

January 4, 2021

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 Commissioner Mike Manus, Commissioner Brian Smiley, Commissioner John Gentle, and Clerk of the Board Crystal Zieske.

(1)

M. Manus opened nominations for Chairman for Pend Oreille County Commissioners for 2021. Motion was made by J. Gentle to appoint M. Manus as Chairman for 2021. Motion was seconded by B. Smiley. Motion carried unanimously.

(2)

M. Manus opened nominations for Vice Chair for Pend Oreille County for 2021. Motion was made by J. Gentle to appoint B. Smiley as Vice Chair for 2021. Motion was seconded by M. Manus. Motion carried unanimously.

(3)

C. Zieske offered the invocation and led the flag salute.

(4)

Joining the meeting via Zoom were Assessor Jim McCroskey, Commissioner Programs/HR Assistant Christine Rahoun, District Court Judge Robin McCroskey, Emergency Management Deputy Director JoAnn Boggs, Executive Administrative Assistant Dawn Taylor, Human Resources Manager Terra Sirevog, Treasurer Nicole Dice, Weed Control Coordinator Sharon Sorby, Counseling Services Business Manager Kris Martin, County Clerk Tammie Ownbey, Auditor Marianne Nichols, ITS Director Shane Flowers, Facilities Maintenance Supervisor Ben Eggleston, Newport Hospital & Health Services Director of Primary Care & Ancillary Services/Director of Safety Christina Wagar, NHHS COVID-19 Incident Commander/Public Information Officer Jenny Smith, Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell, Newport Miner News Editor Don Gronning, Bob Eugene, and Norm Smith.

(5)

Northeast Tri County Health District (NETCHD) Administrator Matt Schanz and Health Officer Dr. Sam Artzis were present via Zoom for a COVID-19 update. Present via Zoom were those listed above and Senior Planner Andy Huddleston, 911 Coordinator Steve West, and Sheriff Glenn Blakeslee.

(6)

The Board reviewed and determined board and committee assignments. Joining the meeting in progress via Zoom were Phyllis Jean Kardos, bill, Gretchen, and Joyce.

(7)

Community Development Director Greg Snow was present via Zoom for an update. Also present via Zoom were Gretchen, N. Smith, bill, P. Kardos, Joyce, and an unknown caller. Updates were given on staff rotation schedule and administrative assistant transition. Joining in progress via Zoom were Tracy Morgan and Pamela Luby. G. Snow reported on land use (419 applications processed in 2020) and building permits (303 new building applications in 2020), and the upcoming Planning Commission's January 21 meeting and final review of updated documents.

(8)

The Board participated in the Washington State Association of Counties (WSAC) Virtual Assembly.

(9)

The Board recessed for lunch at 1:04 p.m.

(10)

Department Overview-Assessor's Office. Present were J. McCroskey, Administrative Assistant Dara Thomas, Lead Appraiser Nathan Longly, and Programs Administrator/Appraiser Sonya Gamalielson, and via Zoom were Jean Wells and P. Kardos.

Motion was made by B. Smiley to send the letter to J. McCroskey, Assessor, regarding Property Tax Allocation for 2021. Motion was seconded by J. Gentle. Motion carried unanimously.

(11)

Consent Agenda - Motion was made by B. Smiley to approve the Consent Agenda. Motion was seconded by J. Gentle. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's December 28, 2020 meeting and the following items:

Payroll Change Notice:

County Court-

Carli Kirkwood, Financial Collections Officer, Resignation, Effective 2/1/2021

(12)

Motion was made by J. Gentle to appoint Commissioner M. Manus and Commissioner B. Smiley as representatives to the Tri County Board of Health and send a letter. Motion was seconded by B. Smiley. Motion carried unanimously.

(13)

Motion was made by J. Gentle to appoint Commissioner Smiley as the representative on the Rural Resources Governing Board of Directors and Commissioner M. Manus as the alternate and the Chair to sign the nomination form. Motion was seconded by B. Smiley. Motion carried unanimously.

(14)

Motion was made by B. Smiley to appoint J. Gentle as the primary Martin Hall Board representative, and M. Manus as the alternate. Motion was seconded by J. Gentle. Motion carried unanimously.

(15)

Department Overview-Auditor's Office. Present were M. Nichols and Financial Manager Jill Shacklett. Present via Zoom was J. Wells.

(16)

Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Also present via Zoom was J. Wells. A PowerPoint presentation was given on the organizational chart and role of the Prosecuting Attorney's office. Joining the meeting in progress were Selkirk Sun Owner Sonya Scaufaire and D. Gronning.

(17)

Motion was made by J. Gentle to appoint Commissioner Manus as the representative on the Tri

County Economic Development District Board, with Commissioner Smiley as the alternate, and to send the letter. Motion was seconded by B. Smiley. Motion carried unanimously.

(18)

Motion was made by B. Smiley to approve the Memorandum of Agreement by and Between POC Board of Commissioners and Teamsters Local 690, I.T.S. Department-One Year Contract Extension. Motion was seconded by J. Gentle. Motion carried unanimously.

Memorandum of Agreement by and Between POC Board of Commissioners and Teamsters
Local 690, I.T.S. Department-One Year Contract Extension
CONTRACT NO. 2021-01, COMMISSIONERS' RECORDING

(19)

Motion was made by J. Gentle to approve the Agreement by and Between POC Board of Commissioners and Teamsters Local 690, Courthouse and Hall of Justice Employees-One Year Contract Extension. Motion was seconded by B. Smiley. Motion carried unanimously.

Memorandum of Agreement by and Between POC Board of Commissioners and Teamsters
Local 690, Courthouse and Hall of Justice Employees-One Year Contract Extension
CONTRACT NO. 2021-02, COMMISSIONERS' RECORDING

(20)

Motion was made by B. Smiley to appoint Commissioner J. Gentle as the representative on the ALTCEW Board. Motion was seconded by J. Gentle. Motion carried unanimously.

(21)

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

(22)

Meeting continued to January 5.

January 5, 2021

The meeting resumed at 9:01 a.m. with M. Manus, B. Smiley, J. Gentle, and C. Zieske present.

(23)

J. Gentle gave a report from the Newport City Council meeting.

(24)

Public Works Director Craig Jackson was present for an update. Also in attendance via Zoom was B. Eugene. C. Jackson gave an overview presentation on the Public Works Department. Office Manager/Risk Manager Teresa Brooks joined the meeting in progress to explain the Risk Management Division, then left the update. C. Jackson continued with an overview, then a summary of 2020 accomplishments.

(25)

T. Sirevog, T. Ownbey, R. McCroskey, and District Court Administrator Rachel Johnson were present via Zoom to discuss the hiring of vacant positions. Present in-person was J. Shacklett.

Motion was made by B. Smiley to approve the request to hire a full-time employee to replace Carli Kirkwood as Deputy Clerk. Motion was seconded by J. Gentle. Motion carried unanimously.

Motion was made by B. Smiley to approve the request to hire a 4/5th Deputy/Probation Clerk. Motion was seconded by J. Gentle. Motion carried unanimously. Call-in User-1 joined via Zoom.

(26)

Motion was made by J. Gentle to approve the Payroll Change Notices for Vicki Koehler, Christine Rahoun, and Lisa Alkire. Motion was seconded by B. Smiley. Motion carried unanimously.

Community Development-

Vicki Koehler, Administrative Assistant, Full Time, \$2,848.35/mo., Effective 12/16/2020 (*Correction from Payroll Change Notice of 12/15/20 which was calculated at Part Time*)

Commissioners Programs-

Christine Rahoun, Full Time to 4/5th Time, Effective 1/1/2021

Noxious Weed-

Lisa Alkire, Education & Outreach Coordinator, Resignation, Effective 1/18/2021

(27)

S. Scaufclair joined the meeting via Zoom.

(28)

Department Overview-Human Resources. Present were T. Sirevog and C. Rahoun, and via Zoom was S. Scaufclair. T. Sirevog also discussed COVID leave.

(29)

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

(30)

Department Overview-Treasurer. Present were N. Dice and Treasury Manager Theresa Schoener.

(31)

The Board watched Governor Inslee's press conference which provided an update on the state's response to COVID-19. Present were G. Blakeslee and J. Boggs, and via Zoom were C. Rahoun and T. Sirevog.

(32)

Department Overview-Sheriff's Office. Present were G. Blakeslee and J. Boggs.

(33)

Motion was made by B. Smiley to authorize the Chair to sign the Certification of Consistency with the Consolidated Plan for Spokane Housing Authority. Motion was seconded by J. Gentle. Motion carried unanimously.

(34)

Correspondence Sent:

J. McCroskey-Letter re: Property Tax Allocation for 2021

M. Schanz/NETCHD-(email) Letter re: Appointments to Board

Rural Resources-(email) Governing Board of Directors Representative Designation Form
J. Koffel/TEDD-(email) Letter re: Board Appointments
P.Parr/Spokane Housing Authority-(email) Certification of Consistency with the Consolidated Plan

(35)

Meeting adjourned at 4:28 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board