

## Minutes for December 20, 2010

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**071412 THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, December 20, 2010 at 9:00 a.m.** Chairman Greg Partch, Patrick J. O'Neill and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Gary Petrovich, Maribeth Becker, Bob Lothspeich, Joe Smillie, Sarah Mason (9:00 a.m.) and Commissioner Largent (9:20 a.m.).

**071413 1.** Items discussed included Colfax 2011 criminal justice contract, financial update, account reconciliation write-off resolution and vacation leave accrual. No action taken.

**10:00 a.m.** - Chris Nelson, Janet Schmidt, Joe Smillie, Sarah Mason and one member of the public.

**D071413A 2. Motion** by Commissioner Largent to accept the consent agenda. Motion **seconded** by Commissioner O'Neill and **carried**.

**071414 3.** Claims/Payroll warrants numbered **246580-246608, 246633-246657, 246802-246855 and 246935-246992** for **\$1,643,887.50** approved.

FUND	FUND NAME	AMOUNT	AMOUNT	AMOUNT
001	Current Expense	52,404.63	25,747.62	43,696.20
102	Building & Development	1,709.20	152.94	36.50
103	Countywide Planning	1,838.60		72.98
104	Developmental Services			39,337.50
108	Veterans Relief			400.00
110	County Roads	18,112.80	690.75	3,589.84
111	CETC Building		10.00	
121	County Bulk Purchasing Paper		1,551.89	
127	Drug Enforcement-Quad City	400.00		807.49
128	Crime Victims/Witness-Pros. 000	350.00		
134	Elections Reserve 000			85,683.22
135	Prosecutor's Stop Grant	150.00		
144	Emerg. Communicat. 144.260.001	250.00	9,447.58	4009.51
300	CIP Asset Acquisit. 300.010.001		98.10	
300	CIP Computer 300.010.003		20,402.38	
300	CIP Cap. Projects 300.010.005			16,934.82
400	Solid Waste	800.00	752.81	130,672.64

**BOCC MINUTES-12/20/10**

410	Solid Waste Reserve			
501	Equipment Rental & Revolving	5,047.40	211,719.87	41,491.19
513	Communic. Revolving 513.320.000		11,121.33	
652	Fire District #5-Lamont		6,464.10	
660	Whitcom-General 660.911.000		75,867.34	993.51
660	Whitcom-Grant 660.911.001		31,760.01	
690	Clearing-Medical 690.005.000		17,542.50	169,446.75
ET	Electronic Transfer	450,622.50		

**D071414A 4.** Veterans Request approved.

**071415 5.** December 20, 2010 minutes approved.

**071416-071419 6.** Personnel board orders approved.

**071420 7.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to authorize a visa credit card request for the Fair/Facilities Management Departments in the amount of \$5,000.

**071421 8.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to approve the 2011 HP3000 mainframe maintenance contract with Priority Support Group.

**D071421A 9.** The Commissioner delayed action on the 2011 WSU memorandum of agreement for extension agent wages until after passage of the 2011 budget on December 27<sup>th</sup>.

**10:10 a.m.** - Bob Reynolds and Esther Wilson.

**071422-071423 10.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to approve two (2) leave accrual carry-over requests as presented.

**071424 11.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to appoint Bob Bates to a 5-year term on the Whitman County Rural Library Board of Trustees. Mr. Bates' term will expire 12/31/15.

**10:20 a.m.** - Valerie Robinson, Mark Storey and Evon Jones.

**071425 12.** Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to sign the 2011-2012 agricultural burning agreement with Pine Creek Conservation District.

**071426 13.** Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to sign a letter to the Department of Ecology requesting continued delegation authority to administer the 2011-2012 agricultural burning permit program within Whitman County.

**BOCC MINUTES-12/20/10**

**071427** 14. A letter was received from the Chair of the Water Conservancy Board notifying the commissioners that Ed Schultz's term will expire 7/16/11 and he is not seeking reappointment.

**071428** 15. A letter of support for the appointment of Jay W. Holzmilller to the Washington Fish and Wildlife Commission was received from the Asotin County Commissioners.

**071429** 16. An email was received from Les Wigen voicing his support for repairing the CETC building.

**071430** 17. Notice of establishments in Whitman County whose liquor license will expire 3/31/11 was received from the Washington State Liquor Control Board.

**071431** 18. City of Colfax ordinance #10-06 adopting their 2011 budget was received.

19. Executed copies of the following documents received:

**071432** Administrative Office of the Courts agreement #IAA10189-2 (06/30/11),

**071433** Department of Revenue for administration of county enhanced 911 excise tax, and

**071434** Anderson Peretti & Co. (\$25,000).

**071435** 20. Commissioners' pending list reviewed.

**10:30 a.m. - 2011 Whitman County Preliminary budget.**

Present: Tim Myers, Gary Petrovich, Mark Storey, Evon Jones, Janet Schmidt, Chris Nelson, Bob Reynolds, Marlynn Markle6y, Fran Martin, Kelli Campbell, Kristina Cooper, Esther Wilson, Bob Lothspeich, Denis Tracy, Joe Reynolds, Eunice Coker and 3 visitors, Valerie Robinson, Jeff Mannix, Joe Smillie and Sarah Mason.

**071436** Hearing reconvened by Chairman Partch.

Commissioner Largent gave a synopsis of the work he has been doing on the 2011 preliminary budget. However, until some corrections have been made to the model he is working on, it won't be available for dissemination. The Board is looking at various concepts, identifying the debt and considering how much cash will be allocated to that debt. At present, the deficit is estimated at \$660,000.

Gary Petrovich thought it was important to continue to receive input from all department heads before finalization and adoption of the budget.

## **BOCC MINUTES-12/20/10**

The Chairman opened the hearing to public comment.

Using one of Commissioner Largent's draft models, Denis Tracy spoke about restricted/unrestricted reserves and the use of \$330,000 unrestricted reserves to offset the \$660,000 deficit. In doing so, the county would retain a \$2.9 million reserve which is a little more than 25% of the current expense budget for the year and more than what other counties have in reserve. He understood the Board is considering 2-3 different scenarios and was against not using reserves. One of the scenarios is to cut 2.66% from every department. Based on the 2011 preliminary submissions, that would mean a \$16,000 reduction in the Prosecutor's budget and an \$85,000 reduction to the Sheriff's budget. The Sheriff is unavailable and asked Mr. Tracy to speak on his behalf. According to Mr. Tracy these amounts are severe for both departments. He will have to leave one support position in his office unfilled causing slowdowns and a backlog in his office. The Sheriff would have to put off needed supplies but both departments would get by.

Discussion about one of the more complex scenarios and its effects ensued involving bringing the 2011 preliminary budget to the 2010 budget amendment #3 level.

The Prosecutor said one suggestion he heard was that the Board would be willing to reconsider things after the first of the year and after the new financial system is in place. However, a deputy prosecutor and deputy sheriff should not have to live in fear of their jobs when funds are available. He could see that the Board was being responsible with county funds but did encourage them to also be responsible with the county employees.

Auditor Eunice Coker reminded everyone that cash is not the same as budget and much more information would need to be added to the Prosecutor's suggestion. The Auditor also pointed out amendments to the budget place much unnecessary work on employees when the problem can be resolved now by using cash.

Gary Petrovich reviewed cash, revenue and expenditures year-to-date in comparison to 2009. (Details included in #D071438C.)

Commissioner Partch noted 2011 anticipated revenue is estimated to be approximately \$1.5 million less than 2010.

**11:10 a.m.** - Kirk Suess.

The Chairman advised those in attendance that the Board is available to meet individually with anyone about the budget and anyone is welcome to attend their scheduled budget workshops.

**BOCC MINUTES-12/20/10**

There being no further discussion, the hearing was adjourned. The Board is scheduled to adopt the 2011 county budget on December 27<sup>th</sup> at 10:30 a.m.

**071437** An email was received from J.B. Cedar in support of the Sheriff.

**11:15 a.m. - Mark Storey, Public Works Director.**

Present: Evon Jones and Janet Schmidt.

**ACTION ITEMS**

**Engineering Division:**

**071438** 1. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** that the resolution to establish fees for road name changes be signed as presented.

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

In the Matter of Establishing )  
Fees for Road Name Change Requests ) **RESOLUTION NO. 071438**  
Countywide - Whitman County Road )  
Department, Whitman County, ) **ESTABLISHING FEES**  
Washington )

WHEREAS, the Whitman County Road Department in the past has been asked by citizens around the county to initiate a process to change the name of a particular county road; and,

WHEREAS, the Whitman County Road Department incurs cost when processing a request to change the name of a county road, including advertising for a hearing, staff time, and signage changes if approved; and,

WHEREAS, the County Engineer has determined that the operation of the County Road Department does not specifically benefit from the proposed name change; and,

WHEREAS, the Board recognizes the necessity to operate the Road Department in a cost effective manner with respect to all residents.

NOW THEREFORE, BE IT HEREBY RESOLVED that Whitman County will require the requesting property owner(s) to pay the costs to process a road name change, including, but not limited to, advertising, staff time, and signage changes resulting from the road name change, beginning on the twentieth day of December, 2010.

ADOPTED this 20<sup>th</sup> day of December, 2010.

BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
Greg Partch, Chairman

ATTEST:

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Patrick J. O'Neill, Commiss.

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Maribeth Becker, CMC  
Clerk of the Board

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Michael Largent, Commissioner

**Solid Waste Division:**

**D071438A 2.** Mr. Storey will be attending the Oakesdale Council meeting tonight and the Pullman City Council meeting on January 18<sup>th</sup> to discuss the County's Solid Waste Management Plan.

**Maintenance Division:**

**D071438B 3.** Mr. Storey shared thank you notes for the work performed by the Road Department from Doug and Donna Robinson and Steve Krigbaum. In addition, Trevor Bennett sent a note thanking the department for allowing him to job shadow at the Colfax shop.

**11:30 a.m. - Board Business Continued/Monthly Financial Review.**

Present: Bob Lothspeich, Bob Reynolds, Chris Nelson, Denis Tracy, Esther Wilson, Evon Jones, Fran Martin, Gary Petrovich, Greg Partch, Janet Schmidt, Kelli Campbell, Mark Storey, Michael Largent, Pat O'Neill, Tim Myers, Joe Smillie, Sarah Mason, Jeff Mannix and Jennifer Robinson.

Excused: Eunice Coker and Kim Kopf.

**D071438C 21.** The November 2010 month ending financial report provided by Gary Petrovich.

November 2010 Cash Balance - \$2,300,011  
November 2009 Cash Balance - \$2,762,000

November 2010 Revenue - \$10,154,000  
November 2009 Revenue - \$10,380,000

November 2010 Expenditures \$10,800,000  
November 2009 Expenditures \$10,057,000

In additional to the financial review, questions and comments about the 2011 budget process and increased retirement contributions and liability and industrial insurance costs was held.

**BOCC MINUTES-12/20/10**

**12:05 p.m. - Recess.**

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

Present: Tim Myers, 3 Park Board Members and Kelli Campbell.

Commissioner Largent excused himself from the meeting.

**071440 22.** Commissioner O'Neill **moved** Commissioner Partch **seconded** the motion and it **carried** to enter into a lease agreement with the Washington Parks and Recreation Commission for the Steptoe Butte State Park Communication Site Lease #L171502WHI1 (12/31/14).

**071441 23.** Items discussed included Parks and Developmental Services updates. No action taken.

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

**D071441A THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Tuesday, 21, 2010** at **10:30 a.m.** Chairman Greg Partch, Patrick J. O'Neill and Michael Largent, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

**10:30 a.m. - Meeting Reconvened/Board of Health.**

Present: Kelli Campbell, Gary Petrovich and Denis Tracy.

**071442 24.** The 2011 preliminary budget discussed. No action taken.

**11:15 a.m. - Adjournment.**

**D071442A** Commissioner O'Neill **moved** to adjourn the **December 20 and 21, 2010** meeting. Motion **seconded** by Commissioner Partch and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **December 27, 2010**. The foregoing action made this **21st** day of **December 2010**.

ss/ PATRICK J. O'NEILL, COMMISSIONER  
ss/ MICHAEL LARGENT, COMMISSIONER

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MARIBETH BECKER, CMC  
Clerk of the Board

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GREG PARTCH, CHAIRMAN  
Board of County Commissioners