

February 14, 2022

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 John Gentle, Vice Chair Robert Rosencrantz, Commissioner Brian Smiley, and Clerk of the Board Crystal Zieske. J. Gentle offered the invocation and led the flag salute.

(1)

Joining the meeting via Zoom were Bob Rumsey, Jeff Taylor, and Selkirk Sun Owner Sonya Scauftaire.

(2)

The Board and C. Zieske held a discussion on “Setting the Agenda: Less Control, More Cooperation,” developed by Municipal Research Service Center (MRSC). Related material was reviewed in the form of “Pend Oreille Governance Coordination Manual,” adopted under Resolution 2010-15, in April 2010. Present via Zoom were B. Rumsey and S. Scauftaire.

(3)

R. Rosencrantz provided reports on the following meetings: 1/10th Mental Health with Counseling Services Director Annabelle Payne and Better Health Together Executive Director Alison Poulsen, TRUE Convergence-Tribal Rural Urban Extension Broadband Action Team (BAT), and PO Conservation District (POCD). B. Smiley mentioned the proposed work that District Manager of POCD Alex Case-Cohen is involved in for Metaline Falls sewer improvements. J. Gentle gave an update from his meeting with Behavioral Health/Criminal Justice Program Administrator Nicole Vangrimbergen and provided information from Washington State Association of Counties (WSAC) Legislative Steering Committee (LSC). Present via Zoom were B. Rumsey and S. Scauftaire.

(4)

The Board participated in a Zoom conference with Potts & Associates lobbyist Zak Kennedy. In attendance via Zoom were Auditor Marianne Nichols, Treasurer Nicole Dice, Katherine Schutte, B. Rumsey, and S. Scauftaire. A review of legislative bills was provided. Joining the meeting in progress was Convergence CEO/Executive Director Daniel Erbling.

(5)

The Board held a discussion on ARPA funds. Present were Financial Manager Jill Shacklett and M. Nichols. Present via Zoom were Bob Eugene, D. Erbling, S. Scauftaire, B. Rumsey, and K. Schutte. The ARPA Committee reviewed one new request, from Convergence, and additional details were provided by D. Erbling and S. Scauftaire about the website development request. M. Nichols and J. Shacklett presented to the Board the option of charging the COVID sick leave pay to ARPA funds. The Board was in full support. Newport Miner News Editor Don Gronning joined the meeting in progress via Zoom.

(6)

J. Gentle was excused to participate in the virtual Washington State Association of Counties (WSAC) Virtual Assembly, and the Board recessed for lunch at 11:58 a.m.

(7)

The meeting resumed at 1:15 p.m.

(8)

Human Resources Manager Terra Sirevog was present for an update. Present was J. Shacklett and via Zoom was B. Rumsey. T. Sirevog presented two bargaining agreements for Board approval. Motion was made by B. Smiley to approve the request to sign the ITS Collective Bargaining Agreement, agreeing to a two-year term of January 1, 2022 through December 31, 2023, with a wage increase in 2022 of 4%, wage increase in 2023 of 3%, and county medical contribution to increase to \$845.00 per month. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Agreement Between Board of County Commissioners and Teamsters Union, Local 690, Pend Oreille Co. I.T.S. Department 2022-2023
CONTRACT NO. 2022-05, COMMISSIONERS' RECORDING

Motion was made by R. Rosencrantz to sign the Prosecutor's Collective Bargaining Agreement, covering the two-year term of January 1, 2022 through December 31, 2023, with a wage increase in 2022 of 4% and wage increase in 2023 of 3%, county medical contribution to increase to \$1,000.00 per month, and increase to longevity pay by \$50.00. Motion was seconded by B. Smiley. Motion carried unanimously.

Collective Bargaining Agreement By and Between Pend Oreille County and Teamsters, Local 690, Deputy Prosecuting Attorneys 2022-2023
CONTRACT NO. 2022-06, COMMISSIONERS' RECORDING

S. Scaufaire and Commissioner Programs/HR Assistant Christine Rahoun joined the update in progress via Zoom. Also discussed were veterans' preference options, personnel policy, telecommuting policy, job classifications, and a proposed salary adjustment.

(9)

J. Gentle provided a 2021 County Year-in-Review PowerPoint presentation. Joining via Zoom were Counseling Services Business Manager Kris Martin, Economic Development Director Jamie Wyrobek, Public Works Director Mary Jensen, N. Dice, and B. Rumsey. S. Scaufaire and T. Sirevog joined the meeting in progress via Zoom. District Court joined the review at its conclusion. J. Shacklett was present at the conclusion to clarify a question about warrants.

(10)

Consent Agenda - Motion was made by B. Smiley 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 February 8, 2022 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 2/11/22): \$2,110.86

Payroll Change Notice:

Public Works-

George Luft, Assistant County Engineer to Assistant Public Works Director,
Effective 2/1/2022

Prosecutor's Office-

James "Brooks" Clemmons, Step 5, \$6,829.97/mo., Effective 3/1/2022

District Courts-

Nardos Scott, OnBase Administrator, \$95,000/yr., Effective 2/16/2022

Counseling Services-

Jill Samuelson, Longevity, \$35.00/mo., Effective 3/1/2022

Treasurer's Office-

Theresa Schoener, Longevity, \$35.00/mo., Effective 3/1/2022

Auditor-

Stacey Hughes, Certified Elections Admin, Step 2, \$18.94/hr., Effective 3/1/2022

Resolution Regarding Approval of Specialized Coroner Services Agreement with Keith Campbell

RESOLUTION NO. 2022-18, COMMISSIONERS' RECORDING

Approval of job title change from Assistant County Engineer to Assistant Public Works Director

(11)

The Board conducted a volunteer board interview for Hotel/Motel Tax Advisory Board via Zoom. Present via Zoom were Trish Reagan, S. Scaufaire, and B. Rumsey.

(12)

Motion was made by R. Rosencrantz to appoint T. Reagan to the Hotel/Motel Tax Advisory Board and send her a letter to that effect. Motion was seconded by B. Smiley. Motion carried unanimously.

(13)

Motion was made by B. Smiley that the Board of Commissioners send a letter of appreciation to Jill Samuelson for 5 years of service to POC. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(14)

Motion was made by R. Rosencrantz to send a letter of appreciation to Theresa Schoener of the Treasurer's Office for her long-term employment with POC. Motion was seconded by B. Smiley. Motion carried unanimously.

(15)

Public Comment –B. Rumsey and S. Scaufaire were present for comment, and S. Scaufaire provided comment.

(16)

The Board discussed salary studies and classification schedules.

(17)

Meeting continued to February 15.

February 15, 2022

J. Gentle convened the meeting of the Elected Officials and Department Heads at 9:00 a.m. Present were R. Rosencrantz, B. Smiley, C. Zieske, Assessor Jim McCroskey, County Clerk Tammie Ownbey, Sheriff Glenn Blakeslee, Solid Waste Coordinator Amanda Griesemer, PW Office Manager/Risk Manager Linda Darcy, Mary Jensen, District Court Judge Robin McCroskey,

C. Rahoun, N. Dice, J. Shacklett, M. Nichols, and via Zoom were ITS Director Shane Flowers, Weed Control Coordinator Sharon Sorby, 911 Coordinator Steve West, ITS Administrative Assistant/Civil Deputy Glennis Stott, T. Sirevog, J. Wyrobek, A. Payne, Norm Smith, and Joel Jacobsen. A roundtable discussion was held.

(18)

M. Jensen was present for a Public Works update. Also in attendance were Facilities Maintenance Supervisor Ben Eggleston, Fleet Manager Brian Eglan, A. Griesemer, and L. Darcy. B. Eglan informed the Board of an increased transmission repair cost for the brush cutter. The Board recommended going back to the vendor for an additional warranty period for the unexpected cost. Motion was made by B. Smiley to approve the transmission repair on a 2019 John Deere 6120E brush cutter from Papé Machinery for the revised amount up to \$18,231.17, including sales tax. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

B. Eglan requested the purchase of a 2020 Superior broom and reported that the Kalispel Tribe is interested in purchasing the used POC broom. Motion was made by R. Rosencrantz to approve the purchase of a used 2020 Superior broom with 355 hours from Papé Equipment for the cost of \$56,542.50, including sales tax. Motion was seconded by B. Smiley. Motion carried unanimously. B. Eglan left the update.

T. Sirevog joined the meeting in progress. A. Griesemer requested to fund the purchase of work boots for Solid Waste employees as part of PPE. T. Sirevog noted that this is an issue that needs to be addressed in bargaining contracts. She has begun the development of a MOU with the union for the boot purchase and the Board tabled it for action until that is completed.

C. Rahoun joined the update in progress. A discussion was held on a proposed title change from Solid Waste Coordinator to Solid Waste Manager, with a salary adjustment to match the duties assigned to that position. More information will be gathered before a decision can be made.

C. Rahoun and B. Eggleston discussed a recent fire alarm event. The group discussed a communication plan for emergencies, fire safety and suppression, and alterations to the building for emergency ladders. Different ladder options were presented. An emergency protocol will be established, with a follow-up meeting to occur.

M. Jensen touched on replacing the Assistant PW Director upon retirement.

Motion was made by B. Smiley that the Board sign the Forest Practices Application/Notification Eastern Washington regarding Pend Oreille County Goat Launch timber harvest. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Washington Department of Natural Resources-Forest Practices Application/Notification
Eastern Washington regarding Pend Oreille County Goat Launch
AGREEMENT NO. 2022-14, COMMISSIONERS' RECORDING

(19)

Motion was made by R. Rosencrantz to sign the Resolution Regarding Approval of an Interlocal Agreement between Pend Oreille County and Lincoln County for OnBase Administrator Services. Motion was seconded by B. Smiley. Motion carried unanimously.

Resolution Regarding Approval Of An Interlocal Agreement Between Pend Oreille County
And Lincoln County For OnBase Administrator Services
RESOLUTION NO. 2022-19, COMMISSIONERS' RECORDING

(20)

Motion was made by B. Smiley that the Board of Commissioners sign the Resolution Regarding Approval of an Interlocal Agreement between Pend Oreille County and Walla Walla County for OnBase Administrator Services. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Resolution Regarding Approval Of An Interlocal Agreement Between Pend Oreille County
And Walla Walla County For OnBase Administrator Services
RESOLUTION NO. 2022-20, COMMISSIONERS' RECORDING

(21)

Motion was made by R. Rosencrantz to sign the Resolution Regarding Approval of an Interlocal Agreement between Pend Oreille County and Ferry County for the OnBase Administrator Services. Motion was seconded by B. Smiley. Motion carried unanimously.

Resolution Regarding Approval Of An Interlocal Agreement Between Pend Oreille County
And Ferry County For OnBase Administrator Services
RESOLUTION NO. 2022-21, COMMISSIONERS' RECORDING

(22)

B. Smiley was excused for the afternoon to attend the North End Mayors, Clerks, and Maintenance Operators meeting at Metaline Town Hall, and the Board recessed for lunch at 11:45 a.m.

(23)

The meeting resumed at 1:30 p.m.

(24)

Newport Area Chamber of Commerce President Jason Totland was present for introductions. The group discussed Chamber events, future plans, funding options, and potential downtown revitalization efforts.

(25)

Correspondence Received:

- 2.5 WSLCB-Letter re: Notification of Non-Retail Privileges, Marijuana Processor, Broken J 420, 310 Broken J Ln #B, Newport; and Marijuana Producer Tier 3 Marijuana Processor, Country Gardens 502, 310 Broken J Lane, Ste A, Newport
- 2.6 POC EDC-2.16.22 Agenda & 1.19.22 Minutes
- 2.7 POC Park and Recreation Board-2.16.22 Agenda

(26)

Correspondence Sent:

- T. Reagan-Letter of Appointment to the Hotel/Motel Tax Advisory Board
- J. Samuelson-Letter of Appreciation to for 5 years of Service to POC
- T. Schoener-Letter of Appreciation for 5 years of Service to POC

(27)

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	\$ 445,369.38
Counseling Services	\$ 84,600.48
Crime Victims Compensation	\$ 331.16
Fair	\$ 3,007.66
Park	\$ 4,067.25
Road	\$ 246,502.78
Veterans Assistance	\$ 823.20
Timber Sales	\$ 2,053.89
Emergency 911 Communications	\$ 36,708.05
Growth Management	\$ 6,051.33
Low Income Housing/2060	\$ 4,462.72
Homeless Program/2163	\$ 5,340.32
Public Facilities	\$ 3,985.43
American Rescue Plan Act	\$ 1,205.16
Solid Waste	\$ 68,909.94
Risk Management	\$ 1,161.15
Equipment R&R	\$ 77,487.56
IT Services	\$ 20,250.46
Sheriff’s Trust	\$ 159.00
Sales/Excise Tax	<u>\$ 1,756.26</u>
TOTAL	\$ 1,014,233.18

Checks 201437 through 201479 totaling \$90,151.68 and Electronic Funds Transfers 38861 through 38870 totaling \$238,503.94, and Checks 201434 through 201436 totaling \$4,141.99, and Electronic Funds Transfers 38657 through 38860 totaling \$329,098.39, and Checks 201409 through 201433 totaling \$6,606.63, and Electronic Funds Transfers 38600 through 38656 totaling \$59,554.58, dated February 10, 2022. Includes Jr. Taxing Districts.

Checks 201481 through 201567 totaling \$437,737.95 and Electronic Funds Transfers 38871 through 38872 totaling \$2,672.19, dated February 14, 2022.

(28)

The Commissioners were scheduled to independently visit county departments, so the meeting adjourned at 2:27 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board