

March 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 Vice Chair Brian Smiley, Commissioner John Gentle, and Clerk of the Board Crystal Zieske. Chair Mike Manus arrived at 9:11 a.m. B. Smiley offered the invocation and M. Manus led the flag salute.

(1)

Joining the meeting via Zoom were Executive Administrative Assistant Dawn Taylor, Human Resources Manager Terra Sirevog, Assessor Jim McCroskey, Economic Development Director Jamie Wyrobek, District Court Judge Robin McCroskey, Auditor Marianne Nichols, Counseling Services Business Manager Kris Martin, Emergency Management Deputy Director JoAnn Boggs, 911 Coordinator Steve West, Sheriff Glenn Blakeslee, Newport Miner News Editor Don Gronning, David Sears, and Bob Rumsey.

(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 Weed Control Coordinator Sharon Sorby, Commissioner Programs/HR Assistant Christine Rahoun, Undersheriff Geoff Rusho, Prosecuting Attorney Dolly Hunt, Newport Hospital & Health Services (NHHS) COVID-19 Incident Commander/Public Information Officer Jenny Smith, Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell, and Eastern Washington Director for U.S. Senator Patty Murray John Culton.

(3)

J. Gentle provided reports from EDC, WSAC, LSC, and Newport City Council meetings. The Board discussed Zoom issues which canceled the Planning Commission meeting, Buildings and Grounds promotion request, and local Citizen Salary Commission. B. Smiley reported on Metaline Town Council meeting. M. Manus reported on meeting with NETCHD's M. Schanz.

(4)

The Board participated in a Zoom conference with lobbyist Zak Kennedy. Also in attendance via Zoom were T. Sirevog, D. Sears, and B. Rumsey.

(5)

The Board met in executive session to evaluate the qualifications of an applicant for public employment pursuant to RCW 42.30.110(1)(g) for 30 minutes, from 10:50 a.m. to 11:20 a.m. Present was T. Sirevog. Public Works Interim Director Teresa Brooks joined the session at 11:12 a.m. An additional 5 minutes was requested until 11:25 a.m. An additional 1 minute was requested until 11:26 a.m.

(6)

The Board recessed for lunch at 11:46 a.m.

(7)

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 2:00 p.m. to 2:30 p.m. Present were Community Development Director Greg Snow and T. Sirevog.

(8)

The Board met in executive session regarding pending litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes from 2:32 p.m. to 3:02 p.m. Present were D. Hunt, T. Brooks, and G. Snow. An additional 15 minutes was requested until 3:17 p.m.

(9)

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 March 15, 2021 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 3/19/21): \$2,773.49

Payroll Change Notice:

Public Works-Roads-

Robert Lewis, Temp Road Maintenance Tech, Resignation, Effective 4/22/2021
(Correction to 3/16/2021 Payroll Change Notice which reported an incorrect effective date of 3/18/2021)

Eric Roth, Longevity, \$35.00/mo., Effective 4/1/2021

Counseling Services-

Anita Waterman, Step 4, \$27.48/hr., Effective 4/1/2021

District Court-

Jennifer Seger, Step 5, \$3,854.46/mo., Effective 4/1/2021

Sheriff-Emergency Management (3/5th) and ITS (2/5th)-

Glennis Jane Stott, Civil Deputy, Step 4, \$3,303.25/mo., Effective 4/19/2021

Sheriff-Corrections-

Jacob Tyler Erickson, Corrections Officer, Step 1, \$3,445.80/mo., Effective 4/1/2021

Request to Hire: Full-time Corrections Officer

Memorandum of Agreement Between Washington State University Extension and Pend Oreille County, Appendix A (Professional Services Contract) re: Contract 86-14
AGREEMENT NO. 2021-06, COMMISSIONERS' RECORDING

Washington State Military Department Amendment A to NG911-National Highway Traffic Safety Administration (*Amending A-2020-06 NG911 National Highway Traffic Safety Administration (NHTSA) E20-192*)
AGREEMENT NO. 2021-07, COMMISSIONERS' RECORDING

Spokane County Emergency Management and Pend Oreille County in Conjunction with FY 2020 Homeland Security Grant Program (HSGP)
CONTRACT NO. 2021-05, COMMISSIONERS' RECORDING

Pend Oreille County and TWGC-The Wesley Group
CONTRACT NO. 2021-06, COMMISSIONERS' RECORDING

(10)

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

(11)

Meeting continued to March 23.

March 23, 2021

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

(12)

Motion was made by B. Smiley to approve sending the letter of appreciation to Eric Roth for 5 years of service to POC. Motion was seconded by J. Gentle. Motion carried unanimously.

(13)

Motion was made by J. Gentle to approve sending the Department of Commerce-Associate Development Organization Certification/Designation Form, designating POC Economic Development Council as the ADO. Motion was seconded by B. Smiley. Motion carried unanimously.

(14)

Public Hearing-Present were County Engineer Don Ramsey, Assistant County Engineer George Luft, and via Zoom were Colville National Forest District Ranger Carin Vadala, Lucy Reeves, and D. Sears. The hearing was opened, and the notice was read. No comments were received. The hearing was closed.

(15)

Motion was made by J. Gentle to approve the U.S. Forest Service request for a design deviation in the width of Ruby Creek Road at Milepost 7.3 as part of the Little Ruby Creek Culvert Replacement project. Motion was seconded by B. Smiley. Discussion included amending the motion to state Milepost 7.2. J. Gentle amended his motion to state Milepost 7.2. Motion was seconded by B. Smiley. Motion carried unanimously.

Design Deviation of County Road Standards on Ruby Creek Road at Milepost 7.2
RESOLUTION NO. 2021-29, COMMISSIONERS' RECORDING

(16)

G. Luft was present for a Public Works update. Also in attendance were T. Brooks, D. Ramsey, Solid Waste Coordinator Amanda Griesemer, District Manager of Pend Oreille Conservation District Alex Case-Cohen, and via Zoom was D. Sears.

A. Case-Cohen presented a request for the county to store and maintain newly-acquired VSP equipment. Discussion included whether the equipment would need to be brought into ER&R and how Conservation District would be invoiced. The Board was in support of the request and will take action after details are finalized. A. Case-Cohen left the meeting.

A. Griesemer requested to make a temporary employee permanent to fill a recently vacated position. Motion was made by B. Smiley to move Terry Skipper to the full-time position and advertise to hire for his 4/5th position. Motion was seconded by J. Gentle. Motion carried unanimously.

T. Brooks requested to advertise and hire for a vacant position. Motion was made by J. Gentle to advertise and hire a Maintenance Technician to fill the vacant position at District 2 shop, following Rob Lewis's resignation. Motion was seconded by B. Smiley. Motion carried unanimously.

T. Brooks discussed the Fair Board, projects, and the grant process, then she and A. Griesemer left the update.

Motion was made by J. Gentle to approve the certification of 2020 County Road Fund Expenditures for Traffic Law Enforcement, 2019 Road Fund Expenditures for Fish Passage Barrier Removal, and 2020 Annual Certification with the Chair's signature. Motion was seconded by B. Smiley. Motion carried unanimously.

G. Luft discussed the meeting with the county's forester, possible future sales in Section 16, and reviewed the POC Park agreement with the State of Washington.

(17)

Counseling Services Director Annabelle Payne was present for an update. Also present was T. Sirevog, and via Zoom was D. Sears. Topics included staffing updates, crisis program update, and salary adjustments. The Board was in support of a salary adjustment for Clinical Director. A. Payne continued by discussing telecommuting, and a possible Diversity, Equity, Inclusion (DEI) committee.

(18)

The Board recessed for lunch at 12:11 p.m.

(19)

The Board met in closed session for collective bargaining pursuant to RCW 42.30.140(4)(b) for 30 minutes, from 1:29 p.m. to 2:00 p.m. Present were T. Sirevog and Financial Manager Jill Shacklett.

(20)

ITS Director Shane Flowers was present for an update. Topics included Cusick substation and VMware support. Motion was made by B. Smiley to approve the 3-year support agreement with CDW Government for \$23,349.74. Motion was seconded by J. Gentle. Motion carried unanimously.

Updates were provided on new GIS maps, email retention policies, Zoom meeting difficulties, and website management.

(21)

The Board met in executive session to evaluate the qualifications of an applicant for public employment pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 2:35 p.m. to 3:35 p.m. Present were T. Sirevog, T. Brooks, C. Zieske, and Mary Jensen. An additional 10 minutes were requested until 3:45 p.m. At 3:37 p.m., T. Brooks, M. Jensen, and C. Zieske were excused from the executive session, and returned at 3:41 p.m.

(22)

The Board moved to open session at 3:45 p.m. In attendance were T. Sirevog, T. Brooks, C. Zieske, and M. Jensen. Motion was made by J. Gentle to hire Mary Jensen as the new Public Works Director. Motion was seconded by B. Smiley. Motion carried unanimously.

(23)

M. Manus was excused at 3:50 p.m. to introduce M. Jensen to County Courthouse employees.

(24)

Motion was made by J. Gentle to approve the Payroll Change Notice for Tiffany Aldridge. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

Counseling Services-

Tiffany Aldridge, After Hours DCR, Part-Time, Step 1, \$2,142.00/mo., Effective 3/22/2021

(25)

M. Manus returned to the meeting at 4:11 p.m.

(26)

Correspondence Received:

- 3.8 SCJ Alliance-Letter re: Introduction to the Tri County Economic Development District (TEDD) Regional Transportation Plan (RTP) Update and Comprehensive Economic Development Strategy (CEDS) Update
- 3.9 City of Newport-Letter re: Newport’s Comprehensive Plan and Development Regulations
- 3.10 Department of Commerce-Associate Development Organization Certification/Designation Form

(27)

Correspondence Sent:

- E. Roth-Letter of Appreciation for 5 Years of Service to POC
- D. Divens/Department of Commerce-Associate Development Organization Certification/Designation Form

(28)

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	\$ 36,511.52
Counseling Services	\$ 818.94
Fair	\$ 600.00
Park	\$ 428.61
Road	\$ 5,205.65
Growth Management	\$ 9,611.59
Homeless Program/2163	\$ 3,549.23
Solid Waste	\$ 26,539.41
Unemployment Compensation	\$ 3,003.62
Sheriff’s Trust	<u>\$ 1,143.00</u>
TOTAL	\$ 87,411.57

Checks 194922 through 194962 totaling \$85,114.14 and Electronic Funds Transfers 33451 through 33453 totaling \$2,297.43, dated March 22, 2021.

(29)
Meeting adjourned at 4:31 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board