

December 13, 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. R. Rosencrantz offered the invocation and B. Smiley led the flag salute.

(1)

Joining the meeting via Zoom were Emergency Management Deputy Director JoAnn Boggs, Human Resources Manager Terra Sirevog, Treasurer Nicole Dice, Assessor Jim McCroskey, Counseling Services Director Annabelle Payne, Newport Hospital & Health Services (NHHS) COVID-19 Incident Commander/Public Information Officer Jenny Smith, and Bob Rumsey.

(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 Auditor Marianne Nichols, Counseling Services Business Manager Kris Martin, and NHHS Chief Nursing Officer Theresa Hollinger.

(3)

R. Rosencrantz reported on Mental Health Chemical Dependency Advisory Committee (MHCDAC) structure and use of 1/10<sup>th</sup> funds. J. Gentle provided reports from Weed Board meeting, Broadband Action Team (BAT), and department visits. R. Rosencrantz gave an update from the Tri-County Economic Development District Technical Advisory Committee (TEDD TAC) and Board meetings. Present via Zoom was B. Rumsey.

(4)

The Office of the Washington State Auditor was present for an exit conference on the 2020 accountability audit. Present via Zoom were Audit Lead Ashley Smith and Assistant Audit Manager Alex Lycan. Present in-person were M. Nichols, N. Dice, and via Zoom were J. Boggs and B. Rumsey. Joining the meeting in progress via Zoom was David Sears. Reviewed were the audit and the procurement sole source management letter.

(5)

R. Rosencrantz gave a report from PO Conservation District meeting. B. Smiley reported from his visit to Youth Emergency Services (YES) and Metaline Town Council meeting.

(6)

Weed Control Coordinator Sharon Sorby was present via Zoom for a request to reduce Weed Board office hours. Also present was N. Dice, and via Zoom were M. Nichols, B. Rumsey, and D. Sears. Joining the meeting in progress via Zoom was Kelly Driver.

Motion was made by J. Gentle to approve the Weed Board's request to close the office on Thursdays. Discussion was held. The motion was rescinded, and the request was tabled.

Motion was made by R. Rosencrantz to reappoint Wesley Bailey as Weed Board Director District 2 and send him a letter of reappointment. Motion was seconded by J. Gentle. Motion carried unanimously.

(7)

The Board held a discussion on ARPA funds. Present were M. Nichols and N. Dice. Present via Zoom were K. Driver, D. Sears, and B. Rumsey. The City of Newport well cleaning requests were discussed but were tabled until 2022 to reevaluate all outstanding requests at that time.

(8)

Sheriff Glenn Blakeslee was present for a request to purchase an evidence management module. Present via Zoom were B. Rumsey and D. Sears. ITS Director Shane Flowers joined the meeting in progress via Zoom.

Motion was made by R. Rosencrantz to approve the Sheriff's request to spend \$10,040.00 of the 2021 Sheriff's Current Expense Funds for the purchase of FileOnQ Solutions to upgrade the evidence process to barcode scanning, which includes the entire 2022 year of maintenance. Motion was seconded by J. Gentle. Motion carried unanimously.

(9)

J. Gentle was excused to attend WSAC Virtual Assembly.

(10)

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

(11)

N. Dice was present to discuss Treasurer's Office staffing. Also present was T. Sirevog, and via Zoom was B. Rumsey. N. Dice requested to advertise and hire a full-time Deputy Accountant I, whereas it is currently at 4/5<sup>th</sup> time. Joining the meeting in progress via Zoom was D. Sears.

Motion was made by J. Gentle to advertise and hire a full-time Deputy Accountant I at Step 1 through 3. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

N. Dice presented a salary study of Treasurer's Office jobs in other counties and local government agencies and stated that Nichole Phillips is tasked with training two new employees. She requested a step increase for N. Phillips. Motion was made by R. Rosencrantz to move Deana Nichole Phillips to Deputy Accountant III/Revenue Specialist, Step 3, effective January 1, 2022. Motion was seconded by J. Gentle. Motion carried unanimously.

(12)

T. Sirevog was present for a Human Resources update. Present via Zoom were B. Rumsey and D. Sears. T. Sirevog reported that two bargaining units, Courthouse/Hall of Justice and Deputies, have come to one-year agreements. Updates were provided on hiring and Personnel Policy revisions, and proposed updates to the COVID Safety Plan.

(13)

The Board met in executive session regarding potential litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes from 2:30 p.m. to 3:00 p.m. Present via Zoom were Prosecuting Attorney Dolly Hunt, Community Development Director Greg Snow, and Attorneys Nathan Smith and Brian Kistler.

(14)

D. Hunt was present via Zoom for a legal update. Present via Zoom were B. Rumsey and D. Sears. Discussed were staffing needs.

(15)

Motion was made by R. Rosencrantz to authorize sending a letter dated December 13 to the Washington Department of Fish and Wildlife regarding the 2021-2022 PILT billing. Motion was seconded by J. Gentle. Motion carried unanimously.

(16)

Motion was made by J. Gentle to authorize the Vice Chair to sign vouchers or other Board correspondence during the week of December 27-31, in lieu of a quorum. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(17)

ITS Director Shane Flowers was present for an update. Present via Zoom were D. Sears and B. Rumsey. Topics of discussion were firewall and endpoint protection services.

Motion was made by R. Rosencrantz to sign the quote for firewall and associated licensing from Trebron for \$49,590.00 plus applicable sales taxes to be paid in three equal payments of \$16,530.00, plus taxes, over the next three years. Motion was seconded by J. Gentle. Motion carried unanimously.

Motion was made by R. Rosencrantz approve the option 2B quote for endpoint protection licensing and services from Trebron, through February 4, 2027 for a total cost of \$93,880.00 plus tax, to be paid in three equal payments in 2022, 2023, and 2024 of \$31,293.33. No second was made, so motion died.

Motion was made by J. Gentle to sign the quote for endpoint protection licensing and services from Trebron, option 1B, through February 4, 2027, for \$63,160.00 to be paid in three equal payments of \$21,053.33 over the next three years. No second was made, so motion died. The purchase of endpoint protection will be postponed until a later date.

(18)

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

(19)

S. Flowers continued his ITS update, with discussion on procuring quotes for security cameras, training new ITS employees, GIS automation, OnBase Administrator, and county website conversion.

(20)

Meeting continued to December 14.

December 14, 2021

The meeting resumed at 9:01 a.m. with B. Smiley, J. Gentle, R. Rosencrantz, and C. Zieske present.

(21)

T. Sirevog was present, at the Board's request, to discuss Public Works job descriptions.

(22)

Public Works Director Mary Jensen was present for an update. Also in attendance were Assistant County Engineer George Luft and Solid Waste Coordinator Amanda Griesemer.

Motion was made by R. Rosencrantz to approve the reassigning of the Kyocera Printer from the ER&R Department to the Road Department due to ER&R's relocation to the District 1 Shop. Motion was seconded by J. Gentle. Motion carried unanimously.

Reassign Kyocera Printer From The Equipment Repair And Revolving Fund To Road Fund  
And Establish Market Value

*RESOLUTION NO. 2021-126, COMMISSIONERS' RECORDING*

A. Griesemer informed the Board of a 3.72% rate increase in 2022 from Republic Services/Regional Disposal. Office Manager/Risk Manager Linda Darcy joined the meeting in progress. A. Griesemer stated that POC has not passed on any rate increases to our customers since 2018. The group discussed raising county disposal rates, and a proposal will be presented at a later date.

M. Jensen discussed hiring requests, including a Transportation Technical Specialist and a proposed Road Superintendent. More information will be gathered and will be addressed later. Also reviewed was the County Engineer bond. D. Sears joined the update in progress via Zoom. M. Jensen provided information on District 2 fuel station needs and county equipment.

(23)

Consent Agenda - Motion was made by R. Rosencrantz to approve the Consent Agenda, as prepared. Motion was seconded by J. Gentle. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's December 6, 2021 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 12/10/21): \$11,783.85

Payroll Change Notice:

Auditor-

Kim Nutter, Step 3, \$3,432.54/mo., Effective 11/1/2021 (*Correction to the 11/15/2021 Payroll Change Notice which incorrectly stated Step 1 at \$3,432.54*)

Commissioner Program/HR/Civil Service-

Christine Rahoun, Commissioner Program/HR Asst/Civil Service, 3/5<sup>th</sup> Time-HR and 1/5<sup>th</sup> Time-Civil Service, \$23.09/hr. to 4/5<sup>th</sup> Time-HR and 1/5<sup>th</sup> Time-Civil Service, \$3,752.78/mo., Effective 1/1/2022

Public Works-Buildings & Grounds-

Rylan Hastings, Temp Facility Maintenance, \$16.16/hr., Effective 12/13/2021

Luke Nichols, Temp Facility Maintenance, \$16.16/hr., Effective 12/13/2021

Treasurer's Office-

Amy Morningstar, Deputy Accountant I, Resignation, Effective 12/15/2021

Nichole Phillips, Step 3, \$3,432.54/mo., Effective 1/1/2022

Sheriff-Patrol-

Kevin Olsen, Longevity, \$150.00/mo., Effective 1/1/2022

In The Matter Of Establishing Holidays In 2022 And Hours For The Transaction Of Business  
*RESOLUTION NO. 2021-127, COMMISSIONERS' RECORDING*

Better Health Together 2022 Project Specific Agreement  
*AGREEMENT NO. 2021-56, COMMISSIONERS' RECORDING*

Washington State Military Department Amendment NG911 Contract E20-192 Amendment B  
*AGREEMENT NO. 2021-57, COMMISSIONERS' RECORDING*

Washington State Military Department Emergency Management Performance Grant  
American Rescue Plan Act Agreement FFY21 EMPG-ARPA E22-157  
*AGREEMENT NO. 2021-58, COMMISSIONERS' RECORDING*

(24)

Motion was made by R. Rosencrantz to adopt the resolution, R-2021-128, which makes POC part of the Spokane County Regional Interlocal Leadership Structure. Motion was seconded by J. Gentle. Motion carried unanimously.

Amending Charter No. CS 18 SCRILS(1) Between Adams, Ferry, Lincoln, Pend Oreille, Spokane, and Stevens Counties, as well as the Continued Invitation of the Following Entities to Participate: The Washington State Health Care Authority (HCA), Apple Health Managed Care Organizations (MCO), Behavioral Health-Administrative Service Organization (BH-ASO), Physical and Behavioral Health Providers, Regional Tribal Authorities, and Other Entities Serving the Spokane County Regional Service Area (RSA), Effective December 1, 2021

*RESOLUTION NO. 2021-128, COMMISSIONERS' RECORDING*

(25)

Public Hearing-Pend Oreille County Redistricting. Present were Elections Supervisor Liz Krizenesky, M. Nichols, Tom Foster, Bill Deilke, Gerald Pelland, Eric Dobrenski, Katherine Schutte, and Carol Jones, and via Zoom were GIS Manager Josh Shelton, N. Dice, rwalrath, and D. Sears. The hearing was opened, and the notice was read. M. Nichols reviewed the proposed Commissioner districts, and maps were displayed and explained. Public comment on the proposed Commissioner districts was received from B. Deilke. Precinct maps were then discussed. Public comments were received from D. Sears, C. Jones, K. Schutte, G. Pelland, and B. Deilke. Written comments were also received from B. Deilke. The hearing was closed.

(26)

Motion was made by J. Gentle to reappoint Robert Sanborn to the Board of Equalization and send him a letter of reappointment. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(27)

Motion was made by R. Rosencrantz to reappoint Thomas Watson to the Planning Commission for a four-year term, expiring December 31, 2025, and send him a letter of reappointment. Motion was seconded by J. Gentle. Motion carried unanimously.

(28)

Motion was made by J. Gentle to reappoint Norris Boyd to the Planning Commission for a four-year term, expiring December 31, 2025, and send him a letter notifying him of the reappointment. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(29)

B. Smiley presented invoices for payment from the Hotel/Motel Tax as follows: CREATE Arts Center, \$500.00; North Pend Oreille Valley (NPOV) Lions Club, \$2,948.66; and Hospitality House Veterans Services, \$606.73. Motion was made by R. Rosencrantz to approve the Hotel/Motel Tax invoices for payment, in the amounts they've submitted receipts for. Motion was seconded by J. Gentle. Motion carried unanimously.

(30)

The Board recessed for lunch at 11:54 a.m.

(31)

The Board reconvened at 1:00 p.m. and spent the afternoon visiting county departments, delivering Christmas cards, along with C. Zieske.

(32)

Correspondence Received:

- 12.8 TRUE Convergence Broadband Action Team-12.9.2021 Agenda
- 12.9 W. Bailey (from L. Nichols/Weed Board)-Letter of Interest in Reappointment to Weed Board
- 12.10 N. Boyd (email)- Letter of Interest in Reappointment to Planning Commission
- 12.11 POC EDC-12.15.21 Agenda & 10.20.21 Minutes
- 12.12 PO Cemetery District #3- Levy Certification and Ordinance/Resolution No. 2021-3, Resolution 2021-4 2022 Budget, and Remuneration Form
- 12.13 WSLCB-Letter re: Liquor License Renewal Applications-Diamond Lake Deli & More, Grocery Store-Beer/Wine
- 12.14 W. Deilke (hand delivered at Public Hearing-Redistricting)-Introduction Letter, "POC 2022 Redistricting or Gerrymandering?" document, and "POC 2022 Precinct Map Addendum Request"

(33)

Correspondence Sent:

- WDFW-(email) 2021-2022 PILT Billing
- W. Bailey-Letter of reappointment to Noxious Weed Control Board
- B. Sanborn-Letter of reappointment to Board of Equalization
- T. Watson-Letter of reappointment to Planning Commission
- N. Boyd-Letter of reappointment to Planning Commission

(34)

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	\$ 482,857.69
Arts, Tourism, & Recreation	\$ 1,592.40
Counseling Services	\$ 175,017.21
Crime Victims Compensation	\$ 393.50
Fair	\$ 609.39
Law Library	\$ 1,917.89
Park	\$ 3,457.47
Road	\$ 250,430.60

Timber Sales	\$ 2,369.95
Treasurer's O&M	\$ 1,085.00
Trial Court Improvement	\$ 1,041.85
Emergency 911 Communications	\$ 7,898.88
Public Facilities	\$ 19,179.87
Mental Health Tax	\$ 1,451.65
Capital Projects	\$ 1,319.23
Solid Waste	\$ 72,658.85
Equipment R&R	\$ 49,542.83
IT Services	<u>\$ 35,728.98</u>
TOTAL	<u>\$1,108.553.24</u>

Checks 200175 through 200221 totaling \$38,956.61 and Electronic Funds Transfers 37867 through 37876 totaling \$359,749.02, and Checks 200172 through 200174 totaling \$4,239.23, and Electronic Funds Transfers 37662 through 37866 totaling \$430,302.23, and Checks 200149 through 200171 totaling \$5,539.89, and Electronic Funds Transfers 37597 through 37661 totaling \$59,870.52, dated December 10, 2021. Includes Jr. Taxing Districts.

Checks 200222 through 200317 totaling \$347,268.31 and Electronic Funds Transfers 37877 through 37878 totaling \$2,406.91, and Checks 200391 through 200394 totaling \$1,461.26, and Checks 200395 through 200397 totaling \$7,469.36, dated December 13, 2021.

(35)

Meeting adjourned at 4:35 p.m.

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

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