

September 19, 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. R. Rosencrantz offered the invocation and led the flag salute.

(1) R. Rosencrantz gave reports from Metaline Falls Town Council and Pend Oreille County Republicans meeting. B. Smiley gave updates from North Pend Oreille County Chamber, Metaline Town Council, Riverview Fire District, and local Washington Department of Fish and Wildlife meetings. J. Gentle reported from the Weed Board meeting.

(2) Public Works Acting Director George Luft was present for an update. Also in attendance were Road District Manager Kevin Thomas and District 1 Assistant Foreman Doug Ross, and via Zoom was Cost Accountant Tiffany Hansen. D. Ross provided updates on sand haul and striping, and described upcoming projects such as water drainage, washout work, and grading gravel roads. D. Ross left the update.

G. Luft informed the Board of a water main issue in Usk, and also proposed combining two positions, Public Works Receptionist and Transportation Specialist, with a job description to follow. He mentioned a discrepancy between the Transportation Technical Specialist and Engineering Tech pay. He provided updates on Mountain Meadow Dam meeting and site visit, Smackout Pass Bridge replacement project delay, LeClerc Road North Overlay project, and Ione/Usk Bundled Bridge Rehabilitation design.

(3) The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 15 minutes, from 10:45 a.m. to 11:00 a.m. Present was Forester Ryder Bricker. An additional 5 minutes was requested until 11:05 a.m.

(4) The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 55 minutes, from 11:05 a.m. to 12:00 p.m. Present was Prosecuting Attorney Dolly Hunt.

(5) The Board recessed for lunch at 12:01 p.m.

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

(7) Consent Agenda - Motion was made by R. Rosencrantz to approve the Consent Agenda, dated September 19, 2022. Motion was seconded by B. Smiley. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's September 12, 2022 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 9/16/22): \$49,141.22

Payroll Change Notice:

Public Works-ER&R-

Ron Moran, Mechanic Foreman, Step 3, \$29.83/hr. to Step 3, \$34.52/hr.,
Effective 10/1/2022

Justin Dunagan, Mechanic, Step 2, \$24.02/hr., to Step 2, \$28.09/hr., Effective 10/1/2022

(8) B. Smiley presented an invoice for payment from the Hotel/Motel Tax as follows: The Cutter Theatre, \$3,000.00. Motion was made by R. Rosencrantz to approve the award of \$3,000.00 to the Cutter Theatre as detailed in their September 16, 2022 letter, payable from Hotel/Motel Tax. Motion was seconded by B. Smiley. Motion carried unanimously.

(9) The Board held a 2023 Preliminary Budget Workshop. Present were Financial Manager Jill Shacklett, Treasurer Nicole Dice, and Commissioner Programs/HR Assistant Alicia Pereyda.

(10) The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 58 minutes, from 2:32 p.m. to 3:30 p.m. Human Resources Manager Kay Frankson joined the meeting from 2:44 p.m. to 2:49 p.m.

(11) Colville National Forest District Ranger Carin Vadala was present for a Forest Service update. Topics were wildfires, bids for recreation concessionaire, volunteer campground clean-up at Sullivan Lake, Kalispel Moon timber sale, Fire-wise grants, Good Neighbor Authority, Tacoma Creek grading, and upcoming site visit to USAF Survival School.

(12) Public Comment –Bob Rumsey was present but did not provide comment.

(13) Meeting continued to September 20.

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The meeting resumed at 9:30 a.m. with J. Gentle, R. Rosencrantz, B. Smiley, and C. Zieske present.

(14) The Board participated in Active Shooter training from 9:30 a.m. to 11:02 a.m.

(15) The Board recessed for lunch at 11:07 a.m.

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

(17) District Manager of Pend Oreille Conservation District Alex Case-Cohen was present for an update. Also present were Grant Writer Stacy Carter and via Zoom were Civil Deputy/Administrative Assistant Glennis Stott and Weed Control Coordinator Sharon Sorby. Topics included county/Conservation District shared employees, forester position, possible grant opportunities, Wildland Interface, and Metaline Bank Stabilization Project.

(18) 2023 Budget Review-Assessor. Present were Assessor Jim McCroskey and J. Shacklett.

(19) Motion was made by B. Smiley to terminate Kay Frankson's employment as HR Manager, as of September 19, 2022, with pay through September 30, 2022. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(20) Motion was made by R. Rosencrantz to approve the additional Payroll Change Notices, dated today, September 20, 2022. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

Sheriff-Corrections-

Levi Lee, Corrections Officer, Resignation, Effective 9/26/2022

Public Works-

Ryder Bricker, Forester/Land Manager/Parks Director, Resignation, Effective 9/22/2022

Human Resources-

Kay Frankson, Human Resources Manager, Discharge, Effective 9/19/2022

Auditor's Office-

Jill Shacklett, Step 5, \$6,223.81/mo., to \$7,036.31/mo., (Temporary increase due to assuming HR Manager duties and training), Effective 9/20/2022

Commissioners' Office-

Crystal Zieske, Step 1, \$4,470.14/mo., to \$5,282.88/mo., (Temporary increase due to assuming HR duties and training), Effective 9/20/2022

Human Resources-

Alicia Pereyda, Step 3, \$3,865.37/mo., to \$4,678.38/mo., (Temporary increase due to assuming HR duties), Effective 9/20/2022

Public Works-ER&R-

Teresa Deal, Fleet Accountant/Risk Manager, Longevity, \$75.00/mo., Effective 9/1/2022

Prosecutor's Office-

Lisa Arndt-Stigall, Legal Secretary, Step 4, \$3,783.89/mo., Effective 9/1/2022

(21) The Board met in executive session for an employee evaluation, pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 2:45 p.m. to 3:45 p.m. Present was G. Luft. An additional 15 minutes was requested until 4:00 p.m.

(22) Motion was made by R. Rosencrantz to approve the revised job description and advertise and hire a Human Resources Director at \$72,000.00-\$79,200.00 DOE. Motion was seconded by B. Smiley. Motion carried unanimously.

(23) Correspondence Received:

9.7 NETCHD-9.21.22 Agenda & 7.20.22 Minutes

9.8 WSAC Legislative Steering Committee Agenda 9.22.22

9.9 PO Conservation District-9.20.22 Agenda & 8.30.22 Special Meeting Minutes & 8.16.22 Minutes

9.10 POC Parks & Recreation-9.21.22 Agenda & 8.17.22 Minutes

9.11 PO EDC-9.21.22 Agenda & 8.17.22 Minutes

(24) 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	\$ 39,420.59
Counseling Services	\$ 5,219.91
Fair	\$ 7,659.45
Law Library	\$ 74.32
Park	\$ 4,074.45
Road	\$ 174,107.40

Treasurer's O&M	\$ 431.36
Growth Management	\$ 8,090.97
Homeless Program/2163	\$ 8,081.22
Capital Projects	\$ 34,093.87
Solid Waste	\$ 56,781.24
Risk Management	\$ 97.59
Equipment R&R	\$ 47,978.29
IT Services	\$ 37,004.88
Sheriff's Trust	\$ 270.00
Sales/Excise Tax	\$ 3,487.79
TOTAL	\$ 426,873.33

Checks 205945 through 206012 totaling \$420,664.27 and Electronic Funds Transfers 42373 through 42374 totaling \$6,209.06, dated September 19, 2022.

(25) Meeting adjourned at 4:42 p.m.

ATTEST:


Clerk of the Board - Acting

APPROVED:


Chair of the Board