

July 19, 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. B. Smiley offered the invocation and 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, 911 Coordinator Steve West, Emergency Management Deputy Director JoAnn Boggs, Counseling Services Director Annabelle Payne, Newport Miner News Editor Don Gronning, Bob Rumsey, and Jeff Taylor.

(2)

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 July 12, 2021 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 7/16/21): \$6,165.08

Payroll Change Notice:

Counseling Services-

Becca Teeters, WISe Family Partner, Step 2, to CPWI Coalition Coordinator, Step 1, \$3,392.46/mo., Effective 8/1/2021

Courts-

Laura Stuiivenga, Step 3, \$3,197.00/mo., Effective 8/1/2021

ER&R-

Brian Egland, Longevity, \$225.00/mo., Effective 8/1/2021

ITS-GIS-

Cesar Stoddard, Step 2, \$23.81/hr., Effective 7/1/2021 (*Correction to 6/28/2021 Payroll Change Notice, as Employee is 4/5th Time*)

Public Works-Buildings & Grounds-

Ben Eggleston, Facilities Maintenance Supervisor, Step 2, \$4,599.39/mo., Effective 8/1/2021 (*Salary adjustment*)

Public Works-Solid Waste-

Oliver Johnson, Longevity, \$120.00/mo., Effective 8/1/2021

Public Works-Roads-

Adam Kakuk, Step 2, \$23.02/hr., Effective 8/1/2021

Sheriff-Corrections-

Fred Johnson, Corrections Officer, Step 7, to Sergeant, Step 2, \$5,024.83/mo., Effective 7/16/2021

Treasurer's Office -

Kaitlynn Saunders, Resignation, Effective 7/27/2021

Request to Promote: Becca Teeters WISe Family Partner to CPWI Coordinator

Request to Hire: Deputy Accountant I

Temporary Increase in Hours-3/5th Time to 4/5th Time-Deputy Clerk & Probation (*Kim Schoonover*)

(3)

Motion was made by J. Gentle to approve sending the letters of appreciation to Brian Egland and Oliver Johnson for their long-term employment to POC. Motion was seconded by B. Smiley. Motion carried unanimously.

(4)

J. Gentle reported from Law Enforcement Officers' and Fire Fighters' Retirement System (LEOFF-1), POC Republican, and WSAC meetings. B. Smiley gave an update from Metaline Town Council meeting. Present via Zoom was B. Rumsey.

(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 10:32 a.m. to 11:02 a.m. Present were T. Sirevog and Mary Jensen. An additional 5 minutes was requested until 11:07 a.m.

(6)

Community Development Director Greg Snow was present for an update. Present via Zoom were David Sears and B. Rumsey. An update was provided on staffing, violations, land use and building permit applications, with a historical comparison, year-to-date.

(7)

B. Smiley was excused for a Northeast Tri County Health District (NETCHD) subcommittee Zoom meeting, and the Board recessed for lunch at 11:32 a.m.

(8)

Motion was made by J. Gentle to authorize the Board to allow one signature for vouchers if a Commissioner meeting is canceled, due to no quorum, until the third Commissioner seat is filled. Motion was seconded by B. Smiley. Motion carried unanimously. Present via Zoom was B. Rumsey.

(9)

B. Smiley presented an invoice for payment from the Hotel/Motel Tax as follows: International Selkirk Loop, \$100.00. Motion was made by J. Gentle to approve the Hotel/Motel Tax invoice for payment. Motion was seconded by B. Smiley. Motion carried unanimously.

(10)

The Board held a discussion on Public Defender contracts and replacement of the vacated position.

(11)

T. Sirevog was in attendance to present a corrected Payroll Change Notice for Theresa Allen, due to her being dually credentialed and having supervisory responsibilities in both the Mental Health and Substance Use Disorder programs. The incorrect salary line was approved last week. Motion was made by J. Gentle to make the correction to the Payroll Change Notice for T. Allen. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

Counseling Services-

Theresa Allen, Co-Occurring Professional, Step 5, to Clinical Supervisor, Step 5,

\$6,298.08/mo., Effective 7/1/2021 (*Correction to 7/12/2021 Payroll Change Notice*)

(12)

The Board met in executive session pursuant to RCW 42.30.140(4)(b) for collective bargaining for 30 minutes, from 2:30 p.m. to 3:00 p.m. Present were T. Sirevog and Financial Manager Jill Shacklett, and via Zoom was Prosecuting Attorney Dolly Hunt. An additional 5 minutes was requested until 3:05 p.m. An additional 1 minute was requested until 3:06 p.m.

(13)

D. Hunt was present via Zoom for a legal update. Present via Zoom was B. Rumsey. Discussed were Public Defender contracts.

(14)

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 3:30 p.m. to 4:00 p.m. Present were Mary Jensen, T. Sirevog, and via Zoom was D. Hunt. An additional 5 minutes was requested until 4:05 p.m.

(15)

Public Comment –Bob Holmes was present and B. Rumsey was present via Zoom for comment. B. Holmes provided comment.

(16)

Meeting continued to July 20.

July 20, 2021

B. Smiley convened the meeting of the Elected Officials and Department Heads at 9:00 a.m. Present were J. Gentle, C. Zieske, Auditor Marianne Nichols, Commissioner Programs/HR Assistant Christine Rahoun, Sheriff Glenn Blakeslee, Treasurer Nicole Dice, T. Sirevog, J. Shacklett, and present via Zoom were ITS Director Shane Flowers, D. Hunt, G. Snow, J. Boggs, and S. West. M. Nichols gave an update on the budget process, S. Flowers discussed the upcoming change of website platform, then a roundtable discussion was held.

(17)

Mary Jensen was present for a Public Works update. Also in attendance were Assistant County Engineer George Luft, T. Sirevog, and J. Shacklett. Discussion was held on promotion of Eric Roth to Senior Design and Construction Engineer. The item was tabled, waiting union approval.

Motion was made by J. Gentle to advertise and hire a Forester as a county employee, at Step 1-3 DOE. Motion was seconded by B. Smiley. Motion carried unanimously.

Motion was made by J. Gentle to approve the Interlocal Agreement Between Pend Oreille County and Town of Metaline for maintenance seal work, not to exceed \$16,075. Motion was seconded by B. Smiley. Motion carried unanimously.

Interlocal Agreement Between Pend Oreille County and Town of Metaline AGREEMENT NO. 2021-29, COMMISSIONERS' RECORDING

M. Jensen provided a districts update, noting that Kevin Wiklund has passed Traffic Control Supervisor (TCS) training and that Paul Miller and K. Wiklund passed Pilot/Escort Vehicle Operator (PEVO) training. The first week of maintenance seal is complete, they've finished Northshore

Diamond Lake Road and will do Allen and Dunn Roads this week, with brooming beginning on Northshore on Monday. G. Luft gave an update on Harvey Creek Bridge on Sullivan Lake Road.

(18)

Office of the Washington State Auditor’s Audit Lead Ashley Smith provided an entrance conference for the county’s accountability audit. Present were N. Dice, M. Nichols, J. Shacklett, and Mary Jensen.

(19)

Motion was made by J. Gentle to approve the Payroll Change Notice for K. Schoonover in District Court. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

District Court-

Kim Schoonover, 3/5th Time to 4/5th Time, (*Temporary, to cover vacations through September 2021*), Effective 7/19/2021

(20)

The Board recessed for lunch at 12:16 p.m.

(21)

The Board conducted a site visit of the Cusick Sheriff Sub-Station.

(22)

Correspondence Received:

7.6 NETCHD-7.21.2021 Meeting Notice & Agenda, 5.19.2021 Minutes

7.7 POC PUD-Letter re: Additional Support for Utility Customers Impacted by the COVID-19 Public Health Emergency and Economic Crisis

(23)

Correspondence Sent:

B. Eglund-Letter of Appreciation for 25 Years of Service to POC

O. Johnson- Letter of Appreciation for 15 Years of Service to POC

Office of the Auditor/M. Nichols-Letter of Authorization to Process Ballots

(24)

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	\$ 99,229.41
Counseling Services	\$ 6,991.27
Fair	\$ 2,169.10
Park	\$ 2,291.72
Road	\$ 113,572.63
Treasurer's O&M	\$ 4,389.90
Growth Management	\$ 15,154.38
Low Income Housing/2060	\$ 686.26
Homeless Program/2163	\$ 12,354.86

Solid Waste	\$ 70,784.75
Risk Management	\$ 2,162.00
Equipment R&R	\$ 39,196.90
IT Services	\$ 26,095.48
Sheriff's Trust	<u>\$ 777.00</u>
TOTAL	\$ 395,855.66

Checks 197297 through 197404 totaling \$386,467.25 and Electronic Funds Transfers 35406 through 35408 totaling \$6,388.41, and Checks 197460 totaling \$3,000.00, dated July 19, 2021.

(25)

Meeting adjourned at 3:07 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board