

ASOTIN COUNTY BOARD OF COMMISSIONERS  
April 12, 2021  
Regular Meeting

The Board of Commissioners in and for the County of Asotin, State of Washington, met this date. Present was Brian Shinn, Chairman, Chuck Whitman, Vice-Chair, and Chris Seubert, Member.

Meeting called to order at 9:00 a.m.

Palouse Area Law Enforcement Critical Incident Investigative Response Team agenda item was removed.

Executive Session added for Personnel (RCW 42.30.110(1)).

(1)  
Seubert moved to approve the minutes of April 5<sup>th</sup> as written. Whitman seconded, motion carried.

Holly Tietz, Victim Witness Coordinator

(2)  
Tietz requested permission to apply for a Victim Witness Grant renewal. The grant is for approx. \$10,000 less than last year's amount.

Whitman moved to approve. Seubert seconded, motion carried.

Adrienne Krull, CASA Coordinator

(3)  
Krull requested permission to apply for a VOCA grant renewal.

Seubert moved to approve. Whitman seconded, motion carried.

Holly Steiner, Treasurer

(4)  
Steiner asked for permission to fill a Vacant Foreclosure Clerk Position.

Whitman moved to approve. Seubert seconded, motion carried.

Lori Hyde, Family Resource Coordinator

(5)  
Hyde presented a lease agreement for office space located at 644 6<sup>th</sup> St. unit A, to house the Community Services Birth to Three Program.

Whitman moved to approve. Seubert seconded, motion carried.

Hyde presented the Asotin County Community Services Birth to Three Program In-Person Services Delivery Policy During COVID-19 (ESIT Stage 2 Re-Entry Plan). The plan outlines protocols allowing for in-person and hybrid services.

Seubert moved to approve. Whitman seconded, motion carried.

Hyde presented the Washington State Department of Children, Youth and Families Service Contract Early Intervention Provider (EIPA) Amendment #21-1145-02 to Contract #21-1145. The amendment changes the amount billed per child based on enrollment. The rates will be recalculated at 3 month intervals.

Whitman moved to approve. Seubert seconded, motion carried.

Cynthia Tierney, Community Services Director

(6)  
Tierney along with Eric Boggan, Vocational Program Manager, presented the Washington State Department of Social and Health Services Client Service Contract for Pre-

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### Cynthia Tierney, Community Services Director (continued)

(6)

Employment Transition Services. The contract is for 1.5 years but is not limited to a time specific frame and allows for up to 40 students. They will be able to take in clients that are still in school. Community Service is currently working with schools for a separate program. 50+ students that could benefit from the program have already been identified. The contract requires a 1 to 5 staff to student ratio. The Community Service Department will need to add staff to cover the increased demand. (1-Job Developer, 1-Direct Support I, and 2-Seasonal Employees)

Seubert moved to approve the DCYF contract. Whitman seconded, motion carried.

Whitman moved to approve the request for additional staffing. Seubert seconded, motion carried.

### Karst Riggers, Building Official

(7)

Riggers presented Greg Keller Conditional Use Permit 21-11, for property located at 2449 Westwood Court. The owner is requesting permission to add a 36' x 16' structure to a pole building currently being constructed. The addition puts the building's square footage over that allowable without a Conditional Use Permit. A Septic Permit from the Health Department has already been issued. The Planning Commission recommended approval.

Whitman moved to approve. Seubert seconded, motion carried.

Riggers presented Nathan Gentry Conditional Use Permit 21-12, for property located at 1490 13<sup>th</sup> Street. Applicant is requesting permission to construct a 40' x 60' shop. The total square footage equates to over that allowable without a Conditional Use Permit. The building will be located off of a private drive and does not interfere with the existing septic system. The Planning Commission recommended approval.

Seubert moved to approve. Whitman seconded, motion carried.

### Mike White, Public Works Director

(8)

White along with Steve Becker, Solid Waste Supervisor, presented Amendment No.8 to Professional Services Contract for Asotin County Solid Waste Services. The contract is for air quality and water monitoring as required by WAC.

Whitman moved to approve. Seubert seconded, motion carried.

White presented the Request for Termination of Approved Project after RATA Reimbursement for the Snake River Road M.P. 19.00 to M.P. 21.97, RAP Project No. 0209-03, CRP 239/253 to the County Road Administration Board.

Seubert moved to approve. Whitman seconded, motion carried.

### Mark Janowski, Emergency Management Director

(9)

Janowski presented the FY 2020 Homeland Security Grant for \$41,309. This is an annual grant that runs about 2 years behind. Some of the grant funding will go toward a County wide mass notification system.

Whitman moved to approve. Seubert seconded, motion carried.

### Miscellaneous

(10)

A letter appointing Benjamin Smith to the open position on the Veterans Advisory Board was presented.

Seubert moved to approve. Whitman seconded, motion carried.

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### Miscellaneous (continued)

The Amendment of Interlocal Agreement Pursuant to RCW 39.34.180 Provision of Municipal Court Services by County to City of Asotin, Washington was presented. The amendment sets a start date of March 15 2021 for the original agreement.

Whitman moved to approve. Seubert seconded, motion carried.

Chris Kemp, COO presented Resolution 21-14, A Resolution Authorizing a Temporary Loan From the Current Expense Fund 001.220 to the Asotin County Fund 104.000. The loan is for \$35,000 to help the Fair cover some of its upfront expenses.

Seubert moved to approve. Whitman seconded, motion carried.

### Committee Reports

(11)

Claims approved and ordered paid:

# 001	Current Expense	\$ 56,483.92
# 101	County Road	\$ 78,119.16
# 104	County Fair	\$ 862.83
# 115	DUI County	\$ 176.96
# 117	Anatone Community Hall	\$ 104.59
# 122	Insurance Premium-In-Lieu	\$ 37.64
# 123	Comm Dev Block Grant	\$ 15,972.00
# 126	Building & Planning	\$ 40.00
# 129	Community Services	\$ 5,730.33
# 146	Special Real Estate	\$ 296.99
# 170	Trial Court Improvement	\$ 218.87
# 410	Regional Landfill	\$ 4,044.50
# 460	Regional Stormwater	\$ 709.49
# 460.004	Stormwater ER&R	\$ 80.06
# 501	Equipment Rental & Rev	\$ 15,443.52
# 502	Central Services	\$ 5,211.28
		\$ 183,532.14

The following voucher (warrant) numbers are approved for payment:  
306331 through 306460 for a total of \$183,532.14.

The following voucher (warrant) numbers and direct deposit are approved for Payroll:  
13985 through 114106 and 306162 through 306193 for \$213,190.09.

Board recessed at 10:25 a.m. until scheduled Executive Session.

(12)

Executive Session held at 10:30 a.m. for approximately 2 minutes regarding Personnel per RCW 42.30.110(1).

(13)

Executive Session held at 10:45 a.m. for approximately 30 minutes regarding Personnel per RCW 42.30.110(1).

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Board recessed at 11:15 a.m.

April 13, 2021

Board reconvened Executive Session at 9:02 a.m. for approximately 46 minutes regarding Personnel per RCW 42.30.110(1).

Board exited executive session at 9:48 a.m.

The Board agreed by consensus to advertise for vacant Public Works Director position.

Board adjourned at 9:50 a.m. until their next scheduled meeting at 6:30 p.m., April 19, 2021.

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Brian Shinn, Chairman

April 19, 2021

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Stacey Harman, Clerk of the Board