

May 3, 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. J. Gentle offered the invocation and led the flag salute.

(1)

Joining the meeting via Zoom were Commissioner Programs/HR Assistant Christine Rahoun, County Clerk Tammie Ownbey, Weed Control Coordinator Sharon Sorby, Assessor Jim McCroskey, Executive Administrative Assistant Dawn Taylor, Treasurer Nicole Dice, Emergency Management Deputy Director JoAnn Boggs, 911 Coordinator Steve West, Undersheriff Geoff Rusho, Counseling Services Business Manager Kris Martin, 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, Auditor Marianne Nichols, District Court Judge Robin McCroskey, Associate Professor and County Extension Director Mike Jensen, Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell, Newport Miner News Editor Don Gronning, Bob Rumsey, JT, David Sears, Gretchen, 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.

(3)

Consent Agenda - Motion was made by B. Smiley to approve the Consent Agenda, less the EFT Policy. Motion was seconded by J. Gentle. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's April 26, 2021 meeting and the following items:

Payroll Change Notice:

Prosecutor's Office-

Elaine Webb, Legal Secretary, Resignation, Effective 5/12/2021

Sheriff-Corrections-

Jeff Nichols, Sergeant, Resignation, Effective 5/13/2021

Amendment A E20-066 Spokane County Emergency Management and Pend Oreille County in Conjunction with FY 2019 Homeland Security Grant Program FY19HSGP Contract
(*Amending A-2020-05*)

CONTRACT NO. 2021-07, COMMISSIONERS' RECORDING

Department of Commerce Community Services and Housing Division, Office of Crime Victims Advocacy FFY 2019 Violence Against Women STOP Grant Program

GRANT NO. 2021-02, COMMISSIONERS' RECORDING

(4)

The Board left their meeting room from 10:15 a.m. to 10:24 a.m. to view the progress of the new conference room in Public Works.

(5)

J. Gentle provided an update on the Ponderay Newsprint Company purchase and buyer. Present via Zoom were B. Rumsey and D. Sears.

(6)

Community Development Director Greg Snow was present for an update. Present via Zoom were B. Rumsey and D. Sears. Discussed were new Building Permit Tech and the open Administrative Assistant position. Gretchen joined the update in progress via Zoom. An update was provided on land use and building permit applications and the upcoming Planning Commission meeting. Jdklein joined the meeting via Zoom.

(7)

Human Resources Manager Terra Sirevog was present for an update. Present via Zoom were C. Rahoun, D. Sears, jdklein, and B. Rumsey. T. Sirevog reported on the status of the bargaining contract for Road Department.

Motion was made by J. Gentle to approve the updated job description and salary structure for the Public Records Officer and to advertise and hire candidate between Steps 1 and 3. Motion was seconded by B. Smiley. Motion carried unanimously.

T. Sirevog discussed updating the county personnel policy.

Motion was made by B. Smiley to approve the updated job description and salary structure for the Criminal Justice Mental Health Coordinator/Court Bailiff and advertise and hire candidate between Steps 1 and 3. Motion was seconded by J. Gentle. Motion carried unanimously.

Motion was made by B. Smiley to approve the request for an updated Temporary Summer Buildings and Grounds job description. Motion was seconded by J. Gentle. Motion carried unanimously.

(8)

M. Manus gave a report from TEDD meeting. The loan committee is seeking new representatives.

(9)

Motion was made by B. Smiley to sign the certificate of appreciation for Donnie Milliren, retiring from Public Works. Motion was seconded by J. Gentle. Motion carried unanimously.

(10)

J. Gentle was excused to attend WSAC Virtual Assembly.

(11)

The Board recessed for lunch at 11:59 a.m.

(12)

The Board discussed upcoming meetings on their schedules. Present via Zoom were B. Rumsey and D. Sears. The Board discussed ARPA funds and proposed purchases. D. Gronning joined the meeting in progress.

(13)

M. Manus was excused at 3:42 p.m. for the rest of the afternoon.

(14)

Public Comment –B. Rumsey and D. Sears were present but did not provide comment.

(15)

Meeting continued to May 4.

May 4, 2021

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

(16)

Public Works Director Mary Jensen was present for an update. Also in attendance were County Engineer Don Ramsey, Assistant County Engineer George Luft, B. Eggleston, and via Zoom were B. Rumsey, D. Sears, and B. Eugene.

a) Motion was made by B. Smiley for the Chair to initial a revised start date on the contract with TKE. Motion was seconded by J. Gentle. Motion carried unanimously.

TKE-Gold Service Agreement

AGREEMENT NO. 2021-15, COMMISSIONERS' RECORDING

b) Motion was made by J. Gentle to award the contract to Shaw Industries, Inc. for Hall of Justice carpet project for \$26,384.57, using Sourcewell contract for the bidding process. Motion was seconded by B. Smiley. Motion carried unanimously.

Shaw Industries, Inc.-Pend Oreille County Hall of Justice Flooring Replacement Project
Contract

CONTRACT NO. 2021-08, COMMISSIONERS' RECORDING

c) Motion was made by B. Smiley to approve the increase from \$10.00 to \$15.00 for overnight camping at Pend Oreille County Park. Motion was seconded by J. Gentle. Motion carried unanimously.

d) Motion was made by B. Smiley to approve the revised camping permit envelopes for the new \$15.00 overnight camping fee and remove the duplicate P.O. address from the inside of the envelope to reduce cost. Motion was seconded by J. Gentle. Motion carried unanimously.

e) Motion was made by B. Smiley to promote Paul Miller from Maintenance Technician to District 3 Foreman. Motion was seconded by J. Gentle. Motion carried unanimously.

f) Motion was made by J. Gentle to set the Public Hearing for Amendment 1 to the 2021-2026 Six Year Transportation Program for 1:30 p.m., May 25, 2021. Motion was seconded by B. Smiley. Motion carried unanimously.

g) Motion was made by J. Gentle to approve and have the Chair sign Supplemental Agreement Number 2 to Agreement A-2019-50 with Nicholls Kovich Engineering, PLLC for the 2019 Ione and Usk Bridge Evaluations & Recommendations Phase 2, extending the completion date to 7/31/2021. Motion was seconded by B. Smiley. Motion carried unanimously.

Resolution Regarding Approval of Supplemental Agreement Number 2 to the 2019
Ione and Usk Bridge Inspection and Evaluation Project Agreement A-2019-50
RESOLUTION NO. 2021-48, COMMISSIONERS' RECORDING

h) M. Jensen proposed a Joint Purchasing Agreement. G. Luft presented a preservation project increase in inspection fees, then updated on the intern position and Flowery Trail slide. M. Jensen reported on supplementing maintenance work and districts spring work. G. Luft previewed a crushing contract with U.S.F.S. for King's Lake Pit coverstone and discussed Lindahl Pit burning. Surveyor Eric Roth joined the meeting in progress. M. Jensen and B. Eggleston discussed the new fairgrounds building and work on grandstands. Steve Kiss joined the meeting in progress. M. Jensen, E. Roth, and G. Luft provided updates on Parks & Recreation projects at Sweet Creek, Ashenfelter Bay, and POC Park. M. Jensen proposed public wood gathering and mentioned the fire rings that Newport High School is making for the parks.

(17)

The Board held a retirement recognition for District 3 Foreman Donnie Milliren. Present were Office Manager/Risk Manager Teresa Brooks, Fleet Accountant Teresa Deal, Road Maintenance Tech Paul Miller, M. Jensen, D. Ramsey, G. Luft, B. Eggleston, E. Roth, T. Sirevog, C. Rahoun, and S. Kiss, and via Zoom were S. Sorby, D. Sears, and B. Rumsey. A certificate of recognition for 26 years of service to POC was presented to D. Milliren.

(18)

C. Rahoun was present to provide an inventory update. Present via Zoom were D. Sears and B. Rumsey. Motion was made by J. Gentle to approve the year-end 2020 Inventory Report for submittal to the Auditor for filing. Motion was seconded by B. Smiley. Motion carried unanimously.

(19)

Motion was made by B. Smiley to approve the revised Winter Maintenance Policy, adding language, "full-time winter residence" to the sections discussing adding or removing a road to the County Winter Maintenance Program. Motion was seconded by J. Gentle. Motion carried unanimously.

(20)

Motion was made by J. Gentle to approve the payroll change notices for James Webster, Ryan Rogers, and Mary Malone. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

Public Works-Roads

James Webster, Road Maintenance Technician, Step 1, \$21.68/hr., Effective 5/3/2021

Ryan Rogers, Road Maintenance Technician, Step 1, \$21.68/hr., Effective 5/3/2021

Noxious Weed-

Mary Malone, Education & Outreach Specialist, Step 1, \$20.16/hr., Effective
5/4/2021

(21)

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

(22)

Motion was made by J. Gentle to approve the payroll change notice for Jonathan Mason. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:
Public Works-Buildings & Grounds-
Jonathan Mason, Summer Temp, \$16.16/hr., Effective 5/5/2021

(23)

At 1:15 p.m., the Board left their meeting room to make site visits to Ashenfelter Bay and Pend Oreille County Park. Also present at the properties were Mary Jensen, G. Luft, E. Roth, T. Brooks, PW Receptionist/Administrative Assistant Linda Darcy, B. Eggleston, Inland Forest Management, Inc. Certified Forester Lee Andrew, and Mark Breeze.

(24)

Correspondence Received:

- 5.1 WSLCB-Letter re: Notification of approval of License, Marijuana Producer Tier 3 and Marijuana Processor, Wonder Green Farms LLC, 556 Lone Pine Rd, Newport
- 5.2 Public Utility District No.1 of Pend Oreille County- 2020 Annual Report

(25)

Correspondence Sent:

D. Milliren-Certificate of Retirement for 26 Years of Service to POC

(26)

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	\$ 87,585.61
Arts, Tourism, & Recreation	\$ 10,686.19
Counseling Services	\$ 8,712.87
Fair	\$ 197.00
Park	\$ 17,710.38
Auditor's O&M	\$ 18,997.04
Equipment R&R	\$ 56,924.92
IT Services	\$ 76.31
Sheriff's Trust	<u>\$ 1,122.00</u>
TOTAL	<u>\$ 202,012.32</u>

Checks 195752 through 195817 totaling \$202,012.32, dated May 3, 2021.

(27)

Meeting adjourned at 4:37 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board