

July 22, 2019

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:04 a.m. in their meeting room. Present were Chair Karen Skoog, Vice Chair Mike Manus, Commissioner Stephen Kiss, and Clerk of the Board Crystal Zieske. S. Kiss offered the invocation and led the flag salute.

(1)

The Board discussed the Juvenile Court system and staffing.

(2)

M. Manus reported on the EDC working group meeting.

(3)

The Board reviewed recent meetings with Smart Growth America and the Federal Partners Forum.

(4)

The Board discussed the ITS department and staffing.

(5)

K. Skoog gave a report from NACo Annual Conference, regarding Public Lands Steering Committee and SRS. The Board discussed forest lands, new USFS staffing, endowments, and NACo's available training, High Performance Leadership Academy.

(6)

Jamie Wyrobek was present for an Economic Development Council update. Also present were Newport City Administrator Russ Pelleberg and residents Gretchen Koenig and Phyllis Kardos. J. Wyrobek and R. Pelleberg showed the PowerPoint presentation that was given by the county team at the REDI Kickoff Peer-Learning Convening event, which was all-expenses paid for by the grant.

(7)

Community Development Director Greg Snow was present for an update. Also present were G. Koenig and P. Kardos. G. Snow reminded the Board that the SEPA appeal with the hearing examiner is this Thursday. Other topics were land use applications, Parks Plan approval, Park Host house window replacement, theft of donation box at POC Park, Planning Commission, building permits, Comprehensive Plan update, personnel, and Professional Development Academy.

(8)

Auditor Marianne Nichols was present for an update. She mentioned a forthcoming increase in recording fees and licensing fees. Also discussed were vouchers for Superior Court, Citizen Salary Commission, budgeting process, and the upcoming election.

(9)

The Board recessed for lunch at 11:57 a.m.

(10)

The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 30 minutes, from 1:32 p.m. to 2:00 p.m. Present were Human Resources Manager Terra Sirevog and G.Snow.

(11)

The Board held a Homelessness 5-Year Plan Workshop. Present were Spokane Housing Authority Executive Director Pam Tietz, Family Crisis Network's Director Jackie Kiehn and Victim Advocate Lea Porter, and Youth Emergency Services Director Sarah Phillips. The group will be developing an addendum to the county's current 10-Year Plan to align with the state's new 5-Year Plan requirement. The five objectives that will be addressed are:

1. Quickly identify and engage people experiencing homelessness.
2. Prioritize housing for people with the greatest needs.
3. Operate an effective and efficient homeless crisis response system that swiftly moves people into stable permanent housing.
4. Project the impact of the fully implemented local plan on the number of households housed and the number of households left unsheltered, assuming existing resources and state policies.
5. Address racial disparities among people experiencing homelessness.

(12)

Prosecuting Attorney Dolly Hunt was present for a legal update. She discussed an ordinance for Caldwell Lake and reviewed county property.

(13)

The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 10 minutes, from 3:22 p.m. to 3:31 p.m. Present was D. Hunt.

(14)

Interim ITS Co-Directors Steve West and Zach Deiss were present for an update. Also present was GIS Manager Josh Shelton. County maps were discussed, then J. Shelton left the meeting. Other discussion included computer deployments, department staff, and network support services.

(15)

The Board discussed the ITS Interim Co-Director agreements, which were pending from last week.

(16)

Motion was made by S. Kiss to approve the Chair signing Auditor Marianne Nichols' letter to the Washington State Auditor's Office confirming that we have complied with the audit requirements to the best of our ability. Motion was seconded by M. Manus. Motion carried unanimously.

(17)

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 July 15, 2019 meeting and the following items:

Payroll Change Notice:

Counseling-

Angela Walborn, Resignation, Effective 9/6/2019

ITS-

Robert Brooks, Resignation, Effective 6/27/2019

Cindy Canavero, Resignation, Effective 7/31/2019

(18)

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

(19)

Meeting continued to July 23.

July 23, 2019

The meeting resumed at 9:09 a.m. with K. Skoog, M. Manus, S. Kiss, and C. Zieske present.

(20)

Public Works Director Craig Jackson was present for an update. Also in attendance was County Engineer Don Ramsey. C. Jackson requested Board action on three items. Motion was made by S. Kiss to approve the agreement with the City of Newport to provide roadway striping services for 2019 in the amount of \$3,167.84. Motion was seconded by M. Manus. Motion carried unanimously.

Interagency Agreement Between City of Newport, WA and Pend Oreille County Public Works Department-Road Division

AGREEMENT NO. 2019-42, COMMISSIONERS' RECORDING

Motion was made by M. Manus to advertise and hire one Maintenance Tech Position for District 1 Shop and advertise and hire two Maintenance Tech Positions for District 2 Shop, due to retirements and a resignation. Motion was seconded by S. Kiss. Motion carried unanimously.

C. Jackson requested the purchase of used equipment for Solid Waste Department. Motion was made by S. Kiss to approve the purchase of a used 2014 John Deere 310SL from Web Equipment & Attachments for the price of \$70,200, excluding tax. Motion was seconded by M. Manus. Motion carried unanimously.

D. Ramsey reported that the department's road logs are being updated and also explained the federal STP funds, their distribution requirements, and plans for next year's funds. C. Jackson gave an update on the cover coat program, requested a roll-over of excess vacation time for an employee, and presented a survey of Ashenfelter Bay. A discussion was held on the ER&R Program, and D. Ramsey mentioned three requested road vacations that will go to public hearing in the future.

(21)

S. Kiss presented invoices approved for payment by the Hotel/Motel Tax Advisory Board as follows: International Selkirk Loop, \$100.00; PORTA, \$820.98; Visual Communications Development Corp., \$5,090.00; and Lion's Club, \$4,500.00. Motion was made by M. Manus to approve the Hotel/Motel Tax invoices for payment. Motion was seconded by S. Kiss. Motion carried unanimously.

(22)

Counseling Director Annabelle Payne was present for an update. Also present were D. Hunt and Sheriff Glenn Blakeslee. D. Hunt recapped the recent HCA meeting overview of the State's Settlement and Implementation Plan, which resulted from the Department of Social and Health Services (DSHS) not meeting timelines to provide competency evaluation and restoration services. The group discussed the various Agreement elements. Concerns were noted regarding feasibility and adequate supports for rural areas.

(23)

A. Payne gave an update, which included staffing, Developmental Disabilities, and prevention.

(24)

T. Sirevog was present for a HR update. The ITS Interim Co-Director contracts were reviewed, and the Board was in agreement to increase the salary for S. West from what was originally proposed.

(25)

The Board recessed for lunch at 12:02 p.m. M. Manus was excused until meeting up for the afternoon site visit.

(26)

Motion was made by S. Kiss to approve the revised job description and Advertise & Hire ITS Support Specialist Tech II. Motion was seconded by K. Skoog. Motion carried unanimously.

(27)

Motion was made by S. Kiss to sign the Employment Agreement for Interim Information Technology Services Co-Director-Steve West and to approve the payroll change notice. Motion was seconded by K. Skoog. Motion carried unanimously.

Employment Agreement for Interim Information Technology Services Co-Director-Steve West

AGREEMENT NO. 2019-37, COMMISSIONERS' RECORDING

Payroll Change Notice:

911 Dispatch-

Steve West, 911 Coordinator/Interim ITS Co-Director, \$6,945.10/mo., Effective 7/1/2019

(28)

Motion was made by S. Kiss to sign the Employment Agreement for Interim Information Technology Services Co-Director-Zach Deiss. Motion was seconded by K. Skoog. Motion carried unanimously.

Employment Agreement for Interim Information Technology Services Co-Director-Zach Deiss

AGREEMENT NO. 2019-38, COMMISSIONERS' RECORDING

(29)

Public Hearing-Private Road Name. Present were GIS Analyst César Stoddard and J. Shelton. The hearing was opened, and the notice was read. A petition was received requesting a road name change, from Montague Road to Drop Horn Drive. The name change would remove a surname, and the suffix change would designate a private road. These changes would be consistent with the county's addressing & road naming ordinance. C. Stoddard presented the following documents: a revision to the county road log, map of road location, road name change application, initial notice, mailed hearing notice, and the public notice. The hearing was closed.

(30)

Motion was made by S. Kiss to approve the request to change the name of Montague Road to Drop Horn Drive. Motion was seconded by K. Skoog. Motion carried unanimously.

(31)

The Board developed a draft ordinance to prohibit combustion engines on Caldwell Lake. They were in agreement to hold a public hearing before taking action.

(32)

The Board made site visits to Sandy Shores and Gregg’s Landing, to view the county property and the condition of the boat launches. Also present was C. Zieske.

(33)

The Board discussed next week’s agenda and upcoming events.

(34)

Correspondence Received:

7.15 Rural Resources-7.24.19 Agenda & 5.22.19 Minutes

(35)

Correspondence Sent:

S. Bamonte-Sympathy card

(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	\$ 67,909.35
Counseling Services	\$ 2,711.44
Fair	\$ 4,356.20
Road	\$ 19.63
Auditor’s O&M	\$ 62.61
Homeless Program/2163	\$ 2,700.91
Solid Waste	\$ 170.37
IT Services	<u>\$ 9,963.72</u>
TOTAL	\$ 87,894.23

Checks 182432 through 182495 totaling \$87,894.23, dated July 22, 2019.

(37)

Meeting adjourned at 3:55 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board