

BOCC MINUTES- 03-07-2022

085464 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in the Auditorium in the Whitman County Public Service Building, Colfax, Washington on **Monday, March 7, 2022** at **9:00 a.m.** Tom Handy Chairman, Arthur D Swannack (remotely) and Michael Largent (remotely, joined at 10:15 a.m.) Commissioners, Maribeth Becker, CMC, Clerk of the Board (remotely) and Corey Mitzimberg, Deputy Clerk of the Board attended.

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

Remotely: Bailey Wiedmer, Brandy Dean, Chris Nelson, Chris Skidmore, Crystn Guenthner, Fletcher Aukerman, Jacy Leach, Jessica Jensema, Jill Whelchel, Kelli Campbell, Lance Bishop, Mark Storey, Sandy Jamison, Sharron Cunningham, Wraylee Flodin, Anthony Kuipers and Oliva Harnack.

085565 1. The following items were discussed but no action was taken.

- WA Senate Bill 5555/911 Operators as First Responders
- WA Senate Bill 170/Modernizing the 911 Emergency Communication System
- LSC Update
- Veterans Service Officer
- Board of Health Revision Update
- COVID-19 Update

D085565A 2. Item two was removed from the agenda.

10:00 a.m. - Recess.

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

Present: Mark Storey and Brandon Kruger.

Remotely: Bailey Wiedmer, Chris Nelson, Crystn Guenthner, Fletcher Aukerman, Jacy Leach, Janel Goebel, Jessica Jensema, Jill Whelchel, Kelli Campbell, Kristina Cooper, Lance Bishop, Mark Storey, Sharron Cunningham, Wraylee Flodin, Matt Thompson(SAO), Heidi Brillantes(SAO), Alisha Shaw(SAO)and Olivia Harnack.

D085565B 3. Pledge of Allegiance.

Consent Agenda:

085466 4. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to accept the consent agenda as presented.

085467 5. Treasurer's Wire Transfers and Check Report in the amount of **\$2,516.00**, and General Claims/Veterans' Relief warrants numbered **359620-359678** for **\$283,452.46** approved.

085468 6. February 22, 2022 minutes approved.

085469-085479 7. Personnel change orders approved.

085480 8. Alisha Shaw, Audit Manager, and Matthew Thompson, Assistant Audit Manager from the State Auditor's Office presented the exit conference for the Financial, Single Federal, and Accountability audits for the dates of January 1, 2020 - December 31, 2020. For the accountability audit he shared that in one instance the County written procurement procedures were not completely followed, and the County needed an accounting software user policy and an accounting software update and patch implementation policy. These issues will be followed up on a subsequent audit. For the financial audit he shared there were uncorrected misstatements in the audited financial statements. of approximately \$315,202.00 between the State Auditor's expectation of the total ending cash and investments and actual cash and investments reported in the financial statements (understatement).

Internal control over financial reporting is listed on the report as no deficiencies in the design or operation of internal control over financial reporting that is considered

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to be significant. For material weaknesses no deficiencies were considered to be material weaknesses. Federal awards had no significant deficiencies in the design or operation of internal control over major federal programs considered to be significant. Material weaknesses were identified as deficiencies, as the County did not have adequate internal controls over a Federal grant for ensuring compliance with Federal requirements for subrecipient monitoring.

The next scheduled audit will be conducted in 2022 and will cover accountability for public resources, financial statements and federal programs.

085481 9. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve implementing an employee retention incentive, pending Union agreement.

085482 9A. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve amending the agenda adding item 19A, workshop for small business relief grants and non-profit assistance requests, adding item 22A to advertise space for lease at 2305 NE Hopkins Court, Pullman, WA, to remove item 24, workshop for Employee Retention incentive using ARPA funds and adding item 26, small business relief grants and non-profit assistance requests workshop.

085483 10. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve the 2022 signature delegation authorization for the Health Department.

085484 11. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to appoint David Tysz as an alternate to the Water Conservancy Board.

085485 12. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion to approve awarding the 2022 Liquid Asphalt Contract to Idaho Asphalt Supply for the amount of \$428,657.00. Public Works Director, Mark Storey shared there were two bidders. Motion **carried**.

085486 13. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion to approve awarding the Doneen Quarry Crushing Project to Shawnee Rock, Inc. in the amount of \$434,925.00. Mr. Storey recommended Shawnee Rock, Inc. as the low bid. Motion **carried**.

085487 14. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion to approve publishing a call for bids for the Solid Waste Scale Project. Mr. Storey said they are diligently looking to gather bids due to the tight time line. The expected bids are between \$1.2 and \$1.5 million, Mr. Storey commented if the bid was over the expected, the bid(s) could not be awarded and the project could go out to bid again. Motion **carried**.

085488 15. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion to approve publishing a notice of public hearing for the Six-Year Road Program (2022-2027) Amendment to be held in the Public Service Building Auditorium in March 21, 2022. Mr. Storey said there is an edit being presented and would like to use increased federal funding. Motion **carried**.

DIVISION UPDATES:

D085488A 16. The following division updates provided by Public Works staff.

Maintenance Division:

D085489 16A. Public Works Director, Mark Storey shared an award was made for asphalt and crack sealing to Special Asphalt Products for \$.58 per pound, this is the basis of award.

D085489A 16B. Maintenance Operations Manager, Brandon Kruger said the department is still watching and checking the roads closed due to weather. The process for roads drying

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out can be a long process. Restricted roads are getting close and overall these roads are good condition.

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Planning Division:

D085489B 16C. Mr. Storey shared he is working on an advertisement for a Consultant for the Shoreline Master Plan. The Shoreline Master Plan needs to be complete by the end of the fiscal year.

D085489C 16D. The Planning Commission has completed the draft for the Comprehensive Plan with the hearing scheduled for March 16, 2022 per Mark Storey. He also said it will be shared soon with the Commissioners.

D085489D 16E. Commissioner Swannack asked when weed spraying would begin, Mr. Storey responded spraying has started.

D085489E 16F. Commissioner Swannack asked for an update on the GIS project, if Pullman has completed their GIS project and if there will be a need for more training or money for GIS. Mr. Storey responded there have been several meetings and the he has been pressing contractors to complete. GIS is up and running however there are big gaps in the system. He also shared Jeff Marshall has been working with the Assessors office. Mark Storey said Pullman hasn't completed theirs and are no longer working on it. It is yet to be determined if additional training or funds will be needed. Mr. Storey will invite Jeff Marshall to attend a Commissioner meeting to give an update in the near future.

CORRESPONDENCE:

D085489F 17. The following correspondence was received: None

085490 18. Commissioners' pending list reviewed.

085491 19. Approved documents signed.

12:00 p.m. - Recess.

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

Present: Jessica Jensema

085492 19A. The following items were discussed but no action was taken.

- Small Business and Non-Profit Grant Discussion

3:30 p.m. - Recess.

D085492A THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in the Auditorium in the Whitman County Public Service Building, Colfax, Washington on **Monday, March 14, 2022** at **9:00 a.m.** Tom Handy Chairman, Arthur D Swannack (remotely) and Michael Largent (remotely) Commissioners, Maribeth Becker, CMC, Clerk of the Board (remotely) and Corey Mitzimberg, Deputy Clerk of the Board attended.

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

D085492B 20. Approved consent agenda items signed.

085493 21. Treasurers Wire Transfers and Check Report in the amount of **\$392,849.31**, Payroll warrants numbered **359679-359687** for **\$656,247.09** and General/Veterans' Relief/Payroll warrants numbered **359690-359777** and **359784-359826** for **\$197,362.46** approved.

085494-085500 22. Personnel change orders approved.

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085501 22A. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve to allow the Chair of the Board to post notice, advertise and negotiate for lease, a County Owned building at 2305 NE Hopkins Ct. Pullman WA 99163 by any means suitable to solicit a qualified lessee under the terms and conditions allowed by law.

9:05 a.m. - BOCC Workshop.

Remotely: Bailey Wiedmer, Bill Tensfeld, Brandy Dean, Chris Nelson, Chris Skidmore, Crystn Guenthner, Fletcher Aukerman, Jacy Leach, Jessica Jensema, Kelli Campbell, Lance Bishop, Mark Storey, Sandy Jamison, Sharron Cunningham, Anthony Kuipers, Olivia Harnack and Zak Kennedy (10:00 a.m.).

085502-085503 23-25. The following items were discussed but no action was taken.

- Courthouse project update
- Whitman County local income tax
- Roads open except Kitzmiller Rd
- COVID 19 update
- Legislative update

Present: Jessica Jensema, Bailey Wiedmer and Jennifer Hackman, Pullman Economic Development.

085504 26. The following items were discussed but no action was taken.

- Small Business and Non-Profit Grant discussion

3:05 p.m. - Adjournment.

D085504A Commissioner Largent **moved** to adjourn the **March 7** and **March 14, 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 21, 2022**. The foregoing action made this **14th** day of **March 2022**.

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

MARIBETH BECKER, CMC
Clerk of the Board
By: Corey Mitzimberg
Deputy Clerk of the Board

TOM HANDY, CHAIRMAN
Board of County Commissioners