

**WHITMAN COUNTY COMMISSIONERS MINUTES
October 2, 2023**

087138 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in the Commissioner Chambers at the Whitman County Courthouse, 400 N Main St., Colfax, Washington on Monday, October 2, 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 – Called to Order-Workshop

Attendance:

- Remotely – Brandy Dean, Chris Nelson, Crystn Guenthner, Jacy Leach, Jody Lanius, Katie Jensema, Keaton Wheeler, Kristina Cooper, Lorena Lynch, Scott Watson, Suni Wood, Wendy Lierman, Wraylee Flodin and Teresa Simpson-Whitman County Gazette
- In Person – Adam Turnidge, Brandy Dean, Jessica Jensema, Sandy Jamison, Jill Whelchel, Health Clerk, Kelli Campbell, Mark Storey and Bill Tensfeld

087139 1. The following items were discussed with no action taken:

- WCRG Liability Insurance
- Solar Panel Farms
- Homeless Housing Plan
- Road Vacation-McKenzie
- Solid Waste Staffing
- New Credit Card Statements
- Parking Lot repairs
- Juror Pay Increase
- WCIF Premera Decision
- Employee Health Insurance

10:20 AM- Recessed

10:25 AM – Reconvened- Board Business

Attendance:

- Remotely – Remote participation was not available due to an internet outage
- In Person – Mark Storey

New/Old Business

D087139 2. Pledge Allegiance was recited

3. There was no public comment

087140 4. Consent Agenda items approved.

- 087140 Treasures Wire Transfers & Check Report \$ 251,526.51
- 087140 Voucher Claims - #369358 - 369405 \$ 93,745.04
- 087140 Veteran’s Claim – Corbeil Funeral Home \$ 1,000.00
- 087141 October 02, 2023 Minutes
- 087142 – 087152 Personal Change Orders Approved

087153 5. Commissioner Swannack moved, Commissioner Handy seconded and it was carried to re-appoint Greg Jones to the Whitman County Noxious Weed Board to a four year term, expiring December 31, 2027.

087154 6. Commissioner Swannack moved, Commissioner Handy seconded and it was carried to sign a resolution increasing Juror pay from \$10.00 per day to \$25.00 per day in both Superior and District Court **effective January 1, 2024.**

087155 7. Commissioner Swannack moved, Commissioner Handy seconded and it was carried to sign the WCIF 2024 Master Applications.

087156 8. The regular meeting was recessed and the hearing convened by the Chairman for the 2024 Budget Hearing.

Chief Finance Administrator, Jessica Jensema shared the preliminary 2024 budget is looks promising however recommended the 2024 budget not be accepted at this time.

There being no other comments the hearing was recessed and the regular meeting reconvened.

087157 9. Commissioner Swannack moved, Commissioner Handy seconded and it was carried to accept Inland Empire Teamsters Trust as the 2024 Non-Represented Employee health insurance carrier pending **changes in the participant agreement.**

087158 10. Commissioner Swannack moved, Commissioner Handy seconded and it was carried to sign the Inland Empire Teamsters Trust Participation Agreement for Non-Represented Employees as presented. **Document Pending**

087159 11. Commissioner Swannack moved, Commissioner Handy seconded and it was carried to sign the Resolution establishing the ER&R rental rates for 2024.

087160 12. Commissioner Swannack moved, Commissioner Handy seconded and it was carried to approve Publishing the Notice to call for bids on the Countywide Guardrail project to be opened October 23, 2023 in the Commissioners Chambers of the Whitman County Courthouse at 9:00 a.m.

087161 13. Commissioner Swannack moved, Commissioner Handy seconded. Commissioner Handy asked the reason for the amended contract with Dean Cornelison, County Engineer sharing funding increased by \$180,000.00 with no County match required.

it was carried to sign the amended Rural Arterial Trust Account (RATA) funding contract for the Almota 3 Project as presented.

087162 14. Public Works Division Updates were provided by Public Works County Director Mark Storey and .County Engineer, Dean Cornelison.

- **Engineering:**
 - Mr. Cornelison shared guardrails are being installed for the Almota 3 Project. **The project is close to completion.**
- **Solid Waste & Recycling:**
 - Mr. Storey reported the new scale deck is being installed with an estimate completion date in two weeks.
 - When both scales are open there will be an inbound lane and an outbound lane, this will alleviate traffic congestion.
 - There may be a need for an additional scale house operator in the future, this position has been budgeted for 2024.
 - **A tour is planned for Tuesday**, October 10, 2023, staff and Commissioners are invited

10:45 AM Item 15, State Auditor's Office moved to after item 18 due to planned presentation time at 11:30 AM.

D087162a 16. There was no correspondence received.

087163 17. Pending List was reviewed

D087163 18. Approved Documents Signed

10:55 AM- Recessed

11:30 AM – Reconvened - Board Business-Workshop

Attendance:

Remotely – Charina Schneider, SAO Audit Lead, Matt Thompson, SAO Assistant Audit Manager and Kat Markovis, SAO Assistant State Auditor, Chris Nelson, Kristina Cooper, Jacy Leach, Jody Lanius and Teresa Simpson-Whitman County Gazette

In Person – Jessica Jensema, Sandy Jamison and Evon Jones

087164 15. The 2021 and 2022 Accountability Audits Entrance Conference was presented by the State Auditor’s Office (SAO). A copy of the of the Entrance Conference packet was provided before the meeting.

Charina Schneider, SAO Audit Lead introduced herself, Kat Markovis, SAO Assistant State Auditor and Matt Thompson, SAO Assistant Audit Manager and reviewed the levels of reporting, audit costs, communication expectations, the dispute process and loss reporting expectations.

Kat Markovis reviewed the audit dates and scope that include;

- Electronic Fund Transfers (EFT)
- Accounts Payable-Credit Cards
- State Grant Compliance
- Self-Insurance-Unemployment Compensation
- Use of restricted funds
- Petty cash funds
- Cash receipting
- Tracking and Monitoring of theft sensitive assets
- Financial Condition/Stress
- Open Public Meetings Compliance

12:00 PM- Recessed

1:00 PM – Reconvened - Board Business-Executive Session

087165 19. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to go into executive session at 1:00 PM until 2:00 PM for matters related to RCW 42.30.110(1)(g) Performance of an Employee/ Evaluation

Attendance:

In Person – Chris Skidmore

D087165a 19a. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to go into executive session at 2:00 PM until 3:00 PM for matters related to RCW 42.30.110(1)(g) Performance of an Employee/ Evaluation

Attendance:

In Person – Brandy Dean

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D087165b 19b. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to go into executive session at 1:00 PM until 2:00 PM for matters related to RCW 42.30.110(1)(g) Performance of an Employee/ Evaluation

Attendance:

In Person – Mark Storey

4:00 PM – Return to Open Session/Workshop

Attendance:

In Person – Jessica Jensema, Sheriff Brett Meyers, Scotty Anderson and Teresa Simpson, Whitman County Gazette

087166 20. The following items were discussed with no action taken:

- Sheriff Department Budget

5:00 PM- Recessed to Tuesday, October 3, 2023 at 9:00 AM

Tuesday, October 3, 2023

9:00 PM – Reconvened - Board Business-Workshop

Attendance:

In Person – Jessica Jensema, Kelli Campbell and Heather Clark

087167 21. The following items were discussed with no action taken:

- Human Resources Budget

9:20 AM- Return to Open Session – Recessed

9:30 AM – Reconvened – Executive Session

087168 22. Commissioner Swannack moved, Commissioner Handy seconded the motion and carried to go into executive session at 9:30 AM until 10:00 AM for matters related to RCW 42.30.110(1)(g) Performance of an Employee/ Evaluation

Attendance:

In Person – Corey Mitzimberg

10:00 AM- Return to Open Session – Recessed

1:00 PM – Return to Open Session/Workshop

Attendance:

In Person – Annie Pillers and Jessica Jensema

087169 23. The following items were discussed with no action taken:

- 2024 Budget
- Coroner Staffing

3:00 PM – Recess to Monday October 9, 2023 at 9:00 AM

Monday, October 9, 2023

THE BOARD OF WHITMAN COUNTY COMMISSIONERS reconvened in the Commissioner’s Chambers in the Whitman County Courthouse, Colfax, Washington on Monday, October 9, 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: Crystn Guenthner, Sarah Hardy, Jill Whelchel, Wraylee Flodin. Jacy Leach, Keaton Wheeler, Bill Tensfeld, Noel Christiansen, Chris Nelson, Scott Watson, Katie Jensema, Brenda Arthur, Craig Wines, Kristina Cooper, SM and E

In Person: Sue Hinz-League of Women Voters (LWV), Mary Collins-LWV, Karen Keilsing-LWV, Chris Skidmore, Janel Goebel, Ginny Rumiser, Dave Werner, Robby Johnson, Andrew Kuhle, Heather Clark, Katie Jensema, Jessica Jensema, Ellary Houston, Joshua Vincent, Dave Bohara, Brian Wilson, Mark Storey, Kelli Campbell, David Nails, Jimmy Bennett, Jeff Stehr, Jodi Lanius, and Teresa Simpson-Whitman County Gazette

Consent Agenda:

D087169 24. Approved Consent agenda items signed.

087170 - 087182 The following was approved.

- a. Treasures Wire Transfers & Check Report \$ 291,524.46
- Voucher Claims - # 369428 - 369561 \$ 200,470.88
- Payroll Claims – # 368761 – 368772 \$ 585,368.09
- 368950 – 368956 \$ 586,100.79
- 369245 – 369251 \$ 592,003.81
- b. Personal Change Orders Approved

Workshop

087183 25. The following items were discussed with no action taken.

- League of Women Voters Presentation
- **Non – Action Items**
- 2024 Employee Health Insurance

D087184 26. **Item 26, Executive Session for Employee Evaluation was cancelled to be rescheduled at a later date.**

10:30 AM – Recessed

1:00 PM Reconvened – Workshop

Attendance:

In Person – Jessica Jensema, Kelli Campbell

Remote – Sandy Jamison

087185 27. The following items were discussed with no action taken:

- 2024 Budget
- ARPA Funds Use
- COTB Staffing

D087185 Commissioner Swannack moved to adjourn the October 2-15, 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 October 2, 2023.

The foregoing action made this 16th day of October 2023.

ss/ ARTHUR D SWANNACK, COMMISSIONER

ss/ TOM HANDY, COMMISSIONER

Corey Mitzimberg
Clerk of the Board

Michael Largent, CHAIRMAN
Board of County Commissioners