

April 18, 2022

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

(1)

Joining the meeting via Zoom were Bob Rumsey and Selkirk Sun Owner Sonya Scaufaire.

(2)

B. Smiley gave a report from the Metaline Town Council meeting. R. Rosencrantz provided updates from PO Conservation District and Tribal Rural Urban Extension (TRUE) Convergence Broadband Action Team (BAT) meetings. The Board discussed the potential of a Grant Writer position. J. Gentle provided reports from the 2<sup>nd</sup> Harvest food distribution, fairgrounds site visit, Weed Board meeting, an innovation webinar, and the South PO Fire & Rescue Auxiliary fundraising breakfast. C. Zieske reported that a full scholarship has been granted from Washington Municipal Clerks Association (WMCA) for her attendance at the 2022 Northwest Clerks Institute (NCI) in June. Joining the meeting in progress via Zoom was Norm Smith.

(3)

Consent Agenda - Motion was made by R. Rosencrantz to approve the Consent Agenda, as presented. Motion was seconded by B. Smiley. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's April 11, 2022 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 4/15/22): \$5,209.03

Payroll Change Notice:

Auditor-

Linda Blore, Recording Supervisor, Step 5, to Deputy Auditor, Step 4,  
\$5,004.20/mo., (*Temporary assignment in the absence of Auditor*), Effective  
4/16/2022

Counseling Services-

Kris Martin, Sr. Business Office Manager, Step 5, to Acting Administrator, Step 5,  
\$7,793.62/mo., (*Temporary assignment until Director is hired*), Effective  
4/16/2022

Crystal Riddle-Anderson, CPWI Coalition Coordinator, Step 1, \$3,426.38/mo.,  
Effective 4/20/2022

Public Works-

Mary Jensen, Director, Resignation, Effective 4/12/2022

Kevin Thomas, Road District Manager, Step 2, \$5,191.62/mo., Effective 5/2/2022

Kyel Newberry, Assistant Public Works Director, Step 1, \$6,600.77/mo., Effective  
5/16/2022

Sheriff-Corrections-

Hunter Clark, Corrections Officer, Step 1, \$3,445.80/mo., Effective 4/18/2022

Request to Hire: Two Weed Board Seasonal Inspectors

Resolution Regarding Approval Of The 2022 Gravel Road Stabilization Schedule 2 Calcium Chloride Project-Oxford, Inc.

*RESOLUTION NO. 2022-48, COMMISSIONERS' RECORDING*

Resolution Regarding Approval Of An Amended Interlocal Agreement Between Pend Oreille County And Lincoln County For OnBase Administrator Services

*RESOLUTION NO. 2022-49, COMMISSIONERS' RECORDING*

Washington State Department of Commerce Grant Agreement with Family Crisis Network through Office of Crime Victims Advocacy Community Services and Housing Division-STOP Grant

*GRANT NO. 2022-04, COMMISSIONERS' RECORDING*

Approval of Job Descriptions: Counseling Services Recovery Navigator Program Outreach Navigator; Recovery Navigator Program Case Manager, BA; Recovery Navigator Program Case Manager; Recovery Navigator Program Manager, and Recovery Navigator Program Supervisor

Approval/signature of Department of Health Administrator Change Notification Form

(4)

B. Smiley reported on the condition of Sweet Creek Rest Area restrooms.

(5)

Motion was made by B. Smiley to approve the request to promote Appraiser Trainee Josh Tiede, from Appraiser Trainee, Step 3 to Appraiser I, Step 3, as he has met all requirements and has acquired his Department of Revenue Appraiser Accreditation certificate. Motion was seconded by R. Rosencrantz. Motion carried unanimously. Present via Zoom were B. Rumsey and S. Scaufaire. Joining the meeting in progress via Zoom was Solid Waste Coordinator Amanda Griesemer.

(6)

The Board asked A. Griesemer about free metal/scrap dumping possibilities.

(7)

Assistant County Engineer George Luft was present for an update. Also in attendance were Office Manager/Risk Manager Linda Darcy, Fleet Manager Brian England, Forester Ryder Bricker, and present via Zoom were A. Griesemer, B. Rumsey, and S. Scaufaire.

B. England gave a report on District 1 shop water well and mentioned that Chelan County employees are here for paint-stripping training for three days. A continued discussion was held on the Parks Board Director position, and the job description will be revised. R. Bricker reported on the POC Park vault toilet's expected removal.

Motion was made by B. Smiley to approve the Pend Oreille County Park Volunteer Agreement, including the scope of volunteer work of the volunteer. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Agreement Regarding Individual Volunteer Service with Pend Oreille County-Park Host,  
T. Rahoun  
*CONTRACT NO. 2022-08, COMMISSIONERS' RECORDING*

A. Griesemer reported on a Solid Waste proposal to reduce the costs for fridges and tires and cut down on illegal dumping. She also mentioned the possibility of a Department of Ecology grant for litter removal. G. Luft discussed personnel changes, the need for a signatory engineer, and requirement to inform County Road Administration Board (CRAB). He reviewed Title VI reporting, then provided updates on Ione and Usk Bridge Bundled Rehabilitation, Smackout Pass Bridge replacement, and LeClerc Road overlay project. He notified the Board that North County guardrail project and McKenzie Road are on hold and gave an update on Kings Lake Road. A letter of support to Senator Murray for the Usk Bridge project was discussed and will be acted upon this afternoon. G. Luft is scheduling a foreman's meeting to discuss summer maintenance program cost analysis.

(8)

J. Gentle was excused to participate in the Washington State Association of Counties (WSAC) Virtual Assembly, and the Board recessed for lunch at 12:00 p.m.

(9)

The meeting resumed at 1:15 p.m.

(10)

J. Gentle provided an update from the WSAC Virtual Assembly.

(11)

Motion was made by R. Rosencrantz to sign and send a letter dated April 18th to United States Senator Patty Murray regarding Pend Oreille County Usk Bridge-Member Directed Spending Request. Motion was seconded by B. Smiley. Motion carried unanimously.

(12)

Motion was made by B. Smiley to set the bid opening date for May 31, 2022 at 2:30 pm for the 227 S. Garden Avenue HVAC-2022 Project. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(13)

Facilities Maintenance Supervisor Ben Eggleston was present for a Buildings & Grounds report. Also present was Sheriff Glenn Blakeslee. B. Eggleston reported on office and storage space in the County, detailing each building's current uses. Joining the meeting in progress were Steve Haroldson Minnich and Human Resources Manager Terra Sirevog.

(14)

T. Sirevog was present for an update. Also present was S. Minnich and via Zoom was Commissioner Programs/HR Assistant Christine Rahoun. T. Sirevog requested attending labor relations training and the Board was in full support.

Motion was made by R. Rosencrantz to approve the Employment Agreement for Counseling Services Acting Administrator with Kris Martin, effective April 16, 2022. Motion was seconded by B. Smiley. Motion carried unanimously.

Employment Agreement Acting Administrator Pend Oreille County Counseling Services-  
Kris Martin  
*AGREEMENT NO. 2022-23, COMMISSIONERS' RECORDING*

S. Minnich left the meeting. Motion was made by B. Smiley to accept the voluntary resignation of Public Works Director Mary Jensen, effective April 12, 2022, and approve the Payroll Change Notice. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Payroll Change Notice:  
Public Works-

Mary Jensen, Public Works Director, Resignation, Effective 4/12/2022

Motion was made by R. Rosencrantz to appoint George Luft as Public Works Acting Director, effective April 16, 2022. Motion was seconded by B. Smiley. Motion carried unanimously.

(15)

The Board met in executive session regarding potential litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes from 3:01 p.m. to 3:30 p.m. Present via Zoom was Prosecuting Attorney Dolly Hunt and in-person was T. Sirevog.

(16)

Colville National Forest District Ranger Carin Vadala was present for a Forest Service update. Present via Zoom was S. Scaufaire. Topics included Sullivan Lake Triathlon, Colville National Forest timber sales process, and fire preparation.

(17)

Public Comment – Present via Zoom for comment were S. Minnich and S. Scaufaire. S. Minnich provided comment (support for opening of old PNC site).

(18)

Motion was made by B. Smiley to approve the resolution, Designating George W Luft as the Interim Pend Oreille County Engineer. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Designating George W Luft As The Interim Pend Oreille County Engineer  
*RESOLUTION NO. 2022-50, COMMISSIONERS' RECORDING*

(19)

Auditor Marianne Nichols and Financial Manager Jill Shacklett were present, at the Board's request to discuss coverage while out on medical leave, and prayers were offered on their behalf.

(20)

Meeting continued to April 19.

April 19, 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, G. Blakeslee, D. Hunt, Assessor Jim McCroskey,

Treasurer Nicole Dice, T. Sirevog, G. Luft, Deputy Auditor Linda Blore, ITS Director Shane Flowers, C. Rahoun, and present via Zoom were Economic Development Director Jamie Wyrobek, District Court Judge Robin McCroskey, Counseling Services Business Manager Kris Martin, County Clerk Tammie Ownbey, Weed Control Coordinator Sharon Sorby, 911 Coordinator Steve West, and Bob Eugene. A roundtable discussion was held.

(21)

T. Sirevog was present, at the Board's request, to discuss the Public Works Director position. Gerald Pelland was present in-person.

(22)

The Board recessed for lunch at 11:23 a.m.

(23)

The meeting resumed at 1:00 p.m. at Sweet Creek Rest Area & Falls. Also present were Receptionist/Administrative Assistant Tiffany Hansen, Parks & Recreation Advisory Board member Pam Thomure, Levi Thomure, Ryan Kiss, and R. Bricker.

(24)

B. Smiley was excused to attend the Tri-Town meeting in Ione at 2:22 p.m., and S. Scaufaire joined the site visit in progress.

(25)

Correspondence Received:

- 4.13 D. Reid-2021 4<sup>th</sup> Quarter Caseload Report
- 4.14 D. Reid-2022 1<sup>st</sup> Quarter Caseload Report
- 4.15 K. Symbol-Letter re: Terrace Roads
- 4.16 TRUE Convergence Broadband Action Team-4.14.22 Agenda
- 4.17 EDC-4.20.22 Agenda & 3.16.22 Minutes
- 4.18 POC Park & Recreation Board-4.20.22 Agenda & 3.16.22 Minutes
- 4.19 YES-2022 1<sup>st</sup> Quarter Report

(26)

Correspondence Sent:

P. Murray/U.S. Senate-Letter of Support for Usk Bridge

(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	\$ 25,934.80
Counseling Services	\$ 1,815.11
Fair	\$ 1,257.05
Park	\$ 2,584.43
Road	\$ 7,048.86
Emergency 911 Communications	\$ 4,373.53
Growth Management	\$ 9,657.37
American Rescue Plan Act	\$ 2,000.00

Solid Waste	\$ 7,870.37
Equipment R&R	\$ 26,330.64
Sheriff's Trust	\$ 276.00
Sales/Excise Tax	<u>\$ 1,915.18</u>
TOTAL	\$ 91,063.34

Checks 202732 through 202804 totaling \$86,618.03 and Electronic Funds Transfers 39864 through 39866 totaling \$4,445.31, dated April 18, 2022.

(28)

Meeting adjourned at 2:53 p.m.

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

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