURES	0	0	0	0	0.00%
WEB SITE DEVELOPMENT REVENUE	10,000	0	11,315	0	0.00%
WEB SITE DEVELOPMENT EXPENDITURES	10,000	0	11,315	0	0.00%
FEDERAL EQUITABLE SHARING REVENUE	152,800	0	152,800	0	0.00%
FEDERAL EQUITABLE SHARING EXPENDITURES	152,800	0	152,800	0	0.00%
WASHINGTON HOUSING SHB 2060 REVENUE	65,000	0	65,000	0	0.00%
WASHINGTON HOUSING SHB 2060 EXPENDITURES	65,000	0	65,000	0	0.00%
TRIAL COURT IMPROVEMENT REVENUE	0	0	10,000	0	0.00%
TRIAL COURT IMPROVEMENT EXPENDITURES	0	0	10,000	0	0.00%
EMERGENCY COMMUNICATIONS REVENUE	0	0	86,000	0	0.00%
EMERGENCY COMMUNICATIONS EXPENDITURES	0	0	86,000	0	0.00%
MARTIN HALL DEBT-REVENUE	44,139	0	44,139	0	0.00%
MARTIN HALL DEBT-EXPENDITURES	44,139	0	44,139	0	0.00%
LIMITED TAX GO BOND 2002 REVENUE	163,418	0	163,418	0	0.00%
LIMITED TAX GO BOND 2002 EXPENDITURES	163,418	0	163,418	0	0.00%
DEBT SERVICE-COMPUTER SYSTEMS REVENUE	123,797	0	123,797	0	0.00%
DEBT SERVICE-COMPUTER SYSTEMS EXPENDS.	123,797	0	123,797	0	0.00%
CAPITAL PROJECTS GENERAL REVENUE	250,000	0	305,000	0	0.00%
CAPITAL PROJECTS GENERAL EXPENDITURES	250,000	0	305,000	0	0.00%
CP-ASSET ACQUISITION REVENUE	41,800	0	41,800	0	0.00%
CP-ASSET ACQUISITION EXPENDITURES	41,800	0	41,800	0	0.00%
CP-COMPUTER SYSTEMS REVENUES	558,300	0	687,800	0	0.00%
CP-COMPUTER SYSTEMS EXPENDITURES	558,300	0	687,800	0	0.00%
CP-CAPITAL IMPROVEMENT PROJECT REVENUE	100,000	0	110,000	0	0.00%
CP-CAPITAL IMPROV PROJECT EXPENDITURES	100,000	0	110,000	0	0.00%
CAPITAL PROJECTS-DOC MGT REVENUE	0	7,800	85,711	7,800	10.01%
CAPITAL PROJECTS-DOC MGT REVENUE	0	7,800	85,711	7,800	10.01%

**BOCC MINUTES-12/18/06**

CAP PROJ-KLEMGARD PARK REVENUE	123,500	0	123,500	0	0.00%
CAP PROJ-KLEMGARD PARK EXPENDITURES	123,500	0	123,500	0	0.00%
CP-MUSEUM CONSTRUCTION REVENUE	20,802	0	20,802	0	0.00%
CP-MUSEUM CONSTRUCTION EXPENDITURES	20,802	0	20,802	0	0.00%
CP-GO BOND 2002 REVENUE	246,000	0	246,000	0	0.00%
CP-GO BOND 2002 EXPENDITURES	246,000	0	246,000	0	0.00%
SOLID WASTE REVENUE	2,914,136	0	2,914,136	0	0.00%
SOLID WASTE EXPENDITURES	2,914,136	0	2,914,136	0	0.00%
SOLID WASTE RESERVE REVENUE	80,000	0	80,000	0	0.00%
SOLID WASTE RESERVE EXPENDITURES	80,000	0	80,000	0	0.00%
EQUIPMENT RENTAL & REVOLVING REVENUE	5,142,720	0	5,642,720	0	0.00%
EQUIPMENT RENTAL & REVOLVING EXPENDITURES	5,142,720	0	5,642,720	0	0.00%
PHOTOCOPIER REVOLVING REVENUE	73,993	0	73,993	0	0.00%
PHOTOCOPIER REVOLVING EXPENDITURES	73,993	0	73,993	0	0.00%
UNEMPLOYMENT INSURANCE REVOLVING REV.	37,000	0	37,000	0	0.00%
UNEMPLOYMENT INS REVOLVING EXPENDITURES	37,000	0	37,000	0	0.00%
COMMUNICATIONS REVOLVING REVENUE	170,044	0	180,044	0	0.00%
COMMUNICATIONS REVOLVING EXPENDITURES	170,044	0	180,044	0	0.00%
WHITCOM GENERAL OPERATIONS REVENUE	0	0	1,612,000	0	0.00%
WHITCOM GENERAL OPERATIONS EXPENDITURES	0	0	1,612,000	0	0.00%
WHITCOM 911 TAX/GRANT FUND REVENUE	0	0	1,513,000	0	0.00%
WHITCOM 911 TAX/GRANT FUND EXPENDITURES	0	0	1,513,000	0	0.00%
WHITCOM CAPITAL PROJECTS REVENUE	0	0	300,000	0	0.00%
WHITCOM CAPITAL PROJECTS EXPENDITURES	0	0	300,000	0	0.00%
PROPERTY TAX REFUND REVENUE	0	0	30,600	0	0.00%
PROPERTY TAX REFUND EXPENDITURES	0	0	30,600	0	0.00%
ERNIE DIPPEL MEMORIAL FUND REVENUE	3,660	0	3,660	0	0.00%
ERNIE DIPPEL MEMORIAL FUND EXPENDITURES	3,660	0	3,660	0	0.00%
ZAIDEE PARVIN MEMORIAL FUND REVENUE	11,058	0	11,058	0	0.00%
ZAIDEE PARVIN MEMORIAL FUND EXPENDITURES	11,058	0	11,058	0	0.00%
PALOUSE EMPIRE FAIR BUILDING REVENUE	1,836	0	1,836	0	0.00%
PALOUSE EMPIRE FAIR BUILDING EXPENDITURES	1,836	0	1,836	0	0.00%
COMMUNITY ACTION AGENCY SERVICES REVENUE	170,000	0	170,000	0	0.00%
COMMUNITY ACTION AGENCY SVC EXPENDITURES	170,000	0	170,000	0	0.00%

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CURRENT EXPENSE REVENUE	10,355,450	232,059	11,807,001	232,059	2.00%
OTHER REVENUE	26,825,652	48,154	32,331,130	48,154	0.15%
TOTAL REVENUE	37,181,102	280,213	44,138,131	280,213	0.64%
CURRENT EXPENSE EXPENDITURES	10,355,450	232,059	11,807,001	232,059	2.00%
OTHER EXPENDITURES	26,825,652	48,154	32,331,130	48,154	0.15%
TOTAL EXPENDITURES	37,181,102	280,213	44,138,131	280,213	0.64%

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

Present: Phil Meyer, Commissioner Elect Largent, Joe Smillie and Jana Davidson.

**ACTION ITEMS**

**Administration Division:**

066264 1. Commissioner Wigen **moved**, Commissioner Partch **seconded** the motion and it **carried** that David Morgan, Jay Miller, Gerald Gilchrist and Louis White be reappointed to the Road & Bridge Advisory Committee. All terms will expire 12/31/08.

**Solid Waste Division:**

066264A 2. The Director talked about the recent tipping fee increase at the Solid Waste Facility. In trying to estimate what type of impact this will have on the average resident in Whitman County, he presented proposed rate increase information from:

066265 Empire Disposal with an effective date of January 1, 2007, and  
066266 Pullman Disposal with an effective date of February 1, 2007.

The rates proposed by the disposal companies are a little less than anticipated when the county increased tipping fees. The Director said he is considering a lesser rate for construction debris.

**Engineering Division:**

066267 3. The 2007 County Arterial Preservation Program (CAPP) was received and reviewed.

**Maintenance Division:**

D066267A 4. The Director advised the commissioners that the weather cooperated long enough for the Maintenance crew to apply one coat of striping paint on the Almota Road. Mr. Meyer said the remainder of the paint was used on the Dry Creek Road so it wouldn't go to waste.

D066267B 5. As of this time, there are no weight restricted road closures. The department is hoping to delay any closures until January.

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**D066267C 6.** According to Phil Meyer, Whitman County did not sustain much damage from last weeks' windstorm.

**066268 7.** Mr. Storey reported the state has delivered and installed the bridge deck on Farband Bridge at Sunshine Road and SR 270. The Director will talk with the state about their construction timeline and Sunshine Road residents about the continued closure of the road after December for safety purposes.

**11:30 a.m. - Sharron Cunningham, Administrative Services.**

Present: Bev Welch, Joe Reynolds, Eunice Coker, Janet Schmidt, Fran Martin, Kelli Campbell, Tim Myers, Mark Storey, Bob Lothspeich, Commissioner Elect Largent and Jana Davidson.

The following individuals contacted the Clerk of the Board regarding their absence from today's meeting: Doug Robinson.

**066269** The November 2006 ending financial report provided by Ms. Cunningham.

November 2006 Cash Balance - \$2,752,377

November 2006 Cash Balance - \$1,607,275

November 2006 Revenue - \$10,230,839 - 84.09% of budget.

November 2005 Revenue - \$ 8,776,717 - 87.54% of budget.

November 2006 Expenditures \$9,370,871 - 79.37% of budget.

November 2005 Expenditures \$8,658,859 - 85.24% of budget.

**11:40 a.m. - Recess.**

**1:30 p.m. - Tim Myers/Evon Jones, Capital Improvement Projects (CIP) Co-Chairs.**

Present: Sharron Cunningham, Commissioner Elect Largent and Jana Davidson.

**066270 1.** The 2007 ranked CIP projects were presented and reviewed. The listing also included projects completed in 2004, 2005 and 2006. Commissioner Partch commented about the possible use of other funds that could be used rather than CIP funds for various projects.

**066271 2.** The commissioners regrettfully accepted Ms. Jones resignation from the Capital Improvement Projects Committee.

**066272 3.** A letter recommending Phil Meyer's appointment to Ms. Jones vacated position was received from Tim Myers. Commissioner Wigen **moved**, Commissioner Partch **seconded** the motion and it **carried** to appoint Phil Meyer to the vacated position.

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**066273** 4. Chairman Finch presented a certificate of appreciation to Ms. Jones for her many years of service on the CIP Committee.

**2:00 p.m. - Karl Johanson, Council on Aging and Human Services (COAHS)/Council on Aging Senior Transportation (COAST).**

Present: Commissioner Elect Largent and Jana Davidson.

**066274** Mr. Johanson requested support for a WSDOT transportation grant. He noted all projects are included in the Palouse RTPO Human Services Plan. The grant application includes the following projects:

- Project A - Funding to sustain current operations in Whitman, Asotin and Garfield Counties
- Project B - Replacement of a mid-size mini-bus with a heavy duty lift and extra wide lift platform
- Project C - Expansion of services to persons with disabilities

Commissioner Partch and Mr. Johanson will collaborate on drafting the support letter.

**2:15 p.m. - Recess.**

**2:30 p.m. - Janet Schmidt, WSU Extension.**

Present: Commissioner Elect Largent and Jana Davidson.

**066275** Ms. Schmidt presented the 2007 WSU Extension interagency agreement with Appendix A for extension agent wages. Commissioner Wigen **moved**, Commissioner Partch **seconded** the motion and it **carried** to sign the 2007 WSU Extension interagency agreement and Appendix A.

**2:35 p.m. - Recess.**

**3:00 p.m. - Board Business Continued/BOCC Workshop.**

Present: Mark Storey, Mark Bordsen and Commissioner Elect Largent.

**D066275A 16.** Items discussed included rural residential housing. No action taken.

**4:00 p.m. - Recess.**

**6:35 p.m. - Comprehensive Plan, Zoning and Subdivision Ordinances (Rural Residential Housing) (Public Service Building).**

**066276** Approximately 40 people attended.

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**066277** Chairman Finch reconvened the commissioners' regular meeting, opened the hearing for the above subject matter and read an opening statement. The hearing was then opened to comments from those for or against the proposed revisions.

**066278** Written comments were received (just prior to the hearing) from Ed Schultz and E. Mae Schultz opposing Sections 19.10.060 2.a.ii(1)(a), 19.10.060 2.a.ii(1)(b), 19.10.060 2.b.ix(b) and the language vagueness regarding highly visible residences, parcels associated with an existing residence, minimum lot size, development buffers, approval of lighting and weed control.

**066279** Written and verbal comments were received from City of Pullman Administrator John Sherman. The city requested the rural residential areas be excluded from the urban reserve areas the same way cluster residential was excluded from the urban reserve areas.

**D066279A** Robert Zorb of Spokane and Whitman County taxpayer said in reviewing the goals and proposed controls, it appears the county is trying to slow growth. He could not find one area beneficial to a wage earner or a business within the proposed document.

**066280** Written and verbal comments were received from Alice L. Schroeder, President of the Pullman League of Women Voters. In summary, the League urged the commissioners to support the proposed document. It is vital to minimizing the tax burden and maximizing the economic health and visual aesthetics of our county for many years to come.

**D066280A** T. Hanshaw of Pullman thought the weed control section is written in such a way that the responsibility falls on the neighbors. At the request of the commissioners, Mark Bordsen responded saying this ordinance does not replace the Weed Board policies. The Planning Commission felt the proposed language notifies the residential landowners that they are liable and responsible for their weeds and points out the existing law.

**D066280B** Don Nelson of Colfax said at previous hearings and workshops Chairman Finch indicated he would answer questions. Mr. Nelson inquired why hard copies of the proposed document were not made available other than on line. Commissioner Partch said at another hearing numerous copies were produced which were later thrown out. This particular document would cost \$20.85/copy. Obviously they were concerned about that and tried to get the word out that the document was available on the web at no cost.

Mr. Nelson asked and was advised as to what the different print colors in the document represent.

He spoke about an approximate 150 word changes made to the document and wondered why that took so long, why the commissioners didn't incorporate all the suggestions made by the consultant for \$5,000 and why the ordinance was

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even needed if an individual could request a variance. Mr. Nelson emphasized he was not opposed to the document but wondered why it was necessary. Lastly, he asked what the Prosecutor has said about the document being defensible for 2006. Chairman Finch said what he has been told, anyone can sue for anything and sometimes that is just the chance you take. The Prosecutor has begun reviewing the document. Mr. Nelson thought the Prosecutor's review should have been completed before the document was distributed.

**D066280C** Tom Barlass of Colfax was in agreement with portions of the ordinance but voiced concern about the weeds and set-asides.

**D066280D** Clinton Miller of Lamont said he is a believer in private ownership of land, but with the economic conditions farmers are faced with, people are going to sell and the remaining farmers need protection.

**D066280E** Rhoderick McIntosh of Pullman said he was in favor of the ordinance. It protects the farmers, view sites and conditions of Whitman County. This document meshes a country lifestyle without negatively affecting agriculture. If passed as written, he guaranteed within 10 years someone will write to the county asking how Whitman County did this because so many other jurisdictions are unhappy with their current ordinance or they are trying to draft a similar document without affecting agriculture. Mr. McIntosh also thought every town should have a PRD zone around it. He felt this should be a living ordinance that can be changed.

**D066280F** Bill Clark of Pullman said Mr. McIntosh said much of what has been on his mind. He too is a farmer and has had 7 new neighbors move into his immediate area. Generally, they are good neighbors but they don't understand about weeds, livestock, etc. He supported the document because the farmers need protection.

**D066280G** Joan Folwell of Pullman said she has owned 20 acres over 4 years and with the help of FSA and Palouse Conservation District, they put most of their land into CRP using native grasses and shrubs. Many neighbors approached her to have a meeting about how they accomplished this. That made her feel that her neighbors want to maintain a rural aspect and that is what this document promotes. Raising native grasses, shrubs and trees is an alternative for farmers and others in the area have been very successful in the retail market.

**D066280H** Kathy Prout of Pullman said she was in favor of the document. Additionally, she asked for a clarification on section 19.10 regarding residential groups expanded by 8. Commissioner Partch said that was done to encourage groupings. Ten lots or more fall under an entirely different standard for chemical spraying and is much more severe for the farmer. Different types of soils and drain fields dictates the lot size.

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**066281** Written comments were received from Margaret Leonard of Rosalia and read by Commissioner Partch. Ms. Leonard was opposed to anything that hampers the landowner from selling all or any portion of his land to a willing buyer.

There being no further comments, Chairman Finch closed the public hearing. The comment period will remain open until 5:00 p.m., Wednesday, December 20, 2006. A tentative date of December 26<sup>th</sup> at 10:30 a.m. has been scheduled for the commissioners' decision. Commissioner Partch **moved**, Commissioner Wigen **seconded** the motion and it **carried** to recess the commissioners' regular meeting of December 18<sup>th</sup> to December 19<sup>th</sup> at 1:30 p.m.

**7:30 p.m. - Recess.**

**D066281A THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **December 19, 2006** at **1:30 p.m.** G.R. Finch, Chairman, Greg Partch and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Eunice Coker and Kelli Campbell.

**D066281B 17.** Commissioner Partch **moved**, Commissioner Finch **seconded** the motion and it **carried** to go into executive session with the above individuals until 2:00 p.m. for personnel matters.

**2:00 p.m. - Return to Open Session/Board of Health.**

Present: Fran Martin, Michael Baker and Tammy Cochran.

**D066281C 1.** In the absence of Dr. Moody, Ms. Martin reported the department is currently working with one active TB case and trying to remove this individual from isolation.

**D066281D 2.** Public Health is also following a potential case of Mumps that could have an impact on the school system. If the case is confirmed, anyone that has not had their two MMR vaccinations required for school would be excluded from school for 25 days or receive a 2<sup>nd</sup> MMR vaccination. The department is awaiting the lab report before further action is taken.

**D066281E 3.** Michael Baker contacted most business owners regarding the revised fee schedule. The schedule will be much the same as 2006 but it will be more reflective of the risk factor. All in all, he thought it was a much better fee schedule and the people understand the fees.

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**D066281F 4.** Mr. Baker checked the Fairgrounds for use as an approved mass vaccination clinic location with respect to bioterrorism and pandemic influenza and all appears to be in order.

**D066281G 5.** Mr. Baker has been visiting with other department to see what type of volunteer groups they have in place with the idea of possibly recruiting some of them as a part of the Whitman County Emergency Volunteer Corps or being a resource for Public Health. Mr. Baker is working on the December 31<sup>st</sup> deadline for coming up with a sketch of Whitman County's plan. By the end of January 2007 he hoped to have all literature, brochures, press releases and newspaper articles completed to encourage residents to participate in the program.

**D066281H 6.** Columbia County has a trailer park with a septic tank issue. He has talked to the owners and the Washington State Department of Health. The state is looking into the actual sewer design to ensure it is appropriate otherwise the problem appears to have been resolved.

**D066281I 7.** According to John Skyles, Ms. Martin said he thought some progress has been made regarding the Harston solid waste issue in Thornton.

**D066281J 8.** Public Health will be closed tomorrow afternoon for incident command training.

**D066281K 9.** The Director provided a brief staffing update.

**D066281L 10.** The State Department of Health is toying with the idea of changing the title of "Personal Health" to "Children and Family Health" or something else. Once the state confirms the change, changes will also need to be made at the local level.

**D066281M 11.** Public Health has concluded its flu season and is now out of the vaccine.

**D066281N 12.** Ms. Martin continues to work with the insurance provider on the vaccine claim.

**D066281O 13.** Public Health is installing two refrigerator alarms at the Pullman and Colfax offices.

**D066281P 14.** HIV/AIDS money was recently used to purchase a small refrigerator for locking up specimens and contaminated items.

**D066281Q 15.** Tammy Cochran distributed the following information pertaining to Munchy's private club in Pullman.

**066282** Commissioners 01/17/06 minutes,

**066283** Munchy's Eatery website advertising,

**066284** Attorney General of Washington, and

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**066285** Initiative 901.

The requirements Mr. Kazimee would have to follow for Munchy's to be considered a private are outlined in the commissioners' minutes. One condition was that Mr. Kazimee could not advertise the private club. If so, he would remove himself from the realm of being a private club. Mr. Kazimee has a website and is advertising the Hookah Bar on T-shirts he sells as well as menus listing hookahs for sale. He is only supposed to be selling the tobacco during private club hours. Ms. Cochran felt this is advertising to the public because anyone can access it via the internet. Therefore, Ms. Cochran asked the Board for direction. The Board of Health outlined requirements because there are no state guidelines and the state is unable to define what constitutes a private club. Initiative 901 states "Public place means that portion of any building or vehicle used by and open to the public"... "and regardless of whether a fee is charged for admission...". Mr. Kazimee is charging what he considers a membership fee of \$3/person. As far as she was aware, Mr. Kazimee is still running the establishment as a business for profit.

Ms. Martin said other individuals are becoming aware of this and bringing it to the Health Department's attention. There are people concerned that Mr. Kazimee is violating the intent of the law.

Commissioner Partch said the owner must stand up to the issue and abide by the conditions that he personally set.

Ms. Martin suggested Public Health send the owner a letter about the violation as the first step followed by a hearing before the Board if necessary and the Board concurred.

Tammy Cochran said another condition was that Mr. Kazimee maintains a membership list. She wondered if she could seek that information from the owner and the Board replied yes. In addition, the Board requested copies of the owner's W-8's submitted to the IRS.

**D066285A 16.** The next Board of Health meeting is January 16, 2007 at 2 p.m.

**2:35 p.m. - Fran Martin, Emergency Management Director.**

Present: Michael Baker and Tammy Cochran.

**D066285B 1.** The old Red Cross trailer recently obtained was donated by a church and will be used by Public Health and Emergency Management. The inner equipment has been purchased with the intent the trailer could be moved wherever needed. They are working with Homeland Security to purchase triage equipment. Whitman County decals have been ordered for installation on the outside of the trailer.

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**D066285C 2.** The Department is working on entering into interlocal agreements for the use of buildings in various communities i.e. school multi-purpose rooms, gymnasiums, etc. for public health and emergency management purposes.

**D066285D 3.** One of the first orders of business in 2007 is development of a "Continuity of Government" plan detailing how Whitman County government would continue to operate if there was a major event.

**D066285E 4.** The Prosecutor has drafted an interlocal agreement that will be sent to all emergency communication people in the county asking them what type of critical infrastructure communication equipment they have and a description of the same i.e. equipment condition, replacement cost, etc. that would be listed under the umbrella of the Emergency Communications Advisory Committee. The county would own some of the infrastructure in order to upgrade, maintain and repair equipment. The completed list will be presented to the Board at a later date.

**D066285F 5.** Three applications were received for the Communications Engineer position. The Committee didn't feel 3 applications was a sufficient pool to draw from. They are now re-advertising in national magazines and publications trying to acquire a pool of 7. Commissioner Partch also suggested advertising in the WSAC Courthouse Journal.

**D066285G 6.** All elected officials and department heads will be invited to participate in a Homeland Security senior official incident management training.

**D066285H 7.** A request for a Ford (F-250) pick-up truck was submitted to Homeland Security for funding. This vehicle would be used to haul trailers and perform other types of Emergency Management needs. Ms. Martin has been in contact with Public Works about adding this vehicle to the ER&R program. Homeland Security has preliminarily approved the request.

**D066285I 8.** Ms. Martin said Commissioner Partch asked her if there was a possibility the Emergency Operations Center (EOC) could be furnished and operational by 12/31/06. The first quote for specialized furniture was \$77,000, which is not acceptable. The Whitcom Administrator is looking into having the equipment built locally. Ms. Martin hoped the EOC would be operational by mid spring.

**2:55 p.m. - Board Business Continued.**

**066286 18.** Rural residential housing comments were received from Prosecutor Denis Tracy.

**D066286A THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **December 22, 2006** at

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**9:00 a.m.** G.R. Finch, Chairman, Greg Partch and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Bob Gronholz, John Love, Dan Boone, Joe Poire' and Commissioner Elect Largent (9:00 a.m.).

**D066286B 19.** The Port/County Commissioners toured the new ISR Building in Pullman.

**11:00 a.m. - BOCC Workshop.**

Present: Mark Storey, Mark Bordsen, Mariah Simpson and Alan Thomson.

**D066286C 20.** The issue of rural residential housing was discussed. No action taken.

**12:00 p.m. - Recess.**

**1:00 p.m. - Board Business Continued/BOCC Workshop.**

Present: Bev Welch.

**D066286D 21.** The small attractive items policy was discussed. No action taken.

**1:30 p.m. - Adjournment.**

**D066286E** Commissioner Partch **moved** to adjourn the **December 18, 19** and **22, 2006** meeting. Motion **seconded** by Commissioner Wigen and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **December 26, 2006**. The foregoing action made this **22nd** day of **December 2006**.

ss/ GREG PARTCH, Commissioner  
ss/ LES WIGEN, Commissioner

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MARIBETH BECKER, CMC  
Clerk of the Board

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G.R. FINCH, CHAIRMAN  
Board of County Commissioners