

August 9, 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. C. Zieske offered the invocation and led the flag salute.

(1)

Joining the meeting via Zoom were Emergency Management Deputy Director JoAnn Boggs, Engineering Technician/Contracting & Procurement Agent Mike Kirkwood, Executive Administrative Assistant Dawn Taylor, Assessor Jim McCroskey, Economic Development Director Jamie Wyrobek, Counseling Services Director Annabelle Payne, District Court Judge Robin McCroskey, Newport Miner News Editor Don Gronning, Bob Rumsey, and David Sears.

(2)

Motion was made by J. Gentle to schedule a bid opening for August 24, 2021 at 11:30 a.m. and advertise for sealed bids for the 2021 LIDAR UAV purchase. Motion was seconded by B. Smiley. Motion carried unanimously.

(3)

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 Facilities Maintenance Supervisor Ben Eggleston, Auditor Marianne Nichols, Sheriff Glenn Blakeslee, 911 Coordinator Steve West, Commissioner Programs/HR Assistant Christine Rahoun, Counseling Services Business Manager Kris Martin, 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, and Becky Walrath.

(4)

B. Smiley gave reports from Fair Board meeting and his “Let’s Talk” event. Present via Zoom were J. Boggs, B. Walrath, D. Sears, and B. Rumsey. J. Gentle provided updates from meetings he held with Family Crisis Network and Youth Emergency Services, and attendance at Tri-County Economic Development District (TEDD) Comprehensive Economic Development Strategy, Newport City Council, and Aging & Long Term Care of Eastern Washington (ALTCEW) meetings.

(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 August 2, 2021 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 8/6/21):	\$7,881.90
Investment Earnings (through July 31):	\$6,165.08

Payroll Change Notice:

Prosecutor’s Office-

Tricia Shanholtzer, Office Manager/Legal Secretary, Step 5, to Office Administrator/Legal Assistant, Step 1, \$4,676.99/mo., Effective 8/16/2021

Request to Advertise & Hire: Full time Deputy Accountant II

Request to Approve Job Description, Advertise & Hire: Deputy Prosecutor

New Contract Annual Operating Plan Between Pend Oreille County And Washington State Department Of Corrections

RESOLUTION NO. 2021-90, COMMISSIONERS' RECORDING

Washington State Office of Public Defense-Agreement GRT21035 Limited Public Defense Grant Funds for Blake Representation

AGREEMENT NO. 2021-33, COMMISSIONERS' RECORDING

(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 10:37 a.m. to 11:07 a.m. C. Rahoun was present from 10:57 a.m. to 11:06 a.m.

(7)

Motion was made by J. Gentle to sign and send a letter to American Legion Calispel Post 217 regarding their Special Occasion License request and letter of no objections-Pend Oreille County Fairgrounds Event. Motion was seconded by B. Smiley. Motion carried unanimously. Present via Zoom were B. Rumsey and D. Sears.

(8)

J. Gentle was excused to attend WSAC Virtual Assembly, so the Board recessed for lunch at 11:57 a.m.

(9)

J. Gentle gave an update from WSAC virtual meeting. Present via Zoom were B. Rumsey and D. Sears.

(10)

Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Present via Zoom were B. Walrath, D. Sears, and B. Rumsey. Topics included ARPA funds and veterans preference.

(11)

C. Rahoun joined the meeting to discuss Civil Service, current openings, and testing plans. Present via Zoom were B. Walrath, D. Sears, and B. Rumsey.

(12)

Public Comment –B. Rumsey and B. Walrath were present via Zoom, but did not provide comment.

(13)

Motion was made by J. Gentle to approve paying the CXT Invoice for \$22,937.07 for the delivery & installation of a vault toilet at the Pend Oreille Park near the future disc golf course. Motion was seconded by B. Smiley. Motion carried unanimously.

(14)

Meeting continued to August 10.

August 10, 2021

The meeting resumed at 9:00 a.m. with B. Smiley, J. Gentle, and C. Zieske present. Present via Zoom were B. Rumsey and D. Sears.

(15)

Public Works Director Mary Jensen was present for an update. Also in attendance were Fleet Accountant Teresa Deal, Solid Waste Coordinator Amanda Griesemer, Fleet Manager Brian Eglan, B. Eggleston, and via Zoom were Receptionist/Administrative Assistant Linda Darcy, B. Rumsey, D. Sears, and an unidentified caller.

Motion was made by J. Gentle to approve the 2021 Long Line Striping Resolution, Change Order #1 & Contract with Road Products, Inc. Motion was seconded by B. Smiley. Motion carried unanimously.

*Resolution Regarding Approval Of The 2021 Long Line Striping Project-Road Products, Inc.
RESOLUTION NO. 2021-91, COMMISSIONERS' RECORDING*

B. Eglan recommended two vehicles for surplus, a 2015 Chevy Tahoe and a 2006 Toyota Corolla. Motion was made by J. Gentle to set the surplus hearing date and time to surplus property on August 31, 2021 at 9:15am. Motion was seconded by B. Smiley. Motion carried unanimously.

M. Jensen reported that Maintenance is finishing the LeClerc Road South maintenance seal. A. Griesemer is relocating to Deer Valley Transfer Station, and she reported on illegal dumping at the transfer stations.

M. Jensen informed the Board that there is a bat issue at District 1, and B. Eggleston stated that the roof needs sealed to prevent birds and bats nesting, as well as to weather-proof the building.

ER&R office staff is requesting to consolidate their campus with a relocation to District 1. This would reduce overhead by eliminating travel time back and forth from PW Office, as well as improved efficiency with inventory, communication, vehicles, and succession planning. The Board was in support of moving forward with a cost analysis.

B. Eggleston discussed paving the Hall Of Justice and WSU parking lots, then left the update. M. Jensen proposed moving the PW Department to a building that would also incorporate ER&R staff and possibly Solid Waste Coordinator in one central area at District 1. The benefits would be an increase in efficiency and decreased costs and would be a long-term project that would take 2-5 years. More research will be done.

(16)

M. Nichols and Financial Manager Jill Shacklett were present to discuss Hotel Leasing & Rapid Re-Housing Funding. The Board indicated their support of opting-in to be able to apply for funds.

(17)

The Board recessed for lunch at 11:00 a.m.

(18)

The Board participated in a special WSAC Virtual Assembly, ARPA Fiscal Recovery Fund-

Overview and Demo of Revenue Loss Calculator. Also present were M. Nichols and J. Shacklett. Joining the meeting in progress via Zoom was D. Sears.

(19)

Motion was made by J. Gentle to approve the Payroll Change Notices for Jaylan King and Tobias Tyler McIntosh. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

Sheriff-Communications-

Tobias Tyler McIntosh, Step 2, \$3,303.25/mo., Effective 8/1/2021

Sheriff-Patrol-

Jaylan King, Step 3, \$4,850.75/mo., Effective 8/1/2021

(20)

The Board expressed support of the distribution of funding of the Law Enforcement/Criminal Justice Legal One-Time Fund of \$5,000 to Prosecutor's Office, \$5,000 to District Court, and \$44,075 to Sheriff's Office.

(21)

ITS Director Shane Flowers was present for an update. Present via Zoom was D. Sears. An update was provided on staffing, inventory audit, and computer deployments for Sheriff's Office.

(22)

S. Flowers gave a presentation on converting to a new website platform. Present were Treasurer Nicole Dice and M. Nichols, and via Zoom were County Clerk Tammie Ownbey, D. Hunt, A. Payne, and D. Sears.

(23)

J. Shacklett was present to assist in preparing a preliminary Commissioners' Office 2022 budget.

(24)

Correspondence Received:

8.6 POC Park and Recreation Board Meeting 7.21.2021 Minutes

8.7 T. Reagan-Informational Statement-Hotel/Motel Tax Advisory Committee

8.8 POC Weed Board-8.11.2021 Agenda & 7.14.2021 Minutes

8.9 WSLCB-Special Occasion License Request-American Legion Calispel Post 217

8.10 R. Schneider- Invitation to PO Fair and 4-H Market Sale

8.11 C. Schneider- Invitation to PO Fair and 4-H Market Sale

(25)

Correspondence Sent:

American Legion Calispel Post 217/J. Branom-Letter re: Special Occasion License-Pend Oreille County Fairgrounds Event

(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	\$ 387,344.35
Counseling Services	\$ 94,346.69
Crime Victims Compensation	\$ 301.31
Fair	\$ 40,827.69
Law Library	\$ 298.33
Park	\$ 1,095.80
Road	\$ 158,725.12
Treasurer's O&M	\$ 211.78
Trial Court Improvement	\$ 4,143.32
Emergency 911 Communications	\$ 5,757.17
Public Facilities	\$ 3,954.27
Mental Health Tax	\$ 1,311.26
Solid Waste	\$ 31,379.31
Risk Management	\$ 3,744.12
Equipment R&R	\$ 34,082.32
IT Services	\$ 12,117.19
Sheriff's Trust	<u>\$ 234.00</u>
TOTAL	\$ 779,874.03

Checks 197727 through 197810 totaling \$215,893.55 and Electronic Funds Transfer 35900 totaling \$72.60, dated August 9, 2021.

Checks 197699 through 197722 totaling \$7,082.76 and Electronic Funds Transfers 35631 through 35688 totaling \$59,901.77, and Checks 197723 through 197726 totaling \$5,383.27, and Electronic Funds Transfers 35689 through 35899 totaling \$306,813.59, and Checks 197856 through 197898 totaling \$41,581.85, and Electronic Funds Transfers 35903 through 35912 totaling \$291,681.95, dated August 10, 2021. Includes Jr. Taxing Districts.

(27)

Meeting adjourned at 3:52 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board