

November 26, 2018

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:12 a.m. in their meeting room. Present were Chair Stephen Kiss, Commissioner Karen Skoog, and Clerk of the Board Crystal Zieske. Vice Chair Mike Manus is excused for the day. S. Kiss offered the invocation and led the flag salute.

(1)

The Board discussed public records requests.

(2)

Motion was made by K. Skoog to set the surplus property hearing date and time for December 10, 2018, 10:30 a.m. Motion was seconded by S. Kiss. Motion carried unanimously. *(This replaces Board action from 11/19/18 Consent Agenda, which had attempted a date of December 4 for the hearing. Clerk was unable to meet Newport Miner's legal notice deadline.)*

(3)

Auditor Marianne Nichols and Financial Manager Jill Shacklett were present for a budget update.

(4)

Sheriff 2019 Budget Review – Present were Patrol Sergeant Glenn Blakeslee, Jail Captain Geoff Rusho, Executive Administrative Assistant Dawn Taylor, M. Nichols and J. Shacklett.

(5)

The Board recessed for lunch at 12:03 p.m.

(6)

Assessor Jim McCroskey was present to discuss levy certifications.

(7)

Vice-chair Mike Manus joined the meeting in progress. He gave a report on the EDC Work Plan meeting.

(8)

The Board met in executive session pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee from 3:18 p.m. to 3:48 p.m.

(9)

The Board discussed the budget, employee benefits, and Comp Plan update.

(10)

Public Comment –No members of the public were present.

(11)

Meeting continued to November 27.

November 27, 2018

The meeting resumed at 9:04 a.m. with S. Kiss, M. Manus, K. Skoog, and C. Zieske present.

(12)

S. Kiss was excused to canvass and certify the General Election.

(13)

Public Works Director Craig Jackson was present for an update. Also in attendance were County Engineer Don Ramsey, Facilities Maintenance Supervisor James Batie, and Road District Supervisor Dan Reijonen.

(14)

D. Ramsey requested the setting of a public hearing for the Public Works Transportation Improvement 6-Year Program.

(15)

J. Batie requested approval to purchase five commercial-grade defibrillators (AED's) for county buildings.

Motion was made by K. Skoog to approve the purchase of defibrillators at a cost not to exceed \$8,500. Motion was seconded by M. Manus. Motion carried unanimously.

(16)

S. Kiss, M. Nichols, J. Shacklett, and Newport Miner reporter Caneel Johnson joined the update in progress. Project updates were Sullivan Lake Inlet Bridge, LeClerc Road North Overlay, and courthouse elevator. Presentations were given on Mill Creek pipe repair work and Pend Oreille County road maintenance program. Public Works budget was reviewed.

(17)

Counseling Services Director Annabelle Payne was present for an update. Human Resources Manager Terra Sirevog and J. Shacklett were also present. A. Payne provided clarification of the job postings, promotion, retention stipend, and job descriptions approved last week.

(18)

The Board met in executive session pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee from 11:10a.m. to 11:21a.m. Also in attendance were A. Payne and T. Sirevog.

(19)

A. Payne reported on Individual Employment (IE) and Community Inclusion (CI) services, upcoming SCRILS meeting, hiring updates, and contract processing.

(20)

WSU County Extension Director/4-H Youth Development Agent Mike Jensen was present for an update. He presented the 4-H 2017-2018 state fee summary of expenditures and state fee proposal. He reported on the 4-H Open House, Master Gardeners, WSAC meeting, fair board elections, grizzly bear awareness events, National 4-H Science Day, Grizzly Discovery Center, Know Your Government, and the Alaska Leadership Program for 4-H tribal members.

(21)

The Board recessed for lunch at 12:07 p.m.

(22)

M. Manus was excused for the remainder of the day.

(23)

Consent Agenda - Motion was made by K. Skoog to approve the Consent Agenda. Motion was seconded by S. Kiss. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's November 19, 2018 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 11/21/18): \$142,519.59

Payroll Change Notice:

District Court-

Linda Shelgren, Deputy/Probation Clerk, 3/5th Time to 4/5th Time, Effective 12/1/2018

(24)

GIS Manager Josh Shelton, GIS Tech César Stoddard, and ITS Director Robert Brooks were present to discuss a private road naming at Skookum Rendezvous. Also present were area residents John Cameron, Carolyn Herzog, and Ray Dilcox. C. Stoddard reported that names from the binding site plan were never adopted, and because of issues with deliveries and 911 emergency services, they're requesting road name adoptions. Presented were a letter from the owner's association approving the process, map exhibit, road revision sheets, binding site plan maps, and address proposal maps. The GIS Department will do the revision to the county road register, numbering approximately 200 new addresses, and notify all parties. Skookum Rendezvous Owners Association will pay for the costs of the road signs.

Motion was made by K. Skoog to approve the adoption of all proposed private road names in Skookum Rendezvous. Motion was seconded by S. Kiss. Motion carried unanimously.

The three residents left the meeting. Public records requests were discussed. C. Stoddard and J. Shelton were excused from the meeting. Other topics were the county's security system, county website, policies, and resources.

(25)

911 Coordinator Steve West was present to discuss camera systems at the Sheriff's Office and Hall of Justice. Also present were Emergency Management Deputy Director Joann Boggs, ITS Tech III Zach Deiss, G. Blakeslee, G. Rusho, R. Brooks, J. Shelton, J. Shacklett and county resident Bob Eugene. The analog cameras have been having pixelization problems, and upgrades are deemed necessary at this time.

M. Nichols joined the meeting in progress.

Digital cameras will have freeze-frame and screen shot capabilities. Discussion centered around network and storage capabilities and upgrades that may be necessary. A Capital Facilities Project request will be submitted by S. West for the 2019 budget.

Motion was made by K. Skoog to approve the request for proposal up to \$50,000 for camera system replacement. Motion was seconded by S. Kiss. Motion carried unanimously.

(26)

J. Boggs was present to discuss All Hazard Mitigation Plan. Also present were S. West, G. Blakeslee, G. Rusho, R. Brooks, J. Shelton, and B. Eugene. The draft hazard mitigation plan's Volume I and Volume II (a total of 618 pages) are available for viewing on the Emergency Management page of the county's website.

(27)

Motion was made by K. Skoog to approve the closure of Treasurer's Revolving Fund/Checking Account. Motion was seconded by S. Kiss. Motion carried unanimously.

Closure of Treasurer's Revolving Fund
RESOLUTION NO. 2018-40, COMMISSIONERS' RECORDING

(28)

Motion was made by K. Skoog to approve the signing of the Washington State Office of Public Defense Interagency Agreement by Superior Court Administrator Evelyn Bell. Motion was seconded by S. Kiss. Motion carried unanimously.

Washington State Office of Public Defense Agreement No. ICA19304
AGREEMENT NO. 2018-73, COMMISSIONERS' RECORDING

(29)

Motion was made by K. Skoog to approve the CIC Annual Peopleware Agreement. Motion was seconded by S. Kiss. Motion carried unanimously.

Annual Peopleware Agreement
AGREEMENT NO. 2018-74, COMMISSIONERS' RECORDING

(30)

Motion was made by K. Skoog to set the Public Works Transportation Improvement 6-Year Program Public Hearing for December 18, 2018 at 10:00 a.m. Motion was seconded by S. Kiss. Motion carried unanimously.

(31)

Correspondence Received:

- 11.28 DNR-Memorandum re: SEPA Lead Agency & Determination of Nonsignificance
- 11.29 Cemetery District #3-Levy Resolution and Certification
- 11.30 Town of Metaline- Levy Resolution (with corrected Resolution number) and Certification
- 11.31 G./D. Johnson-cc: Letter re: Petition to Vacate Unused Portion of 362 Bayview Blvd.–Status Update Request
- 11.32 PO Economic Development Council-November 21 Agenda & October 17 Minutes
- 11.33 Rural Resources Head Start Annual Report 2017-2018
- 11.34 USFS/C. B. French-Letter re: timely objection of Final Environmental Impact Statement, Revised Land Management Plan, and draft Record of Decision for the CNFP Revision

(32)

Correspondence Sent:

E. Opp-Sympathy card

(33)

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	\$ 310,722.75
Counseling Services	\$ 74,158.69
Crime Victims Compensation	\$ 234.35
Park	\$ 372.54
Road	\$ 92,620.48
Veteran's Assistance	\$ 64.12
Emergency 911 Communications	\$ 29,765.51
Growth Management	\$ 8,056.55
Public Facilities	\$ 2,816.11
Solid Waste	\$ 14,547.99
Equipment R&R	\$ 12,153.33
IT Services	<u>\$ 7,766.12</u>
TOTAL	\$ 553,278.54

Checks 177186 through 177207 totaling \$34,810.01 and Electronic Funds Transfers 20598 through 20603 totaling \$218,123.85 and Checks 177175 through 177185 totaling \$10,986.44 and Electronic Funds Transfers 20416 through 20597 totaling \$259,466.95, dated November 21, 2018. Includes Jr. Taxing Districts. Checks 177264 through 177292 totaling \$55,623.28 and Electronic Funds Transfer 20605 totaling \$786.00, dated November 26, 2018.

(34)

Meeting adjourned.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board