

January 7, 2019

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:09 a.m. in their meeting room. Present were Vice Chair Mike Manus, Commissioner Stephen Kiss, and Clerk of the Board Crystal Zieske. Chair Karen Skoog was excused for bereavement leave. M. Manus offered the invocation and led the flag salute.

(1)

The Board discussed NEWC's December meeting and Planning Commission.

(2)

The Board interviewed Carl Jackson for the Planning Commission.

(3)

Community Development Director Greg Snow was present for an update. Also present were Newport Miner Reporter Caneel Johnson and residents Michael Naylor and Bob Eugene. G. Snow reported that the 237 building permits processed in 2018 have resulted in revenues \$43,400 ahead of 2017. There is a meeting with Department of Ecology's floodplain coordinator from our region on Wednesday morning. Also discussed were WRIA 55 update, Comp Plan update and upcoming public hearings, bills the legislature has proposed, and Sweet Creek bridge.

(4)

The Board discussed the Park Plan update.

(5)

The Board conducted a phone interview with Judy Ashton for the Planning Commission.

(6)

Motion was made by M. Manus to approve the reappointment of Judy Ashton to the Planning Commission. Motion was seconded by S. Kiss. Motion carried unanimously.

(7)

The Board recessed for lunch at 12:06 p.m.

(8)

Motion was made by S. Kiss to approve sending a letter to Mr. Carl Jackson, thanking him for his interest in serving on the Planning Commission, and to notify him he'll be considered in the future if an opening becomes available. Motion was seconded by M. Manus. Motion carried unanimously.

(9)

Motion was made by S. Kiss to approve sending Judy Ashton a letter recognizing her reappointment to the Planning Commission. Motion was seconded by M. Manus. Motion carried unanimously.

(10)

The Board conducted a phone interview with John Wilson for the Board of Equalization.

(11)

Counseling Director Annabelle Payne was present for an update regarding the Developmental Disability program. Also present were Clinical Supervisor Jennifer Stout and Business Manager Kris

Martin. Human Resources Manager Terra Sirevog joined the update in progress. A. Payne discussed three options to replace the department's retiring DD Specialist. C. Johnson and B. Eugene joined the update in progress. Consensus was to try to back-fill the position.

(12)

Prosecuting Attorney Dolly Hunt was present for a legal update. Also present were C. Johnson and B. Eugene. Discussed were an EMS District, Public Records Requests and PRA training, and commissioners attending outside meetings.

(13)

City Administrator Russ Pelleberg stopped in to discuss an interlocal agreement.

(14)

Motion was made by S. Kiss to approve the reappointment of William Kemp to the Planning Commission, and to send him a letter of notification. Motion was seconded by M. Manus. Motion carried unanimously.

(15)

Motion was made by S. Kiss to approve the reappointment of Jean Hines to the Planning Commission, and to send her a letter of notification. Motion was seconded by M. Manus. Motion carried unanimously.

(16)

Motion was made by S. Kiss to reappoint Commission Karen Skoog to the LEOF1 Board. Motion was seconded by M. Manus. Motion carried unanimously.

(17)

Public Comment –No members of the public were present for comment.

(18)

Consent Agenda - Motion was made by S. Kiss to approve the Consent Agenda. Motion was seconded by M. Manus. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's December 31, 2018 meeting and the following items:

Payroll Change Notice:

Public Works-

Annie Suchocki, Receptionist/Office Assistant, Step 3, \$2,793.34/mo., Effective 1/1/2019

Tom Johnson, Maintenance Technician, Resignation, Effective 12/5/2018

Sheriff's Office-

Marcus Johnson, Corrections, Resignation, Effective 1/7/2019

Request to Hire-LaDonna Boyd, Counseling CPWI Coalition Coordinator, at Step 2

Request to Hire-Beverly Sarles, Counseling CPWI Coalition Coordinator, 3/5 PTE at Step 2

Request to Hire-Shawn D. Simmons-Counseling Mental Health Counselor, at Step 2

Request to Advertise & Hire-Counseling Receptionist

Employee Promotion-Becca Teeters to WISE Youth Partner

Salary Structure Schedules 2019

Amendment to Molina Healthcare of Washington, Inc. Provider Services Agreement
AGREEMENT NO. 2019-01, COMMISSIONERS' RECORDING

Community Health Plan of Washington Amendment to Provider Agreement
AGREEMENT NO. 2019-02, COMMISSIONERS' RECORDING

Unemployment Compensation Rate
RESOLUTION NO. 2019-01, COMMISSIONERS' RECORDING

(19)

Meeting continued to January 8.

January 8, 2019

The meeting resumed at 9:00 a.m. with M. Manus, S. Kiss, and C. Zieske present. K. Skoog was excused for bereavement leave.

(20)

Public Works Director Craig Jackson was present for an update. Also in attendance were Road District Supervisor Dan Reijonen and B. Eugene.

Motion was made by S. Kiss to approve the request to advertise for elevator proposals. Motion was seconded by M. Manus. Motion carried unanimously.

Motion was made by S. Kiss to approve the Request for Qualifications for construction testing services for CRP 841 LeClerc Road North Overlay Project. Motion was seconded by M. Manus. Motion carried unanimously.

C. Jackson shared that he's working with Community Development on updating the Parks and Recreation Comp Plan and presented a Power Point on the County Arterial Preservation Program. County Engineer Don Ramsey joined the meeting in progress.

D. Reijonen discussed renting a crusher and explained the crush program. C. Jackson presented a Power Point on Mill Creek and Flowery Trail ditch work. D. Ramsey discussed potential revisions of ER&R, including managing replacement of capital items (other than vehicles and computers).

Also discussed were interviews for Maintenance Tech Apprentice, a proposal for private operation of Deer Valley transfer station, the proposed sale of a county water truck, and the recent purchase of a lowboy.

(21)

John Graham, Business Development Account Manager with Apollo Solutions Group, gave a

presentation on Energy Savings Performance Contracting (ESPC). Also present were C. Jackson and B. Eugene.

(22)

Motion was made by S. Kiss to approve Brian Eglund retaining his ½ hour 2018 vacation as carryover. Motion was seconded by M. Manus. Motion carried unanimously.

(23)

Motion was made by S. Kiss to approve the request to grant Jamie Wyrobek 32 hours vacation time rollover. Motion was seconded by M. Manus. Motion carried unanimously.

(24)

The Board recessed for lunch at 12:16 p.m.

(25)

District Manager David Marcell from Pend Oreille Conservation District was present for a VSP update. Also present was G. Snow. Topics were interlocal agreements, budget, and VSP Work Group.

(26)

The Board participated in a conference call with Bob Royer, with Royer's Written Word, regarding Seattle City Light.

(27)

Motion was made by S. Kiss to approve the FY2018 Emergency Management Performance Grant Agreement, for \$19,500. Motion was seconded by M. Manus. Motion carried unanimously.

FY18 Emergency Management Performance Grant Agreement E19-128
AGREEMENT NO. 2019-03, COMMISSIONERS' RECORDING

(28)

Motion was made by S. Kiss to approve the contract between Pend Oreille County and Pend Oreille County Economic Development Council. Motion was seconded by M. Manus. Motion carried unanimously.

Pend Oreille County Economic Development Council Contract
CONTRACT NO. 2019-01, COMMISSIONERS' RECORDING

(29)

Motion was made by S. Kiss to approve the request to advertise and hire FTE Coalition Coordinator for Counseling Services. Motion was seconded by M. Manus. Motion carried unanimously.

(30)

Motion was made by S. Kiss to approve the advertising and hire of Counseling's Developmental Disability Specialist I. Motion was seconded by M. Manus. Motion carried unanimously.

(31)

Motion was made by S. Kiss to appoint to TAC (Technical Advisory Committee) as the county's

primary representative, Mike Manus. Motion was seconded by M. Manus. Motion carried unanimously.

(32)

Motion was made by M. Manus to appoint Steve Kiss as our alternate representative to TAC (Technical Advisory Committee). Motion was seconded by S. Kiss. Motion carried unanimously.

(33)

T. Sirevog was present for an HR update.

Motion was made by S. Kiss to hire Mr. Nicholas Bartel for Building & Grounds Facilities Maintenance Technician I Apprentice at Step 3. Motion was seconded by M. Manus. Motion carried unanimously.

Payroll Change Notice:

Public Works-

Nicholas Bartel, Facilities Maintenance Technician I Apprentice, Step 3,
\$2,181.85/mo., Effective 1/22/2019

(34)

Correspondence Received:

- 1.1 S. Roberts-Thank you note
- 1.2 Department of Revenue-Letter re: certification of 2018 property tax levy amounts
- 1.3 Town of Metaline-Levy certification and 2019 budget
- 1.4 Treasurer/T. Miller-Letter re: Transfer of Properties in Treasurer's Office RCW36.39.010(9)
- 1.5 Treasurer/N. Dice- Letter re: Transfer of Properties in Treasurer's Office RCW36.39.010(9)
- 1.6 Newport Miner-Letters re: "Who's in Charge" directory
- 1.7 Tri County Economic Development District (TEDD)-Request for appointments
- 1.8 NETCHD-Letter re: Northeast Tri County Health District Board of Health Meeting
- 1.9 E./E. Styskel-cc: letter to Pend Oreille County Planning Commission re: Proposal to Eliminate County Public Lands Zone and Replace with Public/Institution Uses Zone
- 1.10 Judy Ashton-Letter of interest in reappointment to Planning Commission
- 1.11 F. D. Kelley-Case load report
- 1.12 Tri County Economic Development District (TEDD)-Request for appointments to Technical Advisory Committee (TAC)

(35)

Correspondence Sent:

J. Ashton-Reappointment to Planning Commission
W. Kemp-Reappointment to Planning Commission
J. Hines-Reappointment to Planning Commission
C. Jackson-Letter of appreciation for applying for Planning Commission
K. Skoog-Sympathy card
Public Disclosure Commission-Lobbyist Registration
TEDD-Appointments to Technical Advisory Committee (TAC)
TEDD-Appointments to TEDD Board

(36)

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	\$ 31,068.59
Counseling Services	\$ 8,161.04
Fair	\$ 206.09
Park	\$ 436.14
Road	\$ 5,246.89
Extension Education	\$ 64.10
Public Facilities	\$ 9,400.00
Risk Management	\$ 6,479.26
Equipment R&R	\$ 83,516.33
IT Services	<u>\$ 375.72</u>
TOTAL	\$ 144,954.16

Checks 177948 through 178044 totaling \$144,122.16 and Electronic Funds Transfer 21048 totaling \$832.00, dated January 7, 2019.

(37)

Meeting adjourned.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board