

June 7, 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 Human Resources Manager Terra Sirevog, Emergency Management Deputy Director JoAnn Boggs, 911 Coordinator Steve West, Sheriff Glenn Blakeslee, Undersheriff Geoff Rusho, ITS Administrative Assistant/Civil Deputy Glennis Stott, Assessor Jim McCroskey, Treasurer Nicole Dice, Weed Control Coordinator Sharon Sorby, Counseling Services Business Manager Kris Martin, Facilities Maintenance Supervisor Ben Eggleston, 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, Newport Miner News Editor Don Gronning, David Sears, and JT.

(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 and District Court Judge Robin McCroskey, Commissioner Programs/HR Assistant Christine Rahoun, and Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell.

(3)

B. Smiley reported on the Fair Board meeting. Present via Zoom was D. Sears.

(4)

Motion was made by M. Manus to approve moving forward with the Pend Oreille County Fair. Motion was seconded by J. Gentle. Motion carried unanimously.

(5)

M. Manus reported on the Pend Oreille River levels. D. Sears was present via Zoom. The Board discussed revisions to employee performance evaluation forms. J. Gentle gave updates on a tour of Kalispel Career Training Center/Kalispel Metal Products (KCTC/KMP) and Ione Town Council meeting.

(6)

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 10:15 a.m. to 10:45 a.m. An additional 5 minutes was requested until 10:50 a.m.

(7)

The Board met in closed session pursuant to RCW 42.30.140(4)(b) for collective bargaining for 60 minutes, from 11:00 a.m. to 12:00 p.m. Present were Financial Manager Jill Shacklett and T. Sirevog. J. Gentle was excused to attend the WSAC Virtual Assembly at 11:59 a.m. An additional 5 minutes was requested until 12:05 p.m.

(8)

The Board recessed for lunch at 12:08 p.m.

(9)

Consent Agenda - Motion was made by J. Gentle to approve the amended 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 June 1, 2021 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 6/4/21):	\$5,244.38
Investment Earnings (through May 31):	\$4,461.27

Payroll Change Notice:

Prosecutor's Office-

Lisa Arndt-Stigall, Victim Witness Program Coordinator, Step 3, to Legal Assistant, Step 3, \$3,432.54/mo., Effective 7/1/2021

Community Development-

Savannah Widger, Administrative Assistant, Step 1, \$2,714.47/mo., Effective 6/7/2021

Counseling Services-

Kandy Alley, Crisis Service Manager, Resignation, Effective 6/17/2021

Angie Rowley, CPWI Coalition Coordinator, Resignation, Effective 7/16/2021

Request to Advertise & Hire: Coalition Coordinator at Steps 1-3

FFY20 Homeland Security Grant Program Agreement-Operation Stonegarden Grant Contract  
*CONTRACT NO. 2021-09, COMMISSIONERS' RECORDING*

Adopt the EFT Authorization Policy & Procedures-Pend Oreille County

Approval to advertise for sealed bids for the purchase of approximately 9,000 cubic yards of winter maintenance sand and set the bid opening for June 29, 2021 at 1:30 p.m. (*Rescheduled from 6/22/2021*)

Approval to advertise for sealed bids for the 2021 Long Line Striping Program and set the bid opening for June 29, 2021 at 1:45 p.m. (*Rescheduled from 6/22/2021*)

Approval to advertise for sealed quotes to provide 300 tons of winter road salt and schedule the quote opening for June 29, 2021 at 2:00 p.m. (*Rescheduled from 6/22/2021*)

(10)

Motion was made by J. Gentle to appoint Pamela Thomure to the Pend Oreille County Noxious Weed Control Board. Motion was seconded by B. Smiley. Motion carried unanimously.

(11)

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 2:30 p.m. to 3:00 p.m. Present via Zoom was Prosecuting Attorney Dolly Hunt.

(12)

D. Hunt was present via Zoom for a legal update. Present via Zoom was Bill. Discussed were Conservation District interlocal agreement, appreciation for Hall of Justice carpet replacement and computer reinstallation, and an OPMA case.

(13)

J. McCroskey was present for an Assessor's update. Present via Zoom was Bill. J. McCroskey presented spreadsheets on comparison history by year, district, and Tax Code Areas of the county's total taxable value.

Motion was made by B. Smiley to approve the Assessor's request to raise certain Current Use and Designated Forest Land fees to cover the \$100 increase in recording fees that go into effect July 1, 2021, per Washington State legislation. Motion was seconded by J. Gentle. Motion carried unanimously.

Establishing Various Fees for Land Classification or Reclassification Applications and Processing (*Repealing R-2015-52 and R-2018-33*)  
*RESOLUTION NO. 2021-63, COMMISSIONERS' RECORDING*

(14)

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

(15)

Meeting continued to June 8.

June 8, 2021

The meeting resumed at 9:05 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 was County Engineer Don Ramsey and present via Zoom was D. Sears.

a) Motion was made by B. Smiley to approve the donation and delivery of gravel to the Newport School District lot for rodeo/fair parking, at a cost of \$350.00 to \$500.00. Motion was seconded by J. Gentle. Motion carried unanimously. Public Works will submit the invoice for reimbursement from the Hotel/Motel Tax Fund for tourism promotion.

b) D. Ramsey explained the need for a change order to correct a calculation for Flowery Trail Road Project. Assistant County Engineer George Luft joined the meeting in progress. Motion was made by J. Gentle to approve the Road Department's request to Sign Change Order No. 5 for the Flowery Trail Road Project, for correction in the crushed surfacing base course in the amount of \$40,201.65. Motion was seconded by B. Smiley. Motion carried unanimously.

Flowery Trail CRP 840 Change Order #5-Wm. Winkler (*Amending R-2020-37*)  
*AGREEMENT NO. 2021-20, COMMISSIONERS' RECORDING*

c) D. Ramsey asked the Board to take the formal step of assigning a project number to McKenzie Road Project. Motion was made by B. Smiley to adopt the resolution approving the assignment of County Road Project Number 844 to the McKenzie Road Milepost 0.50 to 2.27 2R project and the appropriation for the project. Motion was seconded by J. Gentle. Motion carried unanimously.

County Road Project 844 McKenzie Road Milepost 0.50 To 2.27 2R Project  
*RESOLUTION NO. 2021-64, COMMISSIONERS' RECORDING*

d) Motion was made by J. Gentle to set the public hearing date for Solid Waste's Flow Control Ordinance for July 6, 2021, at 1:30p.m. Motion was seconded by B. Smiley. Motion carried unanimously.

e) M. Jensen provided updates of maintenance work done at POC Park and Coyote Trail and reported that ER&R will be replacing the 207 dump truck. Updates were given on the IT paint project and Hall of Justice carpet project. M. Jensen mentioned that the Solid Waste Advisory Committee (SWAC) is in need of community members, noted that the flow control ordinance is being developed, and reported that the solid waste bond was paid off on June 1. D. Ramsey gave an ER&R pay holiday status update.

(17)

Counseling Services Director Annabelle Payne joined the meeting via Zoom to discuss the Crisis Services program. Also present was T. Sirevog and via Zoom was D. Sears. A. Payne requested some hiring concessions regarding DCR after-hours work. Motion was made by J. Gentle to advertise and hire for a Crisis Services Manager at Steps 1-4. Motion was seconded by B. Smiley. Motion carried unanimously.

(18)

Public Hearing-Declaration of Surplus (Vehicles). Present was Fleet Manager Brian Eglund and present via Zoom was D. Sears. The hearing was opened, and the notice was read. B. Eglund provided details on the request to surplus three vehicles: 1994 Bomag Tire Roller (R46), 2010 Ford F150 4X4 (I4), and 2006 Ford Expedition (MP18) and to sell via online auction or other means approved by the Board. No comments were received. The hearing was closed.

(19)

Motion was made by B. Smiley to declare the vehicles list surplus and provide disposal. Motion was seconded by J. Gentle. Motion carried unanimously.

Matter Of Surplus Property In The Equipment Rental And Revolving Fund  
*RESOLUTION NO. 2021-65, COMMISSIONERS' RECORDING*

(20)

M. Manus was excused at 10:46 a.m.

(21)

Robert Gumm was present for a Veterans Service Officer (VSO) update. Present via Zoom was D. Sears. M. Manus returned to the meeting at 11:18 a.m.

(22)

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 11:31 a.m. to 11:46 a.m. Present was Mary Jensen.

(23)

Motion was made by B. Smiley to approve the updated job description for Victim-Witness Coordinator and authorize the advertisement and hire a candidate between steps 1 and 2 (DOE). Motion was seconded by J. Gentle. Motion carried unanimously.

(24)

The Board recessed for lunch at 12:31 p.m.

(25)

ITS Director Shane Flowers was present for an update. Present via Zoom was D. Sears. Discussed were dispatch lines and the clean-up of Hall of Justice abandoned cabling. GIS Analyst César Stoddard and Call-in User\_1 joined the update in progress via Zoom. S. Flowers gave an update on laptop deployments, replacement desktops, and proposed website conversion. GIS Manager Josh Shelton joined the meeting via Zoom. Discussion continued with GIS topics: Site Analysis Preview (SAP) tool for Community Development, parcel data integration into New World, and new addressing request forms available online. C. Stoddard gave a demonstration of the SAP tool, then J. Shelton and C. Stoddard left the update.

(26)

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 2:11 p.m. to 2:26 p.m. Present was S. Flowers. An additional 5 minutes was requested until 2:31 p.m.

(27)

The Board met in closed session pursuant to RCW 42.30.140(4)(b) for collective bargaining for 30 minutes, from 3:00 p.m. to 3:30 p.m. Present was T. Sirevog. Joining the meeting in progress was Mary Jensen at 3:05 p.m. and Jill Shacklett at 3:19 p.m. An additional 10 minutes was requested until 3:40 p.m.

(28)

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 3:48 p.m. to 4:18 p.m. Present was T. Sirevog. An additional 10 minutes was requested until 4:28 p.m. An additional 10 minutes was requested until 4:38 p.m.

(29)

Correspondence Received:

- 6.3 Teamsters Local Union 690/V. Holstrom- Notice to open bargaining for Corrections Dept.
- 6.4 Teamsters Local Union 690/V. Holstrom- Notice to open bargaining for Courthouse and Hall of Justice
- 6.5 Teamsters Local Union 690/V. Holstrom- Notice to open bargaining for ITS Dept.
- 6.6 Teamsters Local Union 690/V. Holstrom- Notice to open bargaining for Prosecuting Attorney's
- 6.7 Teamsters Local Union 690/V. Holstrom- Notice to open bargaining for Sheriff's
- 6.8 P. Thomure-Application for Appointment to the POC Noxious Weed Control Board
- 6.9 POC Weed Board-6.9.2021 Agenda & 5.12.2021 Minutes
- 6.10 POC Park and Recreation Board Meeting Minutes
- 6.11 WSLCB-License Services-Letter re: Special Occasion Licenses, VFW Post 5924, Elk Park
- 6.12 PERC/D. Hobbs-Notice of Case Filing-Contract Mediation Request, Bargaining Unit 1135-P

(30)

Correspondence Sent:

P. Thomure-Letter of Appointment to the POC Noxious Weed Control Board

(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	\$ 43,023.93
Counseling Services	\$ 13,811.11
Fair	\$ 6,671.62
Law Library	\$ 298.33
Park	\$ 1,651.02
Road	\$ 13,205.50
Veterans Assistance	\$ 400.00
Treasurer's O&M	\$ 424.80
Emergency 911 Communications	\$ 34.95
Solid Waste	\$ 7,365.64
Risk Management	\$ 776.16
IT Services	\$ 33,928.81
Sheriff's Trust	<u>\$ 216.00</u>
TOTAL	\$ 121,807.87

Checks 196428 through 196505 totaling \$121,805.33 and Electronic Funds Transfer 34627 totaling \$2.54, dated June 7, 2021.

(32)

Meeting adjourned at 4:42 p.m.

APPROVED: \_\_\_\_\_  
Chair of the Board

ATTEST: \_\_\_\_\_  
Clerk of the Board