

May 17, 2021

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:01 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. 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, Public Works Director Mary Jensen, Commissioner Programs/HR Assistant Christine Rahoun, Assessor Jim McCroskey, County Clerk Tammie Ownbey, Counseling Services Business Manager Kris Martin, Treasurer Nicole Dice, Facilities Maintenance Supervisor Ben Eggleston, Auditor Marianne Nichols, Economic Development Director Jamie Wyrobek, Weed Control Coordinator Sharon Sorby, District Court Judge Robin McCroskey, 911 Coordinator Steve West, Sheriff Glenn Blakeslee, Undersheriff Geoff Rusho, ITS Administrative Assistant/Civil Deputy Glennis Stott, Newport Miner News Editor Don Gronning, 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, Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell, Bob Rumsey, and David Sears.

(2)

Northeast Tri County Health District (NETCHD) Administrator Matt Schanz was present via Zoom for a COVID-19 update. Present via Zoom were those listed above.

(3)

Motion was made by J. Gentle to reschedule the public hearing for Amendment 1 to the 2021-2026 Six Year Transportation Program for 3:00 p.m. on June 1, 2021. Motion was seconded by B. Smiley. Motion carried unanimously.

(4)

T. Sirevog joined the meeting, at the Board's request, to discuss the county's response to new COVID guidelines regarding wearing masks. Present via Zoom were D. Sears and B. Rumsey. The group worked on revisions to the POC COVID-19 Safety Plan.

(5)

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 10:36 a.m. to 11:06 a.m. An additional 10 minutes was requested until 11:16 a.m.

(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 May 10, 2021 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 5/14/21): \$4,461.27

Payroll Change Notice:

Sheriff-Communications-

Kimberly Field, Step 3, \$3,435.38/mo., Effective 06/01/2021

Sheriff-Patrol

Jacob Larson, Longevity, \$100.00/mo., Effective 06/01/2021

A Memorandum of Agreement Between the Public Utility District No. 1 of Pend Oreille County and the Pend Oreille County Noxious Weed Control Board for Distribution of Aquatic Plant Management Plan Funds to Pend Oreille Riverfront Property Owners Through the Neighborhood Cooperative Cost-Share Program
RESOLUTION NO. 2021-49, COMMISSIONERS' RECORDING

Washington State Office of Public Defense Agreement No. ICA21026
AGREEMENT NO. 2021-17, COMMISSIONERS' RECORDING

Washington State Office of Public Defense Agreement No. ICA20025
AGREEMENT NO. 2020-70, COMMISSIONERS' RECORDING

(7)

Motion was made by B. Smiley to approve the MOU for Brad Stratton to move to part-time, effective May 16, 2021. Motion was seconded by J. Gentle. Motion carried unanimously.

Memorandum of Understanding Between Teamsters Local 690 Representing Pend Oreille County ITS and Pend Oreille County-Brad Stratton
AGREEMENT NO. 2021-18, COMMISSIONERS' RECORDING

(8)

Motion was made by J. Gentle to designate the agency to operate the 2021 county fair. Motion was seconded by B. Smiley. Motion carried unanimously.

Designation of Agency to Operate 2021 County Fair
RESOLUTION NO. 2021-50, COMMISSIONERS' RECORDING

(9)

Motion was made by J. Gentle to establish a revolving fund for the 2021 county fair. Motion was seconded by B. Smiley. Motion carried unanimously.

Establishing a Revolving Fund for 2021 County Fair
RESOLUTION NO. 2021-51, COMMISSIONERS' RECORDING

(10)

J. Gentle was excused to attend WSAC Virtual Assembly at 11:57 a.m.

(11)

The Board recessed for lunch at 11:57 a.m.

(12)

J. Gentle provided an update from WSAC Virtual Assembly.

(13)

M. Manus reported from the TRUE Convergence Broadband Action Team (BAT) meeting.

(14)

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

Payroll Change Notice:

Community Development-

Dennis Alliger, Permit Tech, Step 2, \$3,410.86/mo., Effective 5/17/2021

(15)

District Manager of Pend Oreille Conservation District Alex Case-Cohen was present for an update. Present via Zoom were B. Rumsey and D. Sears. A PowerPoint presentation, "VSP & Soil Health Stewards Project Photos-Spring 2021," was shown. A. Engell joined the update in progress. A. Case-Cohen presented a request for an Interagency Agreement for a seeder equipment storage.

(16)

Motion was made by B. Smiley to provide a letter to C. Rahoun in gratitude for her work in preparing the county's 2020 Inventory Report. Motion was seconded by J. Gentle. Motion carried unanimously.

(17)

Motion was made by B. Smiley for the Board to send a letter to EDC notifying them of the resignation of Commissioner Mike Manus from the EDC Board and to inform them of the selection of Commissioner Gentle to replace him, effective at the May 19 meeting. Motion was seconded by J. Gentle. Motion carried unanimously.

(18)

The Board met in executive session regarding potential litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes from 2:30 p.m. to 3:00 p.m. Present was Community Development Director Greg Snow, and via Zoom were Prosecuting Attorney Dolly Hunt, and Attorneys Nathan Smith and Brian Kistler.

(19)

D. Hunt was present via Zoom for a legal update. Present via Zoom was B. Rumsey. Discussed were Conservation District interagency agreement, new health emergency labor standards, premises liability, public records requests, ARPA funds and U.S. Treasury guidance, public defender contracts, and mask guidance.

Motion was made by J. Gentle to approve the updated job description for the legal assistant and authorize the advertisement and hire of a candidate between steps 1 and 3 (DOE). Motion was seconded by B. Smiley. Motion carried unanimously.

(20)

B. Smiley provided an update from the Metaline Town Council meeting.

(21)

Public Comment –D. Sears was present and B. Rumsey joined via Zoom. D. Sears provided comment.

(22)

Meeting continued to May 18.

May 18, 2021

M. Manus convened the meeting of the Elected Officials and Department Heads at 9:00 a.m. Present were B. Smiley, J. Gentle, C. Zieske, J. Wyrobek, Mary Jensen, ITS Director Shane Flowers, T. Sirevog, C. Rahoun, and via Zoom were J. McCroskey, Extension 4-H/Master Gardeners Volunteer Coordinator Beverly Sarles, N. Dice, M. Nichols, Financial Manager Jill Shacklett, G. Blakeslee, D. Hunt, R. McCroskey, G. Snow, Emergency Management Deputy Director JoAnn Boggs, S. West, B. Eggleston, Counseling Services Director Annabelle Payne, S. Sorby, T. Ownbey, B. Rumsey and D. Sears.

T. Sirevog discussed Employment Law, and S. Flowers proposed moving to a new website platform and developing an ITS Technology Policy. A roundtable discussion followed, with updates provided from each department.

(23)

A. Payne was present for a Criminal Justice Treatment Account (CJTA) update and PowerPoint overview. Present via Zoom were B. Rumsey and D. Sears.

(24)

J. Shacklett was present to discuss VSP billing. Present via Zoom were B. Rumsey and D. Sears. G. Snow joined the meeting.

(25)

The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 20 minutes, from 11:40 a.m. to 12:00 p.m. Present were G. Snow, J. Shacklett, and T. Sirevog. T. Sirevog left the meeting at 12:00 p.m. An additional 5 minutes was requested until 12:06 p.m.

(26)

The Board recessed for lunch at 12:07 p.m.

(27)

The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 20 minutes, from 1:12 p.m. to 1:30 p.m. Present was J. Shacklett.

(28)

Mary Jensen was present for a Public Works update. Also in attendance were County Engineer Don Ramsey, Fleet Manager Brian Egland, and via Zoom were B. Rumsey and D. Sears. The Board presented the CRABoard Certificate of Good Practice to D. Ramsey.

a) B. Egland requested the outfitting of an International truck. Motion was made by B. Smiley to approve the purchase under State contract outfitting a 2022 International truck for the cost of \$95,392.46 including sales tax. Motion was seconded by J. Gentle. Motion carried unanimously. B. Egland left the update.

b) Motion was made by J. Gentle to sign the resolution for approval of joint purchasing cooperatives. Motion was seconded by B. Smiley. Motion carried unanimously.

Resolution Regarding Approval of Joint Purchasing Cooperatives
RESOLUTION NO. 2021-52, COMMISSIONERS' RECORDING

c) D. Ramsey explained two projects funded in part by Rural Arterial Program grants. Motion was made by J. Gentle to approve the resolution accepting a Rural Arterial Program grant for the improvement of McKenzie Road, Milepost 0.500 to Milepost 2.270, project number 2621-02 and sign the project agreement in the amount of \$750,000 for the project. Motion was seconded by B. Smiley. Motion carried unanimously.

Resolution Regarding Acceptance of the McKenzie Road Project Grant from the Rural Arterial Program
RESOLUTION NO. 2021-53, COMMISSIONERS' RECORDING

d) Motion was made by B. Smiley to approve the resolution accepting a Rural Arterial Program grant for the improvement of Smackout Pass Road, Milepost 2.310 to Milepost 2.390, project number 2621-01 and sign the project agreement in the amount of \$142,100 for the project. Motion was seconded by J. Gentle. Motion carried unanimously.

Resolution Regarding Acceptance of the Smackout Pass Bridge Project Grant from the Rural Arterial Program
RESOLUTION NO. 2021-54, COMMISSIONERS' RECORDING

e) Motion was made by J. Gentle to award the SP201 STP(R) HFE-150 Oil to Idaho Asphalt Supply, Inc. for \$335.00 per ton, delivery included. Motion was seconded by B. Smiley. Motion carried unanimously.

f) M. Jensen suggested the county consider on-call materials hauling. D. Ramsey discussed the CRABoard 2021-2023 RATA funding. M. Jensen provided updates on Forest Service crushing contract and Lindahl Pit burning, then proposed hiring a county forester.

(g) Motion was made by B. Smiley to approve the Payroll Change Notice for Paul Miller, from Road Maintenance Tech, Step 3, to Foreman, Step 3. Motion was seconded by J. Gentle. Motion carried unanimously.

Payroll Change Notice:

Public Works-Roads-

Paul Miller, Road Maintenance Technician, Step 3, to Foreman, Step 3, \$28.83/hr.,
Effective 5/10/2021 (*Correction to previous Payroll Change Notice of 5/10/2021*)

(29)

Fleet Accountant Teresa Deal, Mary Jensen, D. Ramsey, and B. Egland were present for an Equipment Rental & Revolving (ER&R) Workshop. T. Deal and D. Ramsey presented a PowerPoint overview of the ER&R program. Present via Zoom were D. Sears and B. Rumsey.

(30)

The Board met in executive session regarding potential litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes from 3:30 p.m. to 4:00 p.m. Present were G. Snow and Senior Planner Andy Huddleston, and via Zoom were attorneys N. Smith and B. Kistler. An additional 5 minutes was requested until 4:05 p.m. An additional 5 minutes was requested until 4:11 p.m. An additional 5 minutes was requested until 4:16 p.m.

(31)

Correspondence Received:

- 5.3 P. Thomure-Letter re: Volunteer Application for Parks and Recreation Board
- 5.4 POC EDC-5.19.21 Agenda & 4.21.21 Minutes
- 5.5 Washington State County Road Administration Board-Letter re: Certificate of Good Practice
- 5.6 NETCHD-5.19.2021 Meeting Notice & Agenda, 1.20.2021 Minutes
- 5.7 POC Parks & Recreation-5.19.2021 Agenda

(32)

Correspondence Sent:

- C. Rahoun-Letter of Appreciation for Work on County’s 2020 Inventory Report
- EDC/J. Wyrobek-(via email) Resignation of Commissioner Mike Manus from EDC Board

(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	\$ 23,159.10
Arts, Tourism, & Recreation	\$ 500.00
Counseling Services	\$ 4,212.07
Fair	\$ 86.89
Road	\$ 58,487.53
Trial Court Improvement	\$ 2,381.10
Solid Waste	\$ 58,138.31
Equipment R&R	\$ 38,814.78
IT Services	\$ 34,136.86
Sheriff’s Trust	<u>\$ 767.25</u>
TOTAL	\$ 220,683.89

Checks 196060 through 196133 totaling \$216,872.01 and Electronic Funds Transfers 34406 through 34408 totaling \$3,811.88, dated May 17, 2021.

(34)

Meeting adjourned at 4:39 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board