

June 14, 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 was excused for the week. B. Smiley offered the invocation and led the flag salute.

(1)

Joining the meeting via Zoom were Commissioner Programs/HR Assistant Christine Rahoun, Counseling Services Director Annabelle Payne, Human Resources Manager Terra Sirevog, Assessor Jim McCroskey, Weed Control Coordinator Sharon Sorby, Associate Professor and County Extension Director Mike Jensen, 911 Coordinator Steve West, Emergency Management Deputy Director JoAnn Boggs, Undersheriff Geoff Rusho, Auditor Marianne Nichols, Counseling Services Business Manager Kris Martin, Economic Development Director Jamie Wyrobek, Treasurer Nicole Dice, Newport Miner News Editor Don Gronning, Newport Hospital & Health Services (NHHS) COVID-19 Incident Commander/Public Information Officer Jenny Smith, Bob Rumsey, Jeff Taylor, Becky Walrath, and David Sears.

(2)

Northeast Tri County Health District's (NETCHD) COVID-19 update was canceled, but an email had been received from Administrator Matt Schanz reporting three new cases were reported over the weekend in POC.

(3)

J. Gentle gave a report from Washington Counties Insurance Fund (WCIF) meeting. Present via Zoom were B. Rumsey, B. Walrath, and D. Sears. J. Gentle also reported on business discussions with Allrise Capital. B. Smiley gave an update from Metaline Town Council meeting and also the upcoming Metaline Falls Bigfoot Festival.

(4)

The Board participated in a Zoom conference with lobbyist Zak Kennedy. Present via Zoom were D. Sears, B. Walrath, and B. Rumsey. Z. Kennedy reported that he's concerned there may not be an in-person legislative session next year.

(5)

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 June 7, 2021 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 6/11/21): \$5,386.23

Payroll Change Notice:

ITS-

Brad Stratton, Full-Time to Part-Time 2/5th's, Effective 5/16/2021

Prosecutor's Office-

Lori Smith, Deputy II Prosecutor, Resignation, Effective 6/9/2021

Public Works-Roads-

Tanner Shanholtzer, Summer Temp-Roads, \$16.16/hr., Effective 6/16/2021

Cameron Purkhiser, Summer Temp-Roads, \$16.16/hr., Effective 6/16/2021

Noxious Weed-

Matthew Naylor, Temp Field Inspector, \$14.14/hr., Effective 6/16/2021

Request to Hire: Weed Board Seasonal Field Inspector-Matt Naylor

Emergency Management Performance Grant COVID-19 Supplemental (20EMPG-S)
Agreement E20-261 Homeland Security Amendment 1 (*Amending R-2020-67*)
AGREEMENT NO. 2021-21, COMMISSIONERS' RECORDING

Award the 2021 ITS Building Exterior Paint Project-Spectrum Coatings, Inc.-\$7,323.60

Approval of Inland Forest Management, Inc. Invoice-\$17,531.67 (*Contract C-2020-15*)

(6)

The Board held a discussion on American Rescue Plan Act (ARPA) funds. Present were M. Nichols, Financial Manager Jill Shacklett, and N. Dice, and via Zoom were B. Walrath, D. Sears, and B. Rumsey. Public Works Director Mary Jensen joined the meeting in progress. Discussed were requested department projects and allowable expenditures guidance known at this point.

(7)

USDA-Natural Resource Conservation Service Resource Conservationist Mark Simpson was present for a report. Kalispel Tribe Director of Wildlife and Terrestrial Resources Ray Entz was present via Zoom, as were Mary Jensen, B. Rumsey, B. Walrath, and D. Sears. M. Simpson reported on the Calispell Dike repair project and the Locke Dam annual inspection.

(8)

J. Gentle was excused to attend a U.S. Customs and Border Protection virtual meeting, so the Board recessed for lunch at 11:56 a.m.

(9)

The Board conducted a site visit of Lower Wolf Trail and Ashenfelter Bay with Colville National Forest District Ranger Carin Vadala. C. Vadala provided updates on Trail Project, Boulder Park, potential land exchange with Stimson Lumber, and Motor Vehicle Use Map.

(10)

Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Present via Zoom were D. Sears and B. Rumsey. Topics discussed were upcoming trainings, Public Defender contracts, and ARPA funds guidance.

(11)

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

(12)

J. Gentle was excused to attend the Law Enforcement Officers' and Fire Fighters' Retirement System (LEOFF-1) meeting, so the Board continued their meeting to June 15.

June 15, 2021

B. Smiley convened the meeting of the Elected Officials and Department Heads at 9:05 a.m. Present were J. Gentle, C. Zieske, N. Dice, J. McCroskey, C. Rahoun, M. Nichols, and present via Zoom were Sheriff Glenn Blakeslee, Community Development Director Greg Snow, J. Boggs, S. West, S. Sorby, T. Sirevog, D. Hunt, A. Payne, Mary Jensen, D. Sears, and B. Rumsey. A roundtable discussion was held.

(13)

N. Dice was present for discussion on Treasurer's Office staffing. Present were T. Sirevog, and via Zoom were Mary Jensen, B. Rumsey, and D. Sears. N. Dice requested an increase in her staff salaries in 2022 and mentioned she's updating job descriptions and utilizing a salary study.

(14)

Mary Jensen was present for a Public Works update. Also in attendance were County Engineer Don Ramsey, T. Sirevog, and via Zoom were B. Rumsey and D. Sears. A request was made to increase Facilities Maintenance Supervisor's pay structure. The Board tabled the decision in order to receive more research, then T. Sirevog left the update.

Photos were shared of Maintenance spraying on south end of county, pre-levelling of roads, and a downed tree service request. M. Jensen and D. Ramsey requested for Equipment Rental and Revolving (ER&R) to convert Access Database to WinCAMS. The Board was in support of moving forward with the conversion.

M. Jensen reported on the pre-level of LeClerc Road South to Kings Lake Road/Usk Bridge. POC has a Disadvantaged Business Enterprise (DBE) doing the traffic control, a county first, and has a DBE goal of 6%.

It was reported of Forest Service's road closures on Ruby Creek Road due to upgrades. D. Ramsey provided information on Surface Transportation Program (STP) funding and sought the Board's direction. Susan Smiley joined the update in progress. The Board was in support of the request to contract some of Public Work's road maintenance work.

M. Jensen requested the hiring of a full-time mechanic and Transportation Technical Specialist. An update was given on the fairgrounds fascia completion and possible transfer of Newport Lake State Park from Washington State Parks & Recreation Commission to POC.

(15)

Fleet Accountant Teresa Deal and D. Ramsey gave a presentation on ER&R Overhead Rates for 2022. Also present was Fleet Manager Brian Eglund, M. Jensen, and via Zoom were D. Sears and B. Rumsey.

(16)

The Board recessed for lunch at 12:06 p.m.

(17)

M. Nichols was present for a Citizen's Salary Commission update. Also present were J. Shacklett and T. Sirevog, and via Zoom was B. Rumsey. M. Nichols reported that the local Commission held a meeting and set the County Commissioners salaries for 2022, as a percentage of the Superior Court Judge's salary, based on the Washington Citizens' Commission on Salaries for Elected Officials.

(18)

T. Sirevog was present for an employee performance evaluations discussion. Present via Zoom was B. Rumsey. Transitioning to a new format was discussed and T. Sirevog presented several evaluation examples. Criminal Justice Mental Health Coordinator/Court Bailiff Jeff Nichols joined the update at its conclusion.

(19)

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

Payroll Change Notice:

Counseling Services-

Donna Kelly, CPWI Coalition Coordinator, Resignation, Effective 6/25/2021

(20)

J. Gentle reported from the U.S. Customs and Border Protection virtual meeting, which stated the current travel restrictions are set to expire on June 21.

(21)

A. Payne was present for a 1/10th Mental Health/Chemical Dependency Tax Presentation. Present via Zoom were J. Nichols, N. Dice, M. Nichols, and B. Rumsey. District Court Judge Robin McCroskey joined the update in progress via Zoom.

(22)

A. Payne and T. Sirevog were present for a Counseling Services staffing request. Present via Zoom were R. McCroskey, J. Nichols, and B. Rumsey. A. Payne requested promoting a current employee to fill the open Clinical Supervisor position. The Board was in full support. A. Payne requested telecommuting for employees on an as-needed basis.

(23)

Attorneys Brett Billingsley and Carson VanValkenburg were present to discuss public defender contracts and the resignation of a current public defender. Present via Zoom were R. McCroskey, J. Nichols, and B. Rumsey. Necessity of first appearances representation was discussed, as well as case load limits, distribution of cases, and revising contracts.

(24)

J. Shacklett was present to request Board direction for fund designation for fairgrounds purchases.

(25)

Motion was made by J. Gentle to sign the letter to Conservation District outlining the storage of seeder equipment. Motion was seconded by B. Smiley. Motion carried unanimously.

(26)

Correspondence Received:

6.13 D. Kelley-Letter of Resignation

6.14 WSLCB-Letter re: Notification of Approval of License, Marijuana Producer Tier 1, Green Mountain Cannabis, 576 Regal Rd, Ste 2, Elk; Non-Retail Privileges Marijuana Processor, BBB Farms, 161 Kirkpatrick Rd, Elk; Grocery Store-Beer/Wine, Store 'N More, 5682 Hwy 211, Newport

- 6.15 DNR/K. McNamee-Notice of Final Determination-“Q Wild Wood Timber Sale,” App. No. 101632, SEPA File No. 21-051803, FPA No. 3024933
- 6.16 State of Washington Office of Financial Management-Letter re: Preliminary Population Estimates
- 6.17 POC EDC-6.16.21 Agenda & 5.19.21 Minutes
- 6.18 Greater Newport Area Chamber of Commerce-Membership Letter

(27)

Correspondence Sent:

PO Conservation District/A. Case-Cohen-Letter re: Storage of Equipment

(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	\$ 357,497.98
Counseling Services	\$ 80,219.70
Crime Victims Compensation	\$ 301.32
Fair	\$ 47,725.95
Park	\$ 1,738.33
Road	\$ 89,224.41
Veterans Assistance	\$ 600.00
Emergency 911 Communications	\$ 37,202.99
Public Facilities	\$ 3,961.31
Solid Waste	\$ 78,408.74
Equipment R&R	\$ 38,283.06
IT Services	\$ 21,237.47
Sheriff’s Trust	<u>\$ 459.25</u>
TOTAL	\$ 756,860.51

Checks 196567 through 196589 totaling \$6,214.16 and Electronic Funds Transfers 34631 through 34671 totaling \$43,862.22, and Checks 196590 through 196592 totaling \$4,225.98, and Electronic Funds Transfers 34672 through 34884 totaling \$304,179.05, and Checks 196597 through 196639 totaling \$41,425.82 and Electronic Funds Transfers 34885 through 34894 totaling \$289,966.35, dated June 10, 2021. Includes Jr. Taxing Districts.

Checks 196641 through 196700 totaling \$189,933.03 and Electronic Funds Transfers 34895 through 34896 totaling \$4,190.10, dated June 14, 2021.

(29)

Meeting adjourned at 4:39 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board