

April 29, 2019

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:00 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 is excused for the week.

(1)

S. Kiss reported on the USFS Colville National Forest Plan Revision Objection Resolution Meetings, and the Board discussed the Forest Plan Revision.

(2)

Human Resources Manager Terra Sirevog gave an update.

(3)

S. Kiss offered the invocation and led the flag salute.

(4)

M. Manus gave an update from the Leaders' Meeting.

(5)

The Board discussed county roads and chip-sealing.

(6)

The Board met in executive session to evaluate the performance of an employee pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 11:10 a.m. to 12:10 a.m. Also present was Sheriff Glenn Blakeslee.

(7)

Motion was made by S. Kiss to set the Public Hearing for 2018 Comprehensive Plan Amendments for May 22 and to advertise the meeting in the Newport Miner. Motion was seconded by M. Manus. Motion carried unanimously.

(8)

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

(9)

A Fair Board update was held. Present were Financial Manager Jill Shacklett, Public Works Office Manager/Risk Manager Teresa Brooks, Auditor Marianne Nichols, Prosecuting Attorney Dolly Hunt, Fair Board Members Garth Hanson, Kay Driver, Anna Armstrong, Kelly Driver, Alicia Elsasser, Glenn Miller, and Barb Cordes; and Newport Miner Reporter Caneel Johnson and area resident Bob Eugene. The Fair Association wishes to become a non-profit organization, in order to file for grants and accept tax-exempt contributions, but the 501(c)(3) application fee is expensive. Topics of discussion were: a fundraiser to raise money for the application fee, the option of the Fair Association leasing the county land, maintenance of the fairground buildings, tracking financial records, mutton busting event, liability waivers, and a possible MOU/MOA with the county.

(10)

Prosecuting Attorney Dolly Hunt was present for a legal update. Also present were citizens Gretchen Koenig and B. Eugene. Discussion was held on the Fair Association and public records training.

Resident Tracy Morgan joined the update in progress. D. Hunt notified the Board of the upcoming renewal of the CASA agreement.

(11)

The Board met in executive session to discuss potential litigation pursuant to RCW 42.30.110(1)(i) for 20 minutes, from 3:08 p.m. to 3:28 p.m. Present was Prosecuting Attorney Dolly Hunt.

(12)

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 April 22, 2019 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 4/26/19): \$67,905.64

Payroll Change Notice:

Public Works-Roads

Mike Kirkwood, Engineering Tech/Public Works Contracting & Procurement Agent,  
Step 3, \$26.50/hr., Effective 5/1/2019

Request to Advertise & Hire: Community Development Administrative Assistant

C-2019-15 Purchase Agreement 2019 CAPP Schedule 1 Hot Mix Asphalt-Interstate  
Concrete & Asphalt Company

*CONTRACT NO. 2019-15, COMMISSIONERS' RECORDING*

C-2019-16 Purchase Agreement 2019 CAPP Schedule 1 Hot Mix Asphalt -Inland Asphalt  
Company

*CONTRACT NO. 2019-16, COMMISSIONERS' RECORDING*

C-2019-17 Purchase Agreement 2019 CAPP Schedule 1 Hot Mix Asphalt -Wood's Crushing  
& Hauling

*CONTRACT NO. 2019-17, COMMISSIONERS' RECORDING*

(13)

Public Comment –Sheila Pattinson, B. Eugene, and Heidi Hampe were present and provided comment.

(14)

Meeting continued to April 30.

April 30, 2019

The meeting resumed at 9:00 a.m. with M. Manus, S. Kiss, and C. Zieske present.

(15)

Public Works Director Craig Jackson was present for an update. Also in attendance were County Engineer Don Ramsey, Fleet Manager Brian Eglund, and B. Eugene. B. Eglund reported that training was held on the new brush cutter this morning, and that the county saved \$15,000-\$20,000 by buying this good, used piece of equipment over a new purchase.

D. Ramsey described a cost overrun on the bridge project and requested approval of additional funds. Motion was made by S. Kiss to approve the Local Agency Agreement Supplement 3 requesting an additional \$130,000 in project costs for the construction contract line item for the Sullivan Lake Inlet Bridge project. Motion was seconded by M. Manus. Motion carried unanimously.

*WSDOT Local Agency Agreement Supplement 3-Sullivan Lake Inlet Bridge  
AGREEMENT NO. 2019-21, COMMISSIONERS' RECORDING*

B. Eglund recommended the awarding of the bid for outfitting Sheriff vehicles to the sole bidder, Day Wireless Systems. Motion was made by S. Kiss to approve the purchase under competitive bid process to outfit two 2019 Chevy Tahoes. Motion was seconded by M. Manus. Motion carried unanimously. B. Eglund left the update.

Motion was made by S. Kiss to approve the Road Department's request to sign 11 change orders for the Sullivan Lake Inlet Bridge Replacement. Motion was seconded by M. Manus. Motion carried unanimously.

C. Jackson gave updates on the elevator project, systematic road improvement program, ER&R program, donation of gravel, waste to energy solution for Solid Waste's cardboard, building maintenance model, and the fairgrounds.

(16)

The Board recessed for lunch at 12:00 p.m.

(17)

ITS Director Robert Brooks was present for an update. Also present was B. Eugene. A PowerPoint was presented on Archiving and Public Records Requests, and a conversation was held on proposed solutions for records requests. J. Shacklett joined the meeting in progress. Other topics of discussion were new blades, hypervisor standardization, website outage follow-up, maintenance updates, managed support contract, and audio recording/transcribing equipment.

(18)

The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 15 minutes, from 3:01 p.m. to 3:17 p.m. Present was Robert Brooks. The Board requested an additional 5 minutes, from 3:17 p.m. to 3:23 p.m.

(19)

The Board discussed economic development in the county.

(20)

Motion was made by S. Kiss to redesignate the Pend Oreille County Economic Development Council as the county's ADO for the biennium of 7/1/2019 to 6/30/2021 and authorize Mike Manus to sign the designation form. Motion was seconded by M. Manus. Motion carried unanimously.

(21)

Motion was made by M. Manus to send correspondence to Health Care Authority releasing CJTA funding at this time to BHO/ASO-SCRILS. Motion was seconded by S. Kiss. Motion carried unanimously.

(22)

Newport City Administrator Russ Pelleberg was present for an update on the city’s economic development.

(23)

Correspondence Received:

- 4.47 Okanogan County-NEWC/QUAD County 4.19.2019 Agenda
- 4.48 U.S.D.A. Forest Service-Brief summary of the South Fork Boulder Road Project
- 4.49 NE Tri County Health District-Board of Health Meeting scheduled for 5.8.2019
- 4.50 Martin Hall Board-4.18.19 Agenda & 3.21.19 Minutes
- 4.51 Attorney Brett Billingsley-2019 1<sup>st</sup> Quarter Caseload Report
- 4.52 Attorney Carson Van Valkenburg-2019 1<sup>st</sup> Quarter Caseload Report
- 4.53 Girl Scouts Troup 1927-Thank You Card
- 4.54 WSLCB-The Boat Launch, 802 S. Shore Rd., Ste B, Newport, Discontinue of liquor license
- 4.55 WSLCB-The Boat Launch Convenience Store, 802 S. Shore Rd., Ste A, Newport, Discontinue of liquor license

(24)

Correspondence Sent:

- Department of Commerce-Associate Development Organization Certification/Designation Form (Email)
- State of Washington Health Care Authority-Defer CJTA funds to BHO/ASO
- T. Henke-Retirement Card

(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	\$ 350,816.81
Counseling Services	\$ 82,657.76
Crime Victims Compensation	\$ 237.15
Fair	\$ 465.62
Park	\$ 819.62
Road	\$ 102,055.21
Veteran’s Assistance	\$ 650.00
Timber Sales	\$ 1,795.78
Trial Court Improvement	\$ 1,910.83
Emergency 911 Communications	\$ 9,055.57
Low Income Housing/2060	\$ 1,318.72
Homeless Program/2163	\$ 4,991.94
Public Facilities	\$ 2,844.92
Capital Projects	\$ 1,357.91
Solid Waste	\$ 18,515.77
Equipment R&R	\$ 33,406.04
IT Services	\$ 16,029.49
Sheriff’s Trust	<u>\$ 1,437.00</u>
TOTAL	\$ 630,366.14

Checks 180504 through 180509 totaling \$7,790.35 and Electronic Funds Transfers 22622 through 22810 totaling \$271,398.59, and Checks 180510 through 180535 totaling \$36,649.91 and Electronic Funds Transfers 22811 through 22818 totaling \$231,778.84, dated April 25, 2019. Includes Jr. Taxing Districts.

Checks 180537 through 180605 totaling \$112,917.95 and Electronic Funds Transfer 22819 totaling \$98.34, dated April 29, 2019. Includes Jr. Taxing Districts.

(26)  
Meeting adjourned.

APPROVED: \_\_\_\_\_  
Chair of the Board

ATTEST: \_\_\_\_\_  
Clerk of the Board