

ASOTIN COUNTY BOARD OF COMMISSIONERS

April 21, 2025

Regular Meeting

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

(1)

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

(2)

Commissioner Whitman added two action items to the agenda, the Juvenile Services Community Garden Proposal and Resolution Authorizing a temporary loan to the Fair.

(3)

Shinn moved to approve the minutes of April 14, 2025, as written. Seubert seconded, motion carried.

Open to the Public

(4)

Karst Riggers, Building Official

(5)

Riggers presented the Beau Driskill Conditional Use Permit 25-05 for property located at 1665 Bennett Hill Drive. The applicant is looking to construct a 36' x 56' accessory structure for private use. No comments were received during the Planning Commission public hearing held on April 15, 2025. The property is on PUD water and sewer. The Planning Commission recommends the proposal for approval.

Seubert moved to approve. Shinn seconded, motion carried.

Brae'Lyn Marsh, Landfill Administrator

(6)

Marsh presented Great West Engineering Amendment No. 18 to Professional Services Contract for 2025-2026 Groundwater Data Management and Reporting for the Active and Closed Landfill for an amount not to exceed \$45,800.00

Shinn moved to approve. Seubert seconded, motion carried.

Chris Kemp, COO

(7)

Kemp presented the Fuel Purchase Agreement with CHS Primeland. The fuel agreement is part of the Multiple Materials process and shows a breakdown of fuel type as well as pricing terms.

Seubert moved to approve. Shinn seconded, motion carried.

Kemp presented Western States CAT Sales Agreement Q000381948-6 for a 2025 Caterpillar 938 Small Wheel Loader, that was signed by the Shop Foreman.

Shinn moved to approve. Seubert seconded, motion carried.

Kemp presented the Western Sates CAT Bill of Sale for the trade in of a 2013 Caterpillar 930 K with at a value of \$62,500.00 to be applied to Sales Agreement Q00381948-6. The agreement was originally signed by the Shop Foreman.

Seubert moved to approve. Shinn seconded, motion carried.

Kemp presented the Right of Way Procedures as required by the policies set forth in the Washington State Department of Transportation Right of Way Manual M 26-01 and Local Agency Guidelines (LAG) Manual.

Shinn moved to approve. Seubert seconded, motion carried.

Kemp presented Resolution 25-22, A Resolution Authorizing a Temporary Loan from the Current Expense Fund 001.220 to the Asotin County Fair Fund 104.000. The resolution provided \$88,000 in funds to cover cash flow issues until the State allocation for 2025 arrives.

Seubert moved to approve. Shinn seconded, motion carried.

Miscellaneous

(8)

Clerk of the Board/HR Specialist Stacey Harman asked the Board to fill the vacant Victim Witness Advocate position in the Prosecuting Attorney's Office.

Shinn moved to approve. Seubert seconded, motion carried.

Commissioner Whitman presented two Housing Authority Board appointment recommendations. The Housing Authority Board voted to recommend Emily Ashby and Ronna Kerr to the two current vacant seats.

Seubert moved to approve. Shinn seconded, motion carried.

Daryl Schmirler, Juvenile Probation Officer, having obtained the blessing of the Prosecuting Attorney, asked the Board for permission to move forward with the community service garden, originally presented during the March 25, 2025, meeting.

Shinn moved to approve. Seubert seconded, motion carried.

Claims approved and ordered paid:

# 001	Current Expense	\$	91,045.55
# 101	County Road	\$	1,624.42
# 104	County Fair	\$	68,258.97
# 114	Paths & Trails	\$	3,424.12
# 120	Rural Emergency Medical Svc Dist #2	\$	6,446.85
# 126	Building & Planning	\$	138.58
# 129	Community Services	\$	5,872.12
# 310	Capital Projects Jail	\$	70.51
# 311	Capital Projects Jail 2024	\$	1,300,733.71
# 410	Regional Landfill	\$	3,883.96
# 460	Regional Stormwater	\$	3,474.63
# 501	Equip Rental & Rev	\$	2,904.19
# 502	Central Services	\$	10,149.76
		\$	1,498,027.37

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

344117 through 344209 for a total of \$1,498,027.37.

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

344065 through 344073 and 29474 through 29527 for \$54,665.49.

Committee Reports

(9)

Open to the Public

(10)

Media

(11)

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The Board Recessed at 9:54 a.m.

(12)

At 10:00 a.m. the Board met for approx. 1 hour for an administrative work session.

(13)

At 11:00 a.m. the Board met for approx. 25 minutes for an administrative work session.

At 11:26 a.m. the Board adjourned the meeting until the next regular meeting scheduled for 9:00 a.m. Monday, April 28, 2025.

Charles Whitman, Chairman

April 28, 2025

Stacey Harman Clerk of the Board