

December 7, 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, Commissioner Karen Skoog, and Clerk of the Board Crystal Zieske. M. Manus offered the invocation and led the flag salute.

(1)

Joining the meeting via Zoom were Weed Control Coordinator Sharon Sorby, Assessor Jim McCroskey, District Court Judge Robin McCroskey, Human Resources Manager Terra Sirevog, Commissioner Programs/HR Assistant Christine Rahoun, Treasurer Nicole Dice, Counseling Services Business Manager Kris Martin, 911 Coordinator Steve West, Emergency Management Deputy Director JoAnn Boggs, Sheriff Glenn Blakeslee, Prosecuting Attorney Dolly Hunt, Facilities Maintenance Supervisor Ben Eggleston, County Extension Director/4-H Youth Development Agent Mike Jensen, Auditor Marianne Nichols, Tri County Economic Development District (TEDD) Executive Director Jeff Koffel, Newport Miner News Editor Don Gronning, Newport Hospital & Health Services (NHHS) Marketing & Foundation Director Jenny Smith, NHHS Director of Primary Care & Ancillary Services/Director of Safety Christina Wagar, and Bob Eugene.

(2)

Northeast Tri County Health District (NETCHD) Administrator Matt Schanz and Health Officer Dr. Sam Artzis were present via Zoom for a COVID-19 update. Also present via Zoom were those listed above and ITS Director Shane Flowers, Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell, and JT.

(3)

Motion was made by K. Skoog to approve setting the Road Naming/Addressing Ordinance hearing for 1:30 p.m., December 21, 2020. Motion was seconded by S. Kiss. Motion carried unanimously.

(4)

T. Sirevog was present to give a HR update. Present via Zoom was JT. Discussed were COVID procedures for departments and Counseling Services bargaining contract. Joining the update in progress was K. Martin.

(5)

Financial Manager Jill Shacklett and M. Nichols were present to discuss the Counseling Services payroll retention stipends. Present was T. Sirevog, and via Zoom were Counseling Services Director Annabelle Payne, K. Martin, and JT. Also discussed were intern requirements.

(6)

The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 15 minutes, from 10:50 a.m. to 11:05 a.m. Present was T. Sirevog.

(7)

The Board recessed for lunch at 12:04 p.m.

(8)

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 November 30, 2020 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 12/4/20):	\$ 65,152.84
Investment Earnings (through November 30):	\$ 64,341.10

Payroll Change Notice:

District Court-

Linda Shelgren, Deputy Clerk, Resignation, Effective 12/1/2020

Public Works-Roads-

Timothy Poso, Road Maintenance Technician, Step 1, \$21.28/hr., Effective 12/7/2020

Derek Stockdill, On-Call Temp Winter Road Maintenance Technician, Step 1, \$21.28/hr., Effective 12/7/2020

Tommy Cupp, On-Call Temp Winter Road Maintenance Technician, Step 1, \$21.28/hr., Effective 12/1/2020

Board of Equalization-

Richard Miller, Board of Equalization, Deceased, 12/12/2018 (*Updating the accounting system as 'inactive'*)

FasPsych, LLC And Pend Oreille County Counseling Services on Business Associate Agreement

RESOLUTION NO. 2020-115, COMMISSIONERS' RECORDING

In the Matter of Establishing Holidays in 2021 and Hours for the Transaction of Business

RESOLUTION NO. 2020-116, COMMISSIONERS' RECORDING

Approval of Vacation Rollover Request: Cindy Delay (10 days)

(9)

Motion was made by S. Kiss to approve the following junior districts levy certifications, which were received after the 11/30/20 Levy Certification Hearing: POC Cemetery District 2, Town of Metaline, Public Hospital District 2, and POC Fire District 2. Motion was seconded by K. Skoog. Motion carried unanimously.

(10)

Motion was made by S. Kiss to approve the Confidentiality & Non-Disclosure Agreement with Beacon Health Options, Inc. Motion was seconded by K. Skoog. Motion carried unanimously.

Beacon Health Options, Inc., and Pend Oreille County Counseling Services on Confidentiality and Non-Disclosure Agreement

RESOLUTION NO. 2020-117, COMMISSIONERS' RECORDING

(11)

2021 Budget & 2020 Supplemental Appropriations Hearing-Present were M. Nichols and J. Shacklett, and via Zoom were N. Dice and Gem State Editor Sophia Aldous. The hearing was opened, and the notice was read. J. Shacklett and M. Nichols presented the 2020 Supplemental Appropriations budget, then the proposed 2021 budget was reviewed. No comments were received. The hearing was closed.

(12)

Motion was made by S. Kiss to approve the 2021 invoice for Aging & Long Term Care of Eastern Washington (ALTCEW) for \$2,479.00. Motion was seconded by K. Skoog. Motion carried unanimously.

(13)

Public Works Director Craig Jackson was present to discuss solid waste contracts and budget.

(14)

Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Topics of discussion were recent Supreme Court of Washington decision, proposed retention stipend resolution, and personnel policy updates.

(15)

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 3:38 p.m. to 4:08 p.m. Present were Community Development Director Greg Snow and T. Sirevog. An additional 5 minutes was requested until 4:13 p.m.

(16)

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

(17)

Meeting continued to December 8.

December 8, 2020

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

(18)

District Manager of Pend Oreille Conservation District Alex Case-Cohen was present to discuss a Delegated State Rental Agreement with Department of Ecology. In attendance via Zoom was Department of Ecology Air Monitoring Coordinator Jill Schulte, MPH, and in-person was B. Eggleston.

(19)

Public Hearing-Declaration of Surplus (Vehicles). Present were County Engineer Don Ramsey and Fleet Manager Brian Eglund, and via Zoom B. Eugene. The hearing was opened, and the notice was read. No comments were received. The hearing was closed.

(20)

Motion was made by S. Kiss to approve the 2020 retention stipends for Counseling Services and sign the resolution. Motion was seconded by K. Skoog. Motion carried unanimously.

Counseling Services Annual Enhancement Stipend *RESOLUTION NO. 2020-118, COMMISSIONERS' RECORDING*

(21)

C. Jackson was present for a Public Works update. Also in attendance was D. Ramsey and via Zoom

B. Eugene. Updates were given on solid waste transport and disposal services, digital plan room, LeClerc South guard rail repair, and COVID janitor. Surveyor Eric Roth joined the meeting in progress. C. Jackson discussed the CERB grant RFP, then reported on design projects--Davis Road boat ramp, ORV, and Sweet Creek; a donated dock, and Pend Oreille County Park.

Motion was made by K. Skoog to authorize the sum of \$50,000 be loaned to the Park Fund from the Timber Fund at the Local Government Investment Pool (LGIP) Net Earnings Rate as stated on the monthly LGIP Statement of Account, to be repaid no later than June 1, 2021. Motion was seconded by S. Kiss. Motion carried unanimously.

Short-Term Operating Loan to Park Fund from Timber Fund
RESOLUTION NO. 2020-119, COMMISSIONERS' RECORDING

Discussion was held on mill foil and surplus vehicles.

Motion was made by S. Kiss to sign the resolution declaring the vehicles list surplus and provide for disposal. Motion was seconded by K. Skoog. Motion carried unanimously.

Matter of Surplus in the Equipment Rental and Revolving Fund
RESOLUTION NO. 2020-120, COMMISSIONERS' RECORDING

Discussion continued regarding the diking district.

(22)

The Board conducted an interview for Cemetery Board District 2. Present via telephone conference was Alicia Seaney. N. Dice joined the interview in progress via Zoom.

(23)

The Board conducted an interview for Cemetery Board District 2. Present was Rhonda McKenzie and via Zoom N. Dice.

(24)

The Board conducted an interview for Cemetery Board District 2. Present was Robin Flanagan and via Zoom was N. Dice.

(25)

Motion was made by S. Kiss to appoint Robin Flanagan to the Cemetery District 2 Board and provide the letter of appointment. Motion was seconded by K. Skoog. Motion carried unanimously.

(26)

Motion was made by K. Skoog to appoint Rhonda McKenzie to the Cemetery District 2 Board and provide the letter. Motion was seconded by S. Kiss. Motion carried unanimously.

(27)

M. Nichols was present to administer the oath of office to R. Flanagan and R. McKenzie for Cemetery District 2 Board.

(28)

Motion was made by K. Skoog to send a letter of appreciation to Ms. Seaney for applying to the Cemetery Board District 2. Motion was seconded by S. Kiss. Motion carried unanimously.

(29)

Motion was made by K. Skoog to approve the Delegated State Rental Agreement Between State of Washington, Department of Ecology and Pend Oreille County and have the Chair sign. Motion was seconded by S. Kiss. Motion carried unanimously.

Delegated State Rental Agreement Between State of Washington, Department of Ecology
and Pend Oreille County

AGREEMENT NO. 2020-62, COMMISSIONERS' RECORDING

(30)

Motion was made by S. Kiss to approve and assign a number for the Agreement for Medical Examiner Services. Motion was seconded by K. Skoog. Motion carried unanimously.

Agreement for Medical Examiner Services-Spokane County

AGREEMENT NO. 2020-63, COMMISSIONERS' RECORDING

(31)

Motion was made by S. Kiss to approve the resolution for 2020 first amendment to the agreement with Regional Disposal Company regarding solid waste transport and disposal services for an additional five years. Motion was seconded by K. Skoog. Motion carried unanimously.

2020 First Amendment to the Agreement Between Regional Disposal Company (RDC)
and Pend Oreille County, Washington Regarding Solid Waste Transport and Disposal
Services

RESOLUTION NO. 2020-121, COMMISSIONERS' RECORDING

(32)

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

(33)

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 1:28 p.m. to 2:15 p.m. T. Sirevog joined at 1:33 p.m., and G. Snow joined at 1:36 p.m.

(34)

N. Dice was present to discuss the Treasurer's Office advertised position. T. Sirevog joined the meeting in progress.

(35)

The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 25 minutes, from 2:35 p.m. to 3:00 p.m. Present was A. Payne. An additional 5 minutes was requested until 3:05 p.m.

(36)

ITS Director Shane Flowers was present for an update. Topics of discussion were laptops and deployment, receipt of switches, internet issues at District 3 shop, county cell phones, and technology transition to new Commissioners.

(37)

Motion was made by S. Kiss to approve the additional Payroll Change Notices, for Diana Baker and Lucas Nichols for Public Works-Building & Grounds. Motion was seconded by K. Skoog. Motion carried unanimously.

Payroll Change Notice:

Public Works-Buildings & Grounds-

Diana Baker, Janitor, \$16.00/hr., Effective 12/7/2020

Lucas Nichols, On-Call Winter Facility Maintenance, \$16.00/hr., Effective
12/9/2020

(38)

Motion was made by K. Skoog to approve sending the letter to Noxious Weed Control Board and Coordinator S. Sorby regarding the Board's position on the proposed weed assessment. Motion was seconded by S. Kiss. Motion carried unanimously.

(39)

Motion was made by S. Kiss to approve the supplemental appropriations to specific 2020 county department budgets resolution. Motion was seconded by K. Skoog. Motion carried unanimously.

Supplemental Appropriations to Specific 2020 County Department Budgets

RESOLUTION NO. 2020-122, COMMISSIONERS' RECORDING

(40)

Motion was made by S. Kiss to approve sending the letter to Ms. Newman regarding the county budget, taxes, and levy. Motion was seconded by K. Skoog. Motion carried unanimously.

(41)

Motion was made by K. Skoog to approve emailing the Department Heads and Elected Officials requesting departmental COVID-19 plans. Motion was seconded by S. Kiss. Motion carried unanimously.

(42)

Meeting continued to December 11.

December 11, 2020

The meeting resumed at 10:00 a.m. with M. Manus, K. Skoog, and C. Zieske present. S. Kiss was present via Zoom.

(43)

2021 Budget Review—Tri-County Superior Court. Present via Zoom were Judge Jessica Reeves, Ferry County Commissioners Nathan Davis, Johnna Exner, and Michael Heath, Clerk of the Board

Amanda Rowton, and Deputy Clerk Marie Lacovara; Stevens County Commissioners Wes McCart, Mark Burrows, and Greg Young; County Clerk Tammie Ownbey, R. McCroskey, and M. Nichols.

(44)

The Board reviewed COVID departmental plans.

(45)

Correspondence Received:

- 12.1 SCRILS-12.11.20 Agenda
- 12.2 Pend Oreille County Cemetery District #2- Levy Certification and Ordinance/Resolution 2020-02
- 12.3 Town of Metaline- Levy Certification and Ordinance/Resolution 2020-01
- 12.4 Pend Oreille County Public Hospital District #2- Levy Certification and Ordinance/Resolution 11.30.2020
- 12.5 Pend Oreille Fire District #2- Levy Certification and Ordinance/Resolution 11.23.2020
- 12.6 EWCoG-12.04.20 Agenda & 9.25.2020 Minutes
- 12.7 B. Eugene- Letter & Volunteer Informational Statement re: District #1 Planning Commission
- 12.8 South Pend Oreille Fire and Rescue- Ordinance/Resolution 11.19.20
- 12.9 Pend Oreille County Parks and Recreation- 12.16.20 Agenda & Meeting Notice
- 12.10 WSLCB- Letter cc re: Edgewater Lounge, 802 Southshore Diamond Lake Rd, Newport, Direct Shipment Receiver-In WA Only, Spirits/Br/Wn Rest Lounge + License Approved

(46)

Correspondence Sent:

- R. Flanagan-Letter of appointment to the Cemetery District 2 Board
- R. McKenzie-Letter of appointment to the Cemetery District 2 Board
- A. Seaney-Letter of appreciation for applying to the Cemetery District 2 Board
- Noxious Weed Control Board and Coordinator S. Sorby-Letter re: proposed weed assessment
- T. Newman-Letter re: county budget, taxes, and levy
- POC Elected Officials-(Email) Letter re: Departmental COVID Plans
- POC Department Heads-(Email) Letter of Request re: Departmental COVID Plans

(47)

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	\$ 47,674.90
Arts & Tourism	\$ 92.30
Counseling Services	\$ 17,989.98
Fair	\$ 233.87
Park	\$ 171.58
Timber Sales	\$ 0.40
Treasurer's O&M	\$ 1,607.50
Trial Court Improvement	\$ 11.63
Election Security Grant	\$ 0.41
Solid Waste	\$ 52,919.58
IT Services	\$ 2,817.88

Sheriff's Trust
TOTAL

\$ 597.00
\$ 124,117.03

Checks 192840 through 192894 totaling \$123,991.46 and Electronic Funds Transfer 31745 totaling \$126.94, dated December 7, 2020. Includes Jr. Taxing Districts.

(48)

Meeting adjourned at 12:04 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board