

July 26-27, 2021

There was no meeting, due to lack of quorum.

August 2, 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 Brian Smiley, Vice Chair 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 District Court Judge Robin McCroskey, Commissioner Programs/HR Assistant Christine Rahoun, Assessor Jim McCroskey, Treasurer Nicole Dice, Emergency Management Deputy Director JoAnn Boggs, Undersheriff Geoff Rusho, 911 Coordinator Steve West, Counseling Services Business Manager Kris Martin, Counseling Services Director Annabelle Payne, Eastern Washington Director for U.S. Senator Patty Murray John Culton, Newport Hospital & Health Services (NHHS) COVID-19 Incident Commander/Public Information Officer Jenny Smith, David Sears, and Bob Rumsey.

(2)

J. Smith and NHHS Director of Primary Care & Ancillary Services/Director of Safety Christina Wagar were present via Zoom for a COVID-19 update. Also present via Zoom were those listed above.

(3)

Consent Agenda - Motion was made by J. Gentle to approve the Consent Agenda. Motion was seconded by B. Smiley. Motion carried unanimously. Present via Zoom were B. Rumsey and D. Sears. The Consent Agenda includes this week's Agenda, the Minutes of the Board's July 19, 2021 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 7/23/21): \$6,165.08

Payroll Change Notice:

Counseling Services-

Carrie McKinley, Longevity, \$75.00/mo., Effective 9/1/2021

Prosecutor's-

Lisa Arndt-Stigall, Longevity, \$35.00/mo., Effective 9/1/2021

Public Works-Roads-

Paul Miller, Longevity, \$225.00/mo., Effective 9/1/2021

Ty Taylor, Summer Temp-Roads, Resignation, Effective 7/29/2021

ITS-

Garett Carlson, Systems Support Specialist II, Step 2, to Application Support Specialist (*New Counseling Services ITS Position*)-Step 2, \$4,722.31/mo., Effective 8/16/2021

Request to Approve Job Description, Advertise & Hire: Systems Support Specialist/Tech II

Request to Approve Job Description, Advertise & Hire: IT Desktop Support Specialist/Tech I

Request to Advertise & Hire: Full-Time Transfer Station Technician

Request to Approve Job Description, Advertise & Hire: Behavioral Health Counselor III

Request to Promote: ITS System Support Specialist II to Application Support Specialist (*New Counseling Services ITS Position*)-Garrett Carlson

Summit Law Group, PLLC Engagement Letter-Personnel Policy  
*AGREEMENT NO. 2021-30, COMMISSIONERS' RECORDING*

Intergovernmental Agreement for Combined State and Local Voter's Pamphlet  
*AGREEMENT NO. 2021-31, COMMISSIONERS' RECORDING*

Memorandum of Understanding Between Teamsters Local 690 Representing Pend Oreille County Counseling Service and Pend Oreille County-WISE After-Hours Stipend  
*AGREEMENT NO. 2021-32, COMMISSIONERS' RECORDING*

2021 IT Building Exterior Paint  
*CONTRACT NO. 2021-11, COMMISSIONERS' RECORDING*

Qualifacts Services Change Form Amendment (*Amending A-2018-66*)  
*RESOLUTION NO. 2021-80, COMMISSIONERS' RECORDING*

Approval Of The 2021 Winter Maintenance Sand-Schedule 1 Purchase Agreement With JMAC Resources  
*RESOLUTION NO. 2021-81, COMMISSIONERS' RECORDING*

Approval Of The 2021 Winter Maintenance Sand-Schedule 1 Purchase Agreement With Versatile Industries, Inc.  
*RESOLUTION NO. 2021-82, COMMISSIONERS' RECORDING*

Approval Of The 2021 Winter Maintenance Sand-Schedule 2 Purchase Agreement With Dawson Construction, Inc.  
*RESOLUTION NO. 2021-83, COMMISSIONERS' RECORDING*

Approval Of The 2021 Road Salt Purchase Agreement With GMCO Corp.  
*RESOLUTION NO. 2021-84, COMMISSIONERS' RECORDING*

Spokane County Contract Amendment 21ASO2496(2)-Spokane County Regional Behavioral Health (SCRBH) (*Amending R-2020-132 and R-2021-57*)  
*RESOLUTION NO. 2021-85, COMMISSIONERS' RECORDING*

Public Assistance Grant Agreement Regarding Presidential Disaster Declaration FEMA-4584-Dr-WA Wildfires And Straight-Line Winds (D21-115)  
*RESOLUTION NO. 2021-86, COMMISSIONERS' RECORDING*

Public Assistance Grant Agreement Regarding Presidential Disaster Declaration FEMA-4593-Dr-WA Severe Winter Storms, Straight-Line Winds, Flooding, Landslides And

Mudslides (D21-290)

*RESOLUTION NO. 2021-87, COMMISSIONERS' RECORDING*

In The Matter Of Executing A Professional Service Agreement With Diversified Diver Specialties For Boat Service, Survey And Diver Assisted Treatment Of Flowering Rush In The Boundary And Box Canyon Reservoirs Of The Pend Oreille River

*RESOLUTION NO. 2021-88, COMMISSIONERS' RECORDING*

(4)

The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 50 minutes, from 11:05 a.m. to 11:55 a.m.

(5)

J. Gentle was excused to WSAC Virtual meeting, so the Board recessed for lunch at 11:55 a.m.

(6)

J. Gentle provided an update on WSAC meetings.

(7)

Attorney Derek Reid was present for a Public Defender discussion. Present via Zoom were Bob Eugene, D. Sears, and B. Rumsey.

Motion was made by J. Gentle to approve the contract In The Matter Of Approving A Contract For Public Defender Indigent Defense Services Between Pend Oreille County And Derek Reid. Motion was seconded by B. Smiley. Motion carried unanimously.

In The Matter Of Approving A Contract For Public Defender Indigent Defense Services Between Pend Oreille County And Derek Reid

*RESOLUTION NO. 2021-89, COMMISSIONERS' RECORDING*

(8)

Financial Manager Jill Shacklett was present for a budget process review. Also present were Auditor Marianne Nichols and N. Dice, and via Zoom were D. Sears and B. Rumsey.

(9)

Prosecuting Attorney Dolly Hunt was present for a legal update. Also present was M. Nichols, and via Zoom were B. Eugene, D. Sears, and B. Rumsey. D. Hunt requested approval of the updated job description for Office Manager/Legal Secretary and to change the salary structure. D. Hunt presented a salary study and discussed the additional duties assigned to the position. Motion was made by J. Gentle to approve the updated job description for Office Administrator/Legal Assistant and change the salary structure to \$4,676.99, at Step 1, effective 8/16/2021. Motion was seconded by B. Smiley. Motion carried unanimously.

The Board announced their intention to move forward with a county-wide salary study and stated that no further salary reclassifications will occur until those results are received and evaluated.

Also discussed were the Law Enforcement & Criminal Justice funds awarded to POC.

(10)

Motion was made by J. Gentle to send a letter of appreciation to Carrie McKinley recognizing her employment with POC for 10 years of service. Motion was seconded by B. Smiley. Motion carried unanimously.

(11)

Motion was made by J. Gentle to send a letter recognizing long-term employment of Lisa Arndt-Stigall for 5 years of service to POC. Motion was seconded by B. Smiley. Motion carried unanimously.

(12)

Motion was made by J. Gentle to send a letter recognizing Paul Miller's long-term employment of 25 years of service to POC. Motion was seconded by B. Smiley. Motion carried unanimously.

(13)

Motion was made by J. Gentle to send a letter to Josh Shelton thanking him for his efforts in GIS mapping during the recent wildfires. Motion was seconded by B. Smiley. Motion carried unanimously.

(14)

Motion was made by J. Gentle to send a letter to Newport Rodeo Association President Ray Hanson in appreciation for making rodeo grounds available for livestock during recent Lime Lake and Pioneer Fire evacuations. Motion was seconded by B. Smiley. Motion carried unanimously.

(15)

Public Comment –Steve Wilson, District Manager of Pend Oreille Conservation District Alex Case-Cohen and Weed Control Education & Outreach Coordinator Mary Malone were present for comment, and B. Rumsey was present via Zoom. S. Wilson provided comment. Appraiser/Program's Administrator Sonya Gamalielson and J. McCroskey joined the meeting in progress, on request of the Clerk.

(16)

Meeting continued to August 3.

### August 3, 2021

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

(17)

Public Works Director Mary Jensen was present for an update. Also in attendance were Fleet Manager Brian Egland and Office Manager/Risk Manager Teresa Brooks.

Motion was made by J. Gentle to approve the purchase of one 2022 Toyota Prius for Counseling Services from Bud Clary Chevrolet under state contract for the price of \$31,917.92, including sales tax. Motion was seconded by B. Smiley. Motion carried unanimously.

Motion was made by J. Gentle to award the 2021 Ashenfelter Bay Recreation Area Parking project to Bronkhorst Company at \$15,508.80. Motion was seconded by B. Smiley. Motion carried unanimously.

Motion was made by J. Gentle to reject the quotation of SLATECO, LLC for 2021 Ashenfelter Bay Recreation Area Parking project, due to missing the mandatory walk-through. Motion was seconded by B. Smiley. Motion carried unanimously. Surveyor Eric Roth joined the meeting in progress.

M. Jensen reported that union approval was received on the Senior Design and Construction Engineer-Union position, so the Board reconsidered it after being tabled from the July 20 meeting. M. Jensen presented the revised job description for E. Roth. Motion was made by J. Gentle to approve the promotion of E. Roth to the Senior Design and Construction Engineer-Union position at his current Step 5, effective August 16, 2021. Motion was seconded by B. Smiley. Motion carried unanimously.

Motion was made by J. Gentle to approve the Payroll Change Notice for E. Roth, from \$6,304.02/month to \$6,620.49/month. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

Public Works-Roads-

Eric Roth, Surveyor, Step 5, \$36.37/hr., to Senior Design & Construction Engineer-Union, Step 5, \$38.20/hr., Effective 8/16/2021

M. Jensen provided an update on the POC Park vault toilet closure, due to vandalism, and proposed closing it permanently. Other options were discussed and deliberated. Road Maintenance has finished with the Allen Road maintenance seal and began the SPT-funded LeClerc Road South. E. Roth left the update. A report was given on the POC fairgrounds repair, and T. Brooks discussed the safety walk-through by herself, C. Rahoun, and Human Resources Manager Terra Sirevog. T. Brooks reported on the dump truck damage, with a repair estimate of \$14,517, then left the update.

The Board left the meeting room to view the Sheriff's car build outside. Also present were Mechanic Justin Dunagan and Fleet Accountant Teresa Deal.

(18)

J. Gentle provided an update from the Newport City Council and Eastern Washington Council of Governments (EWCoG) meetings.

(19)

Economic Development Director Jamie Wyrobek was present for an update. Also present were EDC Chair Ray Pierre and Vice Chair Jenny Smith; Bill Bisson, and via Zoom was Sheryl Miller. Topics included Work Force Development, community involvement, Zoom towns, September Forum, business park, marketing, CERB grants, and infrastructure and Department of Commerce grants.

(20)

The Board recessed for lunch at 12:02 p.m.

(21)

The Board reviewed ARPA funding requests.

(22)

Motion was made by J. Gentle to send a letter of support to John S. Wilson referencing his desire to protect his forestland from development with the purpose of a Forest Legacy easement. Motion was seconded by B. Smiley. Motion carried unanimously.

(23)

Motion was made by J. Gentle to send a letter to Pat and Heather Adams thanking them for their work at Cusick Sheriff Substation. Motion was seconded by B. Smiley. Motion carried unanimously.

(24)

B. Smiley was excused to attend POC’s ARPA Committee meeting, so the meeting was adjourned.

(25)

Correspondence Received:

- 8.1 POC Park and Recreation Board-7.21.2021 Agenda
- 8.2 Martin Hall-7.22.21 Agenda & 6.24.21 Minutes
- 8.3 EWCoG-7.30.21 Meeting Notice & Agenda, 6.25.21 Minutes
- 8.4 POC Weed Board-Notification of Noxious Weed Inspection and Control Work
- 8.5 B. Billingsley-2021 2nd Quarter Caseload Report

(26)

Correspondence Sent:

- C. McKinley-Letter Of Appreciation for 10 Years Of Service With POC
- L. Arndt-Stigall-Letter Recognizing Long-Term Employment of 5 Years Of Service To POC
- P. Miller-Letter Recognizing Long-Term Employment Of 25 Years Of Service To POC
- J. Shelton-Letter Of Appreciation For Efforts In GIS Mapping During The Recent Wildfires Newport Rodeo Association/R. Hanson-Letter of Appreciation For Making Rodeo Grounds Available For Livestock During Recent Lime Lake And Pioneer Fire Evacuations
- J. Wilson-Letter Of Support For Forest Legacy Easement
- P./H. Adams-Letter Of Appreciation For Work At Cusick Sheriff Substation

(27)

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	\$ 465,292.52
Arts, Tourism, & Recreation	\$ 100.00
Counseling Services	\$ 74,153.34
Crime Victims Compensation	\$ 292.43
Fair	\$ 3,619.79
Park	\$ 1,131.85
Road	\$ 261,021.72
Veterans Assistance	\$ 1,400.00
Treasurer's O&M	\$ 309.76
Trial Court Improvement	\$ 904.62
Emergency 911 Communications	\$ 4,879.14
Public Facilities	\$ 3,579.93
Mental Health	\$ 971.77

Solid Waste	\$ 15,556.39
Risk Management	\$ 17,937.96
Equipment R&R	\$ 83,174.27
IT Services	\$ 17,390.36
Sheriff's Trust	\$ 639.00
Sales/Excise Tax	<u>\$ 6.08</u>
TOTAL	\$ 952,360.93

Checks 197466 through 197490 totaling \$36,565.11 and Electronic Funds Transfers 35620 through 35627 totaling \$251,258.57, and Checks 197461 through 197465 totaling \$5,214.48, and Electronic Funds Transfers 35410 through 35619 totaling \$301,450.16, dated July 23, 2021. Includes Jr. Taxing Districts.

Checks 197491 through 197559 totaling \$179,187.01 and Electronic Funds Transfers 35628 through 35629 totaling \$483.49, dated July 26, 2021. Includes Jr. Taxing Districts.

Checks 197591 through 197657 totaling \$234,869.22, dated August 2, 2021.

(28)

Meeting adjourned at 2:29 p.m.

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

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