

May 20, 2019

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:13 a.m. in their meeting room. Present were Chair Karen Skoog, Commissioner Stephen Kiss, and Clerk of the Board Crystal Zieske.

(1)

Vice Chair Mike Manus arrived to the meeting at 9:44 a.m.

(2)

Human Resources Manager Terra Sirevog gave an HR update.

(3)

S. Kiss and M. Manus gave an update from the Usk Sub Area Plan Meeting.

(4)

K. Skoog reported on the Western Interstate Region (WIR) Conference.

(5)

The Board interviewed Carl Jackson for Board of Equalization.

(6)

Motion was made by M. Manus to appoint Carl Jackson to the Board of Equalization. Motion was seconded by S. Kiss. Motion carried unanimously.

(7)

Treasurer Nicole Dice was present for a review of the Cash Handling Policy.

(8)

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 May 13, 2019 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 05/17/19): \$ 89,197.68

Payroll Change Notice:

Sheriff-Corrections-

Jeff Nichols, Corrections Sergeant, Step 1, \$4,056.91/mo., Effective 5/16/2019

Community Development-

Terri Ann Hedtke, Retirement, Effective 5/2/2019

Counseling Services-

Donna Anderson, CPWI Coalition Coordinator, Step 2, \$3,458.28/mo., Effective 6/1/2019

Sonya DeWitt, Termination, Effective 5/17/2019

Assessor's Office-

John Gentle, Appraiser Trainee, Step 1, \$2,580.28/mo., Effective 6/3/2019

Request to Advertise & Hire: ITS Director

PROCLAMATION: NATIONAL PUBLIC WORKS WEEK - MAY 19-25, 2019

(9)

S. Kiss gave an update from the Cusick City Council meeting.

(10)

M. Manus spoke about the NE WA Large Fire Meeting.

(11)

M. Manus was excused from the meeting at 11:30 a.m.

(12)

The Board recessed for lunch at 12:01 p.m.

(13)

A Fair Board workshop was held. Present were Public Works Director Craig Jackson, Facilities Maintenance Supervisor James Batie, Financial Manager Jill Shacklett, Auditor Marianne Nichols, Fair Board Chair Garth Hanson, Vice Chair Ryan Tellessen, and Fair Board members Lola Richey, Kay Driver, Gretchen Koenig, Chris Jones (also with PUD), Glenn Miller, Barb Cordes and Kevin Koesal; Rodeo Representative Tommy Petrie, and area resident Bob Eugene.

C. Jackson outlined suggested improvements to fairgrounds, recommended by the county's Risk Management Team. A brainstorming session was held, with suggestions on how to complete repairs that would reduce risk and ensure safe facilities for event attendees.

(14)

M. Manus returned at 2:50 p.m.

(15)

The Board met in executive session to discuss potential litigation pursuant to RCW 42.30.110(1)(i) for 60 minutes, from 3:00 p.m. to 3:55 p.m. Present was Prosecuting Attorney Dolly Hunt, Community Development Director Greg Snow, and via phone conference, Attorneys Nathan Smith and Brian Kistler. M. Manus left the meeting at 3:40 p.m.

(16)

D. Hunt was present for a legal update. Topics were PILT litigation and POC fairgrounds.

(17)

Motion was made by S. Kiss to approve signing and sending the letter to Pend Oreille PUD, requesting assistance in POC fairground repairs. Motion was seconded by K. Skoog. Motion carried unanimously.

(18)

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

(19)

Meeting continued to May 21.

May 21, 2019

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

(20)

K. Skoog convened the meeting of the Elected Officials and Department Heads at 9:02 a.m. and led the flag salute. Present were S. Kiss, WSU County Extension Director Mike Jensen, T. Sirevog, C. Jackson, County Clerk Tammie Ownbey, Assessor Jim McCroskey, Economic Development Director Jamie Wyrobek, Treasurer Nicole Dice, D. Hunt, M. Nichols, J. Shacklett, Treasury Manager Lisa Vallieres, Commissioner Programs Christine Rahoun, and C. Zieske. M. Manus was excused for day. An HR update was provided by T. Sirevog followed by a Safety update from C. Rahoun. Weed Specialist Loretta Nichols joined the meeting in progress. Recognition of National Public Works Week was made, then a roundtable discussion was held.

(21)

C. Jackson was present for a Public Works update. Also in attendance were County Engineer Don Ramsey and Road District Supervisor Dan Reijonen. C. Jackson gave a presentation on the deterioration of Allen Road and requested approval to spot pave it. He then presented several requests.

a) Motion was made by S. Kiss to authorize the Road Department to hire an Engineering Intern at \$16.00/hour. Motion was seconded by K. Skoog. Motion carried unanimously.

b) Motion was made by S. Kiss to approve the Road Department request to approve and sign an award letter to Budinger and Associates for Geotechnical Services for the Flowery Trail Road Project. Motion was seconded by K. Skoog. Motion carried unanimously.

c) Motion was made by S. Kiss to authorize to proceed with planning of area-wide equipment Road-e-o on July 11 at the District 1 Road Shop. Motion was seconded by K. Skoog. Motion carried unanimously.

d) Motion was made by S. Kiss to approve the request to advertise for bids to provide 300 tons of winter road salt and to make purchasing available to other agencies by interlocal agreement. Motion was seconded by K. Skoog. Motion carried unanimously.

e) Motion was made by S. Kiss to approve the Chair signing the standard 2019 Non-Discrimination (Title IV) Agreement assurances. Motion was seconded by K. Skoog. Motion carried unanimously.

The United States Department of Transportation (USDOT) Standard Title VI/Non-Discrimination Assurances DOT Order No. 1050.2A
AGREEMENT NO. 2019-24, COMMISSIONERS' RECORDING

B. Eugene joined the update at 10:44 a.m. C. Jackson gave updates on the concrete staining at Sullivan Lake Inlet Bridge, paint sprayer, sander body, backup generator for Road Shop District 1, and the cardboard recycling situation.

(22)

Motion was made by S. Kiss to approve having the Chair sign the Acceptance of Conditions from the Office of the Washington State Auditor's Accountability Audit for the fiscal year ended

December 31, 2018. Motion was seconded by K. Skoog. Motion carried unanimously.

(23)

Motion was made by S. Kiss to purchase membership into Inland Northwest Partners, for up to five memberships, for \$150.00. Motion was seconded by K. Skoog. Motion carried unanimously.

(24)

District Manager of Pend Oreille Conservation District David Marcell provided a VSP update. Topics included working with Community Development Planning Technician Alexa Polaski, website, outreach plan, renewal of the VSP Agreement, and Work Group meetings.

(25)

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

(26)

G. Snow was present to discuss the VSP Agreement with the Board.

(27)

2020 Census Partnership Specialists Melinda Thorp and Licett Figueroa were present for a Census 2020 Workshop. Also in attendance were Youth Emergency Services's Janina Persick, Newport Mayor Shirley Sands, The Beacon Owner/Managing Editor Desiree Hood, Probation Counselor/Diversion Coordinator Cindy Delay, Prevention Program Manager Carrie McKinley, PORTA Representative TerriAnn Lyons-Hedtke, Newport City Administrator Russ Pelleberg, Family Crisis Network's Lea Porter, G. Snow, J. Shacklett, M. Nichols, J. Wyrobek, N. Dice, T. Ownbey, T. Sirevog, and Newport Hospital & Health Services Marketing & Foundation Director Jenny Smith.

(28)

Motion was made by S. Kiss to approve signing and sending the letter of appointment to Board of Equalization to Carl Jackson. Motion was seconded by K. Skoog. Motion carried unanimously.

(29)

Motion was made by S. Kiss to approve the updated job description and advertise and hire a Clinical Director for Counseling Services. Motion was seconded by K. Skoog. Motion carried unanimously.

(30)

Motion was made by S. Kiss to approve the job description changes and advertise and hire a Deputy Clerk position full-time. Motion was seconded by K. Skoog. Motion carried unanimously.

(31)

S. Kiss presented an invoice approved for payment by the Hotel/Motel Tax Advisory Board as follows: PORTA, \$1,722.72. Motion was made by K. Skoog to approve the Hotel/Motel Tax invoice for payment. Motion was seconded by S. Kiss. Motion carried unanimously.

(32)

Correspondence Received:

5.18 M. Naylor-Letter of opposition to CPU-18-POC

5.19 C. Dalebout-Letter of opposition to CPU-18-POC

5.20 PO Economic Development Council-5.15.19 Agenda

- 5.21 T. Lyons-Hedtke-Letter of interest in Parks and Recreation Board
- 5.22 G. Jakeman-cc: Resignation from Parks and Recreation Board
- 5.23 Responsible Growth NE Washington/P. Kardos-Letter of opposition to CPU-18-POC
- 5.24 A. James-Letter of opposition to CPU-18-POC
- 5.25 The Cutter Theatre/S. Pelkie-Thank You note
- 5.26 Rural Resources Board of Directors-5.22.19 Agenda
- 5.27 S. Rising-Letter of opposition to proposed silicon facility
- 5.28 T. Scherr-Letter of opposition to CPU-18-POC
- 5.29 K. Finley-Letter of opposition to CPU-18-POC
- 5.30 L./C. Scherr-Letter of opposition to proposed silicon facility
- 5.31 T. Scherr-Letter of opposition to CPU-18-POC

(33)

Correspondence Sent:

Pend Oreille PUD Board/C. Knapp-Letter Requesting Assistance with POC Fairground Repairs
 Budinger and Associates/J. Finnegan PE-Award Letter Flowery Trail Road Geotechnical Services
 C. Jackson-Letter of Appointment to Board of Equalization

(34)

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	\$ 78,533.91
Counseling Services	\$ 6,553.35
Fair	\$ 416.52
Law Library	\$ 298.05
Road	\$ 159,675.39
Emergency 911 Communications	\$ 1,414.84
Solid Waste	\$ 48,857.91
Risk Management	\$ 132.97
Equipment R&R	<u>\$ 169,211.32</u>
TOTAL	\$ 465,094.26

Checks 180969 through 181081 totaling \$462,191.57 and Electronic Funds Transfers 23066 through 23068 totaling \$2,902.69, dated May 20, 2019.

(35)

Meeting adjourned.

APPROVED: _____
 Chair of the Board

ATTEST: _____
 Clerk of the Board