

September 7, 2020

There was no meeting, due to Labor Day holiday.

September 8, 2020

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 Chair Mike Manus, Vice Chair Stephen Kiss, Commissioner Karen Skoog, and Clerk of the Board Crystal Zieske. K. Skoog offered the invocation and led the flag salute.

(1)

K. Skoog left the meeting at 9:55 a.m. and joined via Zoom.

(2)

Auditor Marianne Nichols was present to discuss an elections staffing request. Due to same-day registration and expectation of high voter turn-out, she is requesting additional staffing, up to \$3,000, from the Elections Security and/or COVID-19 funds. Motion was made by S. Kiss to advertise and hire two temporary election workers for the 2020 General Election. Motion was seconded by M. Manus. Motion carried unanimously.

M. Nichols requested a step increase for Erin Malcolm, who has worked in Elections since 10/2013 and has never qualified for a step increase. Motion was made by S. Kiss to move Erin Malcolm to Step 2, Trainer Election Worker, at the rate of \$16.62 per hour. Motion was seconded by K. Skoog. Motion carried unanimously.

(3)

Consent Agenda - Motion was made by S. Kiss to approve the 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 August 31, 2020 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 09/4/20):	\$61,630.03
Investment Earnings (through August 31):	\$59,768.19

Payroll Change Notice:

Auditor-

Stacey Hughes, Certified Elections Admin., Step 1, \$17.02/hr., Effective 02/16/2020
(Corrected from 2/24/2020 Payroll Change Notice, which used incorrect pay scale)

Information Technology Services (ITS)-

Cesar Stoddard, 4/5th Time from Full Time, Effective 08/17/2020

Commissioners Office-

Christine Rahoun, 4/5th Time from Temporary Full Time, Effective 10/01/2020

(4)

Bill joined the meeting via Zoom at 10:37 a.m., and K. Skoog left the meeting at 10:40 a.m.

(5)

Community Development Director Greg Snow was present via Zoom for an update. Also present via Zoom were Commissioner Programs/HR Assistant Christine Rahoun, Newport Miner News Editor

Don Gronning, and Bill. Topics of discussion were hearings examiner schedule, land use applications, Gregg's Addition boat launch repair, County Park host house windows, comprehensive plan, and an update on building permit applications. Tracy Morgan joined the meeting in progress via Zoom.

(6)

K. Skoog rejoined the meeting at 11:30 a.m. Also present was Bill.

(7)

The Board met in Closed Session, pursuant to RCW42.30.140(4)(b)-Collective Bargaining for 30 Minutes, from 11:32 a.m. to 12:00 p.m. Present via phone conference was Human Resources Manager Terra Sirevog.

(8)

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

(9)

Public Works Director Craig Jackson was present for an update. Also in attendance was Fleet Manager Brian Eglund, who presented the formal request to purchase a cab and chassis truck.

a)

Motion was made by S. Kiss to approve purchase from state contract a 2021 International Cab and Chassis from RWC International for the price of \$128,952.79, including tax. Motion was seconded by K. Skoog. Motion carried unanimously.

b)

Motion was made by K. Skoog to approve the Agreement with American Recycling for the processing and hauling of recycled metal from the South County Transfer Station and to sign the resolution. Motion was seconded by S. Kiss. Motion carried unanimously.

Agreement for the Removal/Recycling of Metal Commodities from Pend Oreille County
South County Transfer Station
RESOLUTION NO. 2020-84, COMMISSIONERS' RECORDING

c)

Motion was made by S. Kiss to approve the advertisement for formal bids to construct an equipment shed at the Road District #3 facility in Ione, WA and schedule the bid opening for September 22, at 10:30 a.m. Motion was seconded by K. Skoog. Motion carried unanimously.

d)

Motion was made by K. Skoog to approve the 2020 Maintenance Gravel Resolution for Contracting with Wood's Crushing & Hauling, Inc. and sign the resolution. Motion was seconded by S. Kiss. Motion carried unanimously.

Resolution Regarding Approval of the 2020 Maintenance Gravel Purchase Contract with
Wood's Crushing & Hauling, Inc.
RESOLUTION NO. 2020-85, COMMISSIONERS' RECORDING

e)

Motion was made by K. Skoog to approve the 2020 Maintenance Gravel Resolution for Contracting with Peak Sand and Gravel, Inc. and sign the resolution. Motion was seconded by S. Kiss. Motion carried unanimously.

Resolution Regarding Approval of the 2020 Maintenance Gravel Purchase Contract with Peak Sand and Gravel, Inc.

RESOLUTION NO. 2020-86, COMMISSIONERS' RECORDING

f)

Motion was made by K. Skoog to approve the 2020 Maintenance Gravel Resolution for Contracting with Newport Equipment Enterprises, Inc. and sign the resolution. Motion was seconded by S. Kiss. Motion carried unanimously.

Resolution Regarding Approval of the 2020 Maintenance Gravel Purchase Contract with Newport Equipment Enterprises, Inc.

RESOLUTION NO. 2020-87, COMMISSIONERS' RECORDING

g)

Motion was made by K. Skoog to approve the 2020 Maintenance Gravel Resolution for Contracting with W.M. Winkler Company, Inc. and sign the resolution. Motion was seconded by S. Kiss. Motion carried unanimously.

Resolution Regarding Approval of the 2020 Maintenance Gravel Purchase Contract with W.M. Winkler Company, Inc.

RESOLUTION NO. 2020-88, COMMISSIONERS' RECORDING

h)

Motion was made by K. Skoog to approve the 2020 Maintenance Gravel Resolution for Contracting with Dan Dawson Construction, Inc. and sign the resolution. Motion was seconded by S. Kiss. Motion carried unanimously.

Resolution Regarding Approval of the 2020 Maintenance Gravel Purchase Contract with Dan Dawson Construction, Inc.

RESOLUTION NO. 2020-89, COMMISSIONERS' RECORDING

i)

C. Jackson discussed the gravel road management program, Flowery Trail progress, repairs to Gregg's Landing boat launch, grader asphalt patching, fencing at Usk Transfer Station, Public Works organizational chart, Solid Waste Management Plan, and cleanup of wind damage.

(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 2:45 p.m. to 3:15 p.m. C. Jackson joined the session at 3:00 p.m. The Chair requested an additional 45 minutes, from 3:15 p.m. to 4:00 p.m. The Chair requested an additional 5 minutes, from 4:00 p.m. to 4:05 p.m.

(11)

C. Zieske was excused as Clerk for the remainder of the day, and C. Rahoun assumed the role.

(12)

The Board met in Closed Session, pursuant to RCW42.30.140(4)(b)-Collective Bargaining for 10 Minutes, from 4:10 p.m. to 4:20 p.m. Present was Financial Manager Jill Shacklett.

(13)

Correspondence Received:

9.1 Sheriff Blakeslee-Letter re: Analysis of calls for service involving mental health

9.2 M. Schanz/NETCHD-Letter re: Notice of regular NETCHD Board meeting

(14)

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	\$ 77,275.75
Arts & Tourism	\$ 100.00
Counseling Services	\$ 23,694.45
Fair	\$ 233.87
Law Library	\$ 298.05
Treasurer's O&M	\$ 1,002.80
Emergency 911 Communications	\$ 4,419.64
Low Income Housing/2060	\$ 1,166.48
Homeless Program/2163	\$ 2,205.25
Elections CARES Grant	\$ 1,034.54
Election Security Grant	\$ 4,172.25
Capital Projects	\$ 5,072.77
Solid Waste	\$ 485.18
Equipment R&R	\$ 32,284.11
IT Services	\$ 3,022.41
Sheriff’s Trust	<u>\$ 279.00</u>
TOTAL	\$156,746.55

Checks 190995 through 191093 totaling \$156,746.55, dated September 8, 2020.

(15)

Meeting adjourned at 4:25 p.m.

APPROVED: _____/s/
Chair of the Board

ATTEST: _____/s/
Clerk of the Board