

BOCC MINUTES-02/22/2022

085402 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in the Auditorium in the Whitman County Public Service Building, Colfax, Washington on **Tuesday, February 22, 2022** at **9:00 a.m.** Tom Handy Chairman, Arthur D Swannack (remotely) and Corey Mitzimberg, Deputy Clerk of the Board attended. Michael Largent, Commissioner was absent.

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

Remotely: Bailey Wiedmer, Chris Nelson, Cynthia Hayward, Jessica Jensema. Kelli Campbell, Mark Storey and Sandy Jamison.

085403 1. The following items were discussed but no action was taken.

- 2305 Hopkins, Pullman Rental
- Public Works Organizational Chart Update
- Board of Health Update
- Jail Flood Emergency Declaration

9:10 a.m. - Recess.

10:15 a.m. - Reconvene/Board Business Continued/Flag Salute.

Present: Brandon Kruger, Dean Cornelison, Mark Storey, David Tysz and Ed Schultz.

Remotely: Bailey Wiedmer, Brandy Dean, Fletcher Aukerman, Janel Goebel, Jessica Jensema, Kelli Campbell, Sandy Jamison, and Sharron Cunningham.

D085403A 2. Pledge of Allegiance.

Consent Agenda:

085403B 3. Commissioner Swannack **moved** Commissioner Handy **seconded** the motion and **carried** to accept the consent agenda as presented.

085404-085408 3A. Commissioner Swannack **moved** Commissioner Handy **seconded** the motion and **carried** to sign Whitman County American Rescue Plan Act Non-Profit Relief contracts received.

085409 4. Treasurer's Wire Transfers and Check Report in the amount of **\$91,196.97** Payroll warrants numbered **359514-359517** for **\$494,345.06** and General Claims/Veterans' Relief warrants numbered **359443-359513 and 359443-359513 and 359518-358519** for **\$4,013,303.64** approved.

085410 5. February 7, 2022 minutes approved.

085411-085417 6. Personnel change orders approved.

085418 7. Commissioner Swannack **moved** Commissioner Handy **seconded** the motion and **carried** to approve the updated Auditor's Accounts Payable Policy as presented.

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the Matter of Adopting) RESOLUTION NO.
An updated Accounts Payable Policy)

WHEREAS, the proper operation of government requires that a uniform process be in place for the accounts payable prepared by the County Auditor's Office for all County departments to ensure proper internal controls.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the attached updated Accounts Payable Policy be adopted.

Dated at Colfax, Washington this ^{22nd} 7th Day of February, 2022 and effective as of February 1, 2022.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON



Tom Handy, Chairman



Arthur D Swannack, Commissioner

ABSENT

ATTEST:



Clerk of the Board

Michael Largent, Commissioner

085419 8. Commissioner Swannack **moved** Commissioner Handy **seconded** the motion and **carried** to approve a credit card request for Fletcher Aukerman in the amount of \$5,000.00.

085420 9. Commissioner Swannack **moved** Commissioner Handy **seconded** the motion and **carried** to approve the Health Department's Signature Delegation Authorization.

085421 10. Commissioner Swannack **moved** Commissioner Handy **seconded** the motion and **carried** to approve the Countywide Petty Cash fund revision adding Superior Court.

RESOLUTION NO. 085421
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

WHEREAS, the Board of Whitman County Commissioners met in regular session on the **18th** day of **January 2022**; and,

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, recognizes the need and requirement of regulating the various petty cash/cash drawer, petty cash stamp, revolving cash and advance travel accounts in all county funds; and,

WHEREAS, responsibility for the various petty cash/cash drawer, petty cash stamp, revolving cash and advance travel accounts must be entrusted to specific individuals.

NOW, THEREFORE, BE IT HEREBY RESOLVED the following are the revised petty cash/cash drawer, petty cash stamp, revolving cash and advance travel accounts for Whitman County:

PETTY CASH/CASH DRAWER, PETTY CASH STAMP, REVOLVING CASH AND ADVANCE TRAVEL ACCOUNTS

FUND #	ACCOUNT #	FUND NAME	CUSTODIAN	AMOUNT	SUB-TOTAL	TOTAL
<u>CURRENT EXPENSE PETTY CASH/CASH DRAWER ACCOUNTS</u>						
001.000.000	111.70.02	Public Health-Colfax-Fiscal Petty Cash	Chris Skidmore	\$ 70.00		
001.000.000	111.70.03	District Court-Colfax	Marlynn Markley	\$ 50.00		
001.000.000	111.70.04	Parks & Recreation-Colfax Office	Rachel Lewis	\$ 100.00		
001.000.000	111.70.05	Auditor-Colfax-Auto Licensing	Sandra Jamison	\$ 300.00		
001.000.000	111.70.09	Prosecutor	Kristina Cooper	\$ 100.00		
001.000.000	111.70.13	Clerk	Jill Welchel	\$ 100.00		
001.000.000	111.70.15	Developmental Services	Rachel Lewis	\$ 25.00		
001.000.000	111.70.021	Public Health-Colfax-Front Desk	Noel Christiansen	\$ 140.00		
001.000.000	111.70.023	Public Health-Pullman-Petty Cash	Chris Skidmore	\$ 199.00		
001.000.000	111.70.024	Public Health-Pullman-Front Desk	Meghan Johns	\$ 70.00		
001.000.000	111.70.031	District Court-Pullman	Kris Thompson	\$ 50.00		
001.000.000	111.70.041	Parks & Recreation-Kamiak Butte	Laura Bloomfield	\$ 25.00		
001.000.000	111.70.042	Parks & Recreation-Wawawai	Dave Mahan	\$ 25.00		
001.000.000	111.70.052	Auditor-Colfax-Legal Filing	Sandra Jamison	\$ 200.00		
001.000.000	111.70.21	Treasurer	Chris Nelson	\$ 1,250.00		
001.000.000	111.77.20	Superior Court	Lorena Lynch	\$ 100.00		
		Sub-Total Current Expense Petty Cash/Cash Drawer Accounts			\$ 2,804.00	
<u>OTHER FUNDS PETTY CASH/CASH DRAWER ACCOUNTS</u>						
106.240.000	111.70.07	Extension-Publications	Catherine Wigen	\$ 50.00		
110.400.000	111.70.10	Public Works-County Road	Brandon Johnson	\$ 150.00		
126.050.000	111.70.23	Treasurer's Tax Foreclosure	Chris Nelson	\$ 4,500.00		
400.400.000	111.70.17	Solid Waste-Landfill	David Nails	\$ 400.00		
		Sub-Total Other Funds Petty Cash/Cash Drawer Accounts			\$ 5,100.00	
		TOTAL ALL FUNDS PETTY CASH/CASH DRAWER ACCOUNTS				\$ 7,904.00
<u>CURRENT EXPENSE PETTY CASH STAMP ACCOUNTS</u>						
001.000.000	111.77.09	Prosecutor	Kristina Cooper	\$ 100.00		
		Sub-Total Current Expense Petty Cash Stamp Accounts			\$ 100.00	
		TOTAL ALL FUNDS PETTY CASH STAMP ACCOUNTS				\$ 100.00
<u>REVOLVING CASH ACCOUNTS</u>						
127.140.000	111.77.25	Sheriff's-Drug Task Force	Brett Myers	\$30,000.00		
		Sub-Total Other Funds Revolving Cash Accounts			\$30,000.00	
		TOTAL ALL FUNDS REVOLVING CASH ACCOUNTS				\$30,000.00
<u>ADVANCE TRAVEL ACCOUNTS</u>						
999.000.000	111.00.9706	Treasurer-Advance Travel	Chris Nelson	\$15,000.00		
		Sub-Total Current Expense Advance Travel Accounts			\$15,000.00	
		TOTAL ALL FUNDS ADVANCE TRAVEL ACCOUNTS				\$15,000.00
		TOTAL ALL FUNDS PETTY CASH/CASH DRAWER, PETTY CASH STAMP, REVOLVING CASH AND ADVANCE TRAVEL ACCOUNTS				\$53,004.00

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Dated this this 14th day of February 2022 and effective as of this date.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Tom Handy, Chairman

Maribeth Becker, CMC
Clerk of the Board
BY: Corey Mitzimberg
Deputy Clerk of the Board

Arthur D Swannack, Commissioner

ABSENT
Michael Largent, Commissioner

085422 11. Commissioner Swannack **moved** Commissioner Handy **seconded** the motion and **carried** to sign the Homeland Security Grant Program (HSGP), Washington State and Spokane County Emergency Management (HGSP) SCEM 2119 Grant Signature Form and approve the County Grant Application Data Form for HGSP SCEM 2119.

0854223 12. The regular meeting was recessed and the hearing convened by the Chairman for an update to the Water Conservancy Board.

Water Conservatory Board Member, Ed Shultz addressed the Board stating reducing the number of board members from five to three will improve efficiency for the Water Conservancy Board with the education requirements and quorums. He also said that recruiting new members has been difficult.

Water Conservancy Board member David Tysz shared he is leaving as a regular member and will be available as an alternate member as needed. Mr. Schultz commented he is appreciative of Mr. Tysz offer and welcomes Mr. Tysz as an alternate.

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

085424 13. Commissioner Swannack **moved** Commissioner Handy **seconded** the motion and **carried** to approve an ordinance revising the Whitman County Code Chapter 9.50 reducing the composition of the Water Conservatory Board.

ORDINANCE NO. 085424

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

WHITMAN COUNTY CODE, TITLE 9, CHAPTER 9.50

IN THE MATTER OF REVISING THE WHITMAN COUNTY WATER CONSERVANCY BOARD

WHEREAS, SHB 1272 authorized the establishment of local water conservancy boards comprised of three (3) members to expedite the administrative process for uncontested water transfers diverted or proposed to be diverted; and,

WHEREAS, on June 19, 2000, after a public hearing, Ordinance #056748 was adopted establishing the Whitman County Water Conservancy Board as a three (3) member board.

WHEREAS, amendments to the statute during the 2001 legislative session authorized a revision to membership for Water Conservancy Boards as a three (3) or five (5) member board.

WHEREAS, on March 18, 2002, after a public hearing, Ordinance #059415 was adopted revising the composition of the Whitman County Water Conservancy Board from a three (3) to a five (5) member board.

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WHEREAS, on January 12, 2022, the Water Conservancy Board requested the Whitman County Commissioners to once again revise the composition of the board from a five (5) member to a three (3) member board.

WHEREAS, on this date, after an advertised public hearing to receive public testimony on revising the composition of the existing Whitman County Water Conservancy Board, the Whitman County Commissioners deemed this action to be in the best interest of Whitman County.

NOW, THEREFORE, BE IT HEREBY RESOLVED the Whitman County Water Conservancy Board is revised to function within the geographical borders of Whitman County, exercising administrative powers enumerated within RCW Title 90 and the attached bylaws as a three (3) member board.

Dated this 22nd day of February, 2022.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Tom Handy, Chairman

Maribeth Becker, CMC
Clerk of the Board
BY: Corey Mitzimberg
Deputy Clerk of the Board

Arthur D Swannack, Commissioner

ABSENT
Michael Largent, Commissioner

**WHITMAN COUNTY WATER CONSERVANCY BOARD
BY-LAWS
WHITMAN COUNTY CODE TITLE 9
CHAPTER 9.50**

SECTIONS:

9.50.010 AUTHORIZATION FOR WHITMAN COUNTY CONSERVANCY BOARD
9.50.020 WATER BOARD PURPOSE AND OBJECTIVE
9.50.030 WATER BOARD FORMATION AND ADMINISTRATIVE AUTHORITY
9.50.040 WATER BOARD OPERATIONS
9.50.050 AMENDMENTS TO BYLAWS
9.50.060 EFFECTIVE DATE

9.50.010 Authorization for Whitman County Conservancy Board.

A. As approved by **Ordinance No. 056748** and amended by **Ordinance 059415** of the Whitman County Commissioners, the Whitman County Water Conservancy Board (hereafter referred to as the Water Board) was established as a public corporate and political body, and a separate unit of local government in Washington State, as authorized under RCW Title 90. Conduct and operations of the Water Board shall be in compliance with RCW Title 90 and is subject to review by the Director of the Washington State Department of Ecology.

9.50.020 Water Board Purpose and Objective.

- A.** The Water Board shall expedite the administrative process for non-contested and voluntary water transfers among water right holders and shall convey greater operational control to local water managers and water right holders.
- B.** Voluntary water transfers between users can re-allocate water use in a manner that will result in more efficient applications of water resources to reduce water shortages, to save capital outlays, to reduce development costs, and to provide an incentive for investment in water conservation efforts by water right holders.

9.50.030 After Board Formation and Administrative Authority.

- A. The Whitman County Water Conservancy Board is formed under legislative authority by Ordinance of the Whitman County Commissioners and which specifies the need for a Water Board within the county area.
- B. The Water Board shall consist of three (3) Commissioners appointed by the Whitman County Commissioners to serve six (6) year terms with an initial Water Board Chairman designated by the Whitman County Commissioners. The terms for initial appointments to the Water Board shall be staggered to serve as two, four, and six-year terms respectively, from the date of appointment. Water Board appointments shall be at the discretion of the Whitman County Commissioners and shall not be limited to water right holders petitioning for Board formation; however, the County Commissioners must ensure that individual water right holders who divert water for use within the county are represented on the Water Board.
- C. The Whitman County Commissioners may elect to appoint to the Water Conservancy Board an alternate member who shall fulfill all requirements of the principal Water Board members but shall have no right to vote or participate in decision making unless a principal Board member through written notice indicates an inability to attend and participate in decision making, whereupon the alternate may act in such Water Board members place. The Whitman County Commissioners may determine the term of the alternate Board member.
- D. Appointments to the Water Board shall be from legal residents of Whitman County. The Water Board Commissioners shall serve without compensation.
- E. Water Board Commissioners may not participate in Water Board decisions to approve water transfers until they have successfully completed the necessary training related to water transfers within the state as provided by and mandated by the Washington State Department of Ecology.
- F. The Water Board constitutes an independently funded entity and may provide for its own funding as determined by the Water Board Commissioners. The Water Board may accept grants or stipends; may adopt fees for processing applications for transfers of water rights; and, may provide for funding under other lawful means as approved by the Water Board. The Water Board may not impose taxes or acquire property by the exercise of eminent domain.
- G. The Water Board may acquire, purchase, hold lease, manage, occupy, and sell real and personal property or interest therein; may enter into and perform all necessary contracts; may enter into contracts with or appoint necessary agents for professional services; may perform lawful acts required to carry out its management obligations; and, may sue or be sued.
- H. The Water Board will determine a schedule for meetings and the conduct of business with notice of meetings published within county newspapers. Water Board activities are subject to the Open Public Meetings Act under Title 42 RCW.

9.50.040 Water Board Operations.

- A. The Water Board provides a water transfer exchange through which water right holders may seek a formal water right transfer of all or part of their legitimately established water right. The Water Board may review water transfer proposals that involve all types of water transfers, such as intra-and inter-sector transfers (within or between different beneficial uses); short-term or long-term transfers (leases); or permanent water transfers, but is not limited to surface or ground water rights, permanent or seasonal. The Water Board may approve transfers

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involving a change in place of use, point of diversion or withdrawal, purposes of use, and quantity permitted.

- B.** The Water Board may approve the transfer of a water right or claim filed under Title 90 RCW that has not been adjudicated. Neither the Water Board's approval of a transfer, nor the Director's (DOE) approval of the Water Board's action constitutes an adjudication of the validity, priority, or quantity of the transferor's water right; and, such approval does not preclude or prejudice a subsequent challenge to the transferor's water right.
- C.** The Water Board shall maintain and publish all information made available to it concerning water rights listed with the Water board and concerning application to the Water board for approval of a water transfer functioning as an open water exchange.
- D.** Application to the Water Board for water transfer shall be made on a form provided by, and/or reviewed by, the Washington State Department of Ecology and shall contain such information as deemed necessary or required by the Water Board in order to act upon the application. The application shall include, but not be limited to, information sufficient to establish to the Water Board's satisfaction the transferor's right to the quantity of water being transferred; a description of any applicable limitations on the right to use water, including the point of diversion or withdrawal; place of use; source of supply; purpose of use; quantity of use permitted; time of use; and, period of use.
- E.** The transferor and transferee of any proposed water transfer may apply to the Water Board for approval of the transfer of the proposed water to be transferred if it is currently diverted or used within Whitman County; or, if it would be used within Whitman County with transfer approval. In case of a proposed water transfer in which water that is currently being used within Whitman county would be diverted to outside of the geographic boundaries of the county, the Water Board shall hold a public hearing within the county of the proposed diversion. The Water Board shall provide for prominent publication of notice of such hearings in the county newspaper for the purpose of affording an opportunity for interested persons to comment on the transfer proposal.
- F.** With the filing of an application to the Water Board, the Water Board shall publish notice of the filing in county newspapers and send notice to the Director of the Washington State Department of Ecology. Any person or entity may submit comments to the Water Board concerning the notice of the water transfer application.
- G.** Any water right holder claiming detriment or injury (impairment) to an existing water right as a result of a proposed water transfer may formally intervene in the application process before the Water Board. When detriment or injury is claimed, the Water Board shall hold a formal public hearing concerning the transfer. The Water Board shall receive, or request from the party claiming injury, such evidence, as it deems necessary to determine the validity of the claim of impairment. If the Water Board determines that the claim of impairment is valid, then it may in its discretion deny approval of the water transfer, unless the applicant and the impaired party agree on a solution mutually acceptable to applicant and impaired party and approved by the Water Board.
- H.** If a majority of the Water Board determines that an application is complete following review, and that the transfer can be made without impairment to existing water rights, the Water Board shall issue an applicant a certificate approving the transfer subject to review by the Director of the Washington State Department of Ecology.

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- I. If the Water Board approves a water right application that is formally challenged as creating an impairment under the Water Board's review process, then the Water Board shall submit notice by mail to the party claiming impairment of the Water Board's action; and, the Water Board shall inform the party claiming impairment of the right to appeal the Water Board's decision before the Director of the Washington State Department of Ecology.
- J. When a transfer is approved by the Water Board, the Water Board shall submit a copy of the certificate conditionally approving the transfer and of the record of decision (ROD), which summarizes the information, and findings on which the Water Board based their decision to the Director of the Washington State Department of Ecology. The Director has forty-five (45) days in which to take action for approval or denial of the certificate. If no action is taken by the conclusion of the forty-five day period, the Water Board's decision is final.
- K. A Water Board Commissioner, who has an ownership interest in a water right subject to an application for transfer before the Water Board, shall not participate directly in the review process or in the Water Board's certificate decision. A Water Board Commissioner who is an employee of a public or private water purveyor that has an ownership interest in a water right subject to an application for transfer before the Water Board shall not participate directly in the review process or in the Water Board's certificate decision.
- L. The Water Board will keep a complete record of water transfer filings, and associated documents and information described in the above sections, at the Whitman Conservation District Offices located in Colfax, Washington; and, it will provide a copy of the same record to the appropriate regional office of the Department of Ecology.

9.50.050 Amendments to the Bylaws.

- A. These bylaws may be altered, amended, or repealed by a majority of the Water Board at a regular or special meeting of the Water Board, subject to final approval by the Whitman County Board of Commissioners and subject to review by the Director of the Washington State Department of Ecology.

9.50.060 Effective Date.

- A. These bylaws are subject to review by the Director of the Washington State Department of Ecology within forty-five days following receipt of the bylaws and the county's ordinance forming the Water Board.
- B. These bylaws shall be effective upon notification of review completion by the Washington State Department of Ecology but in no event not later than the allowed forty-five day period.
- C. These bylaws are subject to approval by the Whitman County Board of Commissioners and by the initiating Water Board.

DATED: February 22, 2022

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Tom Handy, Chairman

Maribeth Becker, CMC
Clerk of the Board
BY: Corey Mitzimberg
Deputy Clerk of the Board

Arthur D Swannack, Commissioner

ABSENT

Michael Largent, Commissioner

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085425 **14.** Commissioner Swannack **moved** Commissioner Handy **seconded** the motion and **carried** to approve the Chairman to sign a letter of appreciation to David Tysz for his contributions to the Water Conservancy Board. Water Conservancy Board Member, Ed Shultz asked the Board to appoint David Tysz as an alternate for the Water Conservancy Board.

085426 **15.** Commissioner Swannack **moved** Commissioner Handy **seconded** the motion and **carried** to approve the revisions made to the Blue Ribbon Advisory Task Committee Guiding Principles, Drawdown Process and Application to clarify details for the .09 grant(s).

**RESOLUTION NO. 085426
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

In the matter of Authorizing additional requirements to the Public Facilities (.09) Funding Process:

04/01/13

1. Ensure recommendations/awards are for only publicly owned facilities (counties/cities/towns/ports/libraries/economic development organizations) and not privately owned facilities.
2. State Auditor’s Schedule 20 report information from awardees must include the total cost of the entire project and not just the .09 awarded funding totals.
3. In order to assure the 75% funding cap, all invoices will be paid at 75% up to the awarded amount.

Items #1-3 became effective retroactive to the 2012 awarded projects and for all future projects.

04/15/19

4. Any deviation from the original awarded application must have prior written approval from the county commissioners.

Item #4 became effective April 15, 2019.

02/14/22

5. Economic Development Organizations as stated in #1 are limited only to awards that finance their economic development staff.
6. In addition to entities listed in #1 above, taxing districts and Public Development Authorities (PDAs), also known as “Public Corporations” in Washington Law under RCW 35.21.730 - 759, are eligible entities if the project is related to economic development derived from the creation or use of the project’s Public Facilities.

This resolution to become effective at the onset of the 2022 awards cycle.

DATED at Colfax, Washington, this 22nd day of February, 2022

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Tom Handy, Chairman

Maribeth Becker, CMC
Clerk of the Board
BY: Corey Mitzimberg

Arthur D Swannack, Commissioner

Deputy Clerk of the Board

Michael Largent, Commissioner

085427 16. Commissioner Swannack moved Commissioner Handy seconded the motion and carried to suspend the Temporary Emergency Leave in Response to the Shelter-in-Place/Stay-at-Home Order policy, effective March 1, 2022.

RESOLUTION NO. 085427
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

IN THE MATTER OF updating the Whitman County Policy-8001-HR Temporary Emergency Leave in Response to a Shelter-in-Place/Stay-at-Home Order Policy for all employees;

WHEREAS, the steady decline in new cases with the current COVID-19 variant,

WHEREAS, The Board of County Commissioners (BOCC) may suspend, modify or end the use of emergency leave prior to the end of the order as circumstances warrant. The Board of County Commissioners (BOCC) will continue to review the status of the stay at home/shelter-in-place order and its impact on county operations. The BOCC may also reinstate emergency leave when/if circumstances change under the order.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Whitman County Commissioners, the use of Temporary Emergency Leave in Response to a Shelter-in-Place/Stay-at-Home Order Policy is hereby suspended as of March 1, 2022.

Dated this 22nd day of February, 2022 and effective as of March 1, 2022.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Tom Handy, Chairman

Maribeth Becker, CMC
Clerk of the Board
BY: Corey Mitzimberg
Deputy Clerk of the Board

Arthur D Swannack, Commissioner

ABSENT
Michael Largent, Commissioner

085428 17. The following bids were received for the Public Works Liquid Asphalt Contract.

Table with 2 columns: Bidder, Basis of Award Amount. Rows include Idaho Asphalt Supply, Hauser, ID and Ergon Asphalt & Emulsions, Inc., Pasco, WA.

The Commissioners will make an award March 7, 2022.

085429 18. Commissioner Swannack moved Commissioner Handy seconded the motion to approve the Whitman County Public Works Department Organizational Chart as presented. Public Works Director, Mark Storey shared this change divides the Director/County Engineer position into two separate positions which will be more efficient. Mr. Storey said the Bridge, Vegetation Control and Spray shops are combining to improve on communication, workload and efficiency. Motion carried.

085430 19. Commissioner Swannack moved Commissioner Handy seconded the motion and carried to approve a resolution appointing Dean Cornelison as the Whitman County Engineer.

RESOLUTION NO. 085430
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the matter of appointing Dean Cornelison as the Whitman County Engineer provided for by Chapter 36.80 RCW.

WHEREAS, the current County Engineer, Mark Storey, will no longer serve the BOCC as the County Engineer, but will remain in the employ of Whitman County as the Public Works Director,

WHEREAS, pursuant to the provisions of Chapter 36.80 RCW, the County legislative authority of each county shall employ a County Road Engineer on either a full time or part time basis. The County Engineer shall be a registered and licensed professional Civil Engineer under the laws of the State of Washington, duly qualified and experienced in highway and road engineering and construction. The County Engineer shall serve at the pleasure of the legislative authority; and

WHEREAS, the County Road Administration has adopted WAC regulations addressing vacancies in the position of County Engineer. WAC 136-12-045 provides: When final arrangements for the employment of a new County Engineer have been made, the county legislative authority or the county executive shall, within five working days, notify the County Road Administration Board in writing and shall include the following information: Name of new County Engineer, Washington registration number, start date, and contact information, including and e-mail address if available. In addition, the notification shall include a copy of the organization chart detailing the responsibilities of the County Engineer"; and

WHEREAS, the current County Engineer, Mark Storey, is being replaced by Dean Cornelison in that role.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Board of County Commissioners of Whitman County, pursuant to RCW 36.80.010 and RCW 36.80.020, that the Board hereby appoints:

Dean Cornelison, PE
Washington Registration Number - 49435
310 North Main, 2nd floor PSB
Colfax, WA 99111
Dean.Cornelison@whitmancounty.net
(509) 397-6206

as the Whitman County Engineer, subject to the provisions of RCW 36.80.020, without bond, commencing March 1, 2022.

Adopted this 22nd day of February, 2022.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Tom Handy, Chairman

Maribeth Becker, CMC
Clerk of the Board
BY: Corey Mitzimberg
Deputy Clerk of the Board

ABSENT

Michael Largent, Commissioner

Arthur Swannack, Commissioner

085431 **20.** Commissioner Swannack **moved** Commissioner Handy **seconded** the motion to approve a resolution to temporarily close a portion of Wawawai Road to "through traffic"

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from Wawawai park to the Steptoe Canyon for the 2022 Snake River Half Marathon on March 5, 2022 from 8:30 a.m. to 2:00 p.m. Mr. Storey shared this has been done in the past and will probably continue into the future. Motion **carried**.

**RESOLUTION No. 085431
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

In the matter of temporarily closing a portion of Wawawai Road #9000, Whitman County Washington.

BEFORE THE BOARD OF COUNTY COMMISSIONERS of Whitman County, Washington in the matter of temporarily closing a portion of a certain road pursuant to R.C.W. 47.48.010;

WHEREAS, it is desired that the Wawawai Rd. No. 9000, From Wawawai Park to Steptoe Canyon Road, should be temporarily closed to "through traffic" for the 2022 Snake River Canyon Half Marathon on March 5, 2022 from 8:30 a.m. to 2:00 p.m.;

IT IS HEREBY RESOLVED, that a portion of Wawawai Rd. No. 9000 be temporarily closed to vehicular "through" traffic from Wawawai Park to Steptoe Canyon Road, commencing on Saturday March 5, 2022 from 8:30 a.m. to 2:00 p.m.

ADOPTED this 22nd day of February 2022.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Maribeth Becker, CMC
Clerk of the Board
BY: Corey Mitzimberg
Deputy Clerk of the Board

Tom Handy, Chairman

Arthur D Swannack, Commissioner

ABSENT

Michael Largent, Commissioner

085432 **21.** Commissioner Swannack **moved** Commissioner Handy **seconded** the motion to approve a resolution of intent to vacate and abandon a portion of Almota Road #8000, Klaus Road #8090, Aeschliman Road #8095 and Long Hollow Road #8230. Public Works Director, Mark Storey said that the portion of the roads being vacated were purchased to widen existing roads. The vacations listed are portions of the road no longer needed. Motion **carried**.

**RESOLUTION NO. 085432
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

In the matter of intent to vacate and abandon portions of the Almota Road, No. 8000; Klaus Road, No. 8090; Aeschliman Road, No. 8095; and Long Hollow Road, No. 8230 as shown on the plans for construction of C.R.P. No. 8000-8 located in the SW ¼ of Section 8; the NW ¼ of Section 17; the NE ¼ of Section 18 and SE ¼ of Section 18; the NE ¼ of Section 19, the SE ¼ of Section 19 and the SW ¼ of Section 19; the NW ¼ of Section 20; the NW ¼ of Section 30 and the SW ¼ of Section 30, Township 15 North, Range 43 East W.M., and the NE ¼ of Section 25 and SE ¼ of Section 25, Township 15 North, Range 42 East W.M., Whitman County, Washington.

WHEREAS, the Whitman County Board of County Commissioners considers useless, for the public, portions of the Almota Road, No. 8000; Klaus Road, No. 8090; Aeschliman Road, No. 8095; and Long Hollow Road, No. 8230 as shown on the plans for construction of C.R.P. No. 8000-8 located in the SW ¼ of Section 8; the NW ¼ of Section 17; the NE ¼ of Section 18 and SE ¼ of Section 18; the NE ¼ of Section 19, the SE ¼ of Section 19 and the SW ¼ of Section 19; the NW ¼ of Section 20; the NW ¼ of Section 30 and the SW ¼ of Section 30,

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Township 15 North, Range 43 East W.M., and the NE ¼ of Section 25 and SE ¼ of Section 25, Township 15 North, Range 42 East W.M., Whitman County, Washington, and based on RCW 36.87.010 it is hereby declared the intention of the Board of County Commissioners of Whitman County, Washington, to vacate and abandon said portions of said Roads.

WHEREAS, pursuant to RCW 36.87.040, before a final decision can be reached on said vacation, the Whitman County Engineer shall investigate and prepare a report on the proposed vacation.

NOW, THEREFORE, BE IT RESOLVED that those portions of the Almota Road, No. 8000; Klaus Road, No. 8090; Aeschliman Road, No. 8095; and Long Hollow Road, No. 8230 as shown on the plans for construction of C.R.P. No. 8000-8 located in the SW ¼ of Section 8; the NW ¼ of Section 17; the NE ¼ of Section 18 and SE ¼ of Section 18; the NE ¼ of Section 19, the SE ¼ of Section 19 and the SW ¼ of Section 19; the NW ¼ of Section 20; the NW ¼ of Section 30 and the SW ¼ of Section 30, Township 15 North, Range 43 East W.M., and the NE ¼ of Section 25 and SE ¼ of Section 25, Township 15 North, Range 42 East W.M., Whitman County, Washington, more particularly described as follows: All those portions of said Almota Road; said Klaus Road; said Aeschliman Road; and said Long Hollow Road being replaced by new alignments for County Road Project No. C.R.P. 8000-8 Almota Road, recorded in the Whitman County Engineers office, and lying outside the new County road right of ways, as shown on said road construction plans, is preliminarily found to be of no use to Whitman County and that the vacation of said roads may be in the best interest of Whitman County except that portion of said Almota Road that lies between Engineer's station 88+75.00 left and station 89+50.00 left.

IT IS FURTHER RESOLVED that pursuant to RCW 36.87.040 the Whitman County Engineer shall investigate and prepare a report on the issue of vacating portions of said Roads.

IT IS FURTHER RESOLVED that this resolution be entered upon the minutes of this Board.

DATED at Colfax, Washington, this 22nd day of February, 2022.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Tom Handy, Chairman

Maribeth Becker, CMC
Clerk of the Board
BY: Corey Mitzimberg
Deputy Clerk of the Board

Arthur D Swannack, Commissioner

ABSENT
Michael Largent, Commissioner

085433 **22.** Commissioner Swannack **moved** Commissioner Handy **seconded** the motion and **carried** to approve publishing a notice of intent to vacate and abandon a portion of Almota Road #8000, Klaus Road #8090, Aeschliman Road #8095 and Long Hollow Road #8230 with the hearing to be held March 21, 2022 at 10:45 a.m. in the Public Service Building Auditorium.

085434 **23.** Commissioner Swannack **moved** Commissioner Handy **seconded** the motion to approve a resolution of intent to vacate and abandon all of Jessen Road. Mr. Storey said this road has not been used as a road since the early 1930's, therefore does not need to kept as a right of way. Closing Jessen Road would not land lock any properties and is currently primarily used by farmers in that area. Motion **carried**.

RESOLUTION NO. 085434
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

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In the matter of intent to vacate and abandon all of the Jessen Road in the East ½ of Section 18, Township 20 North, Range 44 East, W.M., Whitman County, Washington.

WHEREAS, the Whitman County Board of County Commissioners considers useless, for the public, all of the Jessen Road located in the East ½ of Section 18, Township 20 North, Range 44 East, W.M., in Whitman County, Washington, and based on RCW 36.87.010 it is hereby declared the intention of the Board of County Commissioners of Whitman County, Washington, to vacate and abandon said Jessen Road.

WHEREAS, pursuant to RCW 36.87.040, before a final decision can be reached on said vacation, the Whitman County Engineer shall investigate and prepare a report on the proposed vacation.

NOW, THEREFORE, BE IT RESOLVED that the Jessen Road located in the East ½ of Section 18, Township 20 North, Range 44 East, W.M., in Whitman County, Washington, more particularly described as follows: All of the Jessen Road lying south of the southerly right of way line of Pandora Road, County Road No. 0010 and north of the northerly right of way line of St. John Road, County Road No. 0050. Jessen Road distance is approximately 1.0 mile.

IT IS FURTHER RESOLVED that pursuant to RCW 36.87.040 the Whitman County Engineer shall investigate and prepare a report on the issue of vacating the Jessen Road.

IT IS FURTHER RESOLVED that this resolution be entered upon the minutes of this Board.

DATED at Colfax, Washington, this 22nd day of February, 2022.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Tom Handy, Chairman

ATTEST:

Maribeth Becker, CMC
Clerk of the Board
BY: Corey Mitzimberg
Deputy Clerk of the Board

Arthur D Swannack, Commissioner

ABSENT
Michael Largent, Commissioner

085435 24. Commissioner Swannack **moved** Commissioner Handy **seconded** the motion and **carried** to approve publishing a notice of intent to vacate and abandon all of Jessen Road with the hearing to be held March 21, 2022 at 10:45 a.m. in the Public Service Building Auditorium.

DIVISION UPDATES:

D085435A 25. The following division updates provided by Public Works staff.

Solid Waste Division:

D085435B 25A. Director Mark Storey shared 90% of the **plans** for the scale project at the landfill have been received, reviewed and are in the process of being updated with corrections needed. The intent is to go out for bid March 7, 2022 with the award being April 7, 2022. He also shared there is push to get a contractor so the project can be completed by Thanksgiving 2022.

Engineering Division:

D085435C 25B. County Engineer, Dean Cornelison said paving is planned to start the first of March at the Port of Wilma and should take 2-3 days with an additional day for striping. The Port of Wilma project should be completed the first week of April.

Maintenance Division:

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D085435D 25C. Brandon Kruger, Maintenance Operations Manager shared the weather is holding up tree trimming as well as grading and the opening of roads. Warmer, dryer weather is needed to continue.

Administration Division:

085436 25D. Mr. Storey shared summer hours will begin March 14th with the beginning of Daylight Savings time. He noted the office will continue to be open Monday through Friday from 8:00 a.m. to 5:00 p.m.

CORRESPONDENCE:

D08546A 26. The following correspondence was received:

085437 26A. Notice of liquor license due to expire 05-31-2022 was received from the Washington State liquor and Cannabis Board.

085438 26B. Notice of liquor license due to expire 07-31-2022 was received from the Washington State liquor and Cannabis Board

085439 27. Commissioners' pending list reviewed. With David Tysz in the audience and no longer a full time member of the Water Conservancy Board, Commissioner Swannack asked if he would be interested in joining the Planning Commission. Mr. Tysz responded yes. An application will be sent to him to become a member of the Planning Commission.

D08539A 28. Approved documents signed.

12:00 p.m. - Recess.

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

Present: Denis Tracy, Kristina Cooper (left: 1:50), Jessica Jensema, (arrived: 2:00 p.m.) Brandy Dean, Adam Turnidge, Rob Jeanks (left: 2:40) and (arrived: 2:40 p.m.) Jack Knudsen

Remotely: Bailey Wiedmer and Kelli Campbell.

085439-085440 29-30. The following items were discussed but no action was taken.

- Prosecutor Staffing
- Courthouse Water Line Replacement

2:45 p.m. - Recess.

D085440A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in Conference Room B in the Whitman County Public Service Building, Colfax, Washington on **Wednesday, February 23, 2022** at **1:00 p.m.** Tom Handy Chairman, Arthur D Swannack and Michael Largent Commissioners, attended.

1:00 p.m. - Reconvene/Board Business Continued/Executive Session.

Present: Kelli Campbell, Bailey Wiedmer, Sheriff Brett Meyers and County Prosecutor Denis Tracy.

085441 31. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to go into executive session with the above individual(s) until **3:00 p.m.** in accordance with RCW 42.30.140(4)(a) for matters related to negotiations.

3:00 p.m. - Return to Open Session/Recess.

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D085441A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in the Auditorium in the Whitman County Public Service Building, Colfax, Washington on **Monday, February 28, 2022** at **9:00 a.m.** Tom Handy Chairman, Arthur D Swannack (remotely) and Michael Largent (remotely) Commissioners, and Corey Mitzimberg, Deputy Clerk of the Board attended.

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

D085441B 32. Approved consent agenda items signed.

085442 33. Treasurers Wire Transfers and Check Report in the amount of **\$144,191.48**, and General/Veterans' Relief/Payroll warrants numbered **359523-359610** for **\$861,241.28** approved.

085443-085446 33A. Whitman County American Rescue Plan Act Non-Profit Relief contracts.

085447-085460 34. Personnel change orders approved.

9:05 a.m. - BOCC Workshop.

Remotely: Bailey Wiedmer, Brandon Kruger, Chris Nelson, Chris Skidmore, Crystn Guenthner, Cynthia Hayward, Denis Tracy, Fletcher Aukerman, Jacy Leach, Jessica Jensema, Kelli Campbell, Lance Bishop, Mark Storey, Sharron Cunningham, and Anthony Kuipers.

085461 35. The following items were discussed but no action was taken.

- Rent of 2305 Hopkins Rd, Pullman
- Road amendment meeting
- Prosecutor Personnel Change Orders

9:45 a.m. - Recess

10:45 a.m. - Reconvene/Board Business Continued.

Present: Mark Storey and Dean Cornelison.

Remotely: Jacy Leach, Lance Bishop, Jessica Jensema, Bailey Wiedmer and Kelli Campbell.

085462 36. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to amend the agenda adding item #37.

085463 37. The following bids were received for the Public Works Doneen Quarry Project.

Bidder	Basis of Award Amount
Shawnee Rock, Inc., Pullman, WA	\$434,925.00
Seubert Excavators, Inc., Cottonwood, WA	\$0.00 - No Bid

The Commissioners will make an award March 7, 2022.

11:00 a.m. - Adjournment.

D08563A Commissioner Largent **moved** to adjourn the **February 22nd** and **February 28th, 2022** meeting. Motion **seconded** by Commissioner Swannack and **carried**. The Board will meet in regular session, in the Auditorium of the Whitman County Auditorium, Colfax, Washington, on **March 7, 2022**. The foregoing action made this **28th** day of **February 2022**.

ss/ ARTHUR D SWANNACK, COMMISSIONER
ss/ MICHAEL LARGENT, COMMISSIONER

MARIBETH BECKER, CMC

TOM HANDY, CHAIRMAN

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Clerk of the Board
By: Corey Mitzimberg
Deputy Clerk of the Board

Board of County Commissioners