

November 9, 2020

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:04 a.m. in their meeting room. Present were Vice Chair Stephen Kiss, Commissioner Karen Skoog, and Acting Clerk of the Board Christine Rahoun. Commissioner Chair Mike Manus was excused. S. Kiss offered the invocation and led the flag salute.

(1)

Joining the meeting via Zoom were Executive Administrative Assistant Dawn Taylor, Assessor Jim McCroskey, Weed Control Coordinator Sharon Sorby, Treasurer Nicole Dice, Counseling Services Business Manager Kris Martin, County Extension Director/4-H Youth Development Agent Mike Jensen, Emergency Management Deputy Director JoAnn Boggs, Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell, Newport Hospital & Health Services (NHHS) Director of Primary Care & Ancillary Services/Director of Safety Christina Wagar, NHHS Marketing & Foundation Director Jenny Smith, Newport Miner News Editor Don Gronning, JT, Galaxy Tab A, and in-person was Brian Smiley

(2)

Northeast Tri County Health District (NETCHD) Administrator Matt Schanz was present for a COVID-19 update. Present via Zoom were those listed above and Counseling Services Director Annabelle Payne, Auditor Marianne Nichols, and Bob Eugene.

(3)

NETCHD-2021 Budget Review—Present were M. Schanz, M. Nichols, dgronning, JT, A. Engell, B. Eugene, S. Sorby, J. Boggs, one unidentified caller, and B. Smiley in-person.

(4)

The Board left the Commissioners' Meeting Room at 10:00 a.m. to volunteer at Newport Rodeo Grounds for the county-sponsored Second Harvest food distribution.

(5)

The Board recessed for lunch at 12:30 p.m.

(6)

The meeting resumed at 1:30 p.m. and Clerk of the Board Crystal Zieske assumed the clerk position. M. Manus joined the meeting via Zoom, and in attendance was B. Smiley. M. Manus discussed the CERB Grant and the proposed change to scope of work.

(7)

Auditor-2021 Budget Review—Present were M. Nichols and B. Smiley.

(8)

Consent Agenda - Motion was made by K. Skoog to approve the Consent Agenda, with the exception of pulling the letter to Commerce re: CERB Grant. Motion was seconded by M. Manus. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's November 2, 2020 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 11/6/20):	\$64,328.21
Investment Earnings (through October 31):	\$63,028.87

Adopt the Community Development Block Grant-Coronavirus (CDBG-CV) Grievance Procedure

Schedule the public hearing for 2021 Levy Certifications for Monday, November 30, 2020 at 1:30p.m.

Schedule the budget hearing for 2021 Final Budget and 2020 Budget Supplemental Appropriations for Monday, December 7, 2020 at 1:30p.m.

(9)

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 2:48 p.m. to 3:18 p.m. Present was T. Sirevog. M. Manus left the meeting at the conclusion of executive session.

(10)

Colville National Forest District Ranger Carin Vadala and Kalispel Tribe Information and Outreach Coordinator Mike Lithgow were present via Zoom for a Sx<sup>w</sup>uytn-Trail Project update. Also in attendance via Zoom was A. Engell and in-person was B. Smiley. The comment period ended Friday and the next step will be creating themes to respond to and making changes to the Environmental Assessment (EA), if necessary.

(11)

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

(12)

Meeting continued to November 10.

November 10, 2020

The meeting resumed at 9:09 a.m. with M. Manus, S. Kiss, K. Skoog, and C. Zieske present.

(13)

Public Works Director Craig Jackson was present for an update. Joining via Zoom were cschettle, Lanette M., and Josh. C. Jackson presented resolutions, establishing Ibbestson Drive North and South as county maintained roads. The Board agreed it had been in the works for some time and it was good to formally get it done.

a) Motion was made by S. Kiss to approve the resolution, establishing Ibbetson Drive North as a maintained county road and authorize expenditure of county road funds for road maintenance and operation. Motion was seconded by K. Skoog. Motion carried unanimously.

*Resolution Regarding Establishing Ibbetson Drive North as a Maintained County Road  
RESOLUTION NO. 2020-105, COMMISSIONERS' RECORDING*

b) Motion was made by S. Kiss to approve the resolution, establishing Ibbetson Drive South as a maintained county road and authorize expenditure of county road funds for road maintenance and operation. Motion was seconded by K. Skoog. Motion carried unanimously.

Resolution Regarding Establishing Ibbetson Drive South as a Maintained County Road  
*RESOLUTION NO. 2020-106, COMMISSIONERS' RECORDING*

c) C. Jackson brought up modifications to the winter maintenance road program. Providing comment were cschettle and Lanette M. Josh, Lanette M, and cschettle left the meeting.

d) As a cost savings measure, C. Jackson proposed reduced custodial services in the county, effective January 2021. Employees will be responsible for their personal workspaces and trash. Motion was made by K. Skoog to approve Public Works to hire a 3/5 janitor to replace Red Rose Carpet Cleaning. Motion was seconded by S. Kiss. Motion carried unanimously.

e) Motion was made by S. Kiss to approve and execute Change Order #1 for the 2020 District 3 Equipment Shed project in the amount not to exceed \$20,553.75, including tax, and adding an additional 15 days. Motion was seconded by K. Skoog. Motion carried unanimously.

2020 D3 Equipment Shed Change Order 1  
*AGREEMENT NO. 2020-60, COMMISSIONERS' RECORDING*

f) Information was provided on the local bridge program, including Smackout Pass and Cedar Creek, then recommendations were presented on the winter maintenance program. Joining the update were Economic Development Director Jamie Wyrobek and B. Smiley. Design of county picnic tables and benches, using CARES Act funding, was discussed. C. Jackson gave an update on personnel, then presented a CERB grant update.

(14)

Bid Opening-2020 Timber Sale. Present were C. Jackson, Engineering Technician/Contracting & Procurement Agent Mike Kirkwood, B. Smiley, and Idaho Forest Group's Eric Nave. The hearing was opened, and the notice was read. A bid was received from Idaho Forest Group of Laclede, ID for \$247,710.90. Comments were received from E. Nave. The hearing was closed.

C. Jackson will present a proposed bid award next week during his Public Works update.

(15)

C. Jackson continued with his update, discussing the Davis boat ramp. Present was B. Smiley.

(16)

Parks & Recreation-2021 Budget Review—Present were C. Jackson and B. Smiley. Joining via Zoom were Parks Board Chair Mike Lithgow, G. Snow, J. Shacklett, and M. Nichols.

(17)

BOCC-2021 Budget Review—Present were C. Rahoun, T. Sirevog, C. Zieske, N. Dice, and B. Smiley. In attendance via Zoom were J. Shacklett and M. Nichols. N. Dice left the review after the revenue portion. At 11:57 a.m., K. Skoog was excused to participate in a phone conference regarding Secure Rural Schools (SRS), and C. Zieske left the meeting at 12:15 p.m.

(18)

The Board recessed for lunch at 12:50 p.m.

(19)

2021 Budget Workshop—Present were acting clerk C. Rahoun, Office Manager/Risk Manager Teresa Brooks, C. Jackson, N. Dice, D. Taylor, T. Sirevog, and via Zoom were J. Shacklett, G. Snow, M. Nichols, S. Sorby, Office Manager/Legal Secretary Tricia Shanholtzer, J. Boggs, G. Blakeslee, S. Flowers, and one unidentified caller. D. Hunt joined the meeting in progress.

(20)

The Board met in executive session regarding pending litigation pursuant to RCW 42.30.110(1)(i) for 45 minutes from 3:30 p.m. to 4:15 p.m. Present were G. Snow, D. Hunt, and via phone was Attorney Nathan Smith. An additional 10 minutes was requested, until 4:25 p.m.

(21)

Motion was made by S. Kiss to approve sending a letter via email to Janea Delk at Department of Commerce regarding CERB Grant, retracting the change of scope, and to continue with the grant for South Bench work. Motion was seconded by K. Skoog. Motion carried unanimously.

(22)

Correspondence Received:

- 11.7 Cemetery District 1- Levy Certification and Ordinance/Resolution No. CEM1 2021-001
- 11.8 F. Capehart-Letter of resignation from District 1 Cemetery Board
- 11.9 DNR/S. Harris-Notice of Final Determination SEPA File No. 20-100801 FP No. 3024571
- 11.10 NETCHD-Notice of 11.12.20 Meeting & 9.16.20 Minutes

(23)

Correspondence Sent:

Janea Delk/Department of Commerce-Letter re: CERB Grant

(24)

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	\$ 393,671.66
Arts & Tourism	\$ 3,500.00
Counseling Services	\$ 90,650.63
Crime Victims Compensation	\$ 297.67
Fair	\$ 675.93
Law Library	\$ 298.05
Park	\$ 2,528.89
Road	\$ 83,081.61
Treasurer's O&M	\$ 860.00
Emergency 911 Communications	\$ 703.53
Public Facilities	\$ 3,912.91
Election CARES Grant	\$ 11,987.53
Solid Waste	\$ 19,375.78
Risk Management	\$ 8,540.69
Equipment R&R	\$ 93,952.43

IT Services	\$ 102,506.41
Sheriff's Trust	\$ <u>309.00</u>
TOTAL	\$ 816,852.72

Checks 192289 through 192386 totaling \$284,436.00, dated November 9, 2020.  
 Checks 192418 through 192462 totaling \$38,055.36 and Electronic Funds Transfers 31521 through 31530 totaling \$272,809.47, and Checks 192283 through 192288 totaling \$5,798.17, and Electronic Funds Transfers 31319 through 31518 totaling \$285,266.23, and Checks 192257 through 192282 totaling \$11,262.21, and Electronic Funds Transfers 31274 through 31318 totaling \$43,929.65, dated November 10, 2020. Includes Jr. Taxing Districts.

(25)  
 Meeting adjourned at 4:30 p.m.

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

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