

078384 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, December 19, 2016 at 9:00 a.m.** Chairman Michael Largent, Arthur D Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Gary Petrovich, Mark Storey, Dan Gladwill, Bob Reynolds and Melissa Leinweber.

078385-078386 1-2. The following items were discussed but no action was taken.

- Service Masters
- Intergovernmental Loan Moratorium
- Sick Leave Accrual Incentive
- Marijuana Odors
- Budget Amendment #3
- Permit Exempt Wells (HIRST)
- Island County Supreme Court Ruling
- Kammerzell Reclassification
- SEWEDA
- Winona Building Demolition

10:00 a.m. - Flag Salute.

Present: Bill Tensfeld and Kara McMurray.

D078386A 3. Pledge of Allegiance.

Consent Agenda:

D078386B 4. Motion by Commissioner Swannack to accept the consent agenda with the elimination of one personnel change order. Motion **seconded** by Commissioner Kinzer and **carried**.

078387-078388 5. General Claims/Veterans' Relief/Payroll warrants numbered 326615-326621 for \$522,115.50 and 326780-326910 for \$999,807.02 approved.

0783889 6. December 5, 2016 minutes approved.

078390-078391, 078393-078397 7. Personnel change orders approved.

078398 8. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to acknowledge and sign the Arthur and Amelia Broeckel century farm certificate.

078399 9. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the 2017-18 Whitman Conservation District agreement as presented.

078400 10. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to adopt the updated "Providing Benefits" policy as presented.

RESOLUTION NO. 078400

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

IN THE MATTER OF the action of the adoption for the Whitman County Policy: **Providing Benefits;**

WHEREAS, this policy has been updated for compliance under IRS and Affordable Care Act regulations, and

WHEREAS, this action provides clarification pertaining to county contributions toward health and non-health benefits, and

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 POL-700-HR Providing Benefits.

Dated this 19th day of December 2016 and effective as of January 1, 2017.

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



PROVIDING BENEFITS

Policy: POL-700-HR • Effective Date: 1/1/2017 • Res. #078400
Cancels: Policy # 076205 • Reference: Individual Benefit Plan Documents

This policy applies to all Whitman County employees, unless otherwise addressed in a collective bargaining agreement.

Definitions:

EAP - Employee Assistance Program

FSA - Flexible Spending Account

Health Care Benefit - Benefits related to an employee's, physical, emotional, or psychological wellbeing.

HRA/VEBA - Health Reimbursement Account/Voluntary Employee Benefit Account

1. Whitman County Offers a Comprehensive Benefit Package.

Whitman County offers a comprehensive package of medical, dental, vision, life, FSA, EAP, and disability insurance for eligible employees and their dependents. The coverage offered, premium contributions, carriers, and plan provisions are determined by the applicable Collective Bargaining Agreement or as approved by the Board of County Commissioners.

Whitman County makes health based contributions toward medical, dental, and vision insurance, as well as non-health based contributions toward coverages such as life and the employee assistance program as determined through collective bargaining and the Board of County Commissioners. The County reserves the right to modify the plan, the carrier and the amount of contribution provided. Any difference between the benefit premium and the County's contributions shall be paid by the employee through payroll deduction.

Other employee benefit programs are provided through or mandated by State or Federal governments such as retirement, worker's compensation and unemployment. Employer contributions, eligibility and termination rules for state and federal benefits are set by the appropriate government agency and do not apply to this policy.

2. Regular Full-Time and Part-Time Employees are Eligible for Benefits.

Regular employees working a minimum of eighty (80) hours per month are eligible for county sponsored benefits.

Part-time employees working between eighty (80) and 173.33 hours per month shall receive a pro-rated portion of the employer benefit contribution. Pro-rated calculations shall be based on the employee's percentage of full-time status. Employees on job share status share the benefits allocated to the position. Temporary employees are not eligible for benefits except those required by law.

Part-time employees hired prior to January 1, 2007 receive a full employer contribution toward health care benefits.

Eligibility varies by carrier, but if not otherwise specified, shall begin on the first of the month if hired on the first of the month. If the employee is hired after the first of the month, eligibility begins on the first of the month following the date of hire. The same rules apply to current employees who were previously ineligible and become eligible during their employment. Specific decisions made regarding an employee's eligibility will be made in accordance with ACA and IRS regulations.

Unless specified by the carrier, employees may waive medical insurance conditional upon providing proof of other group coverage. Dental, vision and life insurance may not be waived. In waiving medical insurance, employees do not normally receive the employer medical contribution beyond that required to cover dental, and vision coverage. For employees in the non-represented, Courthouse, Road and Solid Waste bargaining unit categories, an exception may be made where the employee provides annual confirmation of enrollment in a group plan (outside of those offered by Whitman County) meeting all legal and administrative requirements. Requirements are set forth by the U.S. government, Washington State and the carrier/administrator, and are subject to change. Additionally, circumstances arising from this arrangement that put coverage of the general employee population in jeopardy will result in a freeze of this benefit without required action of any party. The resulting contribution amounts are determined through the County Commissioners. They may be placed in an HRA/VEBA or Health Savings Accounts (H.S.A.) if all requirements are met. Cash payouts do not qualify. Further information may be obtained through the Human Resources department.

3. Eligible Employees may Contribute Toward an HRA/VEBA.

HRA/VEBA is a health reimbursement account that may be established when the employee's health benefit premiums are less than the County's contribution. Eligible employees will be provided with the application forms during orientation. Funds earn interest tax-free and there is no tax on reimbursements. Account balances can be carried over from year to year without penalty. You may be reimbursed funds for qualified medical expenses at any time. Funds in this account continue to earn interest if you leave employment with Whitman County. See the information provided with the VEBA application, County policy and union contracts for additional details.

4. Spouses may Pool the Employer Contribution.

Employees in the non-represented, Courthouse, Road and Solid Waste bargaining units with spouses in one of these same employee groups may pool their employer benefit contribution. One spouse may then cover the second spouse as a dependent under medical insurance. Each spouse must maintain separate dental, vision and life insurance enrollment. Contact Human Resources for further information.

5. Waiting Periods may Apply to Specific Benefits.

Waiting periods may apply to specific benefits as determined by County policy, state and federal law, or the policies of the benefit carrier.

6. Enrollment Forms Are Submitted to Human Resources.

Enrollment forms are distributed and returned to Human Resources for processing. A signed enrollment form must be completed to obtain coverage.

Deadlines for enrollment and mandatory enrollment requirements are governed by collective bargaining, the Board of County Commissioners and the individual carriers. Contact Human Resources for additional information.

7. Enrollment may Occur When Hired, at Annual Open Enrollment, or a Qualifying Event.

Employees and dependents may be enrolled immediately after being hired, at the annual open enrollment period or when a qualifying event occurs. Dependents must be enrolled on the same plan as the employee. If an employee elects not to enroll dependents at the time of hire, she/he will have to wait for the Open Enrollment period unless a "qualifying event" has occurred, as defined by the carrier. Contact Human Resources for specific requirements.

Open enrollment for employees of Whitman County usually occurs during the months of October and/or November. Employees may change insurance plans, add dependents, and in some cases, change primary care physicians. The changes selected during an Open Enrollment period will take effect at the beginning of the new group contract, usually January 1st of the next year.

8. Benefits May be Terminated and COBRA Offered.

Termination of coverage may occur due to lack of premium, becoming ineligible, termination of employment, unpaid leave, or other causes as determined by the carrier. Termination of coverage shall occur on the last day of the month for which the employee became ineligible.

Eligible employees and their families may continue coverage under the Consolidated Omnibus Budget Reconciliation Act of 1986 (COBRA). COBRA enrollees are responsible for paying 100% of the premium and updating Human Resources regarding contact information. Contact Human Resources for further COBRA administration rules.

9. Voluntary Benefit Plans are Available to Employees

A variety of voluntary benefits are available to employees through payroll deduction. These benefits are optional and paid 100% by the employee. Contact Human Resources for a list of current voluntary benefits.

078401 11. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve a resolution a loan from Capital Projects-General Government to Emergency Communications.

**RESOLUTION NO. 078401
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

WHEREAS, the Board of Whitman County Commissioners met in regular session on the 19th day of December; and,

WHEREAS, the Emergency Communications Fund (144.260.001) has requested an interfund loan of \$500,000 from the Capital Projects-General Government Fund (300.010.000) for emergency communications capital improvements; and,

WHEREAS, this request complies with state statutes regarding loan agreements and debt limitations; and,

WHEREAS, an interest rate of 3.25% shall be added to the requested interfund loan; and,

WHEREAS, the loan repayment schedule is as follows:

- Payment #1 - In the amount of \$250,000 plus \$40,625 in interest for a total of \$290,625 shall occur on July 1, 2019;
 - Payment #2 - In the amount of \$250,000 plus \$8,125 in interest for a total of \$258,125 shall occur on July 1, 2020.
- Each principle payment shall be paid to Fund 300.010.000.389.00.00;
 - Each interest payment shall be paid to Fund 300.010.000.361.40.04.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Whitman County Commissioners that an interfund loan of \$500,000.00 is authorized from the Capital Projects-General Government Fund (300.010.000) to the Emergency Communications Fund (144.260.001) on January 9, 2017; and,

BE IT FURTHER RESOLVED that repayment of these loans funds shall occur as outlined above.

PASSED, APPROVED AND ADOPTED this 19th day of December 2016.

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

078402 12. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve a resolution adopting the 2017 mileage reimbursement rate.

**RESOLUTION NO. 078402
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

WHEREAS, the Board of Whitman County Commissioners met in regular session on Monday, December 19, 2016; 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 2017 rate of reimbursement for business use of personal automobiles is \$.535 per mile (IRS Rate).

PASSED, APPROVED AND ADOPTED this 19th day of December 2016 and effective as of January 1, 2017.

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

078403 13. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** not to support a one-time assessment for communications and advocacy on property tax reform.

078404 14. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the 2017 signature delegation authorizations as presented. Pursuant to County Code regarding delegation of purchase orders, claims and payroll responsibilities, authorization forms were signed by the Board and forwarded to the Auditor's office as follows:

- 078405 14A. Assessor
- 078406 14B. Clerk
- 078407 14C. Administrative Services/Commissioners/Human Resources
- 078408 14D. District Court
- 078409 14E. Emergency Management/Emergency Communications
- 078410 14F. Extension
- 078411 14G. Fair/Facilities Management
- 078412 14H. Health Department
- 078413 14I. Information Technology
- 078414 14J. Juvenile Services
- 078415 14K. Parks/Developmental Services
- 078416 14L. Prosecutor
- 078417 14M. Public Works
- 078418 14N. Sheriff
- 078419 14O. Superior court
- 078420 14P. Treasurer
- 078421 14Q. Website Development
- 078422 14R. Weed Department

078422A 15. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the vacation carry-over for Chris Nelson as presented.

CORRESPONDENCE:

D078422B 16. The following correspondence was received:

078423 16A. A copy of the 2017 St. John budget was received.

078424 16B. Notice of a change in corporate officers for Interstate 502 marijuana license was received from the Washington State Liquor and Cannabis Board.

078425 16C. Information to the "Germain Farms" annexation to the City of Pullman was received.

078426 16D. A letter of appreciation for financial support for the Palouse Basin Water Summit was received from the co-founders.

078427 17. Commissioners' pending list reviewed.

10:20 a.m. - Recess.

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

Present: Gary Petrovich, Eunice Coker, Sharron Cunningham, Joe Reynolds, Bill Tensfeld, Kara McMurray and Chelsea Embree.

078428 18. The regular meeting was recessed and the hearing convened by the Chairman for technical corrections budget amendment #3.

Gary Petrovich said the total Current Expense fund revenues exceed expenses by \$208,364.

There being no public comments, the hearing was adjourned and the regular meeting reconvened.

078429 19. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve technical budget correction amendment #3.

RESOLUTION NO. 078429

OF

**THE BOARD OF WHITMAN COUNTY COMMISSIONERS
FOR WHITMAN COUNTY, STATE OF WASHINGTON
BUDGET AMENDMENT #3**

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met in regular session on Monday, December 19, 2016; and,

WHEREAS, any and all taxpayers appearing at the hearing held August 1, 2016, to be heard for or against any part of the budget amendment have been given the opportunity to be heard; and,

WHEREAS, the Auditor estimates that these amendments are necessary for the operation of the specified funds through the end of the fiscal year 2016.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the authorized appropriations for these funds of Whitman County for fiscal year 2016 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 19th day of December, 2016.

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

WHITMAN COUNTY BUDGET AMENDMENT #3, 2016

Current Expense

DEPARTMENT	2016 Adopt. Budget	BA #1 Rev.	BA #1 Exp.	2016 Amend. Budget After BA #1	BA #2 Rev.	BA #2 Exp.	2016 Amend. Exp. Budget After BA #2	BA #3 Rev.	BA #3 Exp.	2016 Amend. Exp. Budget After BA #3
ADMIN SERVICES	195,100			195,100			195,100	10,000	10,000	205,100
ASSESSOR	409,404			409,404			409,404			409,404
AUDITOR	832,918			832,918	135,300	41,295	874,213			874,213
CHILD SUPPORT	132,615			132,615			132,615			132,615
CLERK	231,709			231,709	8,197	11,000	242,709			242,709
COMMISSIONERS	351,511		750	352,261			352,261			352,261
GENERAL GOVERNMENT	3,681,130	275,139	289,250	3,970,380		166,419	4,136,799	348,484	171,284	4,308,083
CORONER	154,593	2,715	10,000	164,593		10,000	174,593			174,593
DISTRICT COURT	750,910			750,910	13,500	13,500	764,410	31,154		764,410
EMERGENCY MGMT	233,507			233,507			233,507			233,507
EXTENSION	121,338			121,338			121,338			121,338
FACILITIES MANAGEMENT	689,702		43,920	733,622			733,622			733,622
FAIR	283,396			283,396			283,396			283,396
PUBLIC HEALTH	942,708			942,708			942,708			942,708
HUMAN RESOURCES	198,420			198,420			198,420			198,420
INFORMATION TECHNOLOGY	218,469			218,469			218,469			218,469
JUVENILE	689,082	(9,260)	(326)	688,756		(68,105)	620,651			620,651
PARKS & RECREATION	236,203			236,203			236,203			236,203
PROSECUTING ATTORNEY	621,340			621,340			621,340			621,340
SHERIFF	3,455,192			3,455,192			3,455,192			3,455,192
SUPERIOR COURT	169,474			169,474		7,500	176,974			176,974
TREASURER	362,086	75,000		362,086	119,850	90,000	452,086			452,086
WEED	94,176			94,176		5,238	99,414			99,414
TOTAL	15,054,983	343,594	343,594	15,398,577	276,847	276,847	15,675,424	389,638	181,284	15,856,708
								\$208,354	Increase in Rev. Over Exp.	

NON CE FUNDS	2016 Adopt.	BA #1 Rev.	BA #1 Exp.	2016 Amend. Budget After BA #1	BA #2 Rev.	BA #2 Exp.	2016 Amend. Exp. Budget After BA #2	BA #3 Rev.	BA #3 Exp.	2016 Amend. Exp. Budget After BA #3
Homeless Housing Plan										
109.010.000	445,000			445,000			445,000	0,000	30,000	475,000
WA Housing SHB 2060										
141.010.000	30,000			30,000			30,000	5,000	5,000	35,000
Debt Service-Public Service Bldg. Bond										
200.010.003	-			-	88,446	88,446	88,446	1,968,951	1,968,951	2,057,397
Capital Projects-General Fund										
300.010.000	456,890	-	-	456,890	100,465	100,465	557,355	(100,000)	(100,000)	457,355
Capital Projects, CIP										
300.010.005	295,000			295,000	1,868,951	1,868,951	2,163,951	(1,968,951)	(1,968,951)	195,000
Capital Projects - 2016 GO Bond										
300.010.007	-			-			-	1,968,951	1,968,951	1,968,951
Capital Projects-GO Bond 2002 Project										
320.010.001	100,000			100,000	-	-	100,000	124,994	124,994	224,994
Unemployment Insurance Revolving										
511.012.000	250,000			250,000			250,000	changes in expenses, zero net effect		250,000
IT Operations-General Revolving										
515.320.000	515,000			515,000	-	-	515,000	556,966	556,966	1,071,966
IT Operations-Photocopier Revolving										
515.320.001	20,000			20,000	-	-	20,000	57,369	57,369	77,369
IT Operations-Postage Revolving										
515.320.002	51,500			51,500			51,500	29,123	29,123	80,623

078430 20. Assessor Joe Reynolds said he is unable to certify all levies at this time because he is still awaiting information from the taxing districts. Therefore only levies pertaining to the 2017 Whitman County budget can be approved. The Assessor explained the minimal difference in substantial and non-substantial need.

Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve a resolution adopting the 2017 tax levies with substantial need as presented.

RESOLUTION NO. 078430
In the Matter of Setting the 2017 Taxes for Whitman County
Without Bank Capacity - With Substantial Need

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met on Monday, October 3 and 17, 2016, and held the budget hearing for the budget for fiscal

BOCC MINUTES-12/19/16

year 2017, for the County Current Expense Fund, Special Revenue Funds, annually appropriated Capital Projects, Enterprise, Debt Service, 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 overall operating costs increasing, Federal and State funding decreasing along with interest revenue, and the general state of the macro economy; and,

WHEREAS, Whitman County ranks 5th in the State of Washington with 1914 miles of County Roads with continued need for construction, maintenance and repair; and,

WHEREAS, the laws of the State of Washington allow for an additional tax for refunds given during the 2016 tax season. The amount to be given to the Whitman County Assessor to be levied for Whitman County Current Expense is \$7,019.56.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Whitman County Commissioners as follows:

\$ 5,799,246.59 was received in 2016 from the taxing district levy; plus
+\$ 57,992.47 an increase of 1% over the previous year's tax levy; plus
+\$ 48,264.57 an increase in new construction and improvements to property; plus
+\$ 32,631.68 an increase in State-assessed property values; plus
+\$ 7,019.56 an increase in additional tax for 2016 refunds for a total of:
=\$ 5,945,154.87 is authorized for the 2017 Current Expense levy; and,

BE IT FURTHER RESOLVED that:

\$ 2,413,348.90 was received in 2016 from the County Road levy; plus
+\$ 24,133.49 an increase of 1% over the previous year's tax levy; plus
+\$ 2,895.97 an increase in new construction/property improvements; plus
+\$ 10,857.27 an increase in State assessed property values for a total of:
=\$ 2,451,235.63 is authorized for the 2017 County Road levy; and,

BE IT FURTHER RESOLVED that the total 2017 property tax levies of \$8,396,422.89 for Whitman County be and are hereby authorized.

APPROVED AND ADOPTED this 19th day of December, 2016.

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

078431 **21.** Adoption of the 2017 Whitman County budget was before the Board. Gary Petrovich noted the following proposed totals:

\$64,734,000 All Funds
\$15,460,502 Current Expense
\$ 210,130 Beginning Fund Balance

This should also add additional cash to the 2016 budget.

All departments are subject to two separate bottom line budgeting within each department; personnel expenditures and operating expenditures.

The Auditor pointed out the New World system is not designed for the two separate bottom lines but reports within New World can be accessed in that manner.

Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve a resolution adopting the 2017 budget as presented.

Resolution No. 078431
Adopting the 2017 Budget for Whitman County, Washington

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met on Monday, October 3 and 17, 2016, and held the budget hearings for the 2017 fiscal budget for all County Funds as detailed below; and,

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

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

WHEREAS, the final taxable evaluations for Current Expense are **\$5,945,154.87**; and,

WHEREAS, the estimated expenditures set forth in this budget are necessary, sufficient and needed to carry on the operations of the government of Whitman County, State of Washington, for fiscal year 2017; and,

WHEREAS, the final budgets for County Current Expense departments, Special Revenue, Debt Service, Capital Projects, Enterprise and Internal Services funds of Whitman County are attached.

NOW, THEREFORE BE IT RESOLVED that:

1. The final budgeted expenditures for the several offices, departments, and funds of said Whitman County fiscal year 2017 will be set forth as attached and the amounts are appropriated for the indicated funds; and,
2. The 2017 budget is being passed in two separate authorizations each with separate spending limitations:
 - wages & benefits and
 - all other expenses; and,
3. Pursuant to RCW 36.40.080 and 36.40.100 the Board of County Commissioners has the legal authority to take this approach and every county official shall be limited in the making of expenditures or the incurring of liabilities to the amount of the detailed appropriation items or classes respectively; and,
4. The purpose of this change will provide better capacity to monitor budget spending under current revenue constraints; and,

BOCC MINUTES-12/19/16

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

PASSED, APPROVED AND ADOPTED this 19th day of December, 2016.

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

<u>Dept. #</u>	<u>Department</u>	<u>Personnel Expenditures</u>	<u>Operating Expenditures</u>	<u>Total</u>
009	Commissioners - Dept.	\$ 341,326.00	\$ 18,560.00	\$ 359,886.00
010	General Government	94,644.00	3,762,672.00	3,857,316.00
012	Administrative Services	86,839.00	110,025.00	196,864.00
013	Human Resources	193,278.00	16,560.00	209,838.00
020	Superior Court	154,257.00	21,600.00	175,857.00
030	District Court	717,960.00	6,400.00	764,360.00
040	Clerk	208,673.00	31,550.00	240,223.00
050	Treasurer	341,188.00	30,237.00	371,425.00
060	Auditor	697,251.00	128,280.00	825,531.00
080	Assessor	388,605.00	30,090.00	418,695.00
100	Prosecuting Attorney	580,045.00	42,500.00	622,545.00
105	Child Support Enforcement	114,000.00	21,000.00	135,000.00
120	Facilities Management	231,200.00	528,222.00	759,422.00
140	Sheriff	2,801,455.00	891,400.00	3,692,855.00
170	Juvenile Services	358,749.00	254,066.00	612,815.00
200	Weed Control	83,526.00	16,903.00	100,429.00
220	Coroner	118,574.00	51,350.00	169,924.00
240	County Extension	61,109.00	61,674.00	122,783.00
260	Emergency Management	114,449.00	118,660.00	233,109.00
280	Public Health	684,338.00	143,703.00	828,041.00
300	Fair	131,328.00	168,060.00	299,388.00
310	Parks & Recreation	199,122.00	44,621.00	243,743.00
320	Information Technology	<u>211,678.00</u>	<u>8,775.00</u>	<u>220,453.00</u>
	Total Personnel	\$ 8,913,594.00		
	Total Operating		\$ 6,546,908.00	
	Total Department			\$ 15,460,502.00

<u>Fund #</u>	<u>Description</u>	<u>Personnel Expenditures</u>	<u>Operating Expenditures</u>	<u>Total</u>
001	Gen Gov't - Current Expense	\$ 8,913,594.00	\$ 6,546,908.00	\$ 15,460,502.00
101	Self-Insurance	-	25,000.00	25,000.00
102	Building & Development	117,753.00	138,492.00	256,245.00
103	Countywide Planning	185,865.00	180,400.00	366,265.00
104	Developmental Services	73,044.00	832,280.00	905,324.00
106	Extension Publications	-	200.00	200.00
108	Veterans Relief	-	85,600.00	85,600.00
109	Homeless Housing Plan	-	350,000.00	350,000.00
110	County Road - PW	3,854,436.00	15,610,063.00	19,464,499.00
112	Public Facilities Improvement	-	3,806,556.00	3,806,556.00
115	Hotel/Motel Tax	-	42,352.00	42,352.00
116	Domestic Violence Services	-	906.00	906.00
117	Boating Safety	34,000.00	72,600.00	106,600.00
118	Inmate Welfare	-	34,000.00	34,000.00
120	Historical Preservation/Programs	-	38,500.00	38,500.00
122	Sheriff K-9 Unit	1,100.00	11,400.00	12,500.00
123	Paths & Trails	40,921.00	174,355.00	215,276.00
125	Donations & Planned Giving	-	345,779.00	345,779.00
126	Treasurer M&O	8,522.00	6,000.00	14,522.00
127	Quad City Drug Task Force	57,513.00	302,487.00	360,000.00
128	Crime Victims/Witness	91,666.00	28,517.00	120,183.00
130	Inter-Local Drug Fund	-	17,500.00	17,500.00
132	Auditor's Document Preservation	-	180,900.00	180,900.00
133	Commissioners Special Revenue	-	300,000.00	300,000.00
134	Elections Reserve	-	87,100.00	87,100.00
135	Prosecutor STOP Grant	16,119.00	10,000.00	26,119.00
136	District Court Funds	-	47,250.00	47,250.00
138	Federal Equitable Sharing	5,000.00	245,500.00	250,500.00
141	Washington Housing SHB 2060	-	30,000.00	30,000.00
143	Trial Court Improvement	-	130,523.00	130,523.00
144	Emergency Communication System	183,144.00	976,856.00	1,160,000.00
200	Debt Service - External	-	166,892.00	166,892.00
210	Debt Service - County - Inside	-	86,890.00	86,890.00
300	Capital Projects	-	4,046,392.00	4,046,392.00
320	Capital Projects - Outside Sources	-	124,994.00	124,994.00
400	Solid Waste - PW	682,250.00	5,585,750.00	6,268,000.00
410	Solid Waste Reserve	8,000.00	1,680,500.00	1,688,500.00
501	Equipment Rental & Revolving	680,207.00	5,893,443.00	6,573,650.00
511	Unemployment Insurance Revolving	50,000.00	165,000.00	215,000.00
515	Information Technology - Operations	-	1,323,110.00	1,323,110.00
	Total Personnel	\$ 15,003,134.00		
	Total Operating		\$ 49,730,995.00	
	Total All Funds			\$ 64,734,129.00

11:00 a.m. - Public Works.

Present: Mark Storey, Phil Meyer, Dean Cornelison, Tom Kammerzell and Garth Meyer.

078432 21A. The following Public Works related issues discussed/approved:

ACTION ITEMS:

078433 22. Mr. Storey said the Spokane WSDOT office has authorized awarding the bid contingent on receiving the Employment Security release letter.

Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to award the bid for countywide safety project bid to Frank Gurney, Inc. for \$680,015.50 contingent upon receipt of the Employment Security release letter.

DIVISION UPDATES:

D078433A 23. The following division updates provided by Public Works staff.

Maintenance Division:

D078433B 23A. Phil Meyer reported all crews are plowing snow. District 2 experienced much drifting.

Engineering Division:

D078433C 23B. According to the Director, the Sand Road is now open to the public. Crushing will continue for a while but all road work has stopped until spring.

Planning Division:

D078433D 23E. Mr. Storey said staff and the Board have been working on the Permit Exempt Wells issue (HIRST). He will be visiting with the Prosecutor within the next few weeks and will report back to the Board. Depending upon the Prosecutor, he may recommend seeking legal assistance outside of the Prosecutor's office.

11:10 a.m. - Recess.

11:15 a.m. - Reconvene/Board Business Continued.

Present: Tom Kammerzell, Kara McMurray and Chelsea Embler.

078434 24. The regular meeting was recessed and the hearing convened by the Chairman for the Kammerzell open space reclassification hearing.

Mr. Kammerzell said he desires the reclassification from Farm and Agricultural to the Open Space classification so that the land is classified for the correct use.

There being no public comments, the hearing was adjourned and the regular meeting reconvened.

078435-078437 25. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the application for open space reclassification by Maple K Enterprises, LLC. Three sets of the Notice of Approval and Open Space Taxation Agreements were signed by the Board and forwarded to Mr. Kammerzell for his signatures and return.

D078437A 26. Approved documents signed.

12:00 p.m. - Recess.

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

Present: Mike Berney, Greater Columbia Behavioral Health (GCBH) and Troy Henderson, Public Health.

078438 27. Mr. Berney reviewed the regular meeting of the Greater Columbia Behavioral Health (GCBH) Board of Directors held on December 1, 2016.

D078438A 27A. GCBH Executive Session(s):

A briefing was provided to the Board of Directors regarding potential litigation in the termination of an employee at the Regional Office. No action was taken.

D078438B 27B. GCBH Funding and Fiscal Operations Committee Report:

- The Committee did meet in November and recommended the Chair appoint two additional members to the Committee. The Chair appointed individuals to Committee.

In addition, a number of updates were provided to the Board covering:

- Center for Medicare and Medicaid Services (CMS) ruling that Medicaid can only be used to fund inpatient/residential for up to 15 days in a month. To go into effect July 1, 2017. This is not included in rates proposed by the actuary; actuary study update provided.

D078438C 27C. GCBH Corporate Compliance Committee Report:

There was no business to come before the Committee so it did not meet in November. We have been told that Corporate Compliance will be an area of emphasis by the State in 2017.

D078438D 28D. GCBH Regional Office update:

- Preview of a possible upcoming policy question: Some initial conversation has begun between several Behavioral Health Organizations (BHO's) about proposing to the Governor/Legislature that the BHO's not cease to exist in 2020 as the current State-wide plan calls for. The BHO did stop operating in the one pilot area of Washington.
- The State-only funding stream was small to begin with and has been cut twice by DSHS. We are watching it closely to ensure that it will last through the end of the biennium. If it looked like these dollars were running out we would need to cut back outpatient services to non-Medicaid individuals covered by this funding.
- The Division of Behavioral Health and Recovery, the State Division that oversees public Mental Health and Substance Use Disorder services in Washington, is being moved from the Department of Social and Health Services to the Health Care Authority.
- Commissioner Bouchey from Yakima County is no longer on the GCBH Board of Directors. Commissioner Jackson from Columbia County was elected to the Executive Committee of the Board as Secretary to replace Commissioner Bouchey. Whitman County voted in favor of Commissioner Jackson becoming Secretary.

078439 28. Designation of an Accountable Communities of Care letter was reviewed by the Board. Mike Berney was in agreement with Whitman County's re-designated into the Better Health Together Accountable Communities of Health. However, he also requested the relationship between Whitman County and the Greater Columbia Behavioral Health Organization (GCBHO) be continued until the full integration phase of the Washington health care reform plan in 2020. Troy Henderson indicated he had no objection to Mr. Berney's request. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to send a revised letter regarding designating communities of health.

D078439A 29. Tuesday, December 20, 2016 workshop not needed.

2:00 p.m. - Recess.

D078439B THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, 27, 2016 at 9:00 a.m.** Chairman Michael Largent, Arthur D Swannack and Dean Kinzer, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: David Frazier, Gary Petrovich, Jill and Leah Swannack, Michele Beckmann and Joan Berdal.

078440-078441 30. Oath of Office for Commissioners Kinzer and Swannack were administered by Superior Court Judge David Frazier.

D078441A 31. Approved consent agenda items signed.

078442 32. General/Veterans' Relief/Payroll warrants numbered **326946-327069** and **327086** for **\$759,563.55**.

078443-078491 33. Personnel change orders.

D078491A-D078491B 34.-35. Not used.

D078491C 36. Other Year-end business.

D078491D 36A. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve the 2017 signature delegation authorizations as presented. Pursuant to County Code regarding delegation of purchase orders, claims and payroll responsibilities, authorization forms were signed by the Board and forwarded to the Auditor's office as follows:

078492 36B. Auditor

078493 36C. Coroner

078494 36D. Commissioner Swannack **moved** Commissioner Kinzer **seconded** the motion and it **carried** to approve a resolution dissolving the Information Technology Operations Bulk Paper Revolving Fund.

RESOLUTION NO. 078494

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 27, 2016; and

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington recognizes the need to eliminate the Information Technology Operations Bulk Paper Revolving Fund #515.320.003 Account originally created on February 11, 2011 and to move any assets to Fund #001.000.000 Account #131.10.999000000 where the funds originated.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of County Commissioners for Whitman County agree to eliminate the Information Technology Operations Bulk Paper Revolving Fund Account #515.320.003 and move any assets to Current Expense Fund 001.000.000.

PASSED, APPROVED AND ADOPTED 27th day of December 2016 and effective as of December 31, 2016.

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

8:30 a.m. - BOCC Workshop.

Present: Mark Storey (9:45 a.m.) and Troy Henderson (10:05 a.m.).

078495 37. The following items were discussed but no action was taken.

- Environmental Health Video Equipment
- Intergovernmental Loans Moratorium
- Weed Board Members/Staff
- Martin Hall/ESD 101
- Non-Represented Policy Steps
- Permit Exempt Wells
- New Audit Standards for Fed. Grants
- Public Health Website/Website Comm.
- GIS Update
- Agricultural Burning/DOE

10:50 a.m. - Adjournment.

D078495A Commissioner Swannack **moved** to adjourn the **December 19** and **27, 2016** meeting. Motion **seconded** by Commissioner Kinzer and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **January 3, 2017**. The foregoing action made this **27th** day of **December 2016**.

ss/ ARTHUR D SWANNACK, COMMISSIONER
ss/ DEAN KINZER, COMMISSIONER

MARIBETH BECKER, CMC
Clerk of the Board

MICHAEL LARGENT, CHAIRMAN
Board of County Commissioners