

October 19, 2020

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:15 a.m. in their meeting room. Present were Chair Mike Manus and Clerk of the Board Crystal Zieske, and via Zoom were Vice Chair Stephen Kiss and Commissioner Karen Skoog.

(1)

Northeast Tri County Health District (NETCHD) Administrator Matt Schanz was present for a COVID-19 update. Present was Human Resources Manager Terra Sirevog, and via Zoom were 911 Coordinator Steve West, Emergency Management Deputy Director JoAnn Boggs, Sheriff Glenn Blakeslee, Executive Administrative Assistant Dawn Taylor, Assessor Jim McCroskey, Auditor Marianne Nichols, Commissioner Programs/HR Assistant Christine Rahoun, District Court Judge Robin McCroskey, Prosecuting Attorney Dolly Hunt, Treasurer Nicole Dice, Weed Control Coordinator Sharon Sorby, Newport Hospital & Health Services Director of Primary Care & Ancillary Services/Director of Safety Christina Wagar, NHHS Marketing & Foundation Director Jenny Smith, Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell, Newport Miner News Editor Don Gronning, and Bob Eugene.

(2)

Motion was made by K. Skoog to approve the Chair to sign vouchers. Motion was seconded by S. Kiss. Motion carried unanimously.

(3)

S. Kiss offered the invocation and M. Manus led the flag salute. S. Kiss was excused for the remainder of the day.

(4)

The Board met in an executive session regarding pending litigation pursuant to RCW 42.30.110(1)(i) for 20 minutes from 10:30 a.m. to 10:50 a.m. Present were D. Hunt, M. Nichols, and via phone conference was Attorney Brian Kistler.

(5)

Consent Agenda - Motion was made by K. Skoog 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 October 12, 2020 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 10/16/20): \$63,028.87

Payroll Change Notice:

Sheriff-Deputy

Michael Destito, Longevity, \$25.00/mo., Effective 11/01/2020

R. Christopher Thibodeau, Step 3, \$4,755.64/mo., Effective 11/01/2020

Morgan Johnson, Step 5, \$5,138.39/mo., Effective 11/01/2020

Joshua Mason, Step 4, \$4,939.37/mo., and Longevity, \$25.00/mo., Effective 11/01/2020

Sheriff-Civil Deputy

Ciara Queen, Step 7, \$3584.15/mo., Effective 11/01/2020

Request to Advertise & Hire: Counseling Services Receptionist

Restatement to Health Care Authority (HCA) Contract K3935-04
RESOLUTION NO. 2020-100, COMMISSIONERS' RECORDING

(6)

Motion was made by K. Skoog to approve sending the letter of appreciation dated October 13, 2020, to Linda Brown for 10 years of service to POC. Motion was seconded by M. Manus. Motion carried unanimously.

(7)

Motion was made by K. Skoog to approve sending the letter of appreciation dated October 13, 2020, to Rachel Johnson for 15 years of service to POC. Motion was seconded by M. Manus. Motion carried unanimously.

(8)

Motion was made by K. Skoog to approve the \$11,005. for 2021 WSAC dues. Motion was seconded by M. Manus. Motion carried unanimously.

(9)

The Board discussed CARES Act funding and the county's prioritization list.

(10)

Motion was made by K. Skoog to approve the Certificate of Appreciation to Cindy Delay for 35 years of service to POC. Motion was seconded by M. Manus. Motion carried unanimously.

(11)

Motion was made by K. Skoog to approve the Certificate of Appreciation to Donald Milliren for 25 years of service to POC. Motion was seconded by M. Manus. Motion carried unanimously.

(12)

Motion was made by K. Skoog to approve the Certificate of Appreciation to Questin Youk for 20 years of service to POC. Motion was seconded by M. Manus. Motion carried unanimously.

(13)

Motion was made by K. Skoog to approve the Certificate of Appreciation to Rick Cruse for 20 years of service to POC. Motion was seconded by M. Manus. Motion carried unanimously.

(14)

Motion was made by K. Skoog to approve the Certificate of Appreciation to Linda Rusho for 25 years of service to POC. Motion was seconded by M. Manus. Motion carried unanimously.

(15)

Financial Manager Jill Shacklett was present at the Board's request, to discuss CARES Act funding. Joining the discussion in progress was M. Nichols.

(16)

The Board recessed for lunch at 12:03 p.m.

(17)

Community Development Director Greg Snow was present, at the Board's request, to discuss staffing. Also present was T. Sirevog.

(18)

T. Sirevog was present to discuss the county's COVID protocols. Also attending were Public Works Director Craig Jackson and Office Manager/Risk Manager Teresa Brooks.

(19)

C. Rahoun was in attendance to present the Small Business Stabilization Grant (SBSG) Committee's recommendation of awards.

(20)

Prosecutor/Coroner 2021 Budget Review—Present were D. Hunt, M. Nichols, and J. Shacklett.

(21)

D. Hunt was present for a legal update.

(22)

Colville National Forest District Ranger Carin Vadala and Silviculturist James Pass were present for a Forest Service update. Topics of discussion were Stewardship, VSP, Batey Bould, and Great American Outdoors funding.

(23)

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

(24)

Meeting continued to October 20.

October 20, 2020

The meeting resumed at 9:03 a.m. with M. Manus and C. Zieske present. S. Kiss and K. Skoog joined via Zoom.

(25)

The Board discussed the SBSG applications and consideration of awards. Present were C. Rahoun, and via Zoom Phyllis Jean Kardos. T. Sirevog joined the meeting in progress via Zoom.

(26)

Public Works Director Craig Jackson was present for an update. In attendance via Zoom were T. Sirevog and P. Kardos.

a) Motion was made by K. Skoog to authorize to advertise for bids and sign the Plans and Notice to Call for Bids for the 2020 Pavement Preservation Project. Motion was seconded by S. Kiss. Motion carried unanimously.

b) Motion was made by S. Kiss to award Anderson Environmental and T-O Engineers the environmental on-call contract. Motion was seconded by K. Skoog. Motion carried unanimously.

c) Motion was made by K. Skoog to award Anderson Environmental the environmental contract for Smackout Pass Bridge. Motion was seconded by S. Kiss. Motion carried unanimously.

d) Motion was made by S. Kiss to approve the Resolution for the 2020 D2 North Fence Line Project contract with Sinixt Construction. Motion was seconded by K. Skoog. Motion carried unanimously.

Resolution Regarding Approval of the 2020 D2 North Fence Line Contract with Sinixt Construction

RESOLUTION NO. 2020-101, COMMISSIONERS' RECORDING

e) Motion was made by K. Skoog to approve the Resolution for the 2020 D3 Equipment Shed Project contract with Bozco Construction, LLC. Motion was seconded by S. Kiss. Motion carried unanimously.

Resolution Regarding Approval of the 2020 D3 Equipment Shed Contract with Bozco Construction, LLC

RESOLUTION NO. 2020-102, COMMISSIONERS' RECORDING

C. Jackson reported on Flowery Trail hydroseeding, feasibility study for replacing the Harvey Creek and Paupac Creek crossings, fuel tax revenue forecast, HPA issued for bank stabilization along McCloud Creek Road, replacement of private road signs, and gravel road program. He continued with an update on the D3 roof repair and a recommendation for a promotion.

(27)

The Board continued with discussion on the SBSG applications and reviewed the rating committee's recommendations for awards. Present via Zoom were T. Sirevog and P. Kardos. Motion was made by S. Kiss to extend the deadline for applications of economic revitalization money until the funds are gone. Motion was seconded by K. Skoog. Motion carried unanimously.

Motion was made by K. Skoog to approve the distribution of the SBSG awards for the amounts determined. Motion was seconded by S. Kiss. Motion carried unanimously.

(28)

The Board reviewed the CARES Act funding expenditures and remaining requests. In attendance via Zoom was T. Sirevog, and S. Kiss continued his participation in the meeting via phone conference.

(29)

C. Jackson was present for a Parks update. Topics of discussion were timber sales, Recreation and Conservation Office Grants, proposed ORV Park, and Parks projects from the Comp Plan.

(30)

District Court/Probation 2021 Budget Review—Present were R. McCroskey, District Court Administrator Rachel Johnson, Probation Officer Scott Cornwell, M. Nichols, and J. Shacklett.

(31)

M. Nichols and J. Shacklett reviewed the Cares Act funding and expenditures with the Board.

(32)

The Board recessed for lunch at 12:02 p.m. S. Kiss was excused for the remainder of the day.

(33)

Motion was made by K. Skoog to approve the additional Payroll Change Notices and allow the Chair to initial them. Motion was seconded by M. Manus. Motion carried unanimously.

Payroll Change Notice:

Auditor-

Lisa Johnson, Temp Election Help, \$15.28/hr., Effective 10/9/2020

Tammy Allison, Temp Election Help, \$15.28/hr., Effective 10/9/2020

Theresa Johnson, Temp Election Help, \$15.28/hr., Effective 10/9/2020

Daralyn Hollenbeck, Temp Election Help, \$15.28/hr., Effective 10/9/2020

Commissioner's Programs -

Christine Rahoun, Temporary Full-time, \$21.57/hr., Effective 10/1/2020

(2/5th for Community Development)

(34)

M. Nichols was present to discuss Cemetery District 2's recent resignations. The Board will contact the four interested volunteers, asking for letters of interest.

(35)

M. Manus received a telephone call from Tri County Economic Development District (TEDD) Executive Director Jeff Koffel to discuss the Board's grant awards. Joining the meeting via Zoom were P. Kardos and J. Wells.

(36)

County Clerk/Law Library/Trial Court Improvement 2021 Budget Review—Present via Zoom were County Clerk Tammie Ownbey, P. Kardos, and Jean Wells, and in-person were M. Nichols and J. Shacklett.

(37)

J. McCroskey was present via Zoom for a discussion on website property search. Also present via Zoom were R. McCroskey, N. Dice, J. Wells, and P. Kardos. Discussion centered around privacy concerns vs. on-line search conveniences.

(38)

T. Sirevog was present for a HR update. Also present was C. Rahoun. Discussed were the county's COVID protocols, recent cases, and notifications to departments.

(39)

Correspondence Received:

10.8 DNR/T. Cooper-Letter re: SEPA Lead Agency & Determination of Nonsignificance

10.9 P. Sargent-Letter of resignation from Cemetery District 2

10.10 POC Fire District 5- Levy Certification and Ordinance/Resolution No. 10.06.2020

10.11 Pend Oreille EDC-10.21.20 Agenda & 9.16.20 Minutes

10.12 POC PUD/C. Willenbrock-Letter re: Implementation of Economic Development Strategic Plan and Ady Advantage Study Refund Check

10.13 USDA/Forest Service-Letter re: Three Rivers Ranger District restoration project

10.14 P. Beam-Letter of resignation from Metaline Cemetery Board

- 10.15 J. Miller- Letter of resignation from Cemetery District 2
- 10.16 Martin Hall Board-10.24.20 Agenda & 9.24.20 Minutes

(40)

Correspondence Sent:

Anderson Environmental Consulting, LLC/M. Anderson-Award POC Project Smackout Pass Bridge Replacement

- R. Cruse-Certificate of Appreciation for 20 years of service to POC
- L. Rusho-Certificate of Appreciation for 25 years of service to POC
- C. Delay-Certificate of Appreciation for 35 years of service to POC
- D. Milliren-Certificate of Appreciation for 25 years of service to POC
- Q. Youk-Certificate of Appreciation for 20 years of service to POC
- L. Brown-Letter of Appreciation for 10 years of service to POC
- R. Johnson- Letter of Appreciation for 15 years of service to POC

(41)

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	\$ 90,277.00
Arts & Tourism	\$ 1,835.35
Counseling Services	\$ 3,346.28
Veteran’s Assistance	\$ 100.00
Risk Management	\$ 2,414.00
Equipment R&R	\$ 9,240.59
IT Services	\$ 80,073.47
Sheriff’s Trust	<u>\$ 396.00</u>
TOTAL	\$ 187,682.69

Checks 191877 through 191934 totaling \$187,282.69, and Check 191997 totaling \$400.00, dated October 19, 2020.

(42)

Meeting adjourned at 3:45 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board