

Minutes for December 31, 2012

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073700 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **Monday, December 31, 2012 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, Mark Storey, Art Swannack, Dean Kinzer, Bill Spence, Sally Ousley and Holly Bowen.

073701 1. Items discussed included 2013 budget, 2014 preliminary forecast, health care/insurance 2014-2016 and Capital Assets/SAI policy. No action taken.

9:05 a.m. - Recess.

10:00 a.m. - Reconvene/Board Business Continued/Pledge of Allegiance.

Present: Kelli Campbell, Chris Nelson, Eunice Coker, Gary Petrovich, Bob Reynolds, Art Swannack, Dean Kinzer, Karen Johnson, Joan Willson, Norm Willson, Wanda Alderman, Rachel Dubrovin, Bill Spence, Sally Ousley and Holly Bowen.

D073701A 2. Motion by Commissioner O'Neill to accept the consent agenda. Motion **seconded** by Commissioner Largent and **carried**.

10:05 a.m. - Paul Spencer.

073702 3. Claims/Payroll warrants numbered **300939-301029** for **\$399,278.93** approved.

073703 4. December 17, 2012 minutes approved.

073704-073709 5. Personnel change orders approved.

073710 6. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to sign a resolution adopting the revised policy for promoting/demoting/reassigning/transferring employees within the Classification System.

RESOLUTION NO. 073710

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

IN THE MATTER OF the action of the adoption for the Whitman County Policy Promoting, Demoting, Reassigning & Transferring Employees in the Classification System;

WHEREAS, this policy has been amended for clarification purposes and,

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-0830-HR PROMOTING, DEMOTING, REASSIGNING & TRANSFERRING EMPLOYEES IN THE CLASSIFICATION SYSTEM.

Dated this 31st day of December 2012 and effective as of January 1, 2013.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

/s/ Greg Partch, Chairman

/s/ Patrick J. O'Neill, Comm.

/s/ Michael Largent, Comm.

ATTEST:

/s/ Maribeth Becker, CMC
Clerk of the Board



**PROMOTING, DEMOTING, REASSIGNING, & TRANSFERING
EMPLOYEES IN THE CLASSIFICATIONS SYSTEM**

Policy: POL-830-HR • Effective Date: 1/1/2013
Res. #: 073710
Cancels: Res. 067202 • Reference: None

Unless otherwise covered by a bargaining unit agreement, this policy applies to all Classification System positions.

Definitions:

Demotion - A disciplinary movement from a position of a higher classification salary grade to a position of a lower classification salary grade.

Lateral Transfer - A movement from one position to another within the same classification salary grade.

Promotion - A change in job representing both an increase and a change in job responsibilities.

Reassignment - A voluntary movement from a position of a higher classification salary grade to a position of a lower classification salary grade.

Current Salary - the total compensation an employee has been receiving for a period of not less than six months.

1. Upon Promotion, Employees Receive a Minimum Increase of About Six Percent

HR calculates a minimum increase by using the employee's current salary (base salary and premium pay) plus two steps (~6%) in the current pay grade. Using this minimum increase calculation, HR places the promoted employee either at Step A or in the closest positive step of the promotion grade range. If the new placement is below Step D, the department head/elected official may move the employee to Step D at his/her discretion. The service requirement of the new step then begins in accordance with County policy POL-0820-HR. Any employee promoted to a different position will be in a probationary period for six months and may be terminated at will during this time.

2. Upon Demotion or Reassignment, Salary Adjusts to the Lower Grade

HR places the employee at their current step in the demotion/reassignment position's salary grade. However, if the demotion/reassignment takes place during the *probationary period of a promotion*, **and** the employee returns to the **same** position that they held immediately prior to the promotion, HR places the employee at the same grade and step as they previously held for that same position. In either case, the service time since the employee's last step will continue to be counted toward a movement to the next step in the grade range.

3. Upon Lateral Transfer, Salary Remains Unchanged

HR leaves the employee placed at their current step in the transfer position's salary grade range. Service time since the employee's last step continues to be counted toward a movement to the next step in the grade range.

073711-073712 7. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to sign a corrected quit claim deed for the City of Colfax.

073713 8. Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to adopt the revised Small Attractive Items/Capital Assets policy.

RESOLUTION NO. 073713
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

IN THE MATTER OF the action of the adoption for the Whitman County Policy
Small Attractive Items (SAI) - Purchasing and Tracking;

WHEREAS, this policy has been amended for clarification purposes and,

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 **Small Attractive Items (SAI) - Purchasing and Tracking.**

Dated this 31st day of December 2012 and effective as of January 1, 2013.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

/s/ Greg Partch, Chairman

/s/ Patrick J. O'Neill, Comm.

ATTEST:

/s/ Maribeth Becker, CMC
Clerk of the Board

/s/ Michael Largent, Comm.

SMALL ATTRACTIVE ITEMS (SAI) - PURCHASING AND TRACKING

Premise:

It is the policy of Whitman County to maintain accountability over all tangible attractive assets that possess a high level of vulnerability. This policy is intended to direct department heads and employees to maintain a system designed to ensure control over items purchased that do not meet the criteria of being a fixed/capital asset.

In the interest of sound fiscal reporting, the Whitman County Auditor's Office will monitor the implementation of county policies regarding management of non-capital assets. The Whitman County Auditor's Office is responsible for preserving accurate records required by this policy.

Definitions:

Small Attractive Item (SAI):

Small Attractive Items are those assets that are particularly at risk or vulnerable to loss and cost less than \$5,000.

Policy

- 1. The departments shall implement their own internal policy and procedure to control small and attractive assets in order to minimize identified risks.**

All county departments will submit a copy of their policy to the Whitman County Auditor as outlined by the Auditor's annual year-end process. The Auditor will review each policy to ensure it conforms to general county asset policy, promotes sound fiscal responsibility, and will be subordinate to county asset policy. Any policy deficiency noted by the Auditor will be repaired by the department and submitted for approval.

2. The following data must be recorded by departments for those SAI assets being tracked as per department policy:

Tag number, dollar amount, acquisition G/L date, item description, model number/serial number, BARS account charged, detailed grant affiliation and requirements, vendor, warrant number and date, condition upon acquisition.

3. The Whitman County Auditor's Office will assign each individual department pre-numbered asset tags to track and maintain the inventory of Small Attractive Items.

The Whitman County Auditor's Office will track and assign all Small Attractive Item inventory tags. The individual county departments will be responsible for the tracking of the Small Attractive Items and taking an annual inventory of the items.

It is the individual departments responsibility to maintain the documentation above in a concise manner, preferably the recommended SAI Departmental Spreadsheet provided by the Auditor's Office. This is to promote improved fiscal reporting and accountability.

The Whitman County Auditor will audit small attractive item inventory on an annual basis

4. Inventory of Technology/Electronic equipment:

All department Technology equipment will be inventoried and maintained by the Whitman County Information Technology department, regardless of the source of original purchase.*

It is not necessary to inventory technology equipment on the department level. If the Information Technology supports the asset, they will track and inventory it and provide detailed information to the Whitman County Auditor's office upon request.

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- It is the departments responsibility to notify the Information Technology department if any equipment is prohibited from local Information Technology services.

5. Transfer of an SAI:

If a department performs a *Transfer* of an SAI, the department shall complete a transfer form and submit the completed form to the Whitman County Auditor.

If the item is going to **surplus**, leave the Whitman County SAI tag on the item and please complete a transfer form and use the location code of where it is going to be stored.

6. Disposition of a Small Attractive Item:

Complete and submit the *Disposition Form* to the Whitman County Auditor. Please complete and submit this form on the day that the asset is to be disposed.

073714 9. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to sign the Secretary of State Statement of Work #OSOS 84W-1302-2 for Commissioners' 2013 document imaging (12/31/13).

073715 10. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to sign the Palouse-Rock Lake Conservation District agreement for agricultural burning (12/31/14).

073716 11. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to sign the Teamsters Local #690 contract for Correction Officers/Support Staff (12/31/14).

073717 12. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to sign the Teamsters Local #690 contract for the Road Department (12/31/13).

073718 13. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to authorize carrying over 72 hours of accrued annual leave until 04/30/13 for Fran Martin.

073719 14. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to authorize carrying over 40 hours of compensatory time until 03/01/13 for Susan Nelson.

073720 15. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to reappoint Joel Lemon, Scott Cornelius and Paula Cartwright to 3-year terms on the Developmental Services Advisory Board. All terms will expire 12/31/15. Commissioner O'Neill expressed his

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appreciation to the volunteers, staff and other agencies who deal with developmentally disabled individuals for their dedicated service.

073721 16. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to regretfully accept Joe Blake's' resignation from the Board of Adjustment and thank him for his service.

073722 17. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to regretfully accept Durand Cox resignation from the Planning Commission and thank him for his service.

073723 18. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to approve a liquor license request for the Steptoe Friendly Mart.

073724 19. An executed copy of the New World Systems additional software licensing agreement was received.

073725 20. An executed copy of Interagency agreement #IAA13087 with the Administrative Office of the Courts was received.

073726 21. An executed copy of the New World Systems software maintenance agreement was received (02/28/15).

073727 22. An executed copy of Interagency agreement #IAA13054 with the Administrative Office of the Courts for CASA was received (07/10/13).

073728 23. Commissioners' pending list reviewed.

10:30 a.m. - 2013 Whitman County Tax Levies and 2013 Budget.

Present: Joe Reynolds, Bob Lothspeich, Mark Storey, David Nails, Eunice Coker, Gary Petrovich, Bob Reynolds, Art Swannack, Dean Kinzer, Karen Johnson, Joan Willson, Norm Willson, Wanda Alderman, Rachel Dubrovin, Bill Spence, Sally Ousley and Holly Bowen.

073729-073730 24. Assessor Joe Reynolds presented the 2013 tax levy certifications for Current Expense and Road including the 1% increase limit. Commissioner Largent **moved** Commissioner O'Neill **seconded** the motion and it **carried** to approve the 2013 levy certifications for Current Expense, Road and the Junior Taxing Districts as presented.

RESOLUTION NO. 073731

In the Matter of Setting the 2013 Taxes for Whitman County

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met on Monday, December 3rd and 17th, 2012, and held the budget hearing for the budget for fiscal year 2013, for the County Current Expense Fund,

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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 overall operating costs increasing, Federal and State funding decreasing along with interest revenue, and the general state of the macro economy due to the recession; 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,

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Whitman County Commissioners that the:

\$4,365,560.90 from the previous years' actual Taxing District levy, and the
\$ 43,655.60 increase in the one percent (1%) regular property tax levy, and the
\$ 51,999.58 increase in new construction/property improvements, and a
\$ 00.00 increase in the value of state-assessed property totaling
\$4,461,214.72 is authorized for the 2013 Taxing District levy; and,

BE IT FURTHER RESOLVED that:

\$2,070,205.08 from the previous years' actual Road levy, and the
\$ 2,530.83 increase in new construction/property improvements and the
\$ 20,702.10 increase in the one percent (1%) regular property tax levy totaling
\$2,093,436.87 is authorized for the 2013 County Road levy; and,

BE IT FURTHER RESOLVED that the total 2013 property tax levies of **\$6,554,651.59** for Whitman County is hereby authorized.

APPROVED AND ADOPTED this 31st day of December, 2012.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

/s/ Greg Partch, Chairman

/s/ Patrick J. O'Neill, Comm.

ATTEST:

/s/ Maribeth Becker, CMC
Clerk of the Board

/s/ Michael Largent, Comm.

073732 25. Gary Petrovich presented the final 2013 Whitman County budget noting hearings were held on December 3rd and 17th. Due to the cooperation with department heads/elected officials it was a very smooth process and the \$200,000+ deficit was offset using 2013 cash for a total budget of \$59,582,803.

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Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to adopt the 2013 Whitman County budget. The commissioners thanked all those involved in the budget process.

**Resolution No. 073732
Adopting the 2013 Budget for Whitman County, Washington**

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met on Monday, December 3rd and 17th, 2012, and held the budget hearings for the 2013 fiscal budget 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 **\$2,980,282,528.00**; 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 2013 and being sufficient to meet the various needs of Whitman County during said fiscal period; and,

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 2013 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, 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 31st day of December, 2012.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

/s/ Greg Partch, Chairman

/s/ Patrick J. O'Neill, Comm.

ATTEST:

/s/ Maribeth Becker, CMC
Clerk of the Board

/s/ Michael Largent, Comm.

2013 Whitman County Budget

Account Number	Description	2012 Adopted Budget	2012 Amended Budget	2013 Proposed Budget
Fund Name	001	Current Expense		
Revenue Totals:		\$12,896,617.00	\$14,242,916.00	\$13,285,834.00
Expense Totals		\$12,896,617.00	\$14,242,916.00	\$13,285,834.00
Fund Name Total: Current Expense		\$0.00	\$0.00	\$0.00
Fund Name	101	Self Insurance		
Revenue Totals:		\$70,000.00	\$70,000.00	\$75,000.00
Expense Totals		\$70,000.00	\$70,000.00	\$75,000.00
Fund Name Total: Self Insurance		\$0.00	\$0.00	\$0.00
Fund Name	102	Building And Development		
Revenue Totals:		\$265,675.00	\$265,675.00	\$262,927.00
Expense Totals		\$265,675.00	\$265,675.00	\$262,927.00
Fund Name Total: Building And Development		\$0.00	\$0.00	\$0.00
Fund Name	103	Countywide Planning		
Revenue Totals:		\$258,075.00	\$258,075.00	\$254,915.00
Expense Totals		\$258,075.00	\$258,075.00	\$254,915.00
Fund Name Total: Countywide Planning		\$0.00	\$0.00	\$0.00
Fund Name	104	Developmental Services		
Revenue Totals:		\$726,463.00	\$814,302.00	\$747,600.00
Expense Totals		\$726,463.00	\$814,302.00	\$747,600.00
Fund Name Total: Developmental Services		\$0.00	\$0.00	\$0.00
Fund Name	105	Mental Health		
Revenue Totals:		\$0.00	\$0.00	\$0.00
Expense Totals		\$0.00	\$0.00	\$0.00
Fund Name Total: Mental Health		\$0.00	\$0.00	\$0.00
Fund Name	106	Extension Publications		
Revenue Totals:		\$480.00	\$480.00	\$400.00
Expense Totals		\$480.00	\$480.00	\$400.00
Fund Name Total: Extension Publications		\$0.00	\$0.00	\$0.00

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Fund Name	108	Veterans Relief		
Revenue Totals:		\$35,000.00	\$35,000.00	\$77,000.00
Expense Totals		\$35,000.00	\$35,000.00	\$77,000.00
Fund Name Total: Veterans Relief		\$0.00	\$0.00	\$0.00

Fund Name	109	Homeless Housing Plan		
Revenue Totals:		\$165,000.00	\$165,000.00	\$150,000.00
Expense Totals		\$165,000.00	\$165,000.00	\$150,000.00
Fund Name Total: Homeless Housing Plan		\$0.00	\$0.00	\$0.00

Fund Name	110	County Road-PW		
Revenue Totals:		\$17,671,500.00	\$18,176,325.00	\$23,065,990.00
Expense Totals		\$17,671,500.00	\$18,176,325.00	\$23,065,990.00
Fund Name Total: County Road-PW		\$0.00	\$0.00	\$0.00

Fund Name	111	CETC		
Revenue Totals:		\$14,800.00	\$16,920.00	\$12,000.00
Expense Totals		\$14,800.00	\$16,920.00	\$12,000.00
Fund Name Total: CETC		\$0.00	\$0.00	\$0.00

Fund Name	112	Public Facilities Improvement		
Revenue Totals:		\$1,159,000.00	\$1,159,000.00	\$1,104,750.00
Expense Totals		\$1,159,000.00	\$1,159,000.00	\$1,104,750.00
Fund Name Total: Public Facilities Improvement		\$0.00	\$0.00	\$0.00

Fund Name	113	Ergonomics		
Fund Name Total: Ergonomics		\$0.00	\$0.00	\$0.00

Fund Name	114	County Bulk Purchasing		
Revenue Totals:		\$0.00	\$0.00	\$0.00
Expense Totals		\$0.00	\$0.00	\$0.00
Fund Name Total: County Bulk Purchasing		\$0.00	\$0.00	\$0.00

Fund Name	115	Hotel/Motel Tax		
Revenue Totals:		\$24,105.00	\$24,105.00	\$20,000.00
Expense Totals		\$24,105.00	\$24,105.00	\$20,000.00
Fund Name Total: Hotel/Motel Tax		\$0.00	\$0.00	\$0.00

Fund Name	116	Domestic Violence Services		
Fund Name Total: Domestic Violence Services		\$0.00	\$0.00	\$0.00

Fund Name	117	Boating Safety		
Revenue Totals:		\$58,600.00	\$73,600.00	\$58,600.00
Expense Totals		\$58,600.00	\$73,600.00	\$58,600.00
Fund Name Total: Boating Safety		\$0.00	\$0.00	\$0.00

Fund Name	118	Inmate Welfare		
Revenue Totals:		\$30,000.00	\$30,000.00	\$30,000.00
Expense Totals		\$30,000.00	\$30,000.00	\$30,000.00
Fund Name Total: Inmate Welfare		\$0.00	\$0.00	\$0.00

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Fund Name	120	Historical Preservation/Programs		
Revenue Totals:		\$20,900.00	\$20,900.00	\$14,998.00
Expense Totals		\$20,900.00	\$20,900.00	\$14,998.00
Fund Name Total: Historical Preservation/Programs		\$0.00	\$0.00	\$0.00

Fund Name	121	Bulk Purchases-Finance		
Revenue Totals:		\$0.00	\$0.00	\$0.00
Expense Totals		\$0.00	\$0.00	\$0.00
Fund Name Total: Bulk Purchases-Finance		\$0.00	\$0.00	\$0.00

Fund Name	122	Sheriff's K-9 Unit		
Revenue Totals:		\$8,500.00	\$13,500.00	\$8,500.00
Expense Totals		\$8,500.00	\$13,500.00	\$8,500.00
Fund Name Total: Sheriff's K-9 Unit		\$0.00	\$0.00	\$0.00

Fund Name	123	Paths & Trails		
Revenue Totals:		\$298,458.00	\$298,458.00	\$304,840.00
Expense Totals		\$298,458.00	\$298,458.00	\$304,840.00
Fund Name Total: Paths & Trails		\$0.00	\$0.00	\$0.00

Fund Name	124	REET Technology		
Revenue Totals:		\$83,000.00	\$83,000.00	\$0.00
Expense Totals		\$83,000.00	\$83,000.00	\$0.00
Fund Name Total: REET Technology		\$0.00	\$0.00	\$0.00

Fund Name	125	Donations & Planned Giving		
Revenue Totals:		\$91,978.00	\$91,981.00	\$116,675.00
Expense Totals		\$91,978.00	\$91,981.00	\$116,675.00
Fund Name Total: Donations & Planned Giving		\$0.00	\$0.00	\$0.00

Fund Name	126	Treasurer's M&O		
Revenue Totals:		\$25,000.00	\$25,000.00	\$34,400.00
Expense Totals		\$25,000.00	\$25,000.00	\$34,400.00
Fund Name Total: Treasurer's M&O		\$0.00	\$0.00	\$0.00

Fund Name	127	Quad-City Task Force-Drug Enforc		
Revenue Totals:		\$341,100.00	\$373,392.00	\$379,811.00
Expense Totals		\$341,100.00	\$373,392.00	\$379,811.00
Fund Name Total: Quad-City Task Force-Drug Enforc		\$0.00	\$0.00	\$0.00

Fund Name	128	Crime Victims/Witness		
Revenue Totals:		\$96,725.00	\$96,725.00	\$99,648.00
Expense Totals		\$96,725.00	\$96,725.00	\$99,648.00
Fund Name Total: Crime Victims/Witness		\$0.00	\$0.00	\$0.00

Fund Name	129	Juvenile Special Revenue Funds		
Revenue Totals:		\$62,602.00	\$127,477.00	\$79,985.00
Expense Totals		\$62,602.00	\$127,477.00	\$79,985.00
Fund Name Total: Juvenile Special Revenue Funds		\$0.00	\$0.00	\$0.00

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Fund Name	130	Inter-Local Drug Fund		
Revenue Totals:		\$17,000.00	\$17,000.00	\$17,000.00
Expense Totals		\$17,000.00	\$17,000.00	\$17,000.00
Fund Name Total: Inter-Local Drug Fund		\$0.00	\$0.00	\$0.00

Fund Name	131	Aud Centennial Doc Preservation		
Revenue Totals:		\$0.00	\$0.00	\$0.00
Expense Totals		\$0.00	\$0.00	\$0.00
Fund Name Total: Aud Centennial Doc Preservation		\$0.00	\$0.00	\$0.00

Fund Name	132	Auditors Document Preservation F		
Revenue Totals:		\$322,700.00	\$322,700.00	\$284,000.00
Expense Totals		\$322,700.00	\$322,700.00	\$284,000.00
Fund Name Total: Auditors Document Preservation F		\$0.00	\$0.00	\$0.00

Fund Name	133	Commissioners Special Revenue		
Revenue Totals:		\$491,921.00	\$491,921.00	\$103,352.00
Expense Totals		\$491,921.00	\$491,921.00	\$103,352.00
Fund Name Total: Commissioners Special Revenue		\$0.00	\$0.00	\$0.00

Fund Name	134	Elections		
Revenue Totals:		\$257,300.00	\$257,300.00	\$64,500.00
Expense Totals		\$257,300.00	\$257,300.00	\$64,500.00
Fund Name Total: Elections		\$0.00	\$0.00	\$0.00

Fund Name	135	Prosecutor's STOP Grant		
Revenue Totals:		\$32,486.00	\$32,486.00	\$32,584.00
Expense Totals		\$32,486.00	\$32,486.00	\$32,584.00
Fund Name Total: Prosecutor's STOP Grant		\$0.00	\$0.00	\$0.00

Fund Name	136	District Court Funds		
Revenue Totals:		\$51,000.00	\$51,000.00	\$361,015.00
Expense Totals		\$51,000.00	\$51,000.00	\$361,015.00
Fund Name Total: District Court Funds		\$0.00	\$0.00	\$0.00

Fund Name	137	Web Site Development		
Revenue Totals:		\$2,400.00	\$2,400.00	\$2,100.00
Expense Totals		\$2,400.00	\$2,400.00	\$2,100.00
Fund Name Total: Web Site Development		\$0.00	\$0.00	\$0.00

Fund Name	138	Federal Equitable Sharing		
Revenue Totals:		\$250,500.00	\$250,514.00	\$250,500.00
Expense Totals		\$250,500.00	\$250,514.00	\$250,500.00
Fund Name Total: Federal Equitable Sharing		\$0.00	\$0.00	\$0.00

Fund Name	141	Washington Housing SHB 2060		
Revenue Totals:		\$66,700.00	\$66,700.00	\$25,867.00
Expense Totals		\$66,700.00	\$66,700.00	\$25,867.00
Fund Name Total: Washington Housing SHB 2060		\$0.00	\$0.00	\$0.00

Fund Name	142	Whitcom		
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Revenue Totals:	\$0.00	\$0.00	\$0.00
Expense Totals	\$0.00	\$0.00	\$0.00
Fund Name Total: Whitcom	\$0.00	\$0.00	\$0.00

Fund Name	143	Trial Court Improvement	
Revenue Totals:	\$71,200.00	\$71,200.00	\$114,753.00
Expense Totals	\$71,200.00	\$71,200.00	\$114,753.00
Fund Name Total: Trial Court Improvement	\$0.00	\$0.00	\$0.00

Fund Name	144	Emergency Communication System	
Revenue Totals:	\$692,560.00	\$903,768.00	\$601,706.00
Expense Totals	\$692,560.00	\$903,768.00	\$601,706.00
Fund Name Total: Emergency Communication System	\$0.00	\$0.00	\$0.00

Fund Name	200	Debt Service-External	
Revenue Totals:	\$213,686.00	\$214,421.00	\$208,037.00
Expense Totals	\$213,686.00	\$214,421.00	\$208,037.00
Fund Name Total: Debt Service-External	\$0.00	\$0.00	\$0.00

Fund Name	210	Debt Service-County-Inside	
Revenue Totals:	\$0.00	\$0.00	\$0.00
Expense Totals	\$0.00	\$0.00	\$0.00
Fund Name Total: Debt Service-County-Inside	\$0.00	\$0.00	\$0.00

Fund Name	300	Capital Projects	
Revenue Totals:	\$220,234.00	\$713,805.00	\$238,039.00
Expense Totals	\$220,234.00	\$713,805.00	\$238,039.00
Fund Name Total: Capital Projects	\$0.00	\$0.00	\$0.00

Fund Name	310	Capital Projects	
Revenue Totals:	\$20,813.00	\$20,815.00	\$18,500.00
Expense Totals	\$20,813.00	\$20,815.00	\$18,500.00
Fund Name Total: Capital Projects	\$0.00	\$0.00	\$0.00

Fund Name	320	Capital Projects-Outside Sources	
Revenue Totals:	\$575,500.00	\$575,550.00	\$576,883.00
Expense Totals	\$575,500.00	\$575,550.00	\$576,883.00
Fund Name Total: Capital Projects-Outside Sources	\$0.00	\$0.00	\$0.00

Fund Name	400	Solid Waste-PW	
Revenue Totals:	\$6,711,200.00	\$6,714,258.00	\$6,740,130.00
Expense Totals	\$6,711,200.00	\$6,714,258.00	\$6,740,130.00
Fund Name Total: Solid Waste-PW	\$0.00	\$0.00	\$0.00

Fund Name	410	Solid Waste Reserve	
Revenue Totals:	\$1,011,550.00	\$1,011,693.00	\$1,382,000.00
Expense Totals	\$1,011,550.00	\$1,011,693.00	\$1,382,000.00
Fund Name Total: Solid Waste Reserve	\$0.00	\$0.00	\$0.00

Fund Name	501	Equipment Rental & Revolving	
Revenue Totals:	\$6,944,350.00	\$6,945,790.00	\$7,359,251.00

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Expense Totals		\$6,944,350.00	\$6,945,790.00	\$7,359,251.00
Fund Name Total: Equipment Rental & Revolving		\$0.00	\$0.00	\$0.00
Fund Name	510	Photocopier Revolving		
Revenue Totals:		\$0.00	\$0.00	\$0.00
Expense Totals		\$0.00	\$0.00	\$0.00
Fund Name Total: Photocopier Revolving		\$0.00	\$0.00	\$0.00
Fund Name	511	Unemployment Insurance Revolving		
Revenue Totals:		\$370,000.00	\$370,000.00	\$370,000.00
Expense Totals		\$370,000.00	\$370,000.00	\$370,000.00
Fund Name Total: Unemployment Insurance Revolving		\$0.00	\$0.00	\$0.00
Fund Name	513	Communications Revolving		
Revenue Totals:		\$0.00	\$0.00	\$0.00
Expense Totals		\$0.00	\$0.00	\$0.00
Fund Name Total: Communications Revolving		\$0.00	\$0.00	\$0.00
Fund Name	515	Information Technology Operation		
Revenue Totals:		\$785,369.00	\$991,335.00	\$645,740.00
Expense Totals		\$785,369.00	\$991,335.00	\$645,740.00
Fund Name Total: Information Technology Operation		\$0.00	\$0.00	\$0.00
Revenue Grand Totals:		\$53,514,547.00	\$56,488,987.00	\$59,582,803.00
Expense Grand Totals:		\$53,514,547.00	\$56,488,987.00	\$59,582,803.00
Net Grand Totals:		\$0.00	\$0.00	\$0.00

10:45 a.m. - Mark Storey, Public Works Director.

Present: Art Swannack, Dean Kinzer, Karen Johnson, Joan Willson, Norm Willson, Paul Spencer, Wanda Alderman, Eunice Coker, Sally Ousley, Bill Spence, Rachel Dubrovin and Holly Bowen.

ACTION ITEMS

Engineering Division:

073733 26. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** to publish the notice of call for bids for the Sunshine Road Trailhead. Commissioner Partch recognized Tim Myers and the Engineering staff for their many years of work on this project.

073734 27. Commissioner O'Neill **moved** Commissioner Largent **seconded** the motion and it **carried** that the contract between Whitman County and Central Washington Asphalt, Inc. for the Countywide Overlay project be signed as presented.

Maintenance Division:

D073734A 28. Mr. Storey mentioned many staff is taking leave through the holiday season while there is no snow.

Solid Waste Division:

073735 29. A copy of a letter sent to Lisa Sepanski, Co-Chair NWPSC, King County Solid Waste Division by Mr. Storey was received supporting product stewardship principles and the integration of these principles into the policy and economic structure of the Pacific Northwest.

D073735A 30. The Director voiced his appreciation to Commissioners Partch and O'Neill and wished them well.

11:00 a.m. - Tim Myers.

D073735B 30. Mr. Myers gave a brief overview of the Sunshine Road Trailhead project that has taken several years to get to this point.

Commissioner O'Neill noted the Bill Chipman Palouse Trail does receive much use. He hoped one day a trail would connect Pullman to Colfax thereby making a trail from Troy, ID to Colfax, WA.

D073735C 31. Commissioner Partch wished the new commissioners all the best and Happy New Year.

11:30 a.m. - **Adjournment.**

D073735D Commissioner O'Neill **moved** to adjourn the **December 31, 2012** meeting. Motion **seconded** by Commissioner Largent and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **January 7, 2013**. The foregoing action made this **31st** day of **December 2012**.

/s/ PATRICK J. O'NEILL, COMMISSIONER

/s/ MICHAEL LARGENT, COMMISSIONER

/s/ Maribeth Becker, CMC
Clerk of the Board

/s/ Greg Partch, Chairman
Board of County Commissioners