

BOCC MINUTES- 06/06/2022

085804 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in the Auditorium in the Whitman County Public Service Building, Colfax, Washington on **Monday, June 6, 2022** at **9:00 a.m.** Tom Handy Chairman, Arthur D Swannack and Michael Largent, Commissioners and Corey Mitzimberg, Deputy Clerk of the Board attended.

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

In Person: Lovina England and Asa Clark in Person, Palouse Land Trust

Remotely: Bailey Wiedmer, Bill Tensfeld, Brandon Kruger, Chris Nelson, Crystn Guenthner, David, Debbie Kilpatrick, Fletcher Aukerman, Jacy Leach, Jessica Jensema, Mark Storey, Sarah Hardy, Sandy Jamison-In Person, Sharron Cunningham, Wraylee Flodin and Olivia Harnack-Whitman County Gazette.

085805-085806 1-2. The following items were discussed but no action was taken.

- SR 195 Project/Old Thornton Highway as detour
- Update to advertising for Board of Health Hearing
- CIP List - Update 2023 List & Amend 2022 List
- Whitcom Dispatcher Salary Increase

10:00 a.m. - Recess.

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

Present: Brandy Dean, Jessica Jensema and Jeff Guyett.

Remotely: Bailey Wiedmer, Bill Tensfeld, Brandy Dean, Chris Nelson, Chris Skidmore, Crystn Guenthner, Jacy Leach, Jessica Jensema, Joshua Vincent, Kelli Campbell, Lance Bishop, Mark Storey, Sandy Jamison, Sharron Cunningham, Wraylee Flodin and Olivia Harnack, WC Gazette.

D085806 3. Pledge of Allegiance.

Consent Agenda:

085807 4. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to accept the consent agenda as presented.

085808 5. Treasurer's Wire Transfers and Check Report in the amount of **\$125,858.04** and General Claims/Veterans' Relief warrants numbered 361188-361257 & 361273-361284 for **\$1,091,616.73** approved.

085809 6. May 16, 2022 minutes approved.

085810-085815 7. Personnel change orders approved.

085816 8. The regular meeting was recessed and the hearing convened by the Chairman for the Community Development Block Grant.

Community Action Center Executive Director, Jeff Guyett shared the Community Development Block Grant-Public Service (CDBG-PS) projects for the July 2022-June 2023 will be in the amount of \$97,000.00. Funds will be used, as in the past, to allowable direct staffing, administrative and space costs as well as client outreach and information in the following areas;

- The Community Food Programs
- Permanent Housing Assistance
- Emergency/Crisis Assistance
- WA State low Income Weatherization and Improvement
- Community Coordination/Collaboration

- Case management/Continuum of Care

Mr. Guyett also shared there is need for a satellite office in Colfax for the Community Action Center and one has been established, located at 300 N. Main, Colfax, WA. Commissioner Swannack asked if all financials were up to date with Jessica Jensema, Whitman County Administrative Director responding, there are some needed updates however finances are close to being finalized.

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

085 9. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve the resolution for the Community Development Block Grant-Public Service (CDBG-PS0).

RESOLUTION NO. 085817
OF THE BOARD OF WHITMAN COUNTY COMMISSIONERS
FOR WHITMAN COUNTY, STATE OF WASHINGTON

WHEREAS, Whitman County is authorized to apply to the state Department of Commerce for a Community Development Block Grant (CDBG); and

WHEREAS, it is necessary for certain conditions to be met to receive CDBG funds;

NOW, THEREFORE, be it resolved that the Whitman County Board of County Commissioners authorizes submission of this CDBG application to the state Department of Commerce to request \$97,000 to assist County residents with transitional housing, emergency housing, community food banks, and more for July 2022-June 2023, and certifies that, if funded, it:

Will comply with applicable provisions of Title I of the Housing and Community Development Act of 1974, as amended, and other applicable state and federal laws; Has provided and will provide opportunities for citizen participation that satisfy the CDBG requirements of 24 CFR 570.486;

Will not use assessments against properties owned and occupied by low-and moderate-income persons or charge user fees to recover the capital costs of CDBG-funded public improvements from low-and moderate-income owner-occupants;

Has established or will establish a plan to minimize displacement as a result of activities assisted with CDBG funds; and assist persons actually displaced as a result of such activities, as provided in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended;

Has adopted or will adopt policy(s) to reduce greenhouse gas emissions in accordance with RCW 70.235.070 and certifies this project will adhere to this policy(s);

Will conduct and administer its program in conformance with Title VI of the Civil Rights Act of 1964 and the Fair Housing Act; and will affirmatively further fair housing (Title VIII of the Civil Rights Act of 1968); and

Has adopted or will adopt and enforce a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against and individuals engaged in nonviolent civil rights demonstrations; and has adopted or will adopt and implement a policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location that is the subject of such nonviolent civil rights demonstration within its jurisdiction, in accordance with Section 104(1) of the Title I of the Housing and Community Development Act for 1974, as amended; and

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Whitman County designates Jessica Jensema, Whitman County Administrative Services Director, as the authorized representative to act in all official matters in connection with this application and Whitman County's participation in the State of Washington CDBG Program.

PASSED, APPROVED AND ADOPTED the 6th day of June 2022.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Tom Handy, Chairman

Corey Mitzimberg
Clerk of the Board

Arthur D Swannack, Commissioner

Michael Largent, Commissioner

085818 10. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve 2023-2024 Agreement with City of Pullman - Misdemeanor/Gross Misdemeanor Prosecution, Indigent Defense, Adjudication/Incarceration Costs.

085819 11. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve the Primary Accounting Software Patch/Update policy.

085820 12. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve to appoint Robert Shindler, Fire District #11-Diamond, to the Emergency Communications Advisory Board for a three year term.

085821 13. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve a credit card for Veterans Service Officer, Cody Yearton.

085822 14. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve the Signature Authorization Delegation Form from the Coroner's office.

085823 15. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve Signature Delegation Authorization Supplemental Form, due to a name change, for the Clerk's Office.

085824 16. Avista Utilities project manager,

085825 17. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve the Capital Improvement Program (CIP)List as presented with the addition of the Public Service Building remodel in the amount of \$165,000.00.

085826 18. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve publishing a Notice of Hearing on June 21, 2022 for update to Whitman County Code 2.08, the Board of Health.

085827 19. Commissioner Handy cancelled the motion to sign the Washington State Liquor and Cannabis Board's Special Occasion Request for Webbs Slough. The request has been approved and signed by the City of St. John as the event is in the City of St. John.

085828 20. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve the resolution to temporarily close Gottschalk Road #3130 while Whitman County Bridge Department replaces the Gutchaulk Bridge.

RESOLUTION NO. 085828

BEFORE THE BOARD OF WHITMAN COUNTY COMMISSIONERS

In the matter of temporarily closing the Gottschalk Road #3130 to through traffic during bridge replacement activities.

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

WHEREAS, Public Works wishes to perform construction activities to replace the Gutchaulk Bridge, located on the Gottschalk Road # 3130, centered around Milepost MP1.46, and

WHEREAS, it would not be feasible to keep the indicated road segment open to traffic during replacement of the bridge, and

WHEREAS, the safety and convenience of the County forces doing the improvement would be better protected if the road segment were closed to through traffic during construction,

IT IS HEREBY RESOLVED, that the Gottschalk Road No. 3130 be temporarily closed to vehicular "through" traffic during construction activities at Milepost MP 1.46, for an approximate two week period during the second half of June and early July (Approximately June 20 through July 15) at the discretion of the County Engineer. It is also resolved that the road will be posted with appropriate closure signs on either end.

DATED at Colfax, Washington, this 6th day of June, 2022.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Tom Handy, Chairman

BY: Corey Mitzimberg
Clerk of the Board

Arthur Swannack, Commissioner

Michael Largent, Commissioner

085829 **21.** Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve the resolution establishing a County Road project designated as the 2022 Sealcoating.

RESOLUTION NO. 085829

BEFORE THE BOARD OF COUNTY COMMISSIONERS of Whitman County, Washington.

In the matter of initiating a county force county road project designated as 2022 Sealcoating, C.R.P. No. 0025 ET AL, Project No. XFL22.

IT IS HEREBY RESOLVED that the Selected Countywide Roads be improved as follows:

Preleveling and Sealcoating approximately 14 miles of County Roads.

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)

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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:

PURPOSE	AMOUNT OF APPRECIATION
Engineering	\$ 1,000.00
Maintenance	<u>\$345,000.00</u>
TOTAL (Road Fund)	\$346,000.00

ESTIMATED date of commencing work: June 13, 2022
ESTIMATED date of completing work: August 31, 2022

ADOPTED this 6th day of June, 2021.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

ATTEST:

Tom Handy, Chairman

Corey Mitzimberg
Clerk of the Board

Arthur D Swannack, Commissioner

Michael Largent, Commissioner

085830 22. Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to approve the Chairman of the Board to sign the Department of Natural Resources Lease agreement for Whitman County Public Works to lease the Repp Stockpile Site.

DIVISION UPDATES:

D085830A 23. The following division updates provided by Public Works staff.

Solid Waste Division:

D085830B 23A. The Scale Bid Project will go out for rebidding of labor and scales will be purchased by the Solid Waste/Public Work Department.

Engineering Division:

D085830C 23B. Work at the Doneen Quarry is complete.

Maintenance Division:

D085830D 23C. Road Stabilization has had crews out working on roads after the recent significant rain. There have been no major problems, some small washes, debris and cones were set out for clean-up.

D085830E 23D. Asphalt sealcoat is picking up and a contractor will be starting June 22, 2022.

D085830F 23E. Commissioner Swannack commented there is a lot of grass/brush growing with Maintenance Operations Manager Brandon Kruger sharing that mowing has also started however with the rain it has been delayed.

CORRESPONDENCE:

D085830F 24. The following correspondence was received:

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085831 **24A.** Financial request from the Palouse-Clearwater Environmental Institute was received.

085832 **25.** Commissioners' pending list reviewed.

D085832A **26.** Approved documents signed.

12:00 p.m. - Recess.

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

Present: Bailey Wiedmer, Jessica Jensema, Kelli Campbell, Sandy Jamison, Denis Tracy and Chris Nelson

Remotely: Brandy Dean, Cynthia Hayward, Dawn Pitts, Debbie Kilpatrick, Fletcher Aukerman, Jacy Leach, Joshua Vincent, Noel Christiansen and Sarah Hardy.

085833 **27.** The following items were discussed but no action was taken.

- Auditor's and Administrative Services positions restructure

2:00 p.m. - Recess to Tuesday, June 7, 2022.

Tuesday, June 7, 2022

10:00 a.m. - Reconvene/Board Business Continued/Executive Session.

Present: Kelli Campbell and Bailey Wiedmer.

085834 **27A.** Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to go into executive session with the above individual(s) until **11:30 a.m.** in for matters related to Qualification of an Applicant for Public Employment.

Present: Kelli Campbell, Jessica Jensema and Bailey Wiedmer.

085835 **27B.** Commissioner Largent **moved** Commissioner Swannack **seconded** the motion and **carried** to go into executive session with the above individual(s) at **11:30 a.m.** until **12:00 a.m.** for matters related to Collective Bargaining Sessions.

12:00 p.m. - Return to Open Session.

12:00 p.m. - Recess.

D085835 **THE BOARD OF WHITMAN COUNTY COMMISSIONERS** met in the Auditorium in the Whitman County Public Service Building, Colfax, Washington on **Monday, June 13, 2022** at **9:05 a.m.** Tom Handy Chairman, Arthur D Swannack and Michael Largent Commissioners, and Corey Mitzimberg, Deputy Clerk of the Board attended.

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

D085835 **27.** Approved consent agenda items signed.

085836 **28.** Treasurers Wire Transfers and Check Report in the amount of **\$374,983.60** and General/Veterans' Relief/Payroll warrants numbered **36129-361485** for **\$683,737.44** approved.

085839-085848 **29.** Personnel change orders approved.

9:05 a.m. - BOCC Workshop.

Present: Jessica Jensema and Lance Bishop.

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Remotely: Annie Pillers, Bailey Wiedmer, Bill Tensfeld, Brandy Dean, Chris Skidmore, Chris Nelson, Crystn Guenthner, David Nails, Jacy Leach, Joshua Vincent, Kelli Campbell, Sarah Hardy, Sandy Jamison, Sharron Cunningham, Rachel Lewis, Mark Storey, Wraylee Flodin and Olivia Harnack, WC Gazette.

085 30. The following items were discussed but no action was taken.

- Whitman County Building/Boost Collaborative
- Public Records Request-Malden/Emergency Management
- Updated position-Assessors Office
 - CIP 2022 List needs updated
 - Malden request for brush fire prevention
- Mud on highways/Some trees down due to rain
- Rain delay for Gutchaulk Bridge
- COVID-19 update
- Board of Health Code still being reviewed
- Flooding in WC Jail

Thursday, June 16 2022

2:00 p.m. - Reconvene/Board Business Continued/Workshop.

Present: Eric Johnson and Jamie Stephens

085 31. The following items were discussed but no action was taken.

- Whitman County Courthouse Briefing with WSAC

3:22 p.m. - Adjournment.

D085__A Commissioner Largent **moved** to adjourn the **June 6th** and **June 13th and 14th, 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 **June 21, 2022**. The foregoing action made this **16th** day of **June 2022**.

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

COREY MITZIMBERG
Clerk of the Board

TOM HANDY, CHAIRMAN
Board of County Commissioners