

March 18, 2019

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:05 a.m. in their meeting room. Present were Vice Chair Mike Manus, Commissioner Stephen Kiss, and Clerk of the Board Crystal Zieske.

(1)

Treasurer Nicole Dice gave an update on the amendment to HB 1105 that eliminates the penalties for delinquent payment of property taxes.

(2)

Chair Karen Skoog arrived to the meeting at 9:32 a.m. C. Zieske offered the invocation and led the flag salute.

(3)

K. Skoog gave a legislative update and reported on the Jurassic Parliament workshop she attended.

(4)

S. Kiss reported on the Planning Commission meeting.

(5)

Consent Agenda - Motion was made by M. Manus 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 March 11, 2019 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 3/15/19): \$51,047.94

Updated Dispatcher/911 Operator Position Description

FFY18 Spokane County Greater Spokane Department of Emergency Management and Pend Oreille County in Conjunction with FY 2018 Homeland Security Grant Program
AGREEMENT NO. 2019-13, COMMISSIONERS' RECORDING

Approval of purchase under state contract from Northend Truck Equipment, one Henke five-yard sander body for \$19,356.00, plus tax

Approval of Public Works Director for Authorization to Invest with County Treasurer

(6)

The Board met in executive session to discuss potential litigation pursuant to RCW 42.30.110(1)(i) for one hour, from 10:32 a.m. to 11:32 a.m. Present were Prosecuting Attorney Dolly Hunt and Human Resources Manager Terra Sirevog.

(7)

The Board interviewed Michael Kirkwood for the Parks and Recreation Advisory Board.

(8)

Motion was made by M. Manus to approve the appointment of Mike Kirkwood to the Parks and Recreation Advisory Board. Motion was seconded by S. Kiss. Motion carried unanimously.

(9)

The Board recessed for lunch at 12:15 p.m.

(10)

Economic Development Director Jamie Wyrobek was present to discuss the USDA's Rural Economic Development Innovation (REDI) Grant for technical assistance.

(11)

S. Kiss presented an invoice approved for payment by the Hotel/Motel Tax Advisory Board as follows: PORTA, \$1,542.95. Motion was made by M. Manus to approve the Hotel/Motel Tax invoice for payment. Motion was seconded by S. Kiss. Motion carried unanimously.

(12)

D. Hunt was present for a legal update. Also present was resident Bob Eugene and Newport Miner Reporter Caneel Johnson. Topics were public records training and updating the purchasing policy.

(13)

Public Comment –Phyllis Kardos was present and provided comment.

(14)

M. Manus gave an update from the Spokane County Regional Interlocal Leadership Structure (SCRILS) meeting.

(15)

Meeting continued to March 19.

March 19, 2019

The Commissioners' meeting room was open for refreshments at 8:30 a.m.

(16)

K. Skoog convened the meeting of the Elected Officials and Department Heads at 9:02 a.m. Present were S. Kiss, ITS Director Robert Brooks, Sheriff Glenn Blakeslee, Counseling Services Director Annabelle Payne, Weed Control Coordinator Sharon Sorby, Weed Control Education & Outreach Coordinator Lisa Alkire, Public Works Director Craig Jackson, N. Dice, Assessor Jim McCroskey, J. Wyrobek, D. Hunt, Financial Manager Jill Shacklett, Community Development Director Greg Snow, T. Sirevog, Commissioner Programs Christine Rahoun, and C. Zieske. A roundtable discussion was held. M. Manus was excused for the morning, to attend a Congresswoman Cathy McMorris Rogers event in Spokane.

(17)

C. Jackson was present for a Public Works update. Also in attendance were Road District Supervisor Dan Reijonen and Engineering Technician Mike Kirkwood. After a review of the two magnesium chloride (liquid form) bids received, M. Kirkwood recommended the Board approve the bid to low bidder, Roadwise, Inc., who has a satisfactory past performance rating with the county. Motion was made by S. Kiss to approve the award for the RD-2019 Gravel Road Stabilization Materials Project (Schedule 1) be made to Roadwise, Inc. of Spokane, WA., for \$38,330.40, plus tax. Motion was seconded by K. Skoog. Motion carried unanimously.

M. Manus arrived to the update in progress. D. Reijonen discussed the calcium chloride needed for RD-2019 and stated that a quote was received from Oxford, Inc. This company is the sole local source of this product and has been providing to the county previously, at this same price they've quoted this year. Motion was made by M. Manus to approve the purchase of calcium chloride (dry form) for this project from Oxford, Inc. of Moyie Springs, ID, for \$15,090.00, plus tax. Motion was seconded by S. Kiss. Motion carried unanimously.

C. Jackson reported on the elevator project and a meeting that has been held with the vendor. M. Kirkwood discussed the modified proposal and the forthcoming contract. Other topics were projects of mutual interest with USFS, Diamond Lake pipe, dust control and gravel stabilization, and dangerous tree removal on N. LeClerc Road.

Motion was made by M. Manus to approve signing the letter of response to M. Scherf regarding road work and condition of Robarge Road. Motion was seconded by S. Kiss. Motion carried unanimously.

(18)

G. Snow requested use of the Commissioners' Meeting Room for three public hearings before the hearing examiner and discussed the White Bluffs Consulting contract and Comp Plan.

(19)

The Board recessed for lunch at 12:02 p.m.

(20)

R. Brooks was present for an ITS update. Also present was B. Eugene. Topics were Smarsh Archiving, data protection platform upgrade, automated inventory, new blades, and hypervisor standardization.

Motion was made by M. Manus to approve the 2019 City of Newport technology services contract. Motion was seconded by S. Kiss. Motion carried unanimously.

Information Technology Services Agreement Between City of Newport and Pend Oreille County
AGREEMENT NO. 2019-14, COMMISSIONERS' RECORDING

R. Brooks reported on upcoming trainings for the IT Team, managed support contract, and public records requests training.

(21)

Washington State Association of Counties Director of Communications & Member Services Derek Anderson was present via telephone conference for a WSAC update. Also present were R. Brooks and B. Eugene. D. Anderson reviewed the activities planned for April's National County Government Month, social media campaigns, and archiving solutions.

(22)

Motion was made by M. Manus to approve sending a letter of appreciation to Seth Prentice for his interest in the Parks and Recreation Advisory Board. Motion was seconded by S. Kiss. Motion carried unanimously.

(23)

Motion was made by S. Kiss to approve signing the letter to Washington Department of Fish & Wildlife, invoicing for \$11,525.62 for PILT in-lieu payment. Motion was seconded by M. Manus. Motion carried unanimously.

(24)

Motion was made by M. Manus to sign the letter of appointment for Mike Kirkwood to Parks and Recreation Advisory Board. Motion was seconded by S. Kiss. Motion carried unanimously.

(25)

Correspondence Received:

- 3.14 WSLCB-Broken J 420, 310 Broken J Ln #B, Newport, Non-Retail Privileges
Marijuana Processor; Country Gardens 502, 310 Broken J Lane Ste A, Newport,
Marijuana Producer Tier 3 Marijuana Processor
- 3.15 National Forest Counties & Schools Coalition 3.13.19 agenda
- 3.16 PO Economic Development Council 3.20.19 Agenda & 2.20.19 Minutes
- 3.17 NETCHD-3.20.19 Agenda & 1.16.19 Minutes
- 3.18 DNR/K. McNamee-Notice of Final Determination “Sherry Ridge Timber Sale,” App. No.
98217; SEPA File No. 19-020503, FPA No. 3023302
- 3.19 M. Murray-Letter of follow-up to 10/3/18 re: change of zoning classification
- 3.20 Kalispel Casino-Grand Opening Invitation

(26)

Correspondence Sent:

- M. Scherf-Letter of response re: Road Work and Condition of Robarge Road
- M. Kirkwood-Letter re: Appointment to the Parks & Recreation Advisory Board
WDFW/Real Estate Services-2018-2019 PILT Billing
- S. Prentice-Letter of appreciation for applying to Parks and Recreation Advisory Board

(27)

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	\$ 40,000.15
Counseling Services	\$ 7,064.01
Fair	\$ 508.29
Park	\$ 112.98
Road	\$ 95,323.58
Emergency 911 Communications	\$ 40,002.96
Solid Waste	\$ 30,182.21
Equipment R&R	\$ 4,711.54
IT Services	\$ 18,243.68
Sheriff’s Trust	<u>\$ 548.50</u>
TOTAL	\$ 236,697.90

Checks 179616 through 179722 totaling \$234,061.49 and Electronic Funds Transfer 22161 totaling \$2,636.41, dated March 18, 2019.

(28)
Meeting adjourned.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board