

Minutes for December 29, 2008

Disclaimer: This is only a web copy of the Whitman County Commissioners' Monday Meeting Minutes. Official minutes may be obtained by contacting the Whitman County Commissioners office at (509) 397-5240.

069034 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, December 29, 2008 at 9:00 a.m.** Chairman Michael Largent, G.R. Finch and Greg Partch, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

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

Present: Kelli Campbell and Pat O'Neill.

069035 1. Items discussed included vacation leave accrual, Public Works Director employment contract and Historical Preservation program. No action taken.

9:20 a.m. - Recess.

10:00 a.m. - Pledge of Allegiance.

Present: Kelli Campbell, Bob Lothspeich, Pat O'Neill and Joe Smillie.

D069035A 2. Motion by Commissioner Partch to accept the consent agenda. Motion **seconded** by Commissioner Finch and **carried**.

069036 3. Claims/Payroll warrants numbered **223641, 223664** and **223779-223864** for **\$145,124.21** approved.

FUND	FUND NAME	AMOUNT	AMOUNT
001	Current Expense	162.28	55,522.70
102	Building & Development		1,158.47
103	Countywide Planning		1,188.62
110	County Roads		47,213.90
118	Inmate Welfare	17.54	
123	Paths & Trails-123.310.000	1.83	
127	Drug Enforcement-Quad City		404.86
137	Web Site Development		1,051.05
144	Emerg. Communic.-144.260.001		988.09
300	CIP Asset Acq.-300.010.001	13.96	1,732.52
400	Solid Waste	2,206.94	3,032.67
501	Equipment Rental & Revolving	175.76	26,341.59
510	Photocopier Revolving		1,166.51
513	Communications Revolving		1,345.92
690	Clearing Fund 690.002.000	1,399.00	

BOCC MINUTES-12/29/08

069037 4. December 22, 2008 minutes approved.

069038-069039 5. Personnel board orders approved.

069040 6. Commissioner Finch **moved** Commissioner Partch **seconded** the motion and it **carried** to accept the Human Resources Director's recommendation to authorize a 2% salary schedule shift in 2009 without a job family adjustment for non-represented employees. Proviso, this amount would be adjusted if the Courthouse bargaining unit settles at a different rate.

069041 7. Commissioner Partch **moved** Commissioner Finch **seconded** the motion and it **carried** to authorize a \$650.00 medical cap for non-represented employees in 2009. Proviso, this amount would be adjusted if the Courthouse bargaining unit settles at a different rate.

069042 8. Commissioner Finch **moved** Commissioner Partch **seconded** the motion and it **carried** to sign a transitional contract with Columbia County for professional services as presented (02/27/09).

Commissioner Partch **moved** Commissioner Finch **seconded** the motion and it **carried** to table items #4 and #5 on the agenda.

069043 9. Commissioner Partch **moved** Commissioner Finch **seconded** the motion and it **carried** to sign a resolution adopting the Whitman County Historical Preservation Grant Program as presented.

**RESOLUTION NO. 069043
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

WHEREAS, in 2005 the State Legislature created a new \$1 surcharge per recorded document. The purpose of the funds collected is to "promote historical preservation or historical programs, which may include preservation of historic documents." These funds are to be used "at the discretion of the county commissioners (county legislative authority).

WHEREAS, collection of the historical preservation fees began in September 2005 at the rate of \$1/document. Since then, Whitman County has collected approximately \$22,000 averaging \$3,000-\$4,000 collected per year. To date, none of the collected funds have been used. They are now being made available for historical projects for the first time. A portion of the funds will be retained for County Commissioner discretionary awards.

WHEREAS, the Whitman County Commissioners feel it is appropriate that a grant process policy be established for requesting Historical Preservation funds.

BOCC MINUTES-12/29/08

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Whitman County Commissioners do hereby adopt the attached Historical Preservation Grant Program in accordance with RCW 36.22.170(1)(a).

Dated this 29th day of December 2008 and effective as of January 1, 2009.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Michael Largent, Chairman

Greg Partch, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

G.R. Finch, Commissioner

**WHITMAN COUNTY
HISTORICAL PRESERVATION GRANT PROGRAM
REQUEST FOR PROPOSALS**

RCW 36.22.170(1)(a) ... a surcharge of five dollars per instrument shall be charged by the county auditor for each document recorded, which will be in addition to any other charge authorized by law. One dollar of the surcharge shall be deposited in the county general fund to be used at the discretion of the county commissioners to promote historical preservation or historical programs, which may include preservation of historic documents.

I. Purpose

The purpose of this grant program is to request proposals from qualified entities to use Whitman County Historical Preservation Funds, as established by RCW 36.22.170(1)(a).

II. History

In 2005, the State Legislature created a new \$1 surcharge per recorded document. The purpose of the funds collected is to "promote historical preservation or historical programs, which may include preservation of historic documents." These funds are to be used "at the discretion of the county commissioners (county legislative authority).

Collection of the historical preservation fees began in September 2005 at the rate of \$1/document. Since then, Whitman County has collected approximately \$22,000. To date, none of the collected funds have been used. They are now being made available for historical projects for the first time. A portion of the funds will be retained for County

BOCC MINUTES-12/29/08

Commissioner discretionary awards. An average of \$3,000-\$4,000 per year is collected.

III. Requirements

Applications for Whitman County Historical Preservation funds will be considered as follows:

Minimum Requirements:

1. Applicant entities must perform historic, educational, interpretive or preservation activities within the boundaries of Whitman County to promote or preserve the county's local history.
2. Funds are available for specific projects only. Projects may include acquisition or preservation of local historic buildings, places, artifacts or documents; the development and presentation of local historical programs, interpretation of historic events or infrastructure through signage, performance or art or research into local history that results in a written deliverable or report. Printed or web-based marketing materials or programs to support specific historic aspects of the county encouraging economic development through historic tourism will also be considered.

Additional desirable criteria:

1. A balanced geographic distribution of projects throughout the county.
2. Projects with long-term sustainable benefits, either through education, marketing or infrastructure projects, to increase awareness of the importance of historic preservation of buildings, artifacts, documents and places specific to Whitman County.
3. Projects which leverage funds from other sources.
4. Applicants with a history of historical preservation activities.
5. Projects which bring economic benefit to the Whitman County communities.

Questions about applications, requirements, criteria or the application process should be directed to the Blue Ribbon Advisory Task Committee or the County Commissioners at maribethb@co.whitman.wa.us. Answers will be shared with all known applicants.

IV. Terms of Submission

An application form is attached to this Request for Proposal. The due date for applications is 5:00 p.m. on Friday, _____.
Mailed/hand delivered submissions should be sent to:

Whitman County Commissioners' Office
Historical Preservation Grant Program
400 N Main Street
Colfax, WA 99111

V. Payments/Reports

BOCC MINUTES-12/29/08

Reimbursement of expenses will be made only upon submission of paid invoices and receipts.

A final report will be required of all awardees detailing the project and evaluating its success.

Said report shall be submitted in written an electronic formats and shall include project cost/benefit analyses, documentation of matching funds when applicable, drawings, photos and examples of the specific preservation work performed. Emphasis should be placed upon long-term, sustainable benefits to the preservation of Whitman County history.

**WHITMAN COUNTY
HISTORICAL PRESERVATION GRANT PROGRAM
APPLICATION**

Whitman County has established the Whitman County Historical Preservation Grants Program in accordance with R.C.W. 36.22.170(1)(a) to help fund historical preservation projects within the county. Applicants must be non-profit or governmental entities which perform educational, interpretive or preservative activities which promote or preserve the county's local history as defined in the request for proposals.

Projects may include acquiring or preserving local historic buildings, places and artifacts, documents and developing and presenting local historical programs or events or performing research into local history. (See suggested language in RFP)

Applications must be completed in full and mailed/hand delivered to the Whitman County Commissioners' Office by 5:00 pm on Friday, March 20, 2009.

Organization Name: _____
Organization Type: _____
Mailing Address: _____

Contact Person: _____ Title: _____
Email: _____ Phone: _____
Organization Web Site Address (if applicable): _____
Total Project Cost: \$ _____ Amount Requested: \$ _____
Project/program timeframe: From: _____ To: _____

Signature of Authorized Representative (required): _____ Date: _____

**WHITMAN COUNTY
HISTORICAL PRESERVATION GRANT PROGRAM
APPLICATION - ORGANIZATION INFORMATION**

Mission Statement or Brief Applicant Overview:

History of Organization:

No. Full-Time Staff: _____ No. Part-Time Staff: _____

No. Volunteers: _____ No. Volunteer Hours: _____

No. on Board of Directors: (If no Board, write 0) _____

Overview of Past and Current Historical Preservation/Promotion Activities:

Overview of Other Services or Programs Provided:

**WHITMAN COUNTY
HISTORICAL PRESERVATION GRANT PROGRAM
APPLICATION - PROJECT INFORMATION**

Name of Project/Program:

Describe Project/Program:

Partners in Project/Program and Their Roles:

Primary Benefits of Project/Program:

Primary Beneficiaries of Project/Program:

Total Project Cost: \$_____ Amount Requested: \$_____

(Attach a full project budget with supplemental information.)

Other Expected Funding Sources:

Source:

Amount of Expected Funding: \$_____

Already Applied? _____

Already Awarded? _____

Please submit with the application the following supplemental information:

- * If applicant is a nonprofit, copy of applicant's IRC Section 501(c) letter of determination.
- * If applicant is a nonprofit, copy of applicant's most recent IRS Form 990.
- * Copy of applicant organization's budget for the year.
- * Detailed project budget.

BOCC MINUTES-12/29/08

Mail/hand-deliver 1 original and 13 copies of the completed application materials by 5:00 p.m. on Friday, _____ to:

Whitman County Commissioners' Office
Historical Preservation Grant Program
400 N Main Street
Colfax, WA 99111

069044 10. Commissioner Partch **moved** Commissioner Finch **seconded** the motion and it **carried** to approve the 2009 commissioner committee assignments.

Commissioner District I, Greg Partch

Aging & Long Term Care of Eastern WA Governing Board (ALTCEW) (Committee Paid Expenses)
Joint Planning Advisory Committee II (JPAC)
Martin Hall Juvenile Facilities Consortium (MH)
Palouse Local Work Group
Public Defense Advisory Committee
Rural Transportation Planning Organization (RTPO)
Senior Assistance Fund of Eastern Washington (SAFE)
Southeast Washington Economic Development Association (SEWEDA)
Transportation Improvement Board (TIB) (State Paid Expenses)
Whitcom Executive Board
Workforce Development Council (WDC) (State Paid Expenses)

Commissioner District II, Pat O'Neill

Council on Aging & Human Services (COA&HS)
Developmental Services Advisory Board (DSAB) (Non-Member)
Juvenile Justice Advisory Committee (JJAC)
Palouse River Counseling Center Advisory Board (PRCC) (Non-Member)
Safety Committee (SC)
Scenic Heritage Byways Committee
United Way of Pullman (FEMA)

Commissioner District III, Michael Largent

Agricultural Burning Task Force (DOE)
Greater Columbia Behavior Health Regional Support Network (GCBH) (Primary) (Mike Berney-Alt.)
LEOFF I Board
Palouse Basin Aquifer Committee (PBAC)
Palouse Empire Fair Board (PEF)
Palouse Empire Fair Foundation (PEFF)
Salmon Recovery Board (SRB)
Washington Counties Insurance Fund (WCIF) (Paid Expenses) (Primary) (Kelli Campbell-Alt.)

BOCC MINUTES-12/29/08

Washington Rural Counties Insurance Pool (WRCIP) (Primary) (Sharron Cunningham-Alt.)

Water Resource Investment Area (WRIA) 34-Whitman County

Water Resource Investment Area (WRIA) 35-Garfield County

Water Resource Investment Area (WRIA) 56-Spokane County

Whitman County Business & Development Association (WCB&DA) (Primary)

Chairperson

Board of Law Library

Capital Improvement Program (CIP)

Finance Committee

Hearings Examiner Board

Incident Team (IT)

Transportation Policy Board (TPB)

All Commissioners Attend

Board of Health (BOH)

Board of Equalization (BOE)

Elected Officials Meetings (EO)

Financial Report Meetings

Joint Latah County/Whitman County

Joint Port of Whitman County/Whitman County

Law & Justice Planning Council (L&J)

Quad Counties Meetings (QC)

All Commissioners May Individually Attend Occasionally (BOCC-Not Members)

Accounting Technicians Meeting (ATM)

Associate Development Organization (ADO)

Civil Service Commission

Community Education Training Center Advisory Committee (CETCAC)

Emergency Communication Advisory Committee (ECAC)

Extension Steering Committee

Noxious Weed Control Board

OKKO Club

Park & Recreation Board

Road and Bridge Advisory Board (RBAB)

Solid Waste Advisory Committee (SWAC)

TEA-21 or ISTEPA or SAFE-TEA Committee

Water Conservancy Board (WCB)

Web Committee

Wellness Committee

Commissioners Should Not Attend Unless Invited

Blue Ribbon Advisory Task Committee

Board of Adjustment

Citizens' Commission for Salary for Elected Officials

Classification Committee

Elected & Appointed Team Committee

BOCC MINUTES-12/29/08

Planning Commission

11. Commissioner Finch **moved** Commissioner Partch **seconded** the motion and it **carried** to sign the following grant application data forms.

069045 Community Action Services \$122,968

069046 Community Action Services \$3,000

069047 **12.** Commissioners' pending list reviewed.

D069047A **13.** Commissioners Largent took this opportunity to thank Commissioner Finch for his mentoring, hard work, judgment and kindness as he was learning the job and he will miss him.

Commissioner Partch said it has been a pleasure and he has enjoyed working with Commissioner Finch for the past 8 years. Today is bitter sweet for him; although he is happy for Commissioner Finch, he also knows how dedicated he has been to Whitman County in the areas of economic development, Martin Hall and Risk Management and his legacy will continue. He is well respected around the state and Whitman County is better because of him.

Commissioner Finch thanked his fellow commissioners for their kind words. He enjoyed working them and would like to think he has made a difference and will miss it. There have been some tough financial times but all in all, he thought Whitman County is in better shape. He spoke of the great people working for the county and believed Whitman County has a great future and that future is located in the Pullman-Moscow Corridor.

10:30 a.m. - Adjournment.

D069047B Commissioner Finch **moved** to adjourn the **December 29, 2008** 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 **January 5, 2009**. The foregoing action made this **29th** day of **December 2008**.

ss/ GREG PARTCH, COMMISSIONER
ss/ G.R. FINCH, COMMISSIONER

MARIBETH BECKER, CMC
Clerk of the Board

MICHAEL LARGENT, CHAIRMAN
Board of County Commissioners