

May 9, 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 was Bob Rumsey.

(2)

B. Smiley provided updates from the Fair Board and Public Works/Kalispel Tribe/Local Programs meetings. R. Rosencrantz gave a report from Northeast Tri County Health District (NETCHD). J. Gentle reported on a site visit to POC's newly-acquired Newport Lake State Park and the Aging & Long Term Care of Eastern Washington (ALTCEW) meeting. B. Smiley reported on a site visit to a requested road vacation. J. Gentle gave an update from the Public Works BBQ and the county website committee meeting. C. Zieske reported from the Washington Association of County Commissioners/Council Clerks (WACCC) conference.

(3)

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 May 2, 2022 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 05/06/22):	\$8,520.98
Investment Earnings (through April 30):	\$5,209.03

(4)

Motion was made by R. Rosencrantz to approve the Establishing Signing Authority For Counseling Services Investment Funds resolution. Motion was seconded by B. Smiley. Motion carried unanimously.

Establishing Signing Authority For Counseling Services Investment Funds
RESOLUTION NO. 2022-60, COMMISSIONERS' RECORDING

(5)

J. Gentle was excused to participate in the virtual Washington State Association of Counties (WSAC) Virtual Assembly, and the Board recessed for lunch at 11:46 a.m.

(6)

The meeting resumed at 1:16 p.m.

(7)

Associate Professor and County Extension Director Mike Jensen was present for a WSU Extension discussion. Present via Zoom were 4-H Youth Development/Master Gardeners Volunteer Coordinator Beverly Sarles, Emergency Management Deputy Director JoAnn Boggs, Undersheriff Geoff Rusho, Assistant Director of Extension Mike Gaffney, Director of County Operations/Pierce County Extension Director Jim Kropf, and B. Rumsey. Discussed was office space. Joining the

update in progress via Zoom was Tracy Morgan Kalispel Tribal Extension. Also discussed were the demonstration garden, SNAP-Ed program, and Community Mitigation Assistance Team (CMAT).

(8)

Human Resources Manager Terra Sirevog was present for an update. Present via Zoom were J. Boggs, G. Rusho, and B. Rumsey. Discussed was a proposed sign-on bonus for dispatch. Joining the update in progress via Zoom were Commissioner Programs/HR Assistant Christine Rahoun and Sheriff Glenn Blakeslee.

Motion was made by R. Rosencrantz to approve Charles Doyal as a Designated Crisis Responder (DCR) for Pend Oreille County. Motion was seconded by B. Smiley. Motion carried unanimously. Also discussed were the possibility of Parks Director duties being added to the Forester job description and the status of the Counseling Services Director hiring process.

Motion was made by B. Smiley to approve the Amendment To County Policy Regarding Sign-On Bonus resolution. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Amendment To County Policy Regarding Sign-On Bonus
RESOLUTION NO. 2022-61, COMMISSIONERS' RECORDING

Motion was made by R. Rosencrantz to approve the Payroll Change Notice, effective May 13, 2022, for Kevin Wiklund in Public Works. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:
Public Works-Roads-
Kevin Wiklund, Foreman, Resignation, Effective 5/13/2022

Other topics of discussion were a proposed Grant Writer position, Surveyor job description, and an update from the Labor Relations Institute conference.

(9)

J. Gentle provided an update from the WSAC Virtual Assembly. Present via Zoom was B. Rumsey.

(10)

Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Present via Zoom was B. Rumsey. Discussed were upcoming agreements/contracts.

(11)

The Board held a discussion on winter road maintenance, possible solutions, and reviewed a draft ordinance presented by R. Rosencrantz.

(12)

Public Comment –Norm Smith and B. Rumsey were present via Zoom for comment but did not provide comment.

(13)

Meeting continued to May 10.

May 10, 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, Treasurer Nicole Dice, Public Works Acting Director George Luft, Road District Manager Kevin Thomas, T. Sirevog, C. Rahoun, G. Blakeslee, and present via Zoom were Financial Manager Jill Shacklett, Auditor Marianne Nichols, 911 Coordinator Steve West, County Clerk Tammie Ownbey, ITS Director Shane Flowers, Weed Control Coordinator Sharon Sorby, Counseling Services Acting Administrator Kris Martin, and J. Boggs. A roundtable discussion was held.

(14)

G. Blakeslee remained to provide an update on the National Sheriff's Institute training he completed at the FBI facility in Quantico, VA., sponsored by U.S. Department of Justice in collaboration with Major County Sheriffs of America, International Association of Chiefs of Police, and the National Association of Counties.

(15)

G. Luft was present for a Public Works update. Also in attendance were Fleet Manager Brian Eglund and Forester Ryder Bricker, and present via Zoom was Receptionist/Administrative Assistant Tiffany Hansen. G. Luft requested to hire temporary workers. Motion was made by B. Smiley to approve the Road Department's request to advertise and hire six summer temporary positions. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

A second touch was made by B. Eglund to purchase a used chip spreader from Chelan County. G. Luft announced an upcoming meeting for Usk and Ione Bridges rehabilitation negotiations for scope and fees and also reported on a site visit to Cordes Road for a possible gate closure. The proposed ordinance, "Regarding emergency funds for road repairs, snowplowing, ice removal, and sanding of roads," was presented by R. Rosencrantz and reviewed by the group. The proposed ordinance will be more fully discussed at the May 24 PW update, in which J. Shacklett, M. Nichols, and D. Hunt will be invited to participate.

G. Luft proposed a Road Maintenance Summit where an overall policy for the road department can be developed, and the Board was in full support of participating in it. A first touch was provided on a potential interlocal agreement with the City of Newport for equipment and personnel. T. Sirevog joined the update in progress via Zoom. Discussion on compensation for Parks Director duties was held, and T. Sirevog joined the meeting in person. Trash collection at Sweet Creek was reviewed and an immediate plan for removal was determined.

(16)

The Board recessed for lunch at 12:04 p.m., and J. Gentle was excused for the afternoon to travel to a WSAC meeting in Olympia.

(17)

The meeting resumed at 1:15 p.m.

(18)

The Board reviewed Payroll Change Notices, reflecting the new salary table adjustments and reclassification of Mental Health master's level staff approved by the Board on May 3, 2022. Motion was made by B. Smiley to approve the Payroll Change Notices for Jennifer Stout, Charles Doyal,

Theresa Allen, Andrielle Flavel, and Erika Day. Motion was seconded by R. Rosencrantz. Motion carried unanimously. Joining the meeting in progress via Zoom was J. Boggs.

Payroll Change Notice:

Counseling-

Jennifer Stout-Willett, Clinical Director, Step 1, \$6,173.27/mo., to Step 1, \$7,104.03/mo., Effective 5/1/2022
Charles Doyal, Crisis Service Manager, Step 2, \$6,173.27/mo., to Step 2, \$6,570.51, Effective 5/1/2022
Theresa Allen, Clinical Supervisor, Step 5, \$6,487.02/mo., to Step 5, \$7,621.17/mo., Effective 5/1/2022
Andrielle Flavel, Mental Health Professional-Registered, \$25.68/hr., to MHP, \$30.58/hr., Effective 5/1/2022
Erika Day, DCR-Daytime, Step 1, \$4,883.35/mo., to Step 1, \$5,267.28/mo., Effective 5/1/2022

(19)

ITS Director Shane Flowers was present for an update. Also present were GIS Manager Josh Shelton and GIS Analyst César Stoddard, and present via Zoom was J. Boggs. C. Stoddard and J. Shelton demonstrated the county's newly launched on-line driveway approach application and reported on their presentation at Newport High School's GIS class this morning. J. Shelton described their Enterprise migration project, then he and C. Stoddard left the update.

Motion was made by B. Smiley to issue a purchase order to Foxit for 75 licenses of Foxit 11 Pro PDF Editor and the software assurance licenses for upgrades in the amount of \$12,883.50, plus tax. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Motion was made by B. Smiley to issue a purchase order to Cerium for the VNXE SAN hardware and software support, in the amount of \$11,942.39, including tax. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Topics of discussion included waiting for docks for laptops, desktops being deployed, electronic timesheets, the public kiosk nearing completion, and security cameras.

(20)

Tri County Economic Development District (TEDD) Executive Director Jeff Koffel was present for an update. Also present was Regional Marketing & Tourism Developer Shelly Stevens. Updates were provided on the Regional Transportation Plan (RTP), Destination and Visitor survey, Regional Broadband Plan, Northeast Washington Veteran Resources Guide, Washington State Tourism Alliance (WTA), draft Northeast Washington Trail Strategy prepared by the Northeast Washington Sustainable Tourism and Recreation Team (NEWSTART), trails app, and Visit Northeast Washington's www.itsreal.life website. R. Rosencrantz updated J. Koffel on progress being made in addressing the needs of the Usk Bridge. R. Rosencrantz mentioned the \$10,000,000 from the Infrastructure Investment and Jobs Act [HR 3684] that TEDD has promised to POC, which will be TEDD's initial allocation of these funds. J. Koffel replied that TEDD has not received these funds but acknowledged the obligation to POC.

(21)

Correspondence Received:

- 5.9 Newport Creative District Steering Committee-Invitation re: Meet & Greet with Annette Roth, Community Development Manager for ArtsWA
- 5.10 Citizens for a Patriotic Fourth- Letter re: Request for Donations for Fireworks Display, Metaline
- 5.11 DNR/K. McNamee-Letter re: SEPA Lead Agency & Mitigated Determination of Nonsignificance, Retained (Q Muddy Basin Timber Sale)
- 5.12 Counseling Services-Letter of Support for Counseling Services Director
- 5.13 POC Weed Board-5.11.22 Agenda & 4.13.22 Minutes
- 5.14 R. Holmes-cc: Letter to POC Treasurer re: Demand for proof of Robert Eugene Holmes being liable for Property Tax to Pend Oreille County and the State of Washington

(22)

Correspondence Sent:

- B. Van de Veer-Sympathy Card

(23)

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	\$ 355,869.41
Counseling Services	\$ 94,952.70
Crime Victims Compensation	\$ 331.11
Fair	\$ 7,252.82
Park	\$ 12,551.93
Road	\$ 80,861.28
Veterans Assistance	\$ 843.85
Timber Sales	\$ 1,837.11
Auditor’s O&M	\$ 19,965.43
Emergency 911 Communications	\$ 31,959.19
Public Facilities	\$ 3,996.61
Mental Health Tax	\$ 332.35
Solid Waste	\$ 21,878.69
Risk Management	\$ 1,160.50
Equipment R&R	\$ 64,310.08
IT Services	\$ 54,183.03
Sheriff’s Trust	<u>\$ 264.00</u>
TOTAL	\$ 752,550.09

Checks 203098 through 203193 totaling \$193,117.00, dated May 9, 2022.

Checks 203096 through 203097 totaling \$3,054.58 and Electronic Funds Transfers 40134 through 40338 totaling \$314,284.38, and Checks 203082 through 203095 totaling \$3,872.03, and Electronic Funds Transfers 40085 through 40133 totaling \$50,806.42, and Checks 203236 through 203282 totaling \$90,037.50, and Electronic Funds Transfers 40341 through 40350 totaling \$228,951.41, dated May 10, 2022. Includes Jr. Taxing Districts.

(24)
Meeting adjourned at 4:14 p.m.

APPROVED: _____
Chair of the Board

ATTEST: _____
Clerk of the Board