

February 1, 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 Chair Mike Manus, Vice Chair Brian Smiley, Commissioner John Gentle, and Clerk of the Board Crystal Zieske. C. Zieske offered the invocation and led the flag salute.

(1)

Joining the meeting via Zoom were Human Resources Manager Terra Sirevog, Commissioner Programs/HR Assistant Christine Rahoun, Executive Administrative Assistant Dawn Taylor, Emergency Management Deputy Director JoAnn Boggs, Treasurer Nicole Dice, Assessor Jim McCroskey, Weed Control Coordinator Sharon Sorby, 911 Coordinator Steve West, Sheriff Glenn Blakeslee, Counseling Services Business Manager Kris Martin, Auditor Marianne Nichols, Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell, Newport Miner News Editor Don Gronning, and Newport Hospital & Health Services (NHHS) COVID-19 Incident Commander/Public Information Officer Jenny Smith.

(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. Present via Zoom were those listed above and NHHS Director of Primary Care & Ancillary Services/Director of Safety Christina Wagar, NHHS CEO Tom Wilbur, Eastern Washington Director for U. S. Senator Patty Murray John Culton, Bob Eugene and Bob Rumsey.

(3)

T. Sirevog was present, at the Board's request, to discuss an employee promotion and county staffing. In attendance via Zoom was B. Rumsey.

(4)

Consent Agenda - Motion was made by J. Gentle to approve the Consent Agenda. Motion was seconded by B. Smiley. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's January 25, 2021 meeting and the following items:

Amendment A FY21 E-21-031 SECO Basic Services Operations (BSO) Contract
RESOLUTION NO. 2021-08, COMMISSIONERS' RECORDING

A Resolution Declaring an Emergency Due to a Severe Winter Storm and High Winds
RESOLUTION NO. 2021-09, COMMISSIONERS' RECORDING

(5)

The Board and C. Zieske reviewed Public Records Act (PRA), Open Public Meetings Act (OPMA), and county policies on Social Media and Use of County Resources.

(6)

J. Gentle was excused to participate in WSAC Virtual Assembly.

(7)

The Board recessed for lunch at 12:02 p.m.

(8)

District Court Judge Robin McCroskey was present to request a promotion for District Court Administrator Rachel Johnson. Also present were T. Sirevog, M. Nichols, R. Johnson, and via Zoom was B. Rumsey. Salary comparisons and updated job description were reviewed.

(9)

The Board met in executive session regarding potential litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes from 3:02 p.m. to 3:32 p.m. Present via Zoom were Prosecuting Attorney Dolly Hunt and T. Sirevog. An additional two minutes was requested until 3:34 p.m.

(10)

T. Sirevog was present via Zoom to provide an update on the county's COVID Safety Plan. Also present via Zoom was D. Hunt.

(11)

Motion was made by J. Gentle to approve the updated County Commissioners Response to Pandemic Event: COVID19. Motion was seconded by B. Smiley. Motion carried unanimously.

(12)

Motion was made by B. Smiley to approve the updated Pend Oreille County COVID-19 Safety Plan. Motion was seconded by J. Gentle. Motion carried unanimously.

(13)

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

(14)

Meeting continued to February 2.

February 2, 2021

The meeting resumed at 9:00 a.m. with M. Manus, B. Smiley, J. Gentle, and C. Zieske present.

(15)

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 9:03 a.m. to 9:18 a.m. Present was Public Works Director Craig Jackson. An additional three minutes was requested until 9:21 a.m.

(16)

C. Jackson was present for a Public Works update. Also in attendance were County Engineer Don Ramsey and Fleet Manager Brian Egland.

a) B. Egland discussed surplus vehicles. Motion was made by B. Smiley to schedule the surplus hearing for the 2017 John Deere grader and 2011 Ford F350 for February 23, 2021 at 9:15 a.m. Motion was seconded by J. Gentle. Motion carried unanimously.

b) Motion was made by J. Gentle to approve the purchase from state contract one Chevy Tahoe, white in color, pursuit rated, for the cost of \$47,492.21 including sales tax from Bud Cleary auto dealership. Motion was seconded by B. Smiley. Motion carried unanimously.

c) B. Eglund requested selling a problem truck, then gave a review of current ER&R work. B. Eglund left the meeting, and Office Manager/Risk Manager Teresa Brooks arrived to detail the FEMA severe storm assessment summary report, then left the update.

d) Motion was made by B. Smiley to approve the resolution for On Call Geotechnical Services Consultant Agreement with Aspect Consulting, LLC. Motion was seconded by J. Gentle. Motion carried unanimously.

Resolution Regarding Approval of the On Call Geotechnical Services Consultant Agreement with Aspect Consulting, LLC
RESOLUTION NO. 2021-10, COMMISSIONERS' RECORDING

e) Motion was made by J. Gentle to approve the resolution for the On Call Geotechnical Services Consultant Agreement with Budinger and Associates, Inc. Motion was seconded by B. Smiley. Motion carried unanimously.

Resolution Regarding Approval of the On Call Geotechnical Services Consultant Agreement with Budinger And Associates, Inc.
RESOLUTION NO. 2021-11, COMMISSIONERS' RECORDING

f) Motion was made by B. Smiley to authorize the advertisement for bids and sign the plans and Notice to call for Bids for the 2020 Pavement Preservation Project. Motion was seconded by J. Gentle. Motion carried unanimously.

g) Motion was made by J. Gentle to approve and have the Chair sign the Final Documentation Grant Form for Cedar Creek Title II. Motion was seconded by B. Smiley. Motion carried unanimously.

Modification of Grant or Agreement with USDA Forest Service-Cedar Creek Title II
AGREEMENT NO. 2021-02, COMMISSIONERS' RECORDING (Rescinds A-2020-65)

h) Motion was made by B. Smiley to authorize the Parks and Recreation Director to purchase one vault toilet to be installed in Pend Oreille Park at the Disc Golf Course, at the cost of \$22,010.11. Motion was seconded by J. Gentle. Motion carried unanimously.

i) Motion was made by J. Gentle to authorize the award of the Pend Oreille County Business Park Planning and Economic Study to J-U-B Engineers, Inc, of Spokane, Washington, and authorize the Public Works Director to enter into Contract and price negotiations with J-U-B. Motion was seconded by B. Smiley. Motion carried unanimously.

j) Motion was made by B. Smiley to schedule 2020 Fairgrounds Safety Improvements bid opening for March 9, 2021 at 11:30 a.m. Motion was seconded by J. Gentle. Motion carried unanimously.

k) C. Jackson showed PowerPoint presentations on maintenance work at each of the road districts, then detailed a history of the use of sand and overtime, and proposed engineering conference room. Parks and Recreation topics were the ordering of toilet and disc golf goals, staking the course, clearing disc golf paths, and falling hazard trees.

(17)

D. Ramsey was present for an Equipment Rental and Revolving Fund (ER&R) Workshop. Also present was C. Jackson. Motion was made by B. Smiley to approve Resolution 2021-12, updated Equipment Rental and Revolving Fund Vehicle and Equipment Policy and Procedures. Motion was seconded by J. Gentle. Motion carried unanimously.

Equipment Rental and Revolving Fund Vehicle and Equipment Policy & Procedures
RESOLUTION NO. 2021-12, COMMISSIONERS' RECORDING

(18)

T. Sirevog was present to propose a Sign-On Bonus Policy. Present via Zoom were Counseling Services Director Annabelle Payne, D. Hunt, and an unknown caller. Motion was made by B. Smiley for the Adoption of County Policy Regarding Sign-On Bonus. Motion was seconded by J. Gentle. Motion carried unanimously.

Adoption of County Policy Regarding Sign-On Bonus
RESOLUTION NO. 2021-13, COMMISSIONERS' RECORDING

(19)

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

(20)

The Board conducted a Comprehensive Plan Workshop. In attendance were Community Development Director Greg Snow and Senior Planner Andy Huddleston. Also present in person were Newport City Administrator Russ Pelleberg, Gretchen Koenig, and Tracy Morgan. In attendance via Zoom were Pend Oreille Valley Railroad Commissioner Dan Peterson, Public Utility District Commissioner Rick Larson, Kalispel Tribe Intergovernmental & Public Affairs Officer Ray Pierre, Kalispel Tribe Information and Outreach Coordinator Mike Lithgow, M. Nichols, Pixel 4A, Phyllis Jean Kardos, Sheryl, Pamela Luby, sravastiabbey, Joyce, Andrea, Anne, D. Gronning, B. Eugene, bill, and Norman's iPhone.

(21)

Motion was made by B. Smiley to approve the Payroll Change Notices for Cindy Witt, Faith Hood, and Carrie Chancellor. Motion was seconded by J. Gentle. Motion carried unanimously.

Payroll Change Notice:

Counseling Services-

Faith Hood, Receptionist, Step 1, \$2,600.35/mo., Effective 02/01/2021

County Clerk -

Carrie Chancellor, Deputy Clerk, Step 2, \$3,016.34/mo., Effective 02/16/2021

Public Works-Buildings & Grounds-

Cindy Witt, 2/5th Janitor, \$16.00/hr. Effective 02/03/2021

(22)

M. Manus was excused at 4:00 p.m.

(23)

Correspondence Received:

2.1 Martin Hall-1.28.21 Agenda & 12.17.20 Minutes

- 2.2 Department of Commerce-Letter re: CDBG-CV Grant Award
- 2.3 T. Newman-Letter re: Taxes, Levy, and Land Use and cc: Letter to Greg Snow

(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	\$ 316,773.27
Counseling Services	\$ 8,678.27
Fair	\$ 241.30
Low Income Housing/2060	\$ 796.69
Homeless Program/2163	\$ 2,768.03
Equipment R&R	\$ 13,348.65
IT Services	\$ 16,853.35
Sheriff’s Trust	<u>\$ 855.00</u>
TOTAL	\$ 360,314.56

Checks 193890 through 193961 totaling \$360,314.56, dated February 1, 2021.

(25)

Meeting adjourned at 4:25 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board