

June 13, 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. C. Zieske offered the invocation and led the flag salute.

(1) J. Gentle mentioned the No Wake restriction on Pend Oreille River. R. Rosencrantz gave an update from Metaline Town Council. B. Smiley reported on the Fair Board meeting and Washington State Association of Counties (WSAC) Timber Caucus Timber Training 101. C. Zieske gave a report on Northwest Clerks Institute.

(2) The Board held a discussion on American Rescue Plan Act funds. Present were Auditor Marianne Nichols, Financial Manager Jill Shacklett, Treasurer Nicole Dice, Sheriff Glenn Blakeslee, and via Zoom was Desktop Support Specialist Tech 1 Anthony Manez. Motion was made by B. Smiley to approve the request to complete the suspended capital project of the Sheriff's evidence building, up to \$75,000. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(3) Motion was made by B. Smiley to approve the resolution, In The Matter Of A Local Declaration Of Emergency Due To Heavy Water Runoff Resulting In Flooding Conditions In Pend Oreille County. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

In The Matter Of A Local Declaration Of Emergency Due To Heavy Water Runoff  
Resulting In Flooding Conditions In Pend Oreille County  
*RESOLUTION NO. 2022-67, COMMISSIONERS' RECORDING*

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

(5) The meeting resumed at 1:15 p.m.

(6) J. Gentle provided a report from WSAC Virtual Assembly.

(7) Community Development Director Greg Snow was present via Zoom for an update. Topics included interlocal agreements, land use and building permit applications, commerce grant, and Comprehensive Plan update.

(8) Human Resources Manager Terra Sirevog was present for an update. Also present were M. Nichols and J. Shacklett, and via Zoom was Commissioner Programs/HR Assistant Christine Rahoun.

Motion was made by R. Rosencrantz to approve the Payroll Change Notice for Michelle DeNunement, moved from Receptionist to Criminal Justice Peer, from Step 3, \$2,952.90 to Step 3, \$3,576.83, commencing June 16, 2022. Motion was seconded by B. Smiley. Motion carried unanimously.

Motion was made by R. Rosencrantz to approve, with the effective date of July 5, 2022, for Linda Darcy moving from Office Manager/Risk Manager to Counseling Services Receptionist, from a salary of \$4,470.14, Step 1, to \$2,952.90, Step 3. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

Counseling Services-

Michele DeNune-Dement, Promotion, Receptionist, Step 3, \$2,952.90 to Criminal Justice Peer, Step 3, \$3,576.83

Linda Darcy, Transfer, Office Manager/Risk Manager, Step 1, \$4,470.14/mo., to Counseling Services Receptionist, Step 3, \$2,952.90/mo., Effective 7/5/2022

An update was provided on the HR Manager interview process, negotiations, and staffing.

(9) Consent Agenda - Motion was made by R. Rosencrantz to approve the Consent Agenda, as prepared, for June 13, 2022. Motion was seconded by B. Smiley. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's June 6, 2022 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 6/10/22): \$5,942.47

Payroll Change Notice:

Sheriff-Jail-

Allysa Deal, Step 4, \$3,788.99/mo., Longevity \$25.00/mo., Effective 7/1/2022

Sheriff-Patrol-

Mason Murray, Step 4, \$5,239.68/mo., Longevity \$25.00/mo., Effective 7/1/2022

County Clerk-

Diane Ruybal, Step 3, \$3,324.88/mo., Effective 8/1/2022

Counseling Services-

Carla Shirley, Step 5, \$4,061.37/mo., Effective 8/1/2022

Public Works-Solid Waste-

Lane O. Thompson, Step 5, \$4,316.63/mo., Effective 8/1/2022

Public Works-ER&R-

Adam Kakuk, Mechanic, Resignation, Effective 6/2/2022

Request to Hire: Counseling Services Receptionist

In The Matter Of Executing An Interagency Agreement Between Pend Oreille County And The Washington State Department Of Agriculture-Noxious Weed Control Board Contract #K3879

*RESOLUTION NO. 2022-68, COMMISSIONERS' RECORDING*

In The Matter Of Executing An Agreement Between Pend Oreille County And The Washington State Department of Ecology-Weed Board #WQAIP-2023-PeOCWB-00060

*RESOLUTION NO. 2022-69, COMMISSIONERS' RECORDING*

(10) J. Gentle was excused from 3:57 p.m. to 4:07 p.m. to attend Law Enforcement Officers' and Fire Fighters' Retirement Plan-1 meeting.

(11) Public Comment –No members of the public were present for comment.

(12) Meeting continued to June 14.

  
Chair

  
Vice Chair

  
Member

June 14, 2022

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

(13) Public Works Acting Director George Luft was present for an update. Also in attendance were Assistant Public Works Director Kyel Newberry, Road District Manager Kevin Thomas, Fleet Manager Brian Egland, and via Zoom were Solid Waste Coordinator Amanda Griesemer and Fleet Accountant Teresa Deal.

Motion was made by B. Smiley to advertise for sealed bids to provide fuel for 2022 through 2024. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

T. Sirevog joined the meeting in progress. G. Luft requested to advertise for an Engineering Department Manager. Motion was made by R. Rosencrantz to allow the Road Department to advertise for the position of Engineering Department Manager. Motion was seconded by B. Smiley. Motion carried unanimously.

G. Luft requested permission to advertise and hire an Office Manager/Accountant position, removing the Risk Manager duties. The Board was in full support, and T. Sirevog will revise the job description. Other topics included flooding conditions, Solid Waste backhoe, property encroachment, District 3 alarm, Hedrick Subdivision, and Mountain Meadow Dam. G. Luft requested a one-day/week telecommuting option for A. Griesemer, and the Board was in support.

(14) The Board met in executive session to conduct an interview pursuant to RCW 42.30.110(1)(g) for 90 minutes, from 10:30 a.m. to 12:00 p.m. Present was T. Sirevog. Jennifer Stout joined the interview at 10:36 a.m. and left at 11:35 a.m.

(15) The Board recessed for lunch at 12:00 p.m.

(16) The meeting resumed at 1:15 p.m.

(17) Motion was made by B. Smiley to approve the Payroll Change Notice for Deana Phillips. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Payroll Change Notice:

Treasurer-

Deana "Nichole" Phillips, Promotion, Deputy III Accountant/Revenue Specialist,  
Step 3, \$3,569.85/mo., to Treasury Manager, Step 1, \$4,578.40/mo., Effective  
6/16/2022

(18) ITS Director Shane Flowers was present for an update. Present via Zoom was M. Nichols. S. Flowers reviewed the Requests for Proposals received for security cameras. Five proposals were received:

- Securitas Electronic Security, Inc.
- Ednetics
- Hypertec Direct USA
- GHA Technologies, Inc. (Proposal 1)
- GHA Technologies, Inc. (Proposal 2)

One proposal, Day Wireless Systems, was received after the deadline and rejected.

(19) The Board met in executive session to conduct an interview pursuant to RCW 42.30.110(1)(g) for 90 minutes, from 2:30 p.m. to 4:00 p.m. Present was T. Sirevog. Nicole Vangrimbergen joined the interview at 2:38 p.m. and left at 3:55 p.m.

(20) Convergence WA Director of Media Relations Sonya Scauflaire was present via Zoom for a Broadband Action Team update. Joining the update in progress was G. Blakeslee.

(21) Motion was made by R. Rosencrantz to approve the job description and advertise and hire for the Public Works Cost Accountant position, at Steps 1-3. Motion was seconded by B. Smiley. Motion carried unanimously.

(22)

Correspondence Received:

- 6.5 Office of Financial Management-Letter re: Preliminary Population Estimates
- 6.6 WSLCB-Notification of Liquor License Renewal: Store 'N More, 5682 Hwy 211, Newport, Grocery Store-Beer/Wine
- 6.7 WSLCB-Notification of Marijuana License Renewal: Green Mountain Cannabis, 576 Regal Rd., Ste. 2, Elk, Marijuana Producer Tier 1; and BBB Farms, 161 Kirkpatrick Rd., Elk, Non-Retail Privileges, Marijuana Processor
- 6.8 POC Park & Recreation Board-6.15.222 Agenda & 5.18.22 Minutes

(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	\$ 434,400.68
Counseling Services	\$ 88,287.89
Crime Victims Compensation	\$ 330.97
Fair	\$ 3,454.92
Park	\$ 19,050.18
Road	\$ 214,626.64
Timber Sales	\$ 2,366.47
Trial Court Improvement	\$ 2,822.16
Emergency 911 Communications	\$ 9,863.70
Public Facilities	\$ 3,997.72
Mental Health Tax	\$ 740.37
Solid Waste	\$ 76,953.42
Risk Management	\$ 461.59
Equipment R&R	\$ 80,258.55
IT Services	\$ 31,872.18
Sheriff's Trust	\$ 927.25
Sales/Excise Tax	<u>\$ 1,995.96</u>
TOTAL	\$ 972,410.65

Checks 203736 through 203781 totaling \$92,618.51 and Electronic Funds Transfers 40838 through 40847 totaling \$243,899.42, and Checks 203734 through 203735 totaling \$3,332.49, and Electronic


  
Chair

   
Vice Chair Member

Funds Transfers 40628 through 40837 totaling \$334,921.82, and Checks 203720 through 203733 totaling \$4,274.90, and Electronic Funds Transfers 40570 through 40627 totaling \$57,341.61, dated June 10, 2022. Includes Jr. Taxing Districts.

Checks 203782 through 203870 totaling \$378,813.80 and Electronic Funds Transfers 40848 through 40850 totaling \$3,903.96, dated June 13, 2022.

(24) Meeting adjourned at 4:16 p.m.

APPROVED:   
Chair of the Board

ATTEST:   
Clerk of the Board