

July 4, 2022

There was no meeting, due to Independence Day.

July 5, 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) Consent Agenda - Motion was made by R. Rosencrantz to approve the Consent Agenda, as prepared for July 5, 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 27, 2022 meeting and the following items:

Washington Association Of Sheriffs And Police Chiefs Interagency Agreement –
Registered Sex Offender Address Verification Program
RESOLUTION NO. 2022-76, COMMISSIONERS' RECORDING

Approval of Sealcoat Bid from City View Seal Coating, LLC, for \$5,233.00

Approval of ADA Doors Bid for Garden Avenue Buildings from Advantage Doors USA for \$19,015.05

Advertise for sealed bids for the purchase of approximately 2,000 cubic yards of winter maintenance sand and set the bid opening for 7/26/2022 at 11:30 am.

Advertise for sealed quotes to provide 300 tons of winter road salt and set the quote opening for 7/26/2022 at 11:45 am

(2) The Board held a discussion on a proposed road ordinance. Present were Auditor Marianne Nichols, Financial Manager Jill Shacklett, and Public Works Acting Director George Luft. R. Rosencrantz presented a draft ordinance. J. Gentle read into the record the action section of the ordinance. The group held extensive discussion on the proposal, agreeing that roads were a priority. There was no majority support on moving forward with an ordinance, but consensus was to address road funding during budget season.

(3) Community Development Director Greg Snow was present via Zoom for an update. Topics of discussion were staffing and Shoreline Master Program. Motion was made by B. Smiley to approve the Grant Agreement SEASMP-2123-PeOrCo-00152 with Department of Ecology for the upcoming Shoreline Master Program update and allow the Chair to sign via DocuSign. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Department of Ecology Agreement No. SEASMP-2123-PeOrCo-00152 Shorelands Shoreline Master Program Agreement Between The State of Washington Department of Ecology and Pend Oreille County Community Development
AGREEMENT NO. 2022-35, COMMISSIONERS' RECORDING


Chair


Vice Chair


Member

Also discussed were the status of the Comprehensive Plan and land use and building permit applications.

(4) G. Luft was present for a Public Works update. Also in attendance were Road District Manager Kevin Thomas, Fleet Manager Brian Eglund, Fleet Accountant Teresa Deal, and present via Zoom was Solid Waste Coordinator Amanda Griesemer.

Adding the duties of Risk Manager to T. Deal was discussed, with knowledge that her scheduled step increase is approaching. Motion was made by R. Rosencrantz to approve the job description and salary structure from Fleet Accountant to Fleet Accountant/Risk Manager, at Step 2, effective July 1, 2022. Motion was seconded by B. Smiley. Motion carried unanimously.

Motion was made by R. Rosencrantz to approve the Payroll Change Notice dated June 28, 2022 for Teresa Deal going from \$3,849.30/mo. to \$4,453.71/mo. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

Public Works-ER&R-

Teresa Deal, Promotion, Fleet Accountant, Step 4, \$3,849.30/mo., to Fleet Accountant/Risk Manager, Step 2, \$4,453.71/mo., Effective 7/1/2022

Motion was made by B. Smiley to designate Kyel Newberry as secondary signatory for Public Works vouchers and time cards in the absence of the Public Works Acting Director. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Topics of discussion were renewal of crime policy, purchase request for a truck wing, and loan of stacker belt for sand operations from Bonner County. A first touch request was made to have office closure during the lunch hour.

A. Griesemer provided updates on paint collection at the transfer stations and Washington State Patrol providing education on securing loads.


Motion was made by B. Smiley to approve the purchase from state contract one truck wing from OSW Equipment & Repair for the cost of \$23,416.99, including sales tax. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(5) The Board recessed for lunch at 11:55 a.m.

(6) The meeting resumed at 1:10 p.m.

(7) The Board met in executive session to evaluate the qualifications of candidates for public employment pursuant to RCW 42.30.110(1)(g) for 15 minutes, from 1:15 p.m. to 1:30 p.m.

(8) The Board held a discussion on hiring the Counseling Services Director. Present via Zoom were Clinical Director Jennifer Stout, Behavioral Health/Criminal Justice Program Administrator Nicole Vangrimbergen, and Clinical Supervisor Theresa Allen. R. Rosencrantz provided an overview of the interview and hiring process for the position and stated that the job offer will be subject to references and background checks.


Chair


Vice Chair


Member

Motion was made by R. Rosencrantz to approve the hiring of Nicole Vangrimbergen as Counseling Services Director, with an Employee Agreement and effective date to be determined, subject to verification of references and background check. Motion was seconded by B. Smiley. Motion carried unanimously.

(9) The Board met in executive session to conduct an interview pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 2:00 p.m. to 3:00 p.m. Present were Kristina Beal, J. Shacklett, and C. Zieske. K. Beal left the meeting at 2:48 p.m.

(10) The Board met in executive session to conduct an interview pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 2:00 p.m. to 3:00 p.m. Present were Vicki Koehler, J. Shacklett, and C. Zieske. V. Koehler left the meeting at 2:36 p.m.

(11) Motion was made by R. Rosencrantz to approve an increase of \$5.00/hour for Christine Rahoun from 6/29/2022-7/15/2022, while she temporarily assumes Human Resources Manager duties, and approve the Payroll Change Notice. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

Commissioner Programs/HR Assistant/Civil Service-

Christine Rahoun, From \$23.43/hr. to \$28.43, (*"Out of Class" Fill-in for HR Manager*), Effective 6/29/2022

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

(13) Meeting continued to July 7.

July 7, 2022

The meeting resumed at 8:45 a.m. with J. Gentle, R. Rosencrantz, B. Smiley, and C. Zieske present.

(14) R. Rosencrantz provided a report from the Newport City Council meeting.

(15) The Board met in executive session to conduct an interview pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 9:00 a.m. to 10:00 a.m. Present were Tom Ling, M. Nichols, and C. Zieske. T. Ling left the meeting at 9:38 a.m.

(16) The Board met in executive session to conduct an interview pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 10:00 a.m. to 11:00 a.m. Present via Zoom was Kalyn Frankson, and in-person were M. Nichols, and C. Zieske. K. Frankson left the Zoom meeting at 10:49 a.m. The Board requested an additional 10 minutes, until 11:10 a.m.

(17) Correspondence Received:

7.1 POC Fair & Rodeo Association Board-7.5.2022 Agenda & 6.7.2022 Minutes

7.2 C. VanValkenburg-2022 2nd Quarter Caseload Report

(18) 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:


Chair


Vice Chair


Member

	<u>Salary and Claim</u>
Current Expense	\$ 347,222.62
Counseling Services	\$ 91,336.70
Fair	\$ 3,214.21
Park	\$ 122.20
Road	\$ 127,589.49
Veterans Assistance	\$ 2,434.54
Auditor's O&M	\$ 4,680.14
Low Income Housing/2060	\$ 772.09
Homeless Program/2163	\$ 1,363.22
Public Facilities	\$ 2,219.73
American Rescue Plan Act	\$ 941.43
Capital Projects	\$ 588.08
Solid Waste	\$ 16,359.81
Risk Management	\$ 700.00
Equipment R&R	\$ 27,926.11
Sheriff's Trust	\$ 336.00
Sales/Excise Tax	<u>\$ 505.09</u>
TOTAL	<u>\$ 628,311.46</u>

Checks 204362 through 204409 totaling \$627,806.37 and Electronic Funds Transfer 41075 totaling \$505.09, dated July 5, 2022.

(19) Meeting adjourned at 11:21 a.m.

APPROVED: _____

Chair of the Board

ATTEST: _____

Clerk of the Board


Chair


Vice Chair


Member