

October 26, 2020

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:07 a.m. in their meeting room. Present were Chair Mike Manus, Commissioner Karen Skoog, and Clerk of the Board Crystal Zieske. Vice Chair Stephen Kiss was present via Zoom. M. Manus offered the invocation and led the flag salute.

(1)

Joining the meeting via Zoom were Executive Administrative Assistant Dawn Taylor, Counseling Services Business Manager Kris Martin, Human Resources Manager Terra Sirevog, Treasurer Nicole Dice, Weed Control Coordinator Sharon Sorby, Emergency Management Deputy Director JoAnn Boggs, 911 Coordinator Steve West, Facilities Maintenance Supervisor Ben Eggleston, District Court Judge Robin McCroskey, Newport Miner News Editor Don Gronning, and Bob Eugene.

(2)

Northeast Tri County Health District (NETCHD) Administrator Matt Schanz was present for a COVID-19 update. Present in-person was Commissioner Programs/HR Assistant Christine Rahoun and via Zoom were those listed above and Newport Hospital & Health Services (NHHS) Marketing & Foundation Director Jenny Smith, NHHS Director of Primary Care & Ancillary Services/Director of Safety Christina Wagar, County Clerk Tammie Ownbey, Auditor Marianne Nichols, Assessor Jim McCroskey, and ITS Director Shane Flowers.

(3)

The Board reviewed the morning's schedule, then S. Kiss was excused for the remainder of the day.

(4)

Motion was made by K. Skoog to approve the signing of the letter of support for Rural Resources' grant application to Washington State Department of Transportation. Motion was seconded by M. Manus. Discussion was held on how valuable the transportation services are to our community and the Tri-County area. Motion carried unanimously.

(5)

C. Rahoun was present at the Board's request to discuss the Community Development Block Grant Coronavirus (CDBG) and the upcoming public hearing. msmith joined the meeting in progress.

(6)

Motion was made by K. Skoog to approve the Memorandum of Agreement on Behalf of Pend Oreille County and Evergreen Forest County Group. Motion was seconded by M. Manus. Motion carried unanimously.

Memorandum of Agreement on Behalf of Pend Oreille County, WA, A Member of the Evergreen Forest County Group, A Rural Public Lands County Council Affiliate 2021 AGREEMENT NO. 2020-58, COMMISSIONERS' RECORDING

(7)

M. Manus reported on Friday's NEWC meeting, which did not have a quorum. Youth Emergency Services (YES) Executive Director Sarah Phillips joined the meeting in progress.

(8)

Consent Agenda - Motion was made by K. Skoog to approve the Consent Agenda, with the exception of removing the Community Development hiring request. Motion was seconded by M. Manus. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's October 19, 2020 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 10/23/20): \$63,028.87

Payroll Change Notice (to clear out inactive employees from accounting system):

Counseling Services-

Cindy Lile, Resignation, Effective 12/31/2019

Noxious Weed-

David Dumaw, Resignation, Effective 12/31/2019

Elections-

Catherine Rawley, Resignation, Effective 12/31/2019

Public Works/Roads-

Travis Trudeau, Resignation, Effective 12/31/2019

Robert Savage, Resignation, Effective 12/31/2019

Auditor-

Robert Malcolm, Resignation, Effective 12/31/2019

Steven Alkire, Resignation, Effective 12/31/2019

Establish Agreement between FasPsych, LLC and Counseling Services

RESOLUTION NO. 2020-103, COMMISSIONERS' RECORDING

(9)

Sheriff Glenn Blakeslee was present for an update. Present via Zoom were Counseling Services Director Annabelle Payne, Crisis Services Manager Kandy Alley, K. Martin, S. Phillips, and msmith. G. Blakeslee reported on the recent homicide and mentioned that two deputies have been fully devoted to investigating the case. They're reviewing the evidence and leads, but no arrests have been made. Numerous agencies in three states have been involved in the data collecting and activity, and the Sheriff's Office is coordinating with the Prosecutor's Office. He mentioned it would be ideal to have full-time investigators to manage this type of case in the future.

G. Blakeslee presented an interagency agreement request. Motion was made by K. Skoog to approve the Washington Association of Sheriffs and Police Chiefs Interagency Agreement for the Registered Sex Offender Address Verification Program. Motion was seconded by M. Manus. Motion carried unanimously.

Washington Association of Sheriffs and Police Chiefs Interagency Agreement-Specific
Terms and Conditions, Registered Sex Offender Address Verification Program

AGREEMENT NO. 2020-59, COMMISSIONERS' RECORDING

(10)

Community Development—2021 Budget Review. Present via Zoom was Community Development Director Greg Snow, and in-person were T. Sirevog and Financial Manager Jill Shacklett. Staffing was discussed, then T. Sirevog left the meeting in progress.

(11)

The Board recessed for lunch at 12:27 p.m.

(12)

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 1:30 p.m. to 2:00 p.m. Present were G. Snow and T. Sirevog. An additional five minutes was requested until 2:05 p.m.

(13)

Motion was made by K. Skoog to approve the Request to Advertise & Hire for temporary receptionist for Community Development. Motion was seconded by M. Manus. Motion carried unanimously.

(14)

Treasurer—2021 Budget Review. Present were J. Shacklett and N. Dice.

(15)

Prosecuting Attorney Dolly Hunt was present for a legal update. Joining via Zoom was B. Eugene. Topics of discussion were the Small Business Stabilization Grant (SBSG) awards and budget.

(16)

Motion was made by K. Skoog to approve the agreement with CDW-G for laptops to replace desktops to allow Pend Oreille County employees to telecommute during the ongoing pandemic, using CARES funding. Motion was seconded by M. Manus. Motion carried unanimously.

(17)

Motion was made by K. Skoog to approve a letter of support to Washington State Recreation Conservation Office regarding Colville National Forest Developed and Dispersed Site Maintenance RCO Grant 20-2229 & OHV Forest Ranger Program RCO Grant 20-2210. Motion was seconded by M. Manus. Motion carried unanimously.

(18)

Motion was made by K. Skoog to approve sending the letter regarding Community Development Block Grant-Coronavirus Funds to cities and towns. Motion was seconded by M. Manus. Motion carried unanimously.

(19)

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

(20)

Meeting continued to October 27.

October 27, 2020

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

(21)

Public Works Director Craig Jackson was present for an update. Also in attendance were Facilities

Maintenance Supervisor Ben Eggleston and via Zoom, T. Sirevog. C. Jackson made a request for promotion. Motion was made by K. Skoog to approve the promotion for John Nelson from his current position as Facilities Maintenance Technician II at a Step 3 to the position of Facility Maintenance Lead Technician at Step 2, effective November 1, 2020. Motion was seconded by M. Manus. Motion carried unanimously.

Red Rose Carpet Cleaning's Kevin Hopkins was present at C. Jackson's request to discuss the county's recent cancelation of the custodial services contract, effective 12/31/20. K. Hopkins expressed interest in continuing, so B. Eggleston and C. Jackson requested that he submit a proposal for reduced hours of service.

Motion was made by K. Skoog to advertise and hire a temporary on-call employee to assist with snow removal and extra workload through the winter. Motion was seconded by S. Kiss. Motion carried unanimously.

Motion was made by S. Kiss to authorize the Parks & Recreation Director to advertise the 2020 Timber Sale at Rustlers Gulch. Motion was seconded by K. Skoog. Motion carried unanimously.

B. Eggleston reported on HVAC systems during pandemics and UVC lights. J. Shacklett joined the update in progress. More discussion was held on UVC lights and cost, then B. Eggleston and J. Shacklett left the meeting. C. Jackson discussed snowy roads, upcoming opening for D2 road maintenance technician, private roads signs, and South Bench scope of work. The update continued with Parks and Recreation topics: Davis Road boat ramp, and project prioritization lists for POC Park, Water Trail, Yocum Lake, Sweet Creek, and Rustlers Gulch.

Motion was made by K. Skoog to approve sending the letter of appreciation to Mike Kirkwood for his service on the Parks and Recreation Board and accepting his resignation. Motion was seconded by S. Kiss. Motion carried unanimously.

(22)

Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell joined the Parks update at its conclusion then discussed economic development with the Board.

(23)

The Board recessed for lunch at 11:35 a.m.

(24)

Public Hearing-Community Development Block Grant Coronavirus. Present were Family Crisis Network (FCN) Director Jackie Kiehn, FCN Victim Advocate Leá Porter, and C. Rahoun. The hearing was opened, and the notice was read. C. Rahoun gave an overview of the purpose and history of the CDBG and the allowed uses of the grant funds. L. Porter reported on FCN's use of other grant funds and the importance of how these particular funds could be utilized, such as rent and utilities assistance. Discussion was held on which entity would administer and distribute the funds, which public services to provide, and how to determine recipients. No other comments were received. The hearing was closed.

(25)

L. Porter, J. Kiehn, and C. Rahoun remained after the hearing to further discuss possibilities for the grant funds and how notice would get out to those in need.

(26)

The Board met in executive session for an employee evaluation pursuant to RCW 42.30.110(1)(g) for 75 minutes, from 2:45 p.m. to 4:00 p.m.

(27)

Motion was made by K. Skoog to approve the Better Health Together Provider Services Year 2 Agreement and to sign the resolution. Motion was seconded by M. Manus. Motion carried unanimously.

Reestablish Agreement Between Better Health Together and Counseling Services
RESOLUTION NO. 2020-104, COMMISSIONERS' RECORDING

(28)

Motion was made by K. Skoog to approve the Payroll Change Notice for John Nelson, Public Works-Buildings & Grounds. Motion was seconded by M. Manus. Motion carried unanimously.

Payroll Change Notice:
Buildings & Grounds-
John Nelson, Facility Maintenance Lead, Step 2, \$3,448.37/mo., Effective 11/1/2020

(29)

Correspondence Received:

- 10.17 Town of Cusick-re: Levy Certification
- 10.18 Rural Resources-Head Start & ECEAP Early Childhood Express Newsletter
- 10.19 Rural Resources-Letter re: Request for Letter of Support for Grant Application to WSDOT
- 10.20 C. Van Valkenburg-2020 3rd Quarter Caseload Report
- 10.21 Town of Metaline/P. Daggett-Letter re: CDBG Coronavirus Funds Consortium
- 10.22 Town of Cusick/D. Schofield- Letter re: CDBG Coronavirus Funds Consortium
- 10.23 Town of Ione/C. Spears- Letter re: CDBG Coronavirus Funds Consortium
- 10.24 S. Dawson III-Letter of resignation from POC Library Board, as of 12/31/2020

(30)

Correspondence Sent:

- Rural Resources Community Action/Connie Mahugh-Letter of support for Rural Resources' Grant Application to WSDOT
- Washington State Recreation Conservation Office (RCO)-Letter of support for Colville National Forest Developed and Dispersed Site Maintenance RCO Grant 20-2229 & OHV Forest Ranger Program RCO Grant 20-2210
- POC Towns & City's Mayor and/or City Administrator-Letter re: CDBG-Coronavirus Consortium
- M. Kirkwood-Letter of appreciation for service on the Parks and Recreation Advisory Board

(31)

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	\$ 365,144.71

Counseling Services	\$ 67,819.08
Crime Victims Compensation	\$ 288.84
Fair	\$ 564.84
Park	\$ 3,569.57
Road	\$ 967,155.04
Veteran's Assistance	\$ 270.04
Treasurer's O&M	\$ 72.74
Emergency 911 Communications	\$ 1,978.11
Homeless Program/2163	\$ 8,977.13
Public Facilities	\$ 3,544.04
Elections CARES Act Grant	\$ 254.46
Elections Security Grant	\$ 35,855.83
Solid Waste	\$ 18,144.66
Equipment R&R	\$ 14,851.63
IT Services	\$ 15,573.72
Sheriff's Trust	<u>\$ 744.00</u>
TOTAL	\$ 1,504,808.44

Checks 191998 through 192000 totaling \$4,267.43, and Electronic Funds Transfers 31060 through 31261 totaling \$277,780.44, and Checks 192001 through 192025 totaling \$34,830.86 and Electronic Funds Transfers 31262 through 31269 totaling \$234,236.12, dated October 23, 2020. Includes Jr. Taxing Districts.

Checks 192026 through 192083 totaling \$998,393.27 and Electronic Funds Transfers 31270 through 31271 totaling \$485.00, dated October 26, 2020.

(32)

Meeting adjourned at 4:21 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board