

Minutes for December 29th, 2003

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061988 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **December 29, 2003** at **10:00 a.m.** G.R. "Jerry" Finch, Chairman, Greg Partch, and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

10:00 a.m. - Board Business.

D061988A 1. Call to Order/Pledge of Allegiance.

D061988B 2. Motion by Commissioner Wigen to accept the consent agenda with the deletion of item #1. Motion **seconded** by Commissioner Partch and **carried**.

061989 3. December 22, 2003 minutes approved.

061990-062002 4. Personnel board orders approved.

10:05 a.m. - Bev Welch and Susan Nelson.

5. 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**. Commissioner Partch later asked that these forms be standardized. The Clerk will do so.

062003 Administrative Services, Commissioners, Human Resources
062004 Assessor
062005 Auditor
062006 Clerk
062007 Cooperative Extension
062008 Coroner
062008A Developmental Services
062009 District Court
062010 Information Services
062011 Juvenile Court
062012 LEOFF 1
062013 Parks, Fair, Facilities Management
062014 Public Health
062015 Public Works
062016 Superior Court
062017 Treasurer
062018 Web Page Committee
062019 Weed Department

062020 Whitcom

062021 6. Motion by Commissioner Partch seconded by Commissioner Wigen and carried to sign the 2004 elected officials salaries resolution.

RESOLUTION NO. 062021

2004 WHITMAN COUNTY ELECTED OFFICIALS' SALARIES

WHEREAS, the Board of County Commissioners review the salaries of Whitman County elected officials annually; and,

WHEREAS, Judicial salaries are set by the State and not controlled by the County, therefore, the District Court and Superior Court judges salaries are not included herein; and,

WHEREAS, the Whitman County Commissioners are in the process of establishing a salary commission to research wages for county commissioners and all other Whitman County elected officials with the exception of judicial positions.

NOW THEREFORE IT IS HEREBY RESOLVED that effective January 1, 2004, the monthly salaries of the following listed elected officials shall remain the same as in 2003 pending results of the salary commission's research:

<u>Elected Office</u>	<u>2003 Salary</u>	<u>2004 Salary</u>
Assessor	\$3,568	\$3,568
Auditor	\$3,568	\$3,568
Clerk	\$3,568	\$3,568
Commissioners	\$3,548	\$3,548
Coroner	\$1,935	\$1,935
Prosecutor	\$5,893	\$5,893
Sheriff	\$4,685	\$4,685
Treasurer	\$3,568	\$3,568

Dated this 29th day of December 2003 and effective as of January 1, 2004.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

G.R. Finch, Chairman

Greg Partch, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Les Wigen, Commissioner

10:10 a.m. - Eunice Coker, Dan Brown and Rana Reavis.

062022 7. Upon the advice of County Prosecutor, Denis Tracy, the commissioners will table signing an agreement with the City of Moscow adding them to WHITCOM until after the new Moscow City Council members take office.

062023 8. Ms. Welch explained in order to connect the generator from the Information Services Building (ISB) to Public Service Building (PSB) additional costs of \$3,800-\$4,000 for equipment and labor is being requested. This amount includes tax but not shipping. Much of the labor won't be completed until after the new year.

Chairman Finch thought all these costs were included in the September 22nd pre-planning discussion. Dan Brown said these costs are for a second transfer switch. Bev Welch interjected, at the last meeting they were discussing just the ISB being connected to the generator. Today's request is for the costs of connecting the two buildings and the Public Health and Public Works Directors must decide where they want the generator power to end up.

Commissioner Partch also thought these costs were included in the previous discussion when the costs were distributed among the 3 departments. Bev Welch pointed out those costs were only for the generator.

The Clerk of the Board read the minutes from the September 22nd meeting clarifying the additional expenses.

10:20 a.m. - Jerry Jones.

The Chairman inquired if this will be the last of the expenses for this project. The Director indicated other expenses involve Public Works connecting the line from the building to their department. The Public Works Director will have to contact the Board regarding that portion of the project.

Chairman Finch said in the future, there must be a bottom line to these types of expenses otherwise he will be very reluctant to take on any new projects.

Mr. Brown said originally Nolan's installed one regulator for the entire ISB. In the event they decide to add a gas hot water tank they could use the same regulator. Nolan's is responsible for installing another regulator on the outside of the building.

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Commissioner Partch asked once the regulator and panel is installed and Dane meets with the Board about the Public Works connection will the entire ISB project be done? Mr. Brown said the only think he could think of is the potential transfer of the telephone equipment from the Prosecutor's office to the ISB.

Motion by Commissioner Wigen **seconded** by Commissioner Partch and **carried** to authorize additional generator expenses not to exceed \$4,000 (from the bond fund).

9. County Auditor Eunice Coker presented two requests increasing the credit limit for cards as follows:

062024 from \$1,000 to \$5,000 for travel and small office purchases and
062025 from \$1,000 to \$1,500 for election postage.

Motion by Commissioner Partch **seconded** by Commissioner Wigen and **carried** to authorize the adjustment for these two credit cards.

062026 10. A list of employees who have not fulfilled their required annual bloodborne pathogen training was received from Human Resources.

Motion by Commissioner Partch **seconded** by Commissioner Wigen and **carried** to take this over by writing a letter to each individual that has not completed the required training and setting a date for them to do so.

062027 11. The commissioners wrote a letter to the Palouse Empire Fair Board requesting their vendors not sell look-alike cigarettes and false lighters at the county fair.

D062027A 12. Commissioners' pending list reviewed.

11:00 a.m. - Board Business Continued/BOCC Workshop.

Present: Kelli Campbell (11:00 a.m.) and Chad Connors (11:30 a.m.).

D062027B 13. Items discussed included the smoking and drug-free workplace policies. No action taken.

12:00 p.m. - Recess.

2:20 p.m. - Board Business Continued/BOCC Workshop.

Present: Kelli Campbell.

D062027C 13. Continued policies discussion held. No action taken.

2:55 p.m. - Adjournment.

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D062027D Commissioner Partch **moved** to adjourn the **December 29, 2003** 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 **January 5, 2004**. The foregoing action made this **29th** day of **December 2003**.

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

MARIBETH BECKER, CMC
Clerk of the Board

G.R. FINCH, Chairman
Board of County Commissioners