

February 22, 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 Commissioner Programs/HR Assistant Christine Rahoun, Executive Administrative Assistant Dawn Taylor, Human Resources Manager Terra Sirevog, Assessor Jim McCroskey, Treasurer Nicole Dice, District Court Judge Robin McCroskey, County Clerk Tammie Ownbey, Associate Professor and County Extension Director Mike Jensen, Auditor Marianne Nichols, Counseling Services Business Manager Kris Martin, Weed Control Coordinator Sharon Sorby, 911 Coordinator Steve West, Emergency Management Deputy Director JoAnn Boggs, Sheriff Glenn Blakeslee, Newport Hospital & Health Services (NHHS) Director of Primary Care & Ancillary Services/Director of Safety Christina Wagar, Newport Miner News Editor Don Gronning, 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. Present via Zoom were those listed above and Facilities Maintenance Supervisor Ben Eggleston, Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell, NHHS COVID-19 Incident Commander/Public Information Officer Jenny Smith, NHHS CEO Tom Wilbur, and Eastern Washington Director for U.S. Senator Patty Murray John Culton.

(3)

J. Gentle gave updates from Planning Commission meeting, TEDD Tourism Summit, LSC meeting, and EDC.

(4)

M. Manus provided an update from EDC.

(5)

The Board participated in a Zoom conference with lobbyist Zak Kennedy. Also in attendance via Zoom were N. Dice and M. Nichols. Several bills were discussed including health district regionalization and property tax interest.

(6)

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 February 15, 2021 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 2/19/21): \$ 1,962.92

Approval of 2021 Salary Schedules

(7)

Sheriff Glenn Blakeslee was present for an update. Present via Zoom were Undersheriff Geoff Rusho, J. Boggs, S. West, C. Rahoun, and A. Engell. G. Blakeslee presented a PowerPoint, "Office of the Sheriff -2020 Annual Report." Joining via Zoom after the presentation was D. Gronning. Also discussed was creating a citizen board.

(8)

J. Gentle was excused to attend WSAC Virtual Assembly.

(9)

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

(10)

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 2:01 p.m. to 2:16 p.m. Present was Community Development Director Greg Snow and via Zoom was T. Sirevog.

(11)

G. Snow remained and provided a brief Community Development update. Present via Zoom was T. Sirevog. Discussed were fee schedule for applications and violations, vacation rentals, Comp Plan, and permit applications.

(12)

T. Sirevog was present for a Human Resources update. Discussed were Public Works positions becoming available and job descriptions being revised. Motion was made by B. Smiley that the HR Department advertise and hire a Public Works Director. Motion was seconded by J. Gentle. Motion carried unanimously. Joining the update in progress via Zoom was Bob Rumsey.

(13)

Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Present via Zoom was B. Rumsey. Discussed were crime victims funding, victim penalty assessment, and coroner matters. D. Hunt advised of an unclaimed decedent that needs the Board to authorize payment of the disposition of the remains. Motion was made by B. Smiley to authorize the coroner to arrange for the disposition of the deceased and the county to provide payment for the disposition. Motion was seconded by J. Gentle. Motion carried unanimously. Other topics included county vending machines, sales and use tax funds, and Comp Plan public hearing.

(14)

The Board took a phone call from Economic Development Director Jamie Wyrobek and Newport City Administrator Russ Pelleberg to discuss economic development.

(15)

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

(16)

Meeting continued to February 23.

February 23, 2021

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

(17)

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 9:01 a.m. to 9:15 a.m. Present was M. Nichols.

(18)

Public Hearing-Declaration of Surplus (Vehicles). Present were Public Works Director Craig Jackson, Fleet Manager Brian Eglund, and County Engineer Don Ramsey. The hearing was opened, and the notice was read. B. Smiley asked a clarifying question regarding the reserve on the grader and method of disposal, and J. Gentle asked about the county's supply of graders. The hearing was closed.

(19)

C. Jackson was present for a Public Works update. Also in attendance were D. Ramsey and B. Eglund, and via Zoom was B. Eugene.

a) Motion was made by J. Gentle to declare the vehicles list surplus and provide disposal, approving the Matter of Surplus Property in the Equipment Rental and Revolving Fund resolution. Motion was seconded by B. Smiley. Motion carried unanimously.

*Matter of Surplus Property in the Equipment Rental and Revolving Fund
RESOLUTION NO. 2021-17, COMMISSIONERS' RECORDING*

b) Motion was made by B. Smiley to approve the purchase of a used 2009 Sakai Roller, which will replace the current 1994 Bomag Roller, from Papé Machinery for the cost of \$53,311.50, including sales tax. Motion was seconded by J. Gentle. Motion carried unanimously. B. Eglund left the meeting.

c) C. Jackson and D. Ramsey provided information on the Usk bridge study and gave repair recommendations for Ione and Usk Bridges. Motion was made by J. Gentle to approve the Project Application submitted February 19, 2021 for the Ione and Usk Bridges Preventive Maintenance Project. Motion was seconded by B. Smiley. Motion carried unanimously.

d) C. Jackson continued with discussion on Mountain Meadow Dam, District 1 pole building request, proposed Buildings & Grounds projects, vending machines, CERB Grant, and solid waste hauling. Solid Waste has requested to close for Easter. Motion was made by B. Smiley to approve the request to close the transfer stations for Easter. Motion was seconded by J. Gentle. Motion carried unanimously.

(20)

The Board held a retirement recognition for Road District Supervisor Dan Reijonen. Also present were Office Manager/Risk Manager Teresa Brooks, Assistant County Engineer George Luft, Fleet Accountant Teresa Deal, Surveyor Eric Roth, Receptionist/Administrative Assistant Linda Darcy, Solid Waste Coordinator Amanda Griesemer, Steve Kiss, D. Ramsey, C. Jackson, B. Eglund, T. Sirevog, and C. Rahoun. A certificate of recognition for 30 years of service to POC was presented, and some video clips from D. Reijonen's work were shown.

(21)

T. Sirevog was present at the Board's request for a HR update. She presented a salary study for Public Works Director, as well as a job description and sample contract.

(22)

Counseling Services Director Annabelle Payne was present via Zoom for an update. Present were M. Nichols, J. Shacklett, and T. Sirevog. A. Payne provided updates on crisis program and staff, hiring, and criminal justice-behavioral health project.

Motion was made by J. Gentle to approve the new Information System Security Specialist job description. Motion was seconded by B. Smiley. Motion carried unanimously.

Motion was made by B. Smiley to approve the resolution Services Agreement-Spectrum. Motion was seconded by J. Gentle. Motion carried unanimously.

Services Agreement-Spectrum
RESOLUTION NO. 2021-18, COMMISSIONERS' RECORDING

(23)

The Board recessed for lunch at 12:28 p.m.

(24)

Quote Opening-2021 Gravel Road Stabilization Project. Present was Engineering Technician/ Contracting & Procurement Agent Mike Kirkwood, and via Zoom were Jason Hood from Envirotech and Sheilah Juelfs. The hearing was opened, and the notice was read. A bid was received from GMCO Corp., dba as Roadwise, of Spokane, WA, for Schedule 1 for \$154.94/ton, for a total of \$69,723.00. M. Manus invited comments. J. Hood asked to confirm if his company's quote was received. He was notified a quote was not received from Envirotech. M. Kirkwood requested permission to review the cost proposals for completeness and return next week during Public Works update for an award recommendation. The hearing was closed.

(25)

B. Smiley presented an invoice for payment from the Hotel/Motel Tax as follows: International Selkirk Loop, \$2,000.00. Motion was made by J. Gentle to approve the Hotel/Motel Tax expenditures for payment. Motion was seconded by B. Smiley. Motion carried unanimously.

(26)

Motion was made by B. Smiley to approve the request to allow Public Works to enter into an agreement with Allied Vending Services for vending machines in the Hall of Justice. Motion was seconded by J. Gentle. Motion carried unanimously.

(27)

District Manager of Pend Oreille Conservation District Alex Case-Cohen was present for an update. Present via Zoom was A. Engell. A. Case-Cohen shared the District's major programs and priorities, including cost-share projects, VSP's 5-Year Review, environmental education, and air monitors. Joining the update in progress were Senior Planner Andy Huddleston and G. Snow.

(28)

C. Rahoun joined the meeting to present a payroll change notice. Joining the discussion were

T. Sirevog and via Zoom G. Blakeslee. The change was postponed until more research can be done.

(29)

ITS Director Shane Flowers was present for an update. Present were T. Sirevog, M. Nichols, and J. Shacklett, and via Zoom was A. Payne. S. Flowers and A. Payne clarified details of a new shared job that will be submitted for approval, then A. Payne left the update. S. Flowers and M. Nichols requested a new Public Records Officer position be established. M. Nichols and J. Shacklett left the meeting. The update continued with discussion of GIS zoning mapping for Planning Commission, and new road/driveway/and address layers work. The group held a discussion on county websites.

(30)

Motion was made by J. Gentle to approve moving the supervisory role of the position of Finance Director, Jill Shacklett, under the Commissioners. The Board will be responsible for all evaluations and/or any decisions regarding the pay for J. Shacklett. Motion was seconded by B. Smiley. Motion carried unanimously.

(31)

Correspondence Received:

- 2.9 POC EDC-2.17.21 Agenda & 1.20.21 Minutes
- 2.10 J. Roth-cc: Letter to G. Snow re: Zoning Changes

(32)

Correspondence Sent:

TEDD/D. Roberts (via email)-TEDD Appointment Form

(33)

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 | \$ 42,530.80 |
| Counseling Services | \$ 1,087.05 |
| Fair | \$ 600.00 |
| Road | \$ 35,536.25 |
| Growth Management | \$ 5,323.65 |
| Solid Waste | \$ 873.49 |
| Equipment R&R | <u>\$ 64,520.52</u> |
| TOTAL | \$150,471.76 |

Checks 194345 through 194396 totaling \$150,425.48 and Electronic Funds Transfers 32985 totaling \$46.28, dated February 22, 2021.

(34)

Meeting adjourned at 4:31 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board