

August 8, 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) R. Rosencrantz reported on a Public Works/Tri-County Economic Development District meeting regarding funding. B. Smiley provided reports from the Fair Board meeting and his testimony before Washington Department of Fish and Wildlife on the apparent increasing cougar population in Pend Oreille County. J. Gentle gave an update from Aging & Long Term Care of Eastern Washington (ALTCEW) meeting, Canvassing Board training, and the Legislative Steering Committee Environment & Land Use Workshop.

(2) Financial Manager Jill Shacklett was present to provide financial information regarding budget and payroll.

(3) The Board met in executive session to evaluate the qualifications of an applicant for public employment pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 10:30 a.m. to 11:30 a.m. Aside from the candidate, the following were present: ITS Director Shane Flowers, J. Shacklett, and C. Zieske.

(4) The Board met in executive session regarding pending or potential litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes, from 11:30 a.m. to 12:00 p.m. Present via Zoom were Prosecuting Attorney Dolly Hunt and Sheriff Glenn Blakeslee.

(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 12:01 p.m.

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

(7) J. Gentle provided an update from the WSAC Virtual Assembly.

(8) Consent Agenda - Motion was made by B. Smiley to approve the Consent Agenda, removing the three Professional Services Agreements for Noxious Weed Control, and with the addition of the signing authority for Counseling Services Director resolution and ER&R Rate Resolution. Motion was seconded by R. Rosencrantz. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's August 1, 2022 meeting and the following items:

Investment Earnings (through July 31): \$28,136.79

Payroll Change Notice:

Auditor's Office-

Jolene Maser, Mail Clerk, Part-Time, \$16.64/hr., Effective 8/4/2022

Public Works-Roads-

Nick Osterhout, Temporary Road Dept. Tech., Resigned (*End of Temporary Summer Work*), Effective 7/28/2022


Chair


Vice Chair


Member

Counseling Services-

Amanda Mazzi-Heim, RNP Case Manager, Resignation, Effective 8/1/2022
Lynda Taylor, Receptionist, Resignation, Effective 8/19/2022

Request to Advertise & Hire at Step 1-3 DOE: Counseling Services Receptionist

Equipment Rental And Revolving Fund Vehicle Equipment Rates 2023
RESOLUTION NO. 2022-82, COMMISSIONERS' RECORDING

Establishing Signing Authority For Counseling Services Policies & Procedures
(*Rescinding R-2014-9*)
RESOLUTION NO. 2022-83, COMMISSIONERS' RECORDING

Washington State Military Department Homeland Security Grant Program Agreement-Grant
E23-053
AGREEMENT NO. 2022-41, COMMISSIONERS' RECORDING

Interagency Agreement IAA23051 Between Washington State Administrative Office of the
Courts and Pend Oreille Court for the Support of the CASA/Volunteer Guardian Ad Litem
Program
AGREEMENT NO. 2022-42, COMMISSIONERS' RECORDING

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. 2022-36, COMMISSIONERS' RECORDING (Correction to 7/5/2022
minutes which numbered agreement as A-2022-35)*

Washington State Department of Commerce Grant Agreement with POC Prosecuting
Attorney through Office of Crime Victims Advocacy Community Services and Housing
Division for SFY 2023 Victim/Witness Assistance Grant
*GRANT NO. 2022-07, COMMISSIONERS' RECORDING (Correction to 7/26/2022 minutes
which labeled this as Contract C-2022-07)*

(9) Motion was made by B. Smiley to approve the revised Grant Writer job description. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(10) Motion was made by B. Smiley to approve the Interagency Agreement IAA22484 Between Washington State Administrative Office Of The Courts And Pend Oreille County District Court. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Interagency Agreement IAA22484 Between Washington State Administrative Office Of The
Courts And Pend Oreille County District Court
AGREEMENT NO. 2022-43, COMMISSIONERS' RECORDING

(11) Proposal Opening-Treatment Sales Tax. Present via Zoom were Counseling Services Director Nicole Vangrimbergen and Bob Rumsey. No proposals were received. No comments were received. The hearing was closed.


Chair

 
Vice Chair Member

(12) The Board met in executive session to evaluate the qualifications of an applicant for public employment pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 2:00 p.m. to 3:00 p.m. Aside from the candidate, the following were present: S. Flowers, J. Shacklett, and C. Zieske.

(13) The Board met in executive session to evaluate the qualifications of an applicant for public employment pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 3:00 p.m. to 4:00 p.m. Aside from the candidate, the following were present: S. Flowers, J. Shacklett, and C. Zieske.

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

(15) Motion was made by B. Smiley to approve the hiring of Stacy Carter as Grant Writer, at Step 2, pending reference checks and successful pre-employment requirements, with an effective date to be determined. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(16) The Board met in closed session regarding collective bargaining, pursuant to RCW42.30.140(4)(b) for 10 minutes, from 4:23 p.m. to 4:33 p.m. Present were J. Shacklett and C. Zieske. An additional 5 minutes was requested until 4:38 p.m.

(17) Meeting continued to August 9.

August 9, 2022

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

(18) Public Works Acting Director George Luft was present for an update. Also in attendance were Road District Manager Kevin Thomas, Fleet Manager Brian Eglund, Forester Ryder Bricker, and present via Zoom were Transportation Technical Specialist Ryan Rogers, Cost Accountant Tiffany Hansen, Fleet Accountant/Risk Manager Teresa Deal, and Union Representative Scott Davies.

R. Bricker provided an update on county lands and parks, then left the meeting.

a) G. Luft presented a Local Agency Agreement for approval. Motion was made by B. Smiley to approve the Local Agency Agreement and Project Prospectus for 2023 Ione and Usk Bridge Inspection and allow the Chair to sign. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

*WSDOT Local Agency Agreement 2023 Ione and Usk Bridge Inspection
AGREEMENT NO. 2022-44, COMMISSIONERS' RECORDING*

b) Motion was made by R. Rosencrantz to approve the Road Department's request to pay Versatile Industries for \$37,458.23 for work performed during the Cedar Creek emergency event. Motion was seconded by B. Smiley. Motion carried unanimously.

*Pend Oreille County Emergency Purchase Justification-Cedar Creek; Versatile
Industries, Inc.*

c) Motion was made by B. Smiley to authorize George Luft, Acting Public Works Director, signatory rights to sign all documents pertaining to the operations of the Public Works Department and sign the resolution. Motion was seconded by R. Rosencrantz. Motion carried unanimously.


Chair


Vice Chair


Member

Signatory Authority On Federal Reimbursement Requests And Road Department Items
RESOLUTION NO. 2022-84, COMMISSIONERS' RECORDING

d) Other topics were sand production, mechanics pay, Road District Manager training on equipment, request to reject salt bids and not use salt for winter 2022-2023, and potential dump trailer purchase.

e) Motion was made by R. Rosencrantz to approve the Road Department's request to increase Reece Dobson to a Step 2 (6% increase) after successful completion of a one-year period as Foreman, to include the time served as temporary Foreman, which began on September 1, 2021. Motion was seconded by B. Smiley. Motion carried unanimously.

(19) The Board held a staffing workshop. Present were Auditor Marianne Nichols, Commissioner Programs/HR Assistant Alicia Pereyda, Emergency Management Deputy Director JoAnn Boggs, 911 Coordinator Steve West, Counseling Services Director Nicole Vangrimbergen, G. Blakeslee, J. Shacklett, S. Flowers, and via Zoom were Community Development Director Greg Snow, Weed Control Coordinator Sharon Sorby, and Treasurer Nicole Dice. A roundtable discussion was held.

(20) The Board recessed for lunch at 11:58 a.m.

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

(22) ALTCEW Executive Director Lynn Kimball was present for an update.

(23) S. Flowers was present for an ITS update. Present via Zoom were GIS Manager Josh Shelton and GIS Analyst César Stoddard. C. Stoddard gave a presentation on his master's degree capstone project, Automated Import & Update of Permit Data, developed for POC Community Development.

S. Flowers provided an update on public records requests, training, and policy. GIS topics included GIS server and upgrading our ESRI version, a proposed new GIS Senior Analyst position, and J. Shelton assisting Stevens County GIS. Other items discussed were security camera installation, docks for laptops, electronic timesheets, server updates, 911 phone system, and firewall.

Motion was made by B. Smiley to approve the new job description and salary schedule for ITS's GIS Senior Analyst. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(24) The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 3:02 p.m. to 4:02 p.m. Present was C. Zieske from 3:02 p.m. to 3:24 p.m., and present was D. Hunt from 3:32 p.m. to 3:44 p.m.

(25) Correspondence Received:

8.8 POC Weed Board-8.10.22 Agenda & 7.13.22 & 6.8.22 Minutes

8.9 YES-Quarterly Report April-June 2022

(26) 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	\$ 30,951.96
Counseling Services	\$ 12,256.58
Fair	\$ 26,177.08
Law Library	\$ 74.32
Park	\$ 7,677.86
Road	\$133,855.13
Veterans Assistance	\$ 2,000.00
Timber Sales	\$ 46.02
Emergency 911 Communications	\$ 9,115.67
Solid Waste	\$ 959.98
Risk Management	\$ 6,095.34
Equipment R&R	\$397,345.81
IT Services	<u>\$ 18,250.28</u>
TOTAL	<u>\$644,806.03</u>

Checks 205019 through 205140 totaling \$644,806.03 dated August 8, 2022.

(27) Meeting adjourned at 4:11 p.m.

APPROVED:



Chair of the Board

ATTEST:

Crystal Zjeske
Clerk of the Board

