

October 5, 2020

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:10 a.m. in their meeting room. Present were Vice Chair Stephen Kiss, Commissioner Karen Skoog, and Clerk of the Board Crystal Zieske. Chair Mike Manus is excused for the day. K. Skoog offered the invocation and led the flag salute.

(1)

Joining the meeting via Zoom were 911 Coordinator Steve West, Emergency Management Deputy Director JoAnn Boggs, Sheriff Glenn Blakeslee, Commissioner Programs/HR Assistant Christine Rahoun, County Clerk Tammie Ownbey, Executive Administrative Assistant Dawn Taylor, Human Resources Manager Terra Sirevog, Weed Control Coordinator Sharon Sorby, County Extension Director/4-H Youth Development Agent Mike Jensen, Treasurer Nicole Dice, Newport Miner News Editor Don Gronning, and Tri County Economic Development District (TEDD) Executive Director Jeff Koffel.

(2)

Northeast Tri County Health District (NETCHD) Administrator Matt Schanz and Health Officer Dr. Sam Artzis were present for a COVID-19 update. Present via Zoom were those listed above and District Court Judge Robin McCroskey, ITS Director Shane Flowers, Assessor Jim McCroskey, Newport Hospital & Health Services Marketing & Foundation (NHHS) Director Jenny Smith, and Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell.

(3)

K. Skoog gave updates from the Timber Counties Caucus meeting and WDFW's 25-Year Strategic Plan.

(4)

Consent Agenda - Motion was made by K. Skoog 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 September 28, 2020 meeting and the following items:

Investment Earnings (through September 30):               \$61,644.81

In the Matter of Executing an Amendment to the Professional Service Agreement with Aquatic Weed Solutions

*RESOLUTION NO. 2020-95, COMMISSIONERS' RECORDING*

(5)

The Board recessed for lunch at 11:59 a.m.

(6)

WSU Extension—2021 Budget Review. Present were Financial Manager Jill Shacklett and M. Jensen.

(7)

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 2:00 p.m. to 2:30 p.m. Present was T. Sirevog and via Zoom was M. Manus.

(8)

Youth Emergency Services (YES) Executive Director Sarah Phillips was present to request vehicle funding. The Board was in support of donating \$10,000 towards the purchase of a van for YES from COVID funds, for food access and delivery for the county's homeless population.

(9)

C. Zieske explained the need to revise the Purchasing Policy, due to language added to the "Procedure to Obtain Informal Quotes" section, as well as updated appendix forms. Motion was made by K. Skoog to approve the Resolution of the Commissioners of Pend Oreille County Adopting Revisions to Purchasing Policies and Procedures for Pend Oreille County. Motion was seconded by S. Kiss. Motion carried unanimously.

A Resolution of the Commissioners of Pend Oreille County Adopting Revisions to Purchasing Policies and Procedures for Pend Oreille County  
*RESOLUTION NO. 2020-96, COMMISSIONERS' RECORDING*

*Rescinds RESOLUTION NO. 2020-92, adopted on 9.22.2020*

(10)

The Board met in executive session regarding potential litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes from 3:00 p.m. to 3:30 p.m. Present was Prosecuting Attorney Dolly Hunt and via telephone was M. Manus. An additional 10 minutes was requested until 3:40 p.m.

(11)

Colville National Forest District Ranger Carin Vadala and Kalispel Tribe Information and Outreach Coordinator Mike Lithgow were present for a Sx<sup>w</sup>uytn-Trail Project update. Also present was A. Engell. The Trail legal notice will be published Wednesday, which will start the 30-day comment period for the Environmental Analysis (EA). Two virtual public meetings are scheduled, for October 20, 6:30 p.m., and October 22, 2:30 p.m., with a decision to follow in March.

(12)

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

(13)

Meeting continued to October 6.

October 6, 2020

The meeting resumed at 9:05 a.m. with M. Manus, S. Kiss, K. Skoog, and C. Zieske present.

(14)

Washington State Association of Counties (WSAC) President Rob Gelder, Executive Director Eric Johnson, and 1<sup>st</sup> Vice President Michael Largent were present for a 2020 Courthouse briefing. Also in attendance were Auditor Marianne Nichols, and via Zoom were Counseling Services Director Annabelle Payne, N. Dice, T. Sirevog, and C. Rahoun. Joining the meeting in progress were S. West, J. Boggs, and S. Flowers.

(15)

Public Works Director Craig Jackson was present for an update. Also in attendance were County Engineer Don Ramsey, Office Manager/Risk Manager Teresa Brooks, and Undersheriff Geoff Rusho. G. Rusho described a Deputy's vehicle vs. elk collision, resulting damage to vehicle, and options for repair. The Board was in agreement to get two repair estimates.

a)

T. Brooks presented a request to renew crime insurance, which covers such things as forgery, computer fraud, and employee dishonesty. Motion was made by S. Kiss to authorize the Chair to sign the renewal of our crime insurance policy in the amount of \$2,414.00. Motion was seconded by K. Skoog. Motion carried unanimously. T. Brooks left the update. D. Ramsey gave a brief overview of upcoming revisions to ER&R Purchasing and Outfitting Policy, which will be scheduled for a workshop in the future.

b)

Motion was made by K. Skoog to approve the purchase of a used 2010 SAKAI GW750 rubber tire roller from Papé Machinery, Inc. for the price of \$27,841.50, including sales tax. Motion was seconded by S. Kiss. Motion carried unanimously.

c)

Motion was made by S. Kiss to set the public hearing date and time of October 27, 2020 at 11:30am for establishing Mill Creek Road as a maintained county road. Motion was seconded by K. Skoog. Motion carried unanimously.

d)

Motion was made by K. Skoog to approve the resolution designating Yocum Lake Rd between milepost 0.48 to 1.90 a forest road and authorize expenditure of county road funds for maintenance. Motion was seconded by S. Kiss. Motion carried unanimously.

Resolution Regarding Designating a Portion of Yocum Lake Road a Forest Road and Providing for Maintenance Thereof

*RESOLUTION NO. 2020-97, COMMISSIONERS' RECORDING*

e)

Motion was made by S. Kiss to set a public hearing date and time of November 2, 2020 from 1:15 p.m. to 3:00 p.m. to consider removal of certain roads from the County Winter Maintenance Program. Motion was seconded by K. Skoog. Motion carried unanimously.

f)

Motion was made by K. Skoog to authorize the Chair to sign two vendor applications and contracts with the Washington State Parks and Recreation Commission to allow the Public Works Department to be a vendor for Snowmobile Sno-Park Permits, Seasonal Permits, 1-Day Permits, and Special Groomed Trail Permits. Motion was seconded by S. Kiss. Motion carried unanimously.

Washington State Parks and Recreation Commission Winter Recreation Parking (Sno-Park) Permits-Vendor Application and Contract (Non-Motorized)

*CONTRACT NO. 2020-21, COMMISSIONERS' RECORDING*

Washington State Parks and Recreation Commission Winter Recreation Parking (Sno-Park)  
Permits-Vendor Application and Contract (Motorized)  
*CONTRACT NO. 2020-22, COMMISSIONERS' RECORDING*

g)  
Discussion was held on what the county's responsibility is for funding private road signs and also pursuing a change order for the District 3 equipment shed.

h)  
D. Ramsey proposed relief for next year's budget by implementing an ER&R payment holiday. Motion was made by K. Skoog to approve the resolution declaring a replacement payment holiday for all ER&R users during the months of March, April, August, and September of 2021. Motion was seconded by S. Kiss. Motion carried unanimously.

Resolution Regarding Declaring Payment Holiday for ER&R Fund  
*RESOLUTION NO. 2020-98, COMMISSIONERS' RECORDING*

i)  
The update continued with Parks and Recreation topics. Solid Waste Coordinator Amanda Griesemer joined the meeting and presented a proposed ATV trail map, which could eventually be printable and available on the county's Parks website. C. Jackson mentioned that he will be applying for a grant for Davis Road boat launch.

(16)  
The Board recessed for lunch at 12:06 p.m.

(17)  
Community Development Director Greg Snow was present via Zoom for an update. Present were Gretchen Koenig and Sheryl Miller, and via Zoom were bill, N. Dice, and Paul. G. Snow provided updates on the hearing examiner schedule, site analysis applications, BLA's, and large lot segregations, approval of forest management contractor change for Rustler's Gulch/Section 16 property, Comp Plan update continuing with proposed PUD regulations, and the increase of building permits over last year by almost 70 permits. Joining the update in progress was Bob Eugene.

(18)  
The Board held a WRIA 55 workshop. Present via Zoom were G. Snow, Spokane County Water Resources Manager Mike Hermanson, bill, Paul, and Bob Eugene, and in-person were G. Koenig and S. Miller.

(19)  
C. Rahoun gave an update to the Board on the surplus auction process and CARES Act Community Development Block Grant Coronavirus (CDBG-CV1) for rental assistance.

(20)  
Consultant Mike Boeck was present to discuss the proposed South Bench Project. Also present were KellerWilliams Realtor Brian Monk, G. Koenig, and S. Miller, and joining via Zoom were Kelly Driver, C. Rahoun, bill, B. Eugene, and Phyllis Jean Kardos. B. Monk gave a PowerPoint presentation, "PO County South Bench Property Comparative Market Analysis." An unidentified caller joined the presentation in progress. The Board was in support of B. Monk sharing the

presentation with Idaho Forest Group (IFG) to determine their interest with proceeding with the land exchange.

(21)

Motion was made by S. Kiss to approve the Payroll Change Notice for Raymond Murray, Public Works employee. Motion was seconded by K. Skoog. Motion carried unanimously.

Payroll Change Notice:

Public Works-Roads-

Raymond Murray, Road Maintenance Technician, Step 1, \$21.28/hr., Effective 10/16/2020

(22)

Correspondence Received:

- 10.1 Special Mobility Service, Inc.-Letter requesting support of grant application to WSDOT
- 10.2 M&D Development, Inc./M. Boeck-Letter requesting an extension of Agreement for Professional Services

(23)

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	\$ 75,572.34
Counseling Services	\$ 20,459.52
Fair	\$ 311.64
Road	\$ 35,392.65
Emergency 911 Communications	\$ 1,040.69
Public Facilities	\$ 2,710.00
Election CARES Grant	\$ 2,604.91
Election Security Grant	\$ 2,200.17
Solid Waste	\$ 8,083.72
Risk Management	\$ 700.00
IT Services	\$ 1,570.69
Sheriff’s Trust	<u>\$ 453.00</u>
TOTAL	<u>\$ 151,099.33</u>

Checks 191570 through 191638 totaling \$150,664.83 and Electronic Funds Transfer 30782 totaling \$434.50, dated October 5, 2020.

(24)

Meeting adjourned at 4:18 p.m.

APPROVED: \_\_\_\_\_/s/\_\_\_\_\_  
Chair of the Board

ATTEST: \_\_\_\_\_/s/\_\_\_\_\_  
Clerk of the Board