

April 26, 2021

The meeting of the Pend Oreille County Board of Commissioners was called to order at 8:00 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. M. Manus offered the invocation and led the flag salute.

(1)

Joining the meeting via Zoom were Executive Administrative Assistant Dawn Taylor, Counseling Services Business Manager Kris Martin, Public Works Director Mary Jensen, Elections Manager Liz Krizenesky, Emergency Management Deputy Director JoAnn Boggs, Sheriff Glenn Blakeslee, and JT.

(2)

J. Gentle discussed the Ponderay Newsprint bidders and auction. Allrise Capital has been determined the highest bidder, but the bankruptcy trustee is scheduled to determine if they are the “highest and best” bidder on Wednesday. J. Gentle was one of the local representatives that met with Allrise Capital when they visited Newport and he provided a summary of their stated intentions with the property. He requested the Board provide a letter of support to accompany Allrise Capital’s letter of intent which will be submitted to the bankruptcy trustee.

(3)

J. Gentle reported of a citizen requesting postponing Comprehensive Plan update for two years. The Board discussed the Comp Plan. Newport Miner News Editor Don Gronning joined the meeting in progress at 9:04 a.m.

(4)

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 Undersheriff Geoff Rusho, 911 Coordinator Steve West, ITS Administrative Assistant/Civil Deputy Glennis Stott, Human Resources Manager Terra Sirevog, Auditor Marianne Nichols, Treasurer Nicole Dice, Prosecuting Attorney Dolly Hunt, Weed Control Coordinator Sharon Sorby, Commissioner Programs/HR Assistant Christine Rahoun, Newport Hospital & Health Services (NHHS) COVID-19 Incident Commander/Public Information Officer Jenny Smith, NHHS Director of Primary Care & Ancillary Services/Director of Safety Christina Wagar, Congresswoman Cathy McMorris Rodgers’ Deputy District Director Andrew Engell, and David Sears.

(5)

M. Manus and B. Smiley reported on the Parks & Recreation Advisory Board meeting. Joining via Zoom were D. Sears and JT.

(6)

M. Manus was excused at 10:01 a.m. to attend the county’s risk assessment for accountability audit, and returned at 10:12 a.m.

(7)

The Board participated in a Zoom conference with lobbyist Zak Kennedy. Also in attendance via Zoom were N. Dice and D. Sears. Discussed were legislative session ending, budgets, cap and trade, and transportation.

(8)

T. Sirevog was present to discuss the pay rate for a prospective new hire. Present via Zoom was D. Sears.

(9)

G. Blakeslee was present for a Sheriff's update. Present via Zoom were C. Rahoun, J. Boggs, and D. Sears. Topics of discussion were the firearms sale being put on hold, LEPC meetings resuming, fire season, body cams, and WDFW annual wolf report.

(10)

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 April 19, 2021 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 4/23/21): \$3,558.52

Payroll Change Notice:

Sheriff-Corrections-

Levi Lee, Step 3, \$3,669.39/mo., Effective 5/1/2021

John Poisel, Step 3, \$3,669.39/mo., Effective 5/1/2021

Courts-

Kathy Hill, Chief Deputy Clerk, Resignation, Effective 3/1/2021

Establishing Petty Cash Account for Community Development
RESOLUTION NO. 2021-42, COMMISSIONERS' RECORDING

Aquatic Lands Lease-Department of Natural Resources for the Gregg's Addition Boat Launch
AGREEMENT NO. 2021-11, COMMISSIONERS' RECORDING

Resolution Regarding Approval of the 2021 CAPP HMA Contract with Interstate Concrete & Asphalt Company
RESOLUTION NO. 2021-43, COMMISSIONERS' RECORDING

Resolution Regarding Approval of the 2021 CAPP HMA Contract with Inland Asphalt Company
RESOLUTION NO. 2021-44, COMMISSIONERS' RECORDING

Resolution Regarding Approval of the 2021 CAPP HMA Contract with Wood's Crushing & Hauling, Inc.
RESOLUTION NO. 2021-45, COMMISSIONERS' RECORDING

Resolution Regarding Approval of the 2021 CAPP HMA Contract with Poe Asphalt Paving, Inc.
RESOLUTION NO. 2021-46, COMMISSIONERS' RECORDING

(11)

J. Gentle was excused to attend the WSAC Virtual Assembly.

(12)

The Board recessed for lunch at 11:58 a.m.

(13)

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.

(14)

G. Snow remained to provide a Community Development update. Discussed were staffing and upcoming Planning Commission meeting.

(15)

T. Sirevog was present to continue discussion on a pay rate for a prospective new hire.

(16)

D. Hunt was present via Zoom for a legal update. Discussed were employment law, personnel policy, public records, and needed department training. The group discussed a citizen complaint regarding a property violation and another complaint regarding restricted access to a property believed to be county-owned.

(17)

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

(18)

Meeting continued to April 27.

April 27, 2021

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

(19)

Public Works Director Mary Jensen was present for an update. Also in attendance were County Engineer Don Ramsey, Office Manager/Risk Manager Teresa Brooks, Fleet Manager Brian Eglund, and via Zoom were Engineering Technician/Contracting & Procurement Agent Mike Kirkwood, D. Sears, and Bob Eugene.

a) Motion was made by B. Smiley to approve the Road Department's request to sign the contract for SP 201 2020 Pavement Preservation Pre-level Project to Interstate Concrete and Asphalt for the amount of \$268,436.00. Motion was seconded by J. Gentle. Motion carried unanimously.

Contract with Interstate Concrete and Asphalt for 2020 Pavement Preservation Pre-Level HMA

RESOLUTION NO. 2021-47, COMMISSIONERS' RECORDING

b) Motion was made by J. Gentle to sign and have notarized the Sworn Statement of Partial Proof of Loss in order to receive reimbursement of \$81,428.71 for damage caused by overflowing toilet in main floor bathroom on January 19, 2021. Motion was seconded by B. Smiley. Motion carried unanimously.

c) Motion was made by J. Gentle to approve the request to rescind the award made to Allied Vending Services for the Hall of Justice Vending Services Agreement. Motion was seconded by B. Smiley. Motion carried unanimously.

d) Motion was made by B. Smiley to approve the 2020 Fairgrounds Safety Improvements Project-Change Order #1 for \$2,224.09 with Sinixt Construction. Motion was seconded by J. Gentle. Motion carried unanimously.

2020 Fairgrounds Safety Improvements Project-Change Order #1, Sinixt Construction
(Amending R-2021-32)
AGREEMENT NO. 2021-12, COMMISSIONERS' RECORDING

e) The group discussed job duties of the Buildings & Grounds summer temp. Facilities Maintenance Supervisor Ben Eggleston joined the update. Motion was made by J. Gentle to approve the job duties for temporary Buildings & Grounds/Park Employee for one day a week. Motion was seconded by B. Smiley. After discussion, motion was tabled. Park duties will be incorporated into the job description.

f) Motion was made by B. Smiley to award the Pend Oreille County Park water testing to Anatek Labs, Inc. on a 36-month agreement. Motion was seconded by J. Gentle. Motion carried unanimously.

g) Motion was made by J. Gentle to approve Public Works' request for quotes for the cleanup, thinning of trees, and removal of danger trees in Pend Oreille County Park. Motion was seconded by B. Smiley. Motion carried unanimously.

h) T. Brooks presented a PowerPoint, "Overview 2021 Spring Washington Counties Risk Pool Conference." Norm Smith joined the update in progress via Zoom. T. Sirevog joined the meeting. T. Brooks requested permission to explore the addition of environmental and crime coverage, which the Board agreed to. She reviewed her risk assessment report, then left the update.

M. Jensen discussed an upcoming retirement. Surveyor Eric Roth joined the meeting. M. Jensen and B. Eggleston proposed filling an open Facilities Maintenance Technician position, then T. Sirevog and B. Eggleston left the update. B. Eglund displayed a sample of the District 1 fuel tank testing, then stated that the fuel tanks need to be cleaned. B. Eglund left the update.

D. Ramsey discussed the six-year program amount for Ione and Usk Bridges. M. Jensen and E. Roth presented information on Parks & Recreation projects, at Sweet Creek, Ashenfelter Bay, and POC Park.

(20)

Counseling Services Director Annabelle Payne was present via Zoom for an update. Also present via Zoom was D. Sears. A. Payne gave updates on staffing, and K. Martin joined via Zoom. Also discussed were public records requests, DOH Licensing Audit, Medical Commissions review/subpoena, and Criminal Justice-Behavioral Health-Primary Care Project. Counseling Services funding sources were explained.

Motion was made by B. Smiley to approve Tiffany Aldridge as a Designated Crisis Responder (DCR) for Pend Oreille County. Motion was seconded by J. Gentle. Motion carried unanimously.

(21)

District Court Judge Robin McCroskey was present via Zoom, at the Board's request, to discuss the Bailiff/Probation Assistant/Mental Health Facilitator position and pay structure. Also present was T. Sirevog, and via Zoom were District Court Administrator Rachel Johnson and D. Sears. A revised job description, title, and pay structure will be developed and the job posted again.

(22)

The Board recessed for lunch at 12:19 p.m.

(23)

Motion was made by B. Smiley to approve sending a letter of support for Allrise Capital in their bid for purchase of Ponderay Newsprint Company to John Munding. Motion was seconded by J. Gentle. Motion carried unanimously.

(24)

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

Payroll Change Notice

Public Works-Roads-

Doug Ross, Step 3, \$24.37/hr., Effective 4/1/2021

(25)

ITS Director Shane Flowers was present for an update. Present via Zoom was D. Sears. S. Flowers discussed the county's inventory policy and will be drafting a policy for ITS Department.

Motion was made by B. Smiley to have the Chair sign the Microsoft Enterprise Agreement for our desktop, server, and Office licenses for \$50,513.10. Motion was seconded by J. Gentle. Motion carried unanimously.

Microsoft Enterprise Agreement

AGREEMENT NO. 2021-13, COMMISSIONERS' RECORDING

Motion was made by J. Gentle to sign the Esri Agreement for GIS mapping applications for a 3-year contract for \$88,852.50. Motion was seconded by B. Smiley. Motion carried unanimously.

Esri Contract Renewal with ITS

AGREEMENT NO. 2021-14, COMMISSIONERS' RECORDING

The discussion continued with Civic Plus website proposal, new server purchase, potential HR software and document management system.

(26)

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 3:32 p.m. to 3:57 p.m. Present were S. Flowers and T. Sirevog.

(27)

B. Smiley presented invoices for payment from the Hotel/Motel Tax as follows: PORTA, \$10,686.19. Motion was made by M. Manus to approve the Hotel/Motel Tax invoices for payment. Motion was seconded by J. Gentle. Motion carried unanimously.

(28)

Motion was made by J. Gentle to approve the advertising and hire of Criminal Justice Mental Health Coordinator/Court Bailiff with a revised job description, once approved by the union. Motion was seconded by B. Smiley. Motion carried unanimously.

(29)

Correspondence Received:

- 4.7 Martin Hall-4.22.21 Agenda & 3.25.21 Minutes
- 4.8 C. Van Valkenburg-2021 1st Quarter Caseload Report
- 4.9 A. Biel-2021 1st Quarter Caseload Report
- 4.10 EWCoG-4.30.21 Meeting Notice & Agenda, 3.26.21 Minutes
- 4.11 J. Jeffers-Letter re: SR20 Property Violations

(30)

Correspondence Sent:

J. Munding (email)-Letter of Support for Allrise Capital in Bid for Purchase of Ponderay Newsprint Company

(31)

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	\$ 345,033.25
Counseling Services	\$ 73,968.38
Crime Victims Compensation	\$ 292.64
Fair	\$ 3,346.35
Park	\$ 1,366.64
Road	\$ 96,967.48
Emergency 911 Communications	\$ 33,032.62
Low Income Housing/2060	\$ 1,216.48
Homeless Program/2163	\$ 2,849.56
Public Facilities	\$ 3,581.11
Solid Waste	\$ 48,446.96
Risk Management	\$ 29,722.35
Equipment R&R	\$ 34,527.67
Unemployment Compensation	\$ 2,588.20
IT Services	\$ 17,467.78
Sheriff's Trust	<u>\$ 801.00</u>
TOTAL	<u>\$ 695,208.47</u>

Checks 195624 through 195625 totaling \$2,769.08 and Electronic Funds Transfers 33938 through 34137 totaling \$280,568.85, and Checks 195626 through 195650 totaling \$37,160.70, and Electronic

Funds Transfers 34138 through 34145 totaling \$242,250.69, dated April 23, 2021. Includes Jr. Taxing Districts.

Checks 195651 through 195712 totaling \$184,067.51 and Electronic Funds Transfers 34146 through 34147 totaling \$487.40, dated April 26, 2021. Includes Jr. Taxing Districts.

(32)

Meeting adjourned at 4:23 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board