

**ASOTIN COUNTY BOARD OF COMMISSIONERS**  
**January 24, 2022**  
**Regular Meeting**

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

Regular meeting called to order at 9:00 a.m.

(1)

Seubert moved to approve the minutes of January 10, 2022, as written. Shinn seconded, motion carried.

Shinn moved to approve the minutes of January 18, 2022, as written. Seubert seconded, motion carried.

Open to the Public

(2)

(3)

Seubert presented Resolution 22-03, A Resolution Memorializing the Conditions for Granting Funding to Hells Canyon Visitor Bureau DBA Visit Lewis Clark Valley for Tourism Promotion. The original grant application was approved with a 12% increase in funding amount by the Board on January 3, 2022.

Seubert moved to approve. Shinn seconded, motion carried.

(4)

Seubert presented Resolution 20-02, A Resolution Memorializing the Conditions for Granting Funding to Asotin County Fair for Tourism Promotion. The original grant application was approved with a 12% increase in funding by the Board on January 3, 2022.

Shinn moved to approve. Seubert seconded, motion carried

Mark Janowski, Emergency Services Director

(5)

Janowski presented the Washington State Military Department Emergency Management Performance Grant American Rescue Plan Act Agreement. This is a one-time, dollar-for-dollar match grant for \$14,205 that will be used to purchase two base station repeaters.

Seubert moved to approve. Shinn seconded, motion carried.

Janowski presented Amendment B to the Agreement Between Spokane County Emergency Management and Asotin County in Conjunction With FY 2019 Homeland Security Grant Program. The amendment extends the funding period to July 31, 2022. There was no increase in the amount of funding.

Shinn moved to approve. Seubert seconded, motion carried.

Karst Riggers, Building Official

(5)

Riggers presented Variance Permit 22-01 for Robin & Kia Cook, property located at 3355 Snake River Road, Asotin, WA. The applicant is asking for a 10' variance in the setback from the front property line, due to irregular shaped lot and Shoreline Master Program setback requirements. No public comment was received. Planning and Zoning Commission recommends approval.

Seubert moved to approve. Shinn seconded, motion carried.

Riggers presented Conditional Use Permit 22-02 for Lamar Companies, for placement of a billboard on the property located at 1311 15<sup>th</sup> Street, Clarkston, WA. Previous application was approved in June of 2021. Applicant was required to apply for a new permit due to an adjusted location for structure. Prospective site is now located 40' from the north property line. Planning and Zoning Commission held a Public Hearing on January 18, 2022, comments received from the public during the public comment period were included in the packet to the Board. Planning and Zoning Commission recommended denial of the permit. Seubert noted that the concerns regarding the project are the same as those that were present at the time of the original approval in 2021.

Shinn moved to approve. Seubert seconded, motion carried.

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### Cynthia Tierney, Community Services Director

(6)

Tierney along with Eric Boggan Vocational Program Manager presented the Asotin County Sole Source Software Justification for Setworks DataBase Software. The Setworks software does not have any direct comparisons and is currently being used to manage clients by agencies throughout the state. The software will enable Community Services to streamline processes with an end result in cost savings.

Seubert moved to approve. Shinn seconded, motion carried.

Tierney asked the Board for permission to fill an open Job Developer position.

Shinn moved to approve, Seubert seconded, motion carried.

Tierney presented the Solicitation/Contract/Order for Commercial Items Offer to Complete Blocks 12, 17, 23, 24 & 30 standard form 1449 containing the general services administration pricing schedule.

Seubert moved to approve. Shinn seconded, motion carried

Tierney presented Amendment No. 2 to Contract CP020200255 Summer Employment Program for Students with Disabilities Idaho Division of Vocation Rehabilitation. The amendment changes the pay for students and staff and extends the contract period 1 year to January 21, 2023. Increasing the total contract value to \$314,900.00 from \$112,300.00. The pay rate changes were implemented to cover the increase in minimum wage rates.

Shinn moved to approve, Seubert seconded, motion carried.

Tierney along with Boggan asked the Board for permission to create a Direct Support position that will be based out of the Moscow/Pullman area. Recent interest from DVR for Community Services to fill a service need and work with clients on the Palouse has facilitated a need for expansion. The current contract does not include language that would allow for the reimbursement of travel expenses and having an employee based out to the Palouse would cut out those costs. Community Services is currently negotiating next year's contract to include language to cover those costs. The logistics and overhead costs of having an employee have not been hammered out yet. Boggan informed the Board that if approved, Community Services isn't looking to hire anyone for the position before spring.

Seubert moved to approve. Shinn seconded, motion carried. Whitman asked that they come back before the board prior to beginning the hiring process.

### Jeff Wiemer, Stormwater Coordinator

(7)

Wiemer gave an update on the current status of Stormwater billing and projects. There was an issue with the billing software. The rate increases that went into effect were erroneously listed in the interest column making all accounts appear delinquent. Whitman asked that the billing provider send out a letter to residents informing them of the error. The Stormwater Retrofit project is waiting for a contract from the Department of Ecology. Wiemer hopes that they will be able to begin construction in mid-summer. The Ridges Project made the draft list for funding, ranking 44 out of the 115 projects, and has a good chance for funding. 90% of the design for the Port Dr. project has been completed. The total estimated cost for the project is \$513,000. Only 10% of the project area is under the County's jurisdiction.

### Miscellaneous

(8)

The Intergovernmental Agreement Apportioning Salary of Court Administrator between Asotin, Columbia, and Garfield counties was presented.

Shinn moved to approve. Seubert seconded, motion carried.

A letter to the Economic Development Administration in support of the Port of Clarkston West Waterfront Cruise Boat Design/Engineering & Permitting application was presented.

Seubert moved to approve. Shinn seconded, motion passed

### Committee Reports

(9)

**January 24, 2022 - Asotin County Commissioner's Regular Proceedings - Continued**

Open to the Public

(10)

Media

(11)

Claims approved and ordered paid:

# 001	Current Expense	\$ 33,229.02
# 101	County Road	\$ 20,734.95
# 104	County Fair	\$ 269.96
# 112	Noxious Weed Controll	\$ 6,518.68
# 117	Anatone Community Hall	\$ 128.63
# 123	Comm Dev Block Grant	\$ 11,348.76
# 129	Community Services	\$ 5,512.01
# 410	Regional Landfill	\$ 1,126.71
# 460	Regional Stormwater	\$ 1,082.21
# 501	Equip Rental & Rev	\$ 30,973.11
# 502	Central Services	\$ 648.63
# 663	Cemetery District	\$ 60.17
# 664	Public Facilities District	\$ 3,278.46
		\$ 114,911.30

The following voucher (warrant) numbers are approved for payment:

313373 through 313466 for a total of \$114,911.30.

The following voucher (warrant) numbers and direct deposit are approved for Payroll:

17082 through 17138 and 313770 through 313781 for \$60,612.86.

Board Recessed at 10:45.

(12)

Executive Session held at 10:51 a.m. for approximately 39 minutes regarding contracts per RCW 42.30.110(d).

Board adjourned at 11:30 a.m. until their next scheduled meeting at 9:00 a.m., Monday, January 31.

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Charles Whitman, Chairman

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January 31, 2021

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Stacey Harman, Clerk of the Board