

November 2, 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, and Clerk of the Board Crystal Zieske. Commissioner Karen Skoog was excused for the day. C. Zieske offered the invocation and led the flag salute.

(1)

Joining the meeting via Zoom were County Clerk Tammie Ownbey, Executive Administrative Assistant Dawn Taylor, Human Resources Manager Terra Sirevog, Treasurer Nicole Dice, 911 Coordinator Steve West, Emergency Management Deputy Director JoAnn Boggs, Weed Control Coordinator Sharon Sorby, Prosecuting Attorney Dolly Hunt, ITS Director Shane Flowers, Counseling Services Director Annabelle Payne, Newport Hospital & Health Services (NHHS) Marketing & Foundation Director Jenny Smith, Newport Miner News Editor Don Gronning, Bob Eugene, and in-person was Commissioner Programs/HR Assistant Christine Rahoun.

(2)

Northeast Tri County Health District (NETCHD) Administrator Matt Schanz were present for a COVID-19 update. Present via Zoom were those listed above and NHHS Director of Primary Care & Ancillary Services/Director of Safety Christina Wagar, Assessor Jim McCroskey, Auditor Marianne Nichols, Counseling Services Business Manager Kris Martin, District Court Judge Robin McCroskey, Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell, and an unidentified caller.

(3)

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 October 26, 2020 meeting and the following items:

Payroll Change Notice:

District Court-

Rich Jennings, Resignation, Effective 10/27/2020

An unknown caller joined the meeting in progress.

(4)

Motion was made by S. Kiss to approve sending the letter to Washington State Department of Commerce re: change of scope of work for PO Business Park CERB Grant. Motion was seconded by M. Manus. Motion carried unanimously.

(5)

Motion was made by S. Kiss to approve the letters to be included with the Small Business Stabilization Grant (SBSG) checks distributed to the recipients of those grants. Motion was seconded by M. Manus. Motion carried unanimously.

(6)

Motion was made by S. Kiss to approve the letter to Mr. Stephen Dawson in appreciation of his 5 ½ years of service on the POC Library District Board of Trustees and accepting his resignation as of 12/31/2020. Motion was seconded by M. Manus. Motion carried unanimously.

(7)

The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 45 minutes, from 10:30 a.m. to 11:15 a.m. Present were T. Sirevog and D. Hunt. An additional 5 minutes was requested until 11:20 a.m.

(8)

Sheriff/Jail—2021 Budget Review. Present were Sheriff Glenn Blakeslee, Undersheriff Geoff Rusho, Jail Captain Bill Zamora, and D. Taylor, and via Zoom were Financial Manager Jill Shacklett and an unidentified caller.

(9)

The Board recessed for lunch at 12:01 p.m.

(10)

Public Hearing-Winter Maintenance Program. Present were Public Works Director Craig Jackson, Road District Supervisor Dan Reijonen, District 2 Foreman George Campbell, District 3 Foreman Donnie Milliren, Kevin A. Young, Heidi D. Young, John H. Dills, Larry Cordes, Dave Brady, Carolyn Brady, Brock Maslonka, and via Zoom were Linsey Dilbeck and cschettle. The hearing was opened, and the notice was read. C. Jackson presented the county's Winter Maintenance Policy and detailed each of the roads being considered for removal from the snowplow program. Ten written comments had been submitted to C. Jackson and were distributed to the Board for review. Those providing comment at the meeting were L. Dilbeck, Kevin Young, John H. Dills, Larry Cordes, Dave Brady, Carolyn Brady, and Brock Maslonka. S. Kiss asked a clarifying question. The hearing was closed.

(11)

C. Jackson, D. Reijonen, G. Campbell, and D. Milliren remained and discussed options for the winter maintenance program. In attendance via Zoom was cschettle.

(12)

D. Hunt was present for a legal update. Present via Zoom was Monica Smith. Topics of discussion were review of contracts and diking district.

(13)

CASA—2021 Budget Review. Present were Kalispel Tribal Court Administrator/CASA and Victim Assistance Services Programs Director Cathleen Kintner-Christie and CASA Volunteer Coordinator Johnna Konkright, and via Zoom were Evelyn Bell and J. Shacklett.

(14)

T. Sirevog was present, at the Board's request, to discuss staffing.

(15)

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

(16)

Meeting continued to November 3.

November 3, 2020

The meeting resumed at 9:00 a.m. with M. Manus, S. Kiss, and C. Zieske present. K. Skoog was excused for the morning.

(17)

C. Jackson was present for a Public Works update. Motion was made by S. Kiss to approve the purchase of a used 2018 Superior broom with 344 hours from Papé Equipment for the cost of \$31,204, including sales tax. Motion was seconded by M. Manus. Motion carried unanimously.

C. Jackson discussed the Truck 206 auction result. Joining the update in progress was Bob Eugene.

Motion was made by S. Kiss to authorize the Public Works Director to advertise and hire two winter on-call plow drivers. Motion was seconded by M. Manus. Motion carried unanimously.

C. Jackson continued with a discussion on the CERB Grant change order and looking into possibility of marketing and/or acquiring Ponderay Newsprint Company. Economic Development Director Jamie Wyrobek and Newport City Administrator Russ Pelleberg joined the meeting in progress.

C. Jackson informed the Board of a snowplow/truck accident on Rocky Gorge during the recent snowstorm, then discussed janitorial services, benches and picnic table order from CARES Act funding, final price on recycled metal, and Republic Services contract rebid. Parks and Recreation adopted plan projects were reviewed. Phyllis Jean Kardos joined the update in progress.

(18)

K. Skoog arrived to the meeting at 10:28 a.m.

(19)

The Board met in executive session for an employee evaluation, pursuant to RCW 42.30.110(1)(g) for 30 minutes, from 10:33 a.m. to 11:03 a.m. Present was T. Sirevog.

(20)

Community Development Director Greg Snow was present for an update. Present in-person was Gretchen Koenig, and via Zoom were Bill, B. Eugene, and P. Kardos. Topics of discussion were the hearing examiner hearings, land use applications, VSP, Comprehensive Plan update, and building permits status. There have been nearly 300 building permits and 307 site analysis applications received this year. The Parks timber sale is out to bid and is advertised in The Newport Miner.

(21)

The Board finalized plans for the upcoming Second Harvest food distribution event, being held Monday, November 9, at Newport Rodeo Grounds. The county is sponsoring the event with CARES Act funds.

(22)

S. Kiss presented an invoice for payment from the Hotel/Motel Tax as follows: Tri County Economic Development District, \$3,500.00. Motion was made by M. Manus to approve the Hotel/Motel Tax invoice for payment and appreciates the wonderful marketing job that Shelley does. Motion was seconded by S. Kiss. Motion carried unanimously.

(23)

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

(24)

Equipment Rental and Revolving Fund (ER&R) Purchasing & Outfitting Policy Workshop. In attendance were County Engineer Don Ramsey, Fleet Accountant Teresa Deal, G. Rusho and D. Taylor. D. Ramsey reviewed the ER&R Vehicle and Equipment Policy and Procedures and suggested revisions and updates.

(25)

The Board met in executive session for an employee evaluation, pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 2:08 p.m. to 3:08 p.m. T. Sirevog joined a portion of the meeting. The Board requested an additional 60 minutes, until 4:08 p.m. M. Smith joined via Zoom as the Board was coming out of executive session.

(26)

Motion was made by K. Skoog to approve the letter to Phyllis Beam for appreciation of service to the Cemetery District 2 Board and accepting her resignation, as of October 12, 2020. Motion was seconded by S. Kiss. Motion carried unanimously.

(27)

Motion was made by K. Skoog to approve the letter to Patricia Sargent for appreciation of service to the Cemetery District 2 Board and accepting her resignation, as of October 12, 2020. Motion was seconded by S. Kiss. Motion carried unanimously.

(28)

Motion was made by K. Skoog to approve the letter to Judith Miller for appreciation of service to the Cemetery District 2 Board and accepting her resignation, as of October 12, 2020. Motion was seconded by S. Kiss. Motion carried unanimously.

(29)

Correspondence Received:

- 11.1 Town of Metaline Falls/T. Leininger- Letter re: CDBG Coronavirus Funds Consortium
- 11.2 City of Newport/R. Pelleberg- Email re: CDBG Coronavirus Funds Consortium
- 11.3 WSLCB-Edgewater Lounge, 802 Southshore Diamond Lake Rd, Newport, Liquor License
- 11.4 NETCHD-Notice of 11/12/2020 Meeting
- 11.5 F. Dana Kelly-3<sup>rd</sup> Quarter Caseload Report
- 11.6 D. Borches-Email Letter of Interest to Serve on the Civil Service Commission Board

(30)

Correspondence Sent:

- Washington State Department of Commerce-Letter re: Change of Scope of Work for PO Business Park CERB Grant
- SBSG Award Recipients-Letter of award of grant
- S. Dawson-Letter of appreciation of service on the POC Library District Board of Trustees
- P. Beam-Letter of appreciation of service to the Cemetery District 2 Board
- P. Sargent-Letter of appreciation of service to the Cemetery District 2 Board
- J. Miller-Letter of appreciation of service to the Cemetery District 2 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	\$ 283,476.23
Counseling Services	\$ 9,982.53
Fair	\$ 386.00
Road	\$ 3,786.93
Treasurer's O&M	\$ 549.00
Trial Court Improvement	\$ 3,279.70
Emergency 911 Communications	\$ 1,074.92
Low Income Housing/2060	\$ 1,472.70
Homeless Program/2163	\$ 5,315.77
Sheriff's Trust	<u>\$ 414.00</u>
TOTAL	\$ 309,737.78

Checks 192123 through 192205 totaling \$309,055.78, and Check 192256 totaling \$682.00, dated November 2, 2020.

(32)

Meeting adjourned at 4:36 p.m.

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

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