

July 25, 2016

The Commissioners' meeting was called to order in their meeting room at 9:00 a.m. All members were present. Steve Kiss offered the invocation and Mike Manus led the flag salute.

(1)

Human Resources Manager Maria Swinger-Inskeep was present to discuss a request for a revision to the Crisis Services Manager salary table. Motion was made by K. Skoog to revise the salary table and change in salary for the Crisis Services Manager. Motion was seconded by S. Kiss. Motion carried. M. Swinger-Inskeep added to the Consent Agenda a Payroll Change Notice reflecting the change.

M. Swinger-Inskeep requested input regarding the HR Budget and discussed employee training.

(2)

Consent Agenda – Motion was made by K. Skoog to approve the Consent Agenda. Motion was seconded by S. Kiss. Motion carried. The Consent Agenda includes this week's Agenda, the corrected minutes of the Board's July 18, 2016 meeting and the following items:

Investment Earnings (year-to-date):                      \$13,887.68

Payroll Change Notice:

*Counseling Services* –

Renee Morrison, Step 3, \$5,300.00/mo., Effective 5/01/2016

*Public Works* –

Stephen Bouche, end of Temporary Mechanic position, Effective 7/20/2016

*Sheriff-Communications* –

Nicole Reiersen, Longevity, \$25.00/mo., Effective 8/01/2016

Nicole Reiersen, Step 4, \$3,059.92/mo., Effective 8/01/2016

*Sheriff-Deputy* –

Ryan Taylor, Step 2, \$4,246.73/mo., Effective 8/01/2016

*Weed Board* –

David Dumaw, Resignation, Effective 7/21/2016

(3)

The Board discussed the grazing allotment, marijuana, Tri-County Health, Coordination, wolves, and refugees.

(4)

The Board reviewed the Commissioners Budget.

(5)

Community Development Director Mike Lithgow was present to discuss the permitting process for a Project of Statewide Significance. Motion was made by S. Kiss to approve the letter of support concerning the potential location of a Project of Statewide Significance. Motion was seconded by K. Skoog. Motion carried.

(6)

The Board recessed for lunch at 12:00.

(7)

Sheriff Alan Botzheim and Captain Geoff Rusho were present to discuss the jail. Also present was Prosecutor Dolly Hunt. The group discussed inmate concerns, staffing, the recent flooding source, and the installation of security cameras.

(8)

M. Lithgow was present for a discussion regarding water banking issues. Also present was D. Hunt. The group reviewed and discussed a memorandum regarding water banking business rules.

(9)

Prosecuting Attorney Dolly Hunt was present for an update. Items discussed included addressing of roads, Diking District No. 1, litigation, and the marijuana moratorium.

(10)

Counseling Services Director Annabelle Payne was present for an update. Items discussed included staffing, housing and homelessness, Washington Drug Free Youth (WDFY) Silverwood outing, prevention, and trainings.

(11)

Public Comment Period – There were no members of the public present for comment.

(12)

M. Manus declared the meeting continued to July 26.

July 26, 2016

(13)

Coffee Talk – The Board room was available at 8:30 a.m. for refreshments.

(14)

Meeting of the Elected Officials and Department Heads – Present were County Clerk Tammie Ownbey, Auditor Marianne Nichols, Assessor Jim McCroskey, M. Swinger-Inskeep, Financial Manager Jill Shacklett, D. Hunt, A. Botzheim, ITS Director Mark Lemen, county resident Bob Eugene, M. Lithgow, Treasury Manager Lisa Vallieres, and all members of the Board. M. Manus opened the meeting at 9:00 and provided a synopsis of the WSAC Legislative Steering Committee priorities regarding property tax cap reform, public records requests, and public defenders.

M. Manus was excused at 9:30 to attend a tour of the Pend Oreille River with representatives from the office of Governor Jay Inslee et al.

K. Skoog continued the meeting and requested departmental updates. M. Swinger-Inskeep spoke to the group about training available to employees. M. Lemen provided his background information and encouraged each department to schedule a meeting with him to discuss IT needs. M. Lithgow mentioned a customer service training funded by the EDC. S. Kiss spoke about PILT

funds. K. Skoog spoke about an Employee Appreciation event as well as a Volunteer Appreciation event.

(15)

County Engineer Don Ramsey was present for a Public Works Update. Also present was B. Eugene. D. Ramsey summarized the ER&R policy workshop and requested the Board adopt the ER&R Policy and the ER&R 2017 Rates.

D. Ramsey spoke about the determination by the Board for the use of county forces and the requirement to publish the engineer's estimate. Motion was made by S. Kiss to advertise for the determination of county forces for construction of the West Branch LeClerc Creek No. 2 project. Motion was seconded by K. Skoog. Motion carried.

D. Ramsey requested approval to prepare a small works roster call for bids for the Westside Calispel Road MP 12.4 culvert replacement. Motion was made by S. Kiss to approve a small works roster call for Westside Calispel Road culvert replacement. Motion was seconded by K. Skoog. Motion carried.

D. Ramsey discussed the Northshore Diamond Lake drainage canal. One RFP was received from Parametrix of Spokane to evaluate the canal crossing. Motion was made by S. Kiss to authorize the county engineer negotiate with Parametrix to determine the scope of work and contract price subject to Board approval. Motion was seconded by K. Skoog. Motion carried.

Update items included:

- Flooding in the Jail-Discussion included the cause, funding of the criminal justice system, and on call pay for maintenance personnel;
- HVAC-Discussion included the anticipated delivery and installation;
- Seattle City Light Project-Discussion included funding of the pullouts and bank stabilization projects on Sullivan Lake Road;
- Chip Seal Project.

(16)

The Board recessed for lunch.

(17)

M. Manus returned to the meeting and provided an update on the Pend Oreille River tour.

(18)

M. Lemen was present for an ITS Update. Items discussed included software migration and conversion, social media, cell phones, and departmental meetings.

(19)

Public Hearing – Extending the moratorium regarding retail marijuana for an additional six months. Members of the public present included: owner of Pend Oreille County retail license JoHanna Grider; manager of Lucid Joshua Brown; citizens Burt Gunderson, Nancy Gunderson and Janice Northrup; and, Certified Prevention Specialist Carrie McKinley. The hearing was opened and the notice was read. Public comment included the following statements: to support an

extension to the moratorium in order to educate voters and to evaluate studies on youth access; and, to lift the moratorium allowing retail sales for the medical benefits to patients and for tax revenues to the county. There being no further comments, the hearing was closed.

Motion was made by S. Kiss to extend the moratorium regarding marijuana retail sales within the unincorporated areas of Pend Oreille County for an additional six months. Motion was seconded by K. Skoog. Motion carried.

An Ordinance Adopting an Addition Six-Month Extension of the Moratorium on the Establishment, Location, Permitting, Licensing, or Operation of Marijuana Retail Sales  
*ORDINANCE NO. 2016-2, COMMISSIONERS' RECORDING*

Motion was made by K. Skoog to put an advisory vote by the people on the ballot in November. Motion died for lack of a second.

Motion was made by S. Kiss to ban the retail sale of marijuana in the unincorporated areas of Pend Oreille County. Motion was seconded by M. Manus. M. Manus voted Aye, S. Kiss voted Aye, K. Skoog voted Nay. Motion carried.

(20)

D. Ramsey was present to speak about on call employees needed for the weekends due to recent emergencies in a county building. It was the consensus of the Board to allow the Public Works Director (or acting Director) to assign on call employees as needed.

(21)

D. Hunt was present via speakerphone regarding the process to ban retail marijuana sales.

(22)

Motion was made by S. Kiss to rescind the previously adopted motion banning the retail sales of marijuana in Pend Oreille County pending legal counsel on proper procedure. Motion was seconded by M. Manus. Motion carried.

(23)

Correspondence Received:

- 7.23 R. Whittekiend-POC Fair Auction
- 7.24 C. Whittekiend-POC Fair Auction
- 7.25 B. Emery-Jail Conditions
- 7.26 J. Frueh-Jail Conditions
- 7.27 G. Sears-Sullivan Creek Dispersed Recreation Sites
- 7.28 A. & D. Reijonen-POC Fair Auction

(24)

Correspondence Sent:

- Holmes & Baldwin families-Cards
- T. Vaughn-Letter of Support

(25)

As of this date, the Board approved vouchers for payment as listed and made available by the Auditor’s Office. The following vouchers/warrants/electronic payments are approved for payment:

	<u>Salary and Claim</u>
Current Expense	\$ 342,226.81
Arts, Tourism & Recreation	\$ 1,887.17
Counseling Services	\$ 59,688.61
Crime Victims Compensation	\$ 213.23
Fair	\$ 1,148.60
Park	\$ 728.56
Road	\$ 186,192.81
Timber Sales	\$ 587.78
Treasurer’s O&M	\$ 1,996.80
Emergency 911 Communications	\$ 15,251.09
Growth Management	\$ 928.28
Low Income Housing/2060	\$ 1,196.10
Homeless Program/2163	\$ 2,416.60
Public Facilities	\$ 2,379.48
Capital Projects	\$ 31,846.08
Solid Waste	\$ 16,825.17
Risk Management	\$ 210.00
Equipment R&R	\$ 23,706.63
Unemployment Compensation	\$ 2,701.92
IT Fund	<u>\$ 16,558.65</u>
TOTAL	\$ 708,690.37

Checks 158235 through 158356 and 158436 through 158458 totaling \$275,640.46 and Electronic Funds Transfers 8279 through 8467 and 8469 through 8475 totaling \$452,353.58 dated July 25, 2016. Includes Jr. Taxing Districts.

(26)

There being no further business, M. Manus adjourned the meeting at 4:30.

ATTEST: s/ \_\_\_\_\_  
Rhonda Cary, Clerk of the Board

APPROVED: s/ \_\_\_\_\_  
Mike Manus, Chair of the Board