

October 25, 2021

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:01 a.m. in their meeting room. Present were Chair Brian Smiley, Vice Chair John Gentle, Commissioner Robert Rosencrantz, and Clerk of the Board Crystal Zieske. R. Rosencrantz offered the invocation and B. Smiley led the flag salute.

(1)

Joining the meeting via Zoom were David Sears and Jeff Taylor.

(2)

J. Gentle proposed a goal-setting workshop for 2022, a State of the County report, and a mentorship session with previous Commissioners. The Board supported the ideas and C. Zieske will schedule.

(3)

Human Resources Manager Terra Sirevog and Financial Manager Jill Shacklett were present to discuss employee medical insurance. Present via Zoom were Prosecuting Attorney Dolly Hunt, Auditor Marianne Nichols, Commissioner Programs/HR Assistant Christine Rahoun, ITS Administrative Assistant/Civil Deputy Glennis Stott, Emergency Management Deputy Director JoAnn Boggs, Treasurer Nicole Dice, and D. Sears. Discussion was held on the best option for POC.

Motion was made by R. Rosencrantz to approve the resolution R-2021-110, allowing PEBB to review participation of medical insurance coverage for the 2022 year for POC employees and to sign the Government Function Attestation. Motion was seconded by J. Gentle. Motion carried unanimously.

A Resolution of the Pend Oreille County Board of Commissioners Requesting Review by the Health Care Authority to Participate in the Washington State Insurance Plans
RESOLUTION NO. 2021-110, COMMISSIONERS' RECORDING

(4)

Consent Agenda - Motion was made by J. Gentle to approve the Consent Agenda. Motion was seconded by R. Rosencrantz. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's October 18, 2021 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 10/22/21): \$9,699.87

Payroll Change Notice:

Sheriff-Patrol

R. Christopher Thibodeau, Step 4, \$5,038.16/mo., Effective 11/01/2021

Public Works-

Linda Darcy, Receptionist/Administrative Assistant to Office Manager/Risk Manager, Step 1, \$4,339.94/mo., Effective 10/16/2021

(5)

The Board recounted the grand opening of Box Canyon Fish Passage Facility. R. Rosencrantz reported from Newport Area Chamber of Commerce, TEDD Comprehensive Economic Development Strategy (CEDS), and Economic Development Council (EDC) meetings. J. Gentle

gave updates from EDC and Ponderay Industries meetings. B. Smiley gave a report from Public Works/Kalispel Tribe and Parks Board meetings. Present via Zoom was D. Sears.

(6)

The Board held a discussion on ARPA Funds. Present were Auditor Marianne Nichols, J. Shacklett, and N. Dice, and via Zoom were Assessor Jim McCroskey, County Clerk Tammie Ownbey, District Court Judge Robin McCroskey, D. Hunt, and D. Sears. T. Sirevog joined the meeting in progress via Zoom.

(7)

J. Gentle was excused to attend Washington State Association of Counties (WSAC) Virtual Assembly.

(8)

The Board recessed for lunch at 12:01 p.m.

(9)

J. Gentle provided a report from WSAC Virtual Assembly.

(10)

2022 Budget Review-Community Development. Present were J. Shacklett and M. Nichols. Joining the meeting in progress via Zoom was D. Sears.

(11)

The Board met in executive session pursuant to RCW 42.30.140(4)(b) for collective bargaining for 15 minutes, from 2:30 p.m. to 2:45 p.m. Present were T. Sirevog and J. Shacklett. An additional 15 minutes was requested until 3:00 p.m. An additional 3 minutes was requested until 3:03 p.m.

(12)

2022 Budget Review-Prosecutor/Coroner-Present were D. Hunt, J. Shacklett, and M. Nichols.

(13)

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

(14)

Meeting continued to October 26.

October 26, 2021

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

(15)

The Board received a request from N. Dice to repeal the prior two policies regarding EFT and to combine them into one document. Motion was made by J. Gentle to approve the revised EFT Authorization Policy & Procedures, effective November 1, 2021, and repeal the previous policy adopted on June 7, 2021 and the ITS Computer Policy & Procedures for Pend Oreille County Treasurer adopted on October 5, 2021. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(16)

Public Works Director Mary Jensen was present for an update. Also in attendance were Facilities Maintenance Supervisor Ben Eggleston and Fleet Manager Brian Egland, and present via Zoom was D. Sears.

Motion was made by R. Rosencrantz to sign the resolution, In the Matter of Continuing Relationships with the Washington Counties Risk Pool and the Related Appointments and Designations of/for Each Member County, and assign the related appointments and designations for Pend Oreille County with the Risk Pool, with Director Mary Jensen, Alternate Director Terra Sirevog, 2nd Alternate Director Christine Rahoun, Risk Manager Linda Darcy, Claims Administrator Terra Sirevog, Safety Officer Christine Rahoun, Prosecuting Attorney Dolly Hunt, and this resolution becomes effective immediately and shall supersede any prior conflicting actions, and that the clerk shall forward a copy of this resolution to the attention of Executive Director at the Washington Counties Risk Pool. Motion was seconded by J. Gentle. Motion carried unanimously.

In the Matter of Continuing Relationships with the Washington Counties Risk Pool and the Related Appointments and Designations of/for Each Member County
RESOLUTION NO. 2021-111, COMMISSIONERS' RECORDING

A discussion was held on janitorial services, then B. Eggleston left the meeting. B. Egland reported on loader scales and winter equipment readiness, then left the update.

M. Jensen provided maintenance updates, including grading roads before they freeze, cleaning culverts, installing delineators and snow poles, organizing yard for snow pile season, and installing a trench along Southshore.

(17)

Counseling Services Director Annabelle Payne was present via Zoom for an update. Also present via Zoom was D. Sears. A. Payne reported “good standing” with the Spokane ASO for 24-hour DCR coverage, and the Corrective Action Plan for contractual non-compliance has been removed. She mentioned applying for subcommittee positions on a new state steering committee, Crisis Response Improvement Committee (CRIS), which has been established for crisis and prevention. Updates were provided on staffing, equity project, and Criminal Justice Initiative.

Motion was made by J. Gentle to approve the agreement between Counseling Services and Nancy’s Cleaning and that the Board of County Commissioners sign the resolution. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Nancy’s Cleaning Professional Services Agreement—Counseling Services
RESOLUTION NO. 2021-112, COMMISSIONERS' RECORDING

(18)

Pend Oreille County Library Director Mandy Walters was present for an update. Present via Zoom was D. Sears. M. Walters provided the quarterly program brochure and described the programs offered at the library locations, including upcoming holiday events. She reported on the \$40,000 state grant which is funding the remodel of the Metaline Falls location. The library was able to purchase hot spots, Chrome books, and laptops with CARES Act funds. Other topics included library usage, staffing, adult & teen programs, Friend of the Library quilt raffle, and Dolly Parton’s Imagination Library.

(19)

The Board recessed for lunch at 11:40 a.m.

(20)

The Board reviewed the contract with Stella Jones for cedar poles. Present via Zoom was D. Sears. Motion was made by J. Gentle to approve the resolution for contracting of cedar poles to Stella Jones, located in Sandpoint, Idaho. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Approval Of The 2021 Rustlers Gulch and County Park Delivered Log Sale Contract with Stella Jones

RESOLUTION NO. 2021-113, COMMISSIONERS' RECORDING

(21)

ITS Director Shane Flowers was present via Zoom for an update. Also present via Zoom were GIS Analyst César Stoddard and D. Sears. C. Stoddard presented information on new mapping available on the county website for the public to use to assist with Community Development needs, then left the update. S. Flowers gave an update on staffing, then provided a revised MOA with Conservation District.

Motion was made by R. Rosencrantz to adopt the Memorandum of Agreement Pend Oreille Conservation District and Pend Oreille County. Motion was seconded by J. Gentle. Motion carried unanimously.

Memorandum of Agreement Pend Oreille Conservation District and Pend Oreille County
AGREEMENT NO. 2021-43, COMMISSIONERS' RECORDING

S. Flowers reported that he's working on obtaining quotes for new laptops for deputies and was agreeable to the request to add a POC Fair tab on the new county website when developed.

(22)

2022 Budget Review-Public Works. Present were M. Jensen, J. Shacklett, M. Nichols, Office Manager/Risk Manager Linda Darcy, Solid Waste Coordinator Amanda Griesemer, County Engineer Don Ramsey, Assistant County Engineer George Luft, B. Eggleston, Senior Design & Construction Engineer Eric Roth, B. Egland, Fleet Accountant Teresa Deal, and present via Zoom was D. Sears.

(23)

The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 10 minutes, from 3:30 p.m. to 3:40 p.m.

(24)

The Board met in executive session for an employee evaluation pursuant to RCW 42.30.110(1)(g) for 45 minutes, from 3:40 p.m. to 4:25 p.m. Present was T. Sirevog. An additional 5 minutes was requested until 4:30 p.m.

(25)

Correspondence Received:

10.13 W. Bailey-Letter of Interest in Reappointment to Noxious Weed Control Board

10.14 US Department of Commerce-Letter re: "US Census Bureau: The Other Nine Years"

- 10.15 TEDD/RTPO-10.27.2021 Agenda
- 10.16 C. Van Valkenburg-2021 3rd Quarter Caseload Report
- 10.17 M. Mohrman/State of Washington Office of Financial Management-Letter re: 2020 Federal Census Data
- 10.18 EWCoG-10.29.2021 Meeting Notice & Agenda, 8.37.21 Minutes

(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	\$ 495,100.09
Counseling Services	\$ 71,191.05
Fair	\$ 600.75
Park	\$ 3,050.68
Road	\$ 78,704.86
Timber Sales	\$ 1,125.03
Emergency 911 Communications	\$ 5,604.58
Extension Education	\$ 1,250.00
Growth Management	\$ 8,785.76
Homeless Program/2163	\$ 2,576.64
Public Facilities	\$ 3,500.97
Mental Health	\$ 1,038.35
Capital Projects	\$ 1.02
Solid Waste	\$ 16,091.32
Equipment R&R	\$ 37,901.09
IT Services	\$ 25,060.26
Sales/Excise Tax	<u>\$ 28.99</u>
TOTAL	\$ 751,611.44

Checks 199269 through 199272 totaling \$5,264.16 and Electronic Funds Transfers 36901 through 37099 totaling \$288,152.26, and Checks 199273 through 199298 totaling \$35,209.04, and Electronic Funds Transfers 37100 through 37107 totaling \$230,082.47, and Checks 199300 through 199367 totaling \$247,623.74, and Electronic Funds Transfer 37108 totaling \$152.71, dated October 25, 2021. Includes Jr. Taxing Districts.

(27)

Meeting adjourned at 4:46 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board