

BoCC-March 6 & 13, 2023 Meeting Minutes

086639 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in the Commissioner Chambers at the Whitman County Courthouse, 400 N Main St., Colfax, Washington on Monday, March , 2023 at 9:00 a.m. Michael Largent Chairman, Arthur D Swannack and Tom Handy, Commissioners and Corey Mitzimberg, Clerk of the Board attended.

9:00 AM – Call to Order/Board Business/BoCC Workshop

Attendance:

Remotely: Bailey Wiedmer, Brian Wilson, Chris Nelson, Chris Skidmore, Craig Wines, Crystn Guenthner, Jacy Leach, Jessica Jensema, Kelli Campbell, Kristina Cooper, Mish Stanley, Sarah Hardy, Suni Wood, Teresa Simpson-Whitman County Gazette, 509-397-7528 and 208-310-2160

In Person: Bill Tensfeld

086640 1. The following items were discussed with no action taken.

- Fairgrounds Operation Coordinator Position
- Kamiak Butte
- County Code Updates
- ARPA/Courtroom Soundsystem
- Martin Hall Budget
- Veteran Service Officer Contacts
- Bill 1219
- LSC Hot List
- CRAB
- Scaling Facility
- Road Weight Restrictions

9:00 AM – Recessed

10:15 AM – Reconvened/Board Business

Attendance:

Remotely: Bailey Wiedmer, Craig Wines, Jacy Leach, Jessica Jensema, Kelli Campbell, Mish Stanley, Sandy Jamison, Sarah Hardy, Suni Wood, Erika Striker-SEWEDA and Teresa Simpson-Whitman County Gazette

In Person: Brian Wilson, Dean Cornelison and Mark Storey.

New/Old Business

D086640 2. Pledge of Allegiance was recited.

D086640a 3. There were no public comments.

Consent Agenda:

D08660b 4. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to accept the consent agenda as presented.

086641 4a. The following was approved.

- Treasurers Wire Transfers & Check report \$362,777.51
- General Claims/Veterans' Relief Warrants \$ 26,752.41
  - o Numbered: 365734 – 365768
- Veterans' Relief Warrants
- Payroll Warrants & EFT \$580,348.76 & \$569,036.66
  - o Numbered: 365362-365371 & 365627-365634

086641a 4b. February 21, 2023 Minutes approved.

086642-51 4c. Personnel Change Orders approved.

086652 5. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to approve the Request for Proposals, publish in the official newspaper and distribute it to known qualified entities who may be interested in being selected as the Whitman County Associate Development Organization (ADO).

086653 6. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to approve the Chair to sign the Opioid Settlements-CL 393495 via DocuSign.

086654 7. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to approve increasing the Farm and Agricultural, Open Space, Conservation classifications to \$250.00 plus Auditors fees.

**RESOLUTION NO. 086654**

**OF THE BOARD OF WHITMAN COUNTY COMMISSIONERS OF  
WHITMAN COUNTY STATE OF WASHINGTON**

**WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met in regular session on Monday, March 6, 2023; and,**

**WHEREAS, Whitman County Assessor’s Office is currently charging a current use classification application fee of \$25.00 for application which have been presented to the Assessor’s Office for review and processing and a current use classification removal fee of \$0.00; and,**

**WHEREAS, the current fees are no longer sufficient to cover the costs of processing and filling with the Whitman County Auditor; and,**

**WHEREAS, other counties within the State of Washington have over time, raised the amount they charge for processing an filing applications and removals.**

**NOW, THEREFORE, BE IT HEREBY RESOLVED AND AUTHORIZED that as of the 1<sup>st</sup> day of April, 2023 the amount the Whitman County Assessor’s Office will charge for current use applications is changed to:**

- **Farm and Agricultural classification current use to the Assessor’s Office \$250 plus Auditor’s filing fees.**
- **Open Space classification current use to the Assessor’s Office \$250 plus Auditor’s filing fees.**
- **Conservation classification current use to the Assessor’s Office \$250 plus Auditor’s filing fees.**
- **Removal from classification – Whitman County Auditor’s filing fees.**

**PASSED, APPROVED AND ADOPTED this 6<sup>th</sup> day of March 2023**

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

**ATTEST:**

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**Michael Largent, Chairman**

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**Corey Mitzimberg  
Clerk of the Board**

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**Arthur D Swannack, Commissioner**

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**Tom Handy, Commissioner**

086655 8. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to publish a notice of hearing for to consider amending the Whitman County Code sections 1.08.020-Voting Precinct boundaries, 1.08.030-Pullman Ward boundaries and 3.12 Purchasing/Procurement and to delete Whitman County Codes sections 5.16-Dance Halls, 5.20-Sale of Malt Liquor and Section 14-Airport.

086656 9. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to award the 2023 Fuel Contract to Coleman Oil, LLC. for the delivery amounts of \$.15 per gallon for diesel with summer additive \$.17 per gallon for diesel with winter additive and \$.17 per gallon for Unleaded gasoline.

086657 10. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to award the 2023 Liquid Asphalt contract to Idaho Asphalt for the amount of \$498,479.98.

086658 11. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to approve the interlocal agreement between the Town of Farmington and Whitman County Public Works to provide labor, equipment, materials, services or other goods to the entity.

086659 12. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to approve the resolution adopting the Equipment Rental and Revolving (ER&R) Policies and Procedures consistent with regionally accepted standards of good practice.

**RESOLUTION NO. 086659**

**BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

**In the matter of adopting ER&R policies for the Whitman County Public Works Department.**

**WHEREAS, it is recognized that the County Road Administration Board requires Whitman County to adopt ER&R Policies; and,**

**WHEREAS, the previous ER&R Policies were never formally adopted by the Board of County Commissioners; and,**

**WHEREAS, the County Engineer has developed ER&R Policies consistent with regionally accepted standards of good practice;**

**NOW THEREFORE, IT IS HEREBY RESOLVED by the Whitman County Commissioners to recognize and adopt the Whitman County ER&R Policies, dated December 27, 2022.**

**Dated at Colfax, WA this 6th day of March, 2023.**

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

**ATTEST:**

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**Michael Largent, Chairman**

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**Corey Mitzimberg  
Clerk of the Board**

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**Arthur D Swannack, Comm.**

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**Tom Handy, Commissioner**

086660 13. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to approve the resolution adopting Road Standards consistent with regionally accepted standards of good practice

**RESOLUTION NO. 086660  
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

In the matter of adopting Road Standards for the Whitman County Public Works Department.

**WHEREAS**, it is recognized that the County Road Administration Board requires Whitman County to adopt Road Standards; and,

**WHEREAS**, the previous road standards were never formally adopted by the Board of County Commissioners; and,

**WHEREAS**, the County Engineer has developed road standards consistent with regionally accepted standards of good practice;

**NOW THEREFORE, IT IS HEREBY RESOLVED** by the Whitman County Commissioners to recognize and adopt the Whitman County Road Standards, December 31, 2022 version.

Dated at Colfax, WA this 6th day of March, 2023.

BOARD OF COUNTY COMMISSIONERS  
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

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Michael Largent, Chairman

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Corey Mitzimberg  
Clerk of the Board

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Arthur D Swannack, Comm.

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Tom Handy, Commissioner

086661 14. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to approve the resolution establishing Equipment Rental and Revolving (ER&R) rates for 2023.

**RESOLUTION NO. 086661  
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

In the matter of establishing ER&R rental rates for 2023.

**WHEREAS**, The Whitman County Commissioners have considered the current rates charged by the ER&R division of Public Works, and acknowledge that the Whitman County Equipment Rental and Revolving Fund is required to establish equipment and vehicle rental rates in accordance with statute; and,

**WHEREAS**, rental rates are intended to create enough reserve to pay for equipment replacement at the end of its useful life; and,

**WHEREAS**, the County Engineer and Maintenance Operations Manager track equipment capitalization, operation, and maintenance costs, and have recommended the following rental rates; and,

**WHEREAS**, the Board also recognizes the necessity of allowing Public Works the latitude to allow for mid-year adjustment to the rental rates, because of fluctuating costs,

**NOW THEREFORE, BE IT HEREBY RESOLVED that Whitman County will establish the following ER&R rental rates for 2023, with the ability for the County Engineer to make minor adjustments at his sole discretion, depending on fluctuating cost factors, to take effect on January 1, 2023.**

Graders	\$ 58.00 per hour
Loaders	\$ 50.00 per hour
Excavators	\$ 40.00 to \$43.00 per hour
Trucks	\$ 48.00 per hour
Water Trucks	\$ 85.00 per hour
Asphalt Distributors	\$ 85.00 per hour
Spray Truck, Vegetation	\$ 85.00 per hour
Paint Truck	\$ 200.00 per hour
Asphalt Chip Spreader	\$ 200.00 per hour
Crack Sealer	\$ 50.00 per hour
Rollers	\$ 50.00 per hour
Brooms	\$ 60.00 per hour
Tractor Mowers	\$ 47.00 per hour
Trailers	\$ 14.00 per hour
Lowboy Trailer	\$ 22.00 per hour
Snow plows	\$ 15.00 per hour
Sanders	\$ 23.00 per hour
Under Bridge Platform	\$ 32.50 per hour
Pickups	\$ 14.00 per hour
Trailblazer SUV	\$ 15.00 per hour
Sheriff's vehicles	\$1,000.00 to \$1,300.00 per month
Other Department Vehicles	\$ 500.00 to \$1300.00 per month
GPS Survey Equipment	\$ 22.00 per hour
Data Collector	\$ 7.00 per hour
Total Station Survey Gear	\$ 22.00 per hour
Nuclear Densometer	\$ 14.00 per hour
Testing Lab Trailer	\$ 15.00 per hour

Adopted this 6th day of March, 2023.

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

ATTEST:

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Corey Mitzimberg  
Clerk of the Board

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Michael Largent, Chairman

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Arthur Swannack, Commissioner

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Tom Handy, Commissioner

086662 15. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to approve the Chairman of the Board signing the County Road Administration Boards (CRAB) 2022 Rap Certification of Diversion and Road Fund Expenditures for Traffic Law Enforcement.

086663 16. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to approve the resolution initiating a county force county road project designated as the Steptoe Canyon No. 3 Bridge construction

**RESOLUTION NO. 086663  
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

**In the matter of initiating a county force county road project designated as Steptoe Canyon Bridge No.3 Construction, C.R.B.P. No. 9280-06.06(3), Project No. XFB2300.**

**IT IS HEREBY RESOLVED that the Steptoe Canyon No.3 Bridge, County Bridge No. 9280-06.06(3), be built as follows:**

This project provides for the replacement of a culvert with a bridge, allowing for road traffic and fish passage.

This project is hereby declared to be a public necessity and the County Engineer is hereby ordered and authorized to report and proceed thereon as by law provided (RCW 36.75.050, 36.80.030, 36.80.070)

**IT IS FURTHER RESOLVED that an appropriation from the official adopted road fund budget and based on the county engineer's estimate is hereby made in the amounts and for the purposes shown:**

<u>PURPOSE</u>	<u>AMOUNT OF APPROPRIATION</u>
Engineering	\$ 15,000.00
Construction	\$250,000.00
<b>TOTAL (Road Fund)</b>	<b>\$265,000.00</b>

This project was included in the official adopted annual road program as Item No. 1.

**IT IS FURTHER RESOLVED that the construction is to be accomplished by county forces in accordance with RCW 36.77.065 and WAC 136-18.**

ESTIMATED date of commencing work: January 1, 2023

ESTIMATED date of completing work: October 31, 2023

**ADOPTED this 21st day of February, 2023.**

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

**ATTEST:**

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**Michael Largent, Chairman**

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**Corey Mitzimberg, CMC  
Clerk of the Board**

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**Tom Handy, Commissioner**

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**Arthur D. Swannack, Commissioner**

086664 17. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to approve the resolution adopting a Survey Monument Preservation Policy consistent with the minimum content suggestions by the County Road Administration Board (CRAB) and regionally accepted standards of good practice.

**RESOLUTION NO. 086664  
BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS**

**In the matter of adopting a Survey Monument Preservation Policy for the Whitman County Public Works Department.**

**WHEREAS, it is recognized that the County Road Administration Board (CRAB) requires Whitman County to adopt a survey monument preservation policy; and,**

**WHEREAS, the survey monument preservation has been historically managed through a yearly signed agreement with the Washington Department of Natural Resources – PLSO (Public Land Survey Office), and the policies were never formally adopted by the Board of County Commissioners; and,**

**WHEREAS, the County Engineer has developed a Survey Monument Preservation Policy consistent with minimum content suggestions by the CRAB and regionally accepted standards of good practice;**

**NOW THEREFORE, IT IS HEREBY RESOLVED by the Whitman County Commissioners to recognize and adopt the Whitman County Survey Monument Preservation Policy, dated December 31, 2022.**

**Dated at Colfax, WA this 6th day of March, 2023.**

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

**ATTEST:**

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**Michael Largent, Chairman**

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**Corey Mitzimberg  
Clerk of the Board**

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**Arthur D Swannack, Comm.**

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**Tom Handy, Commissioner**

Public Works Division Updates

086665 18. The following division updates provided by Public Works staff.

Solid Waste & Recycling

Mark Storey, Public Works Director shared the Old Palouse drop box property, owned by the County, is currently being used for paintball tournaments, possibly for hunting and target practice, neighbors are concerned about safety and trash on the property. The property is County owned for a possible future rock quarry. There are and have been other inquires for use of the property. Mark will report back to the Commissioners in the near future after he has done additional research on insurance requirements, lease/renting the property, etc.

Engineering

Dean Cornelison, Whitman County Engineer stated the Notice of Call for Bids for the Almotia 3 project will be sent out next week.

Maintenance

Brian Wilson, Maintenance Operations Manager has planned to lift road weight restrictions, Monday March 13, 2023. Also, the districts have started the process of dismantling winter equipment. Road paint has been delivered so there will not be a wait this year.

Planning:

Mark Storey, Public Works Director said the Shoreline Master Plan has been completed by the Planning Commission and is with the Department of Ecology for review.

D086665 19. No correspondence was received.

D086665a 20. The Pending List was reviewed.

D086665a 21. Approved documents were signed.

1:30 PM – BoCC Workshop

Attendance:

Remotely: Bailey Wiedmer

In Person: Annie Pillers, Bill Tensfeld, Dan Bassler, Jessica Jensema, Judge John Hart, Kelli Campbell, Matthew Floyd

086666 22. The following items were discussed with no action taken.

- Position Management
- Opioid Settlement Funds
- ARPA Funding
- Courtroom Security & A/V Equipment
- Gladish Request
- Childcare

2:00 PM – Recessed to Monday, March 13, 2023

**THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in the Commissioner’s Chambers in the Whitman County Courthouse, Colfax, Washington on Monday, March 13, 2023 at 9:00 a.m. Michael Largent, Chairman, Arthur D Swannack, Commissioner, Tom Handy, Commissioner and Corey Mitzimberg, Clerk of the Board attended

9:00 AM – Reconvened-Board Business and Workshop

Attendance:

Remotely: Chris Nelson, Jacy Leach, JCA, Katie Jensema, Kelli Campbell, Mish Stanley and Sarah Hardy.

In Person: Bailey Wiedmer, Bill Tensfeld, Dean Cornelison, Jessica Jensema, Lance Bishop and Sandy Jamison



Consent Agenda:

D086666a 23. Consent Agenda

086667 The following was approved.

- Treasurers Wire Transfers & Check report \$ 113,887.53
- General Claims/Veterans' Relief Warrants \$ 454,507.12
  - Numbered: 365791-365936

086668-74 Personnel Change Orders approved.

Workshop

066675 24. The following items were discussed with no action taken.

- WCIF Board meeting
- QRP meeting
- St. John FFA
- Veteran Service Officer update
- LSC Review/Budget
- Port of Whitman Email
- Port of Whitman Interlocal/Fiber to Fairgrounds
- Lacrosse Shop access
- Road weight restrictions
- TIB PW
- Commerce Notification
- Almota 3
- Columbia Bank/Umpqua Merge
- Chambers/Auditorium Sound System
- New phones on their way
- Civic Plus/Website

9:40 AM. – Recess

1:00 PM – Reconvene

Attendance:

Remotely: Bill Tensfeld, Wraylee Flodin, Tom Kammerzell, Kristine Meyer, Kara Riebold, Mayor Jim Retzer, Larry Larson, Jody Qualley, Rebecca Couch and Glenn Wagon.

In Person: Kris Carlson

Workshop

066676 24. The following items were discussed with no action taken.

- Business Scaling Facility in Pullman
- US 195 Colfax Bridge Replacement
- Pullman Bypass
- POWBAC Property
- Interlocal Agreement for fiber to Fairgrounds
- Bush Bridge at Almota Elevator
- Ewan Bridge
- Training for Roundabout

2:15 PM – Adjourn

BoCC-12/19-31/2022 Meeting Minutes

D066676a Commissioner Swannack **moved** to adjourn the March 6-19, 2023 meeting. Motion **seconded** by Commissioner Handy and **carried**. The Board will meet in regular session, in the Commissioner's Chambers of the Whitman County commissioners Chambers, Colfax, Washington, on March 20, 2023. The foregoing action made this 13<sup>th</sup> day of March 2023.

ss/ ARTHUR D SWANNACK, COMMISSIONER

ss/ TOM HANDY, COMMISSIONER

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Corey Mitzimberg  
Clerk of the Board

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MICHAEL LARGENT, CHAIRMAN  
Board of County Commissioners