

March 30, 2020

The meeting of the Pend Oreille County Board of Commissioners was called to order at 10:00 a.m. in their meeting room. Present were Chair Mike Manus, Vice Chair Stephen Kiss, and Clerk of the Board Crystal Zieske. Commissioner Karen Skoog joined the meeting via Zoom. C. Zieske offered the invocation and led the flag salute.

In attendance via Zoom were 911 Coordinator Steve West, Assessor Jim McCroskey, Auditor Marianne Nichols, Counseling Services Director Annabelle Payne, Counseling Services Business Manager Kris Martin, County Clerk Tammie Ownbey, District Court Judge Robin McCroskey, Emergency Management Deputy Director JoAnn Boggs, Human Resources Manager Terra Sirevog, Prosecuting Attorney Dolly Hunt, Public Works Director Craig Jackson, Sheriff Glenn Blakeslee, Treasurer Nicole Dice, Weed Control Coordinator Sharon Sorby, Facilities Maintenance Supervisor Ben Eggleston, and resident Bob Eugene; and via telephone conference was Executive Administrative Assistant Dawn Taylor.

(1)

A roundtable discussion was held with Elected Officials and Department Heads. There will likely be a considerable shortfall in county revenue, due partly to decreased sales tax revenue during the pandemic. A special meeting was scheduled for Thursday, April 2, to give the Board opportunity to report on any possible new government declarations, COVID-19 updates, to share information from webinars participated in, and any essential department updates.

(2)

Northeast Tri County Health District (NETCHD) Administrator Matt Schanz was present for a COVID-19 update. Besides those joining listed above, also in attendance were Commissioner Programs/HR Assistant Christine Rahoun, County Extension Director/4-H Youth Development Agent Mike Jensen; via Zoom Newport Hospital & Health Services Director of Primary Care & Ancillary Services/Director of Safety Christina Wagar, and community members Norm Smith and Phyllis Kardos. M. Schanz stressed the importance of abiding by quarantine and isolation orders for those residents tested for COVID-19.

(3)

T. Sirevog was present via Zoom for an HR update. She is working with Elected Officials and Department Heads on scheduling or altering schedules according to union practices.

(4)

Consent Agenda - Motion was made by S. Kiss to approve the amended Consent Agenda. Motion was seconded by K. Skoog. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's March 23 and March 25, 2020 meetings and the following items:

Investment Earnings (year-to-date estimate, as of 3/27/20): \$24,202.87

Payroll Change Notice:

Counseling Services-

Dawn Craig, WISe Family Partner, Discharge, Effective 3/26/2020

Noxious Weed-

Dyana James, Longevity, \$35.00/mo., Effective 4/1/2020

Lisa Alkire, Longevity, \$35.00/mo., Effective 4/1/2020

Approval of award for purchase of an aluminum ADA ramp--EZ Access of Algona, WA

Approval of request by Public Works Director to draft an agreement with PUD to install hot spot antennae on Buildings & Grounds building

Approval of promotion of Jennifer Stout-Willett to Clinical Director

Approval purchase and installation of new HVAC system for Counseling Services building

Approval of award letter for Smackout Pass Bridge Geotechnical Investigation—Aspect Consulting

Amendment to Memorandum of Understanding A-2020-20 Between Pend Oreille County and The Family Crisis Network Concerning Housing for Persons Who Are in Need of Quarantine/Isolation During the COVID-19 Crisis in Pend Oreille County
AGREEMENT NO. 2020-23, COMMISSIONERS' RECORDING

Adoption of County Policies Regarding the Implementation of the Federal Families First Coronavirus Response Act
RESOLUTION NO. 2020-15, COMMISSIONERS' RECORDING

(5)

ITS Director Shane Flowers was present for an update. He discussed Facebook options for the county.

(6)

The Board discussed Commissioner staffing at the office.

(7)

S. Kiss gave a report from Martin Hall, on the resignation of one of the Board members.

(8)

Colville National Forest District Ranger Gayne Sears was present via Zoom for an update. She discussed continuity of operations for Forest Service during the pandemic, and campground, trailhead, and fishing closures. Free personal-use firewood authorizations are available beginning April 1, using a self-service procedure at USFS offices, by mail, or at partnering retailers Selkirk Ace Hardware and North 40 Outfitters.

(9)

C. Jackson was present for an update. Also present were District 1 Foreman Roy Anderson, District 2 Foreman George Campbell, and District 3 Foreman Donnie Milliren. C. Jackson presented a proposal to reduce his department's expenses for the next two months during the pandemic, including projects and staffing.

(10)

Motion was made by S. Kiss to approve the letter of recognition for Lisa Alkire for 5 years of service. Motion was seconded by K. Skoog. Motion carried unanimously.

(11)

Motion was made by K. Skoog to approve the letter of recognition for Dyana James for 5 years of service. Motion was seconded by S. Kiss. Motion carried unanimously.

(12)

Motion was made by S. Kiss to approve the letter of recognition for Cindy Delay for 35 years of service. Motion was seconded by K. Skoog. Motion carried unanimously.

(13)

Motion was made by S. Kiss to approve the release of Mr. Allen. Motion was seconded by K. Skoog. Motion carried unanimously.

Payroll Change Notice:

Public Works-Buildings & Grounds-

Jordan Allen, Temporary Winter Position, Discharge, Effective 3/10/2020

(14)

M. Manus determined that Public Works staffing and potential furloughs needs to be researched further, so the meeting is continued to March 31. M. Manus recessed the meeting at 12:22 p.m.

March 31, 2020

The meeting resumed at 1:00 p.m. with S. Kiss and C. Zieske present. M. Manus and K. Skoog were present via Zoom conference.

(15)

C. Jackson was present for discussion on Public Works' staffing proposal. Also present were Road District Supervisor Dan Reijonen, R. Anderson, J. Shacklett, M. Nichols, and C. Rahoun. In attendance via Zoom were T. Sirevog, S. West, J. McCroskey, A. Payne, J. Boggs, B. Eggleston, K. Martin, N. Dice, S. Sorby, S. Flowers, N. Smith, and two unidentified listeners.

R. Anderson presented the proposal, which would cancel non-essential scheduled road projects and furlough 11 members of the Public Works Department for two months. C. Jackson and D. Reijonen provided more details, including the appropriateness of having a "skeleton crew" during this slower season. More discussion from the group included unemployment, medical benefits, and the need for a formal proposal and union approval.

(16)

The meeting was continued to Thursday, April 2.

April 2, 2020

The special meeting was called to order at 9:00 a.m. with M. Manus, K. Skoog, and C. Zieske present. S. Kiss was present via Zoom conference. Also present were C. Rahoun, and via Zoom conference were Undersheriff Geoff Rusho, S. West, J. McCroskey, M. Nichols, T. Ownbey, R. McCroskey, J. Boggs, T. Sirevog, C. Jackson, G. Blakeslee, B. Eggleston, S. Flowers, A. Payne, K. Martin, and via telephone conference was D. Taylor.

(17)

K. Skoog mentioned a citizen's concern regarding the fairgrounds RV storage retrieval process.

(18)

A roundtable discussion was held with Elected Officials and Department Heads.

(19)

The Board hosted a Zoom conference regarding the third judicial position for the Superior Court Judicial District of Ferry, Pend Oreille, and Stevens Counties. In attendance via Zoom were Stevens County Commissioner Wes McCart, Ferry County Commissioner Johnna Exner, Superior Court Judge Jessica Reeves, Court Commissioner Lech Radzimski. Judge Pat Monasmith, G. Blakeslee, S. West, J. McCroskey, M. Nichols, T. Ownbey, R. McCroskey, J. Boggs, T. Sirevog, G. Rusho, B. Eggleston, S. Flowers, A. Payne, D. Reijonen, D. Taylor; and C. Rahoun in physical attendance.

(20)

M. Manus mentioned that the Board is considering a resolution to establish Thursday as an additional meeting day. Action may be taken on Monday.

(21)

T. Sirevog was present for an HR update. Also present via Zoom were J. Shacklett, J. McCroskey, J. Boggs, S. West, G. Blakeslee, G. Rusho, R. McCroskey, D. Reijonen, S. Flowers, B. Eggleston, A. Payne; and C. Rahoun in person. T. Sirevog stated she has a draft MOA prepared for Public Works furloughs and presented a draft Washington Paid Family & Medical Leave Act policy for the Board's review. Action may be taken on Monday.

(22)

The Board discussed the tentative agenda for next week. Present were C. Rahoun, and via Zoom were T. Sirevog, S. Flowers, J. McCroskey, M. Nichols, R. McCroskey, A. Payne, and C. Jackson.

(23)

Motion was made by K. Skoog to adjourn the meeting. Motion was seconded by S. Kiss. Motion carried unanimously.

(24)

Correspondence Received:

- 3.10 Martin Hall-3.26.20 Agenda & 2.27.20 Minutes
- 3.11 A. Biel-2019 Caseload Totals Report
- 3.12 J. Reeves-cc:Letter to Governor Inslee re: third judicial position
- 3.13 C. Van Valkenburg-2019 Caseload Totals Report
- 3.14 A. Biel-2019 2019 Caseload Totals Report, revised

(25)

Correspondence Sent:

- Aspect Consulting-Award letter re: Smackout Pass Bridge Geotechnical Investigation
- L. Alkire-Letter of appreciation for 5 years of service
- D. James-Letter of appreciation for 5 years of service
- C. Delay-Letter of appreciation for 30 years of service

(26)

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	\$ 304,211.29
Counseling Services	\$ 71,859.07
Crime Victims Compensation	\$ 253.36
Road	\$ 106,055.10
Auditor’s O&M	\$ 6,815.57
Emergency 911 Communications	\$ 27,993.01
Low Income Housing/2060	\$ 254.26
Homeless Program/2163	\$ 5,760.53
Public Facilities	\$ 3,538.44
Solid Waste	\$ 26,348.44
Risk Management	\$ 700.00
Equipment R&R	\$ 15,173.28
IT Services	\$ 15,708.81
Sheriff’s Trust	<u>\$ 1,260.50</u>
TOTAL	\$ 585,931.66

Checks 187972 through 187999 totaling \$40,363.23 and Electronic Funds Transfers 27956 through 27962 totaling \$229,927.84, and Checks 187968 through 187971 totaling \$4,828.79, and Electronic Funds Transfers 27756 through 27955 totaling \$274,906.03, dated March 25, 2020. Includes Jr. Taxing Districts.

Checks 188000 through 188054 totaling \$73,777.39 and Electronic Funds Transfers 27963 totaling \$434.50, dated March 30, 2020.

(27)

Meeting adjourned at 10:33 a.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board