

August 31, 2020

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:01 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 is excused for the week. M. Manus offered the invocation and led the flag salute.

(1)

Joining the meeting via Zoom were Executive Administrative Assistant Dawn Taylor, Human Resources Manager Terra Sirevog, Treasurer Nicole Dice, 911 Coordinator Steve West, Emergency Management Deputy Director JoAnn Boggs, Assessor Jim McCroskey, Auditor Marianne Nichols, Commissioner Programs/HR Assistant Christine Rahoun, Weed Control Coordinator Sharon Sorby, Facilities Maintenance Supervisor Ben Eggleston, Prosecuting Attorney Dolly Hunt, County Clerk Tammie Ownbey, and Newport Hospital & Health Services (NHHS) Director of Primary Care & Ancillary Services/Director of Safety Christina Wagar.

(2)

Northeast Tri County Health District (NETCHD) Administrator Matt Schanz was present for a COVID-19 update. Present via Zoom were those listed above and District Court Judge Robin McCroskey, County Extension Director/4-H Youth Development Agent Mike Jensen, ITS Director Shane Flowers, NHHS CEO Tom Wilbur, Newport Miner News Editor Don Gronning, Bob Eugene, and Phyllis Kardos.

(3)

M. Manus convened the meeting of the Elected Officials and Department Heads at 9:45 a.m. Present via Zoom were Business Manager Kris Martin, T. Sirevog, N. Dice, S. West, J. Boggs, J. McCroskey, M. Nichols, C. Rahoun, S. Sorby, B. Eggleston, D. Hunt, T. Ownbey, R. McCroskey, S. Flowers, B. Eugene, and P. Kardos. A roundtable discussion was held. Joining the update in-person was The Beacon Owner/Managing Editor Desireé Hood. A discussion was held on Columbus Day all-staff training options. County offices will be closed to the public, but instead of an all-staff gathering, department-specific trainings will be held by supervisors.

(4)

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 August 24, 2020 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 8/28/20): \$59,768.19

Payroll Change Notice:

Counseling Services-

Louise Chadez, Mental Health Counselor, Part Time-10 Hrs/Week, Step 3,
\$30.51/hr., Effective 9/1/2020

Sheriff-Corrections

Eric Krsak, Step 2, \$3,511.67/mo., Effective 9/01/2020

Daniel Emert, Step 2, \$4,981.50/mo., Effective 9/01/2020

Sheriff-Deputy

Dorothy Nutter, Longevity, \$60.00/mo., Effective 9/01/2020

Rescind A-2020-13 Interlocal Agreement for Hearing Examiner Services Between Spokane County and Pend Oreille County (*Replaced with A-2020-45 on 8/24/2020*)

Approve the scheduling of public hearing for 1/10th Tax— Sales and Use Tax for Chemical Dependency or Mental Health Treatment Services or Therapeutic Courts for Monday, September 21, 2020 at 1:30p.m.

(5)

S. Kiss reported on the Martin Hall meeting.

(6)

Financial Manager Jill Shacklett was present to discuss billing options for the Small Business Stabilization Grant. Also present via Zoom was Tri County Economic Development District (TEDD) Executive Director Jeff Koffel.

(7)

N. Dice was in attendance at the Board's request to discuss revenue, taxing, and assessments.

(8)

The Board reviewed the 8.31.2020 amendment letter from Office of the Washington State Auditor's Office with a revised estimate of costs to complete the audit, adding an additional 12 hours. Motion was made by S. Kiss to approve the Chair signing the amendment letter, authorizing the additional 12 audit hours. Motion was seconded by M. Manus. Motion carried unanimously.

(9)

The Board recessed for lunch at 12:07 p.m.

(10)

Public Works Director Craig Jackson was present for an update. Also in attendance was Fleet Manager Brian Eglund and via Zoom was Bill. B. Eglund detailed the cost savings of outfitting the roll off truck with county staff instead of outsourcing the project. The cost savings was over \$18,000. Bill joined the update in progress via Zoom. B. Eglund discussed engine problems with the 208 Western Star and purchasing a 32,000 pound hoist for District 1. The Board was in support of selling the truck, selling a ground hoist, and purchasing the more powerful hoist, up to \$6,000. C. Jackson explained that last week's approved Rural Arterial Program prospectuses were submitted to CRAB but they were informed that they were not on the most revised version of the form, which includes the project scheduling.

a)

Motion was made by S. Kiss to rescind R-2020-73 and approve the revised Resolution Regarding Approval of the Smackout Pass Bridge Project Prospectus for the Rural Arterial Program and authorize the Chair to re-sign the Rural Arterial Program Final Prospectus. Motion was seconded by M. Manus. Motion carried unanimously.

Resolution Regarding Approval of The Smackout Pass Bridge Project Prospectus for The Rural Arterial Program

RESOLUTION NO. 2020-78, COMMISSIONERS' RECORDING

(RESCIND R-2020-73 Smackout Pass Bridge Project Prospectus from 8/24/2020)

b)

Motion was made by S. Kiss to rescind R-2020-74 and approve the revised Resolution Regarding Approval of the McKenzie Road Project Prospectus for the Rural Arterial Program and authorize the Chair to re-sign the Rural Arterial Program Final Prospectus for McKenzie Road 2R Project. Motion was seconded by M. Manus. Motion carried unanimously.

Resolution Regarding Approval of the McKenzie Road Project Prospectus for the Rural Arterial Program

RESOLUTION NO. 2020-79, COMMISSIONERS' RECORDING

(RESCIND R-2020-74 McKenzie Road Project Prospectus from 8/24/2020)

c)

Motion was made by S. Kiss to rescind R-2020-75 and approve the revised Resolution Regarding Approval of the Westside Calispel Project Prospectus for the Rural Arterial Program and authorize the Chair to re-sign the Rural Arterial Program Final Prospectus for the Westside Calispel 3R Project. Motion was seconded by M. Manus. Motion carried unanimously.

Resolution Regarding Approval of the Westside Calispel Project Prospectus for the Rural Arterial Program

RESOLUTION NO. 2020-80, COMMISSIONERS' RECORDING

(RESCIND R-2020-75 Westside Calispel Project Prospectus from 8/24/2020)

d)

Motion was made by S. Kiss to approve and execute Change Order 2 for the 2020 Counseling Services HVAC project, resulting in a cost savings of \$1,628.22. Motion was seconded by M. Manus. Motion carried unanimously.

Change Order 2 for the 2020 Counseling Services HVAC project

AGREEMENT NO. 2020-48, COMMISSIONERS' RECORDING

e)

C. Jackson gave a presentation on Flowery Trail's ongoing paving work, then informed the Board of the FLAP project submissions, CRAB funding forecast, staffing, and CERB grant. Due to department savings, the remainder of Allen Road was paved.

(11)

M. Manus gave a report from last week's TEDD meeting.

(12)

Prosecuting Attorney Dolly Hunt was present for a legal update. Present via Zoom were C. Rahoun and Bill. The draft Purchasing Policy was discussed.

(13)

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

(14)

Meeting continued to September 1.

September 1, 2020

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

(15)

County Engineer Don Ramsey was present at the Board's request to discuss the Pavement Preservation Project.

Motion was made by S. Kiss to approve the Resolution Regarding Approval of the Local Agency Agreement Supplement 1 for the 2020 Pavement Preservation Project and authorize the Chair to sign the supplement. Motion was seconded by M. Manus. Motion carried unanimously.

Resolution Regarding Approval of The Local Agency Agreement Supplement 1 For The 2020 Pavement Preservation Project

RESOLUTION NO. 2020-81, COMMISSIONERS' RECORDING

(16)

Office Manager/Risk Manager Teresa Brooks was present to discuss the county's insurance renewal and the proposed coverages and deductibles. Present via Zoom were Bill and N. Dice. Joining the meeting in progress were D. Ramsey and D. Hunt.

(17)

The Board met in executive session regarding potential litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes from 9:35 a.m. to 10:05 a.m. Present were D. Hunt, D. Ramsey, and T. Brooks. An additional 5 minutes was requested until 10:10 a.m.

(18)

M. Nichols and J. Shacklett were in attendance to present the preliminary 2021 budget. Also present were N. Dice, T. Sirevog, C. Jackson, D. Hunt, T. Brooks, and via Zoom Weed Specialist Loretta Nichols, Sheriff Glenn Blakeslee, R. McCroskey, C. Rahoun, J. McCroskey, S. Flowers, J. Boggs, S. West, and Bill.

(19)

S. Flowers was present for an ITS update. Present via Zoom were C. Rahoun and Bill. Topics of discussion were purchase of laptops for telecommuting, password management system, equipment for courts and Auditor/Elections, and network internet and switches.

(20)

The Board recessed for lunch at 12:18 p.m.

(21)

T. Ownbey was present in person to give an introduction of new Superior Court Judge Lech Radzimski. Also present were J. McCroskey, M. Nichols, N. Dice, and present via Zoom was Bill.

(22)

Motion was made by S. Kiss to approve the resolution establishing the Form of Reimbursement for microwave system loan repayment. Motion was seconded by M. Manus. Motion carried unanimously.

Form of Reimbursement Resolution
RESOLUTION NO. 2020-82, COMMISSIONERS' RECORDING

(23)

Motion was made by S. Kiss to approve the resolution creating Authorization for the Acquisition of Personal Property and Execution of a Financing Contract and Related Documentation Relating to the Acquisition of Said Personal Property for microwave system upgrades. Motion was seconded by M. Manus. Motion carried unanimously.

Authorization for the Acquisition of Personal Property and Execution of a Financing Contract and Related Documentation Relating to the Acquisition of Said Personal Property
RESOLUTION NO. 2020-83, COMMISSIONERS' RECORDING

(24)

The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g), scheduled for 90 minutes, from 2:30 p.m. to 4:00 p.m.

(25)

The Board came out of Executive Session at 2:48 p.m. to 2:54 p.m. to sign and notarize the Certificate Designating Authorized Agency Representatives for Resolution 2020-83. M. Nichols and N. Dice were present.

(26)

The Board continued in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g), for 65 minutes, from 2:54 p.m. to 4:00 p.m.

(27)

C. Zieske left the meeting and C. Rahoun arrived as acting clerk. T. Sirevog was present to discuss staffing.

(28)

Correspondence Received:

- 8.20 WSLCB-Letter re: Notification of Marijuana Producer Tier 3 and Processor Application for Broken J 420, 310 Broken J Lane #B, Newport
- 8.21 Martin Hall Board-8.27.20 Agenda & 7.23.20 Minutes
- 8.22 N. Dice, Treasurer-cc: Letter sent to Mayor Daggett re: Cemetery District #2 revenues
- 8.23 S. Sims/International Selkirk Loop- Letter re: Recent Member Survey Results

(29)

Correspondence Sent:

Office of the Washington State Auditor/B. White-Letter re: Amendment to engagement letter dated June 2, 2020

(30)

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	\$ 38,902.30
Fair	\$ 45.64
Road	\$ 146,405.92
Solid Waste	\$ 84,280.78
Equipment R&R	\$ 31,885.51
IT Services	<u>\$ 3,222.26</u>
TOTAL	\$ 304,742.41

Checks 190928 through 190955 totaling \$304,742.41, dated August 31, 2020.

(31)

Meeting adjourned at 4:28 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board