

November 29, 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, Commissioner Robert Rosencrantz, 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, Weed Control Coordinator Sharon Sorby, Assessor Jim McCroskey, Counseling Services Business Manager Kris Martin, Emergency Management Deputy Director JoAnn Boggs, 911 Coordinator Steve West, Economic Development Director Jamie Wyrobek, Counseling Services Director Annabelle Payne, Treasurer Nicole Dice, Facilities Maintenance Supervisor Ben Eggleston, Commissioner Programs/HR Assistant Christine Rahoun, Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell, Bob Rumsey, Jeff Taylor, and Bob Eugene.

(2)

Northeast Tri County Health District (NETCHD) Administrator Matt Schanz and Administrative Assistant/Data Collection Sonja Moore were present via Zoom for a COVID-19 update. Present via Zoom were those listed above and Newport Hospital & Health Services Director of Primary Care & Ancillary Services/Director of Safety Christina Wagar and an unidentified caller. NHHS Chief Nursing Officer Theresa Hollinger joined the update in progress.

(3)

J. Gentle provided an update on RTI's broadband grant/loan. B. Rumsey was present via Zoom, and David Sears joined the meeting in progress via Zoom.

(4)

Consent Agenda - Motion was made by R. Rosencrantz to approve the Consent Agenda. Motion was seconded by J. Gentle. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's November 22, 2021 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 11/24/21): \$10,748.36

Payroll Change Notice:

Counseling Services-

Andrielle Flavel, Full-time to 3/5th Time, \$25.43/hr., Effective 11/29/2021

Doak Walker, Step 2, \$4,320.54/mo., Effective 12/01/2021

Auditor-

Kim Nutter, Longevity, \$35.00/mo., Effective 12/01/2021

Noxious Weed-

Mary Malone, 3/5th Time to Full-time, Effective 11/22/2021

Dyana James, 4/5th Time to Full-time, Effective 11/22/2021

A Resolution Of The Board Of County Commissioners Of Pend Oreille County, Washington, Approving And Authorizing The 2022 Maintenance And Operation Budget Pursuant To The

Amended And Restated Interlocal Juvenile Detention Facility Agreement (Martin Hall); And
Providing For Other Matters Properly Relating Thereto
RESOLUTION NO. 2021-119, COMMISSIONERS' RECORDING

(5)

Sheriff Glenn Blakeslee was present for an update. Present via Zoom were B. Rumsey and D. Sears. Topics of discussion were security cameras, economic development, upcoming First Responder conference in Spokane, and staff development.

(6)

Motion was made by J. Gentle to send a Letter of Appreciation to Kim Nutter, recognizing five years of service to POC. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(7)

J. Gentle was excused to attend WSAC Virtual Assembly.

(8)

The Board recessed for lunch at 11:53 a.m.

(9)

The Board held a 2022 budget workshop. Present were Auditor Marianne Nichols and Financial Manager Jill Shacklett. Present via Zoom were N. Dice, B. Rumsey, and D. Sears.

Motion was made by R. Rosencrantz to increase the county's medical contribution by \$25 per employee, as accounted for in the 2022 budget, for non-represented employees and elected officials, effective January 1, 2022. Motion was seconded by J. Gentle. Motion carried unanimously.

Motion was made by J. Gentle to approve an additional \$100 contribution for medical by the County for 3/5th and 4/5th employees, effective January 1, 2022. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(10)

Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Present via Zoom were B. Rumsey and D. Sears. Discussed were public defender contracts and dissolution of Cemetery District No. 2.

(11)

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 was Public Works Director Mary Jensen.

(12)

Public Comment –B. Rumsey was present but did not provide comment.

(13)

Meeting continued to November 30.

November 30, 2021

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

(14)

Mary Jensen was present for a Public Works update. Also in attendance was Solid Waste Coordinator Amanda Griesemer.

a) A discussion was held on the Sno Park amendment. Motion was made by J. Gentle to approve the amended agreement #WR 921-064 between Washington State Parks and Recreation Commission and Pend Oreille County Department of Public Works. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Interagency Agreement Between Washington State Parks And Recreation Commission And Pend Oreille County Department Of Public Works Agreement #WR 921-064 (*Amending A-2020-01*)

AGREEMENT NO. 2021-52, COMMISSIONERS' RECORDING

b) M. Jensen presented new bylaws, approved by the Parks Board. Fleet Manager Brian Eglund joined the meeting in progress. Motion was made by R. Rosencrantz to approve the 2021 Parks Board Bylaws. Motion was seconded by J. Gentle. Motion carried unanimously.

Pend Oreille County Parks and Recreation Advisory Board By-Laws—Adopted 11/30/2021

c) B. Eglund requested approval for the brush cutter repair. Motion was made by J. Gentle to approve the transmission repair on a 2019 John Deere 6120E brush cutter from Papé Machinery for the amount of \$12,728.67, which includes sales tax. Motion was seconded by R. Rosencrantz. Motion carried unanimously. B. Eglund left the update.

d) Motion was made by R. Rosencrantz to approve and sign resolution R-2021-120 for the 2021 Sheriff's HVAC replacement contract with Pro Mechanical Services, Inc. Motion was seconded by J. Gentle. Motion carried unanimously. D. Sears joined the meeting in progress via Zoom.

Resolution Regarding Approval of the 2021 Sheriff's HVAC Replacement Contract with Pro Mechanical Services, Inc.

RESOLUTION NO. 2021-120, COMMISSIONERS' RECORDING

e) M. Jensen presented a request for a salary correction. T. Sirevog joined the meeting. A salary study and informational packet prepared by A. Griesemer were reviewed. The Board tabled the issue until a revised job description and thorough salary study of 10 like-sized counties can be conducted.

(15)

The Board held a discussion on Capital Projects. Present were B. Eggleston, Mary Jensen, N. Dice, M. Nichols, J. Shacklett, and present via Zoom was D. Sears. Proposed projects for 2022 are security upgrades, window coverings, HVAC, paving, and ADA doors.

(16)

4-H Youth Development/Master Gardeners Volunteer Coordinator Beverly Sarles was present via Zoom for an update. Also present via Zoom was D. Sears. An update was provided on SNAP-Ed at

Newport School District, healthy food tastings at schools, food bank donations, upcoming Master Gardener classes, and budget.

(17)

The Board held a discussion on Public Defender contracts. Present were Attorneys Brett Billingsley and Carson Van Valkenburg, M. Nichols, and J. Shacklett, and via Zoom were Attorney Derek Reid, District Court Judge Robin McCroskey, D. Hunt, and D. Sears.

(18)

The Board recessed for lunch at 12:34 p.m.

(19)

ITS Director Shane Flowers was present to discuss a Programmer job description. Also present were County Clerk Tammie Ownbey, District Court Administrator/Judicial Assistant Rachel Johnson, and via Zoom was D. Sears. The position was tabled until union approval is received for job description.

(20)

A POC redistricting discussion was held. Present was M. Nichols, and via Zoom were GIS Manager Josh Shelton, Public Utility District General Counsel & Assistant General Manager Tyler Whitney, Pend Oreille Valley Railroad Manager Kelly Driver, and D. Sears.

(21)

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 J. Shacklett.

(22)

Six-Year Transportation Program (STIP) Workshop. Present were County Engineer Don Ramsey, Assistant County Engineer George Luft, Senior Design & Construction Engineer Eric Roth, M. Jensen, and via Zoom was D. Sears.

(23)

The Board recessed to attend the retirement recognition of Department of Licensing Supervisor Linda Brown, from 4:00 p.m. to 4:10 p.m.

(24)

Motion was made by R. Rosencrantz to authorize Mary Jensen to advertise and hire one temporary winter Road Maintenance Technician to plow snow. Motion was seconded by J. Gentle. Motion carried unanimously.

(25)

Meeting continued to December 1.

December 1, 2021

The meeting resumed at 1:01 p.m. with B. Smiley, J. Gentle, R. Rosencrantz, and C. Zieske present.

(26)

2022 Budget Review-Tri-County Superior Court/Juvenile. Present were M. Nichols, J. Shacklett,

T. Ownbey, and via Zoom were Judge Jessica Reeves, Stevens County Commissioners Wes McCart and Mark Burrows, and Chief Deputy Auditor Jill Jacobs; Ferry County Commissioners Nathan Davis, Michael Heath, and Derek Gianukakis. Joining the meeting in progress via Zoom were Stevens County Commissioner Greg Young, and R. McCroskey.

a) Motion was made by M. Heath to approve the job description for the Juvenile Court Probation Manager. Motion was seconded by J. Gentle. Motion carried unanimously.

b) A discussion was held on a one-time correction of salaries for three employees in Superior Court, including Superior/Juvenile Court Administrator Evelyn Bell, Deputy Court Administrator Pam Ray, and Superior Court Part-time Administrative Assistant Megan Ray. Motion was made by J. Gentle to move Evelyn Bell to a new salary of \$92,130, as of January 1, 2022. Motion was seconded by W. McCart. Motion carried unanimously.

c) Motion was made by R. Rosencrantz to move Pam Ray to a salary of \$55,000, effective January 1, 2022. Motion was seconded by M. Burrows. Motion carried unanimously.

d) Motion was made by J. Gentle to move Megan Ray to compensation of \$22,464, effective January 1, 2022. Motion was seconded by W. McCart. Discussion included W. McCart stating that M. Ray's time is paid at \$18 per hour for 24 hours/week. Motion carried unanimously.

e) W. McCart explained that the budget is nearly finalized, with the exception of less than \$1,000 in changes expected. He will make those revisions then make the final budget available to the Counties for final incorporation and approval at their 2022 budget hearings. Motion was made by W. McCart to approve the 2022 Tri-County Superior Court budget, in concept. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

f) Motion was made by W. McCart to set the salary at \$63,600 for the Juvenile Court Probation Manager and appoint Geri Newport in that position. Motion was seconded by J. Gentle. Motion carried unanimously.

g) Discussion was held on the Juvenile Court Probation Counselors and their compensation. Motion was made by W. McCart to increase the salary for Joe and the contribution for Cindy Delay to \$53,650. Motion was seconded by J. Gentle. Motion carried unanimously.

h) The Assistant Probation position was discussed. Motion was made by W. McCart to place Dave Klingensmith's salary at \$26,802. Motion was seconded by N. Davis. Motion carried unanimously.

i) The Tri-County Juvenile Court 2022 budget was reviewed. Wes will recalculate the benefits, expecting a slight change in numbers. Motion was made by W. McCart to approve the Juvenile budget, in concept. Motion was seconded by M. Heath. Motion carried unanimously.

(27)

Correspondence Received:

11.26 South Pend Oreille Fire & Rescue- Levy Certification and Ordinance/Resolution No. 11.18.2021

11.27 Pend Oreille County Fire District 2- Levy Certification and Ordinance/Resolution No. 11.22.2021

11.28 Pend Oreille County Library- Levy Certification and Ordinance/Resolution No. 2021-101

- 11.29 B. Billingsley-2021 3rd Quarter Caseload Report
- 11.30 North Pend Oreille Chamber of Commerce-12.6.2021 Meeting Notice & Agenda, 11.2021 Minutes
- 11.31 N. Dice-cc: Letter to D. Hunt re: November 16, 2021-Property Tax Foreclosure Sale, Cause #21-2-00083-26

(28)

Correspondence Sent:

K. Nutter-Letter of Appreciation for 5 Years of Service to POC

(29)

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	\$ 307,441.76
Counseling Services	\$ 140,205.36
Crime Victims Compensation	\$ 314.07
Park	\$ 2,154.51
Road	\$ 133,145.36
Timber Sales	\$ 1,791.65
Auditor’s O&M	\$ 15,538.29
Emergency 911 Communications	\$ 6,197.61
Public Facilities	\$ 3,499.81
American Rescue Plan Act	\$ 100,000.00
Mental Health	\$ 927.61
Solid Waste	\$ 17,312.14
Risk Management	\$ 700.00
Equipment R&R	\$ 15,193.17
IT Services	<u>\$ 17,962.96</u>
TOTAL	\$ 762,384.30

Checks 199941 through 199945 totaling \$3,156.59 and Electronic Funds Transfers 37380 through 37582 totaling \$344,008.54, and Checks 199946 through 199971 totaling \$35,571.08, and Electronic Funds Transfers 37583 through 37591 totaling \$262,870.64, dated November 24, 2021. Includes Jr. Taxing Districts.

Checks 199972 through 199991 totaling \$173,474.55 and Electronic Funds Transfers 37592 through 37593 totaling \$450.64, dated November 29, 2021.

(30)

Meeting adjourned at 1:38 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board