

October 17, 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) B. Smiley and R. Rosencrantz reported from the Metaline Falls Town Council meeting and Public Works Winter Road Maintenance Forum. R. Rosencrantz gave an update from the Commissioners' Boundary Dam tour and meeting with Merkle Standard COO Monty Stahl. J. Gentle gave an update on the Weed Board.

(2) 2023 Budget Review-Auditor/Elections. Present were Auditor Marianne Nichols and Financial Manager Jill Shacklett.

(3) 2023 Budget Review-Capital Projects. Present were Facilities Maintenance Supervisor Ben Eggleston, Facilities Maintenance Tech II Klayten Baldwin, M. Nichols, and J. Shacklett.

(4) Consent Agenda - Motion was made by R. Rosencrantz to adopt the Consent Agenda, dated for today, October 17, 2022. Motion was seconded by B. Smiley. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's October 11, 2022 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 10/14/22): \$113,562.24

Payroll Change Notice:

District Court-

Kelly McGuire, Deputy Clerk, 4/5th-Time, Step 1, \$18.21/hr., Effective 11/1/2022

Public Works-

Tiffany Hansen, Cost Accountant, Resignation, Effective 10/26/2022

Counseling Services-

Angela Pavey, Behavioral Health Counselor, Longevity, \$170.00/mo., Effective 11/1/2022

Brittany Clizbe, WISE Care Coordinator, Longevity, \$35.00/mo., Effective 11/1/2022

Kelly Alliger, Business Administrative Asst. II, Step 4, \$3,919.15/mo., Effective 11/1/2022

Weed Control-

Sharon Sorby, Weed Control Coordinator, Discharge, Effective 10/12/2022

Prosecutor's Office-

Tricia Shanholtzer, Office Administrator/Legal Asst., Longevity, \$120.00/mo., Effective 11/1/2022

Sheriff-Patrol-

Michael Destito, Deputy, Longevity, \$60.00/mo., Effective 11/1/2022

R Christopher Thibodeau, Deputy, Step 5, \$5,450.81/mo., Effective 11/1/2022

Public Works-Roads-

Raymond Murray, Road Maintenance Technician, Step 2, \$24.02/hr., Effective 11/1/2022

Public Works-Buildings & Grounds-

John Nelson, Facility Maintenance Lead Technician, Step 3, \$3,833.84/mo., Effective 11/1/2022

Approval of Step 2 after Six-month Probationary Period for Designated Crisis Responder
Katie Parnell

Approval of Step 2 after Six-month Probationary Period for Mental Health Professional
Wendy Haley

(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 11:49 a.m.

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

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

(8) Motion was made by B. Smiley to send Jana Mueller a letter of appreciation for her service on the Parks & Recreation Advisory Board and accept her resignation as of September 28, 2022. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(9) Motion was made by R. Rosencrantz to sign a letter of appreciation to Angela Pavey at Counseling Services for her 20 years of service to POC and send her the letter dated today, October 17, 2022. Motion was seconded by B. Smiley. Motion carried unanimously.

(10) Motion was made by B. Smiley to approve sending a letter of appreciation to Tricia Shanholtzer for 15 years of service to POC. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(11) Motion was made by R. Rosencrantz to send a letter dated October 17, 2022 in appreciation to Michael Destito for 5 years of service to POC. Motion was seconded by B. Smiley. Motion carried unanimously.

(12) Motion was made by B. Smiley to approve sending the letter of appreciation to Brittany Clizbe for 5 years of service to POC. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(13) 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 1:30 p.m. to 2:30 p.m.

(14) 2023 Budget Review-District Court/Probation. Present were District Court Judge Robin McCroskey, Probation Officer Scott Cornwell, District Court Administrator/Judicial Assistant Rachel Johnson, M. Nichols, and J. Shacklett.

(15) Grant Writer Stacy Carter was present for an update. Discussed were grant research, legislation, and opportunities.

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

(17) Meeting continued to October 18.

October 18, 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, Commissioner Programs/HR Assistant Alicia Pereyda, Counseling Services Director Nicole Vangrimbergen, ITS Director Shane Flowers, Acting Weed Control Coordinator Loretta Nichols, Public Works Acting Director George Luft, M. Nichols, S. Carter, J. Shacklett, and present via Zoom were 911 Coordinator Steve West, Emergency Management Deputy Director JoAnn Boggs, and R. McCroskey. Treasurer Nicole Dice joined the meeting in progress.

The Board discussed their 2023 goals, and a roundtable discussion was held.

(18) J. Shacklett was present, at the Board's request, to discuss the 2023 budget.

Motion was made by R. Rosencrantz to increase the county's medical contribution by \$100.00 per month, per employee, as accounted for in the 2023 budget, for non-represented employees and elected officials, effective 1/1/2023. Motion was seconded by B. Smiley. Motion carried unanimously.

(19) G. Luft was present for an update. Also in attendance were Assistant Public Works Director Kyel Newberry, Road District Manager Kevin Thomas, Fleet Manager Brian Eglund, and Fleet Accountant/Risk Manager Teresa Deal, and present via Zoom was Cost Accountant Tiffany Hansen.

a) Motion was made by B. Smiley to approve the request to advertise and hire for the Public Works Cost Accountant, at Step 1-3 DOE. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

b) Motion was made by R. Rosencrantz to approve Public Works' request to schedule a Public Hearing on November 8, 10:30 a.m. to take comment on the recommendation to gate and close Cordes Road. Motion was seconded by B. Smiley. Motion carried unanimously.

c) Motion was made by R. Rosencrantz to approve Public Works' request for permission to have a Public Hearing on November 8, at 11:00 a.m. to dedicate County Land for the use of County Road Right-of-Way. Motion was seconded by B. Smiley. Motion carried unanimously.

d) Motion was made by B. Smiley to approve the Road Department's request to repeal Resolution 2022-66 and approve the resolution extending the Designation Of Don Ramsey As The Pend Oreille County Professional Engineer And George W Luft As The Acting County Engineer. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Extending The Designation Of Don Ramsey As The Pend Oreille County Professional Engineer And George W Luft As The Acting County Engineer
RESOLUTION NO. 2022-95, COMMISSIONERS' RECORDING

G. Luft provided updates on a landowner agreement for a Recreational Trails Program grant application and Turtle Bay Homeowner's Association dredging disposal request. B. Eglund provided a presentation on grader purchases. Other topics included Waterview Drive name change request and Greggs Road turn-around. A notice to proceed has been given for Smackout Pass Bridge replacement.

(20) Elizabeth Snell and Tom Hicks were present for a Veterans' Service Officer update. Topics included services, insurance, caregivers, and homeowner improvement grants.

(21) The Board recessed for lunch at 12:04 p.m.

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

(23) The Board met in executive session regarding pending litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes from 1:30 p.m. to 2:00 p.m. Present via Zoom were Prosecuting Attorney Dolly Hunt and Attorney Nathan Smith.

(24) 2023 Budget Review-Public Works. Present were G. Luft, M. Nichols, J. Shacklett, Facilities Maintenance Supervisor Ben Eggleston, K. Newberry, K. Thomas, B. Egland, T. Deal, and T. Hansen.

(25) 2023 Budget Review-Superior Court/Juvenile. Present were County Clerk Tammie Ownbey, Probation Counselor/Diversion Coordinator Cindy Delay, M. Nichols, J. Shacklett, and via Zoom were R. McCroskey and R. Johnson.

(26) Motion was made by R. Rosencrantz to approve the Payroll Change Notice, for RustyMae Squires of Counseling Services, accepting her resignation, dated May 16, 2022. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

Counseling Services-

RustyMae Squires, Peer Counselor, Resignation, Effective 10/14/2022

(27) Motion was made by B. Smiley to approve the hiring of Brenda Miller as Human Resources Director, at a salary of \$72,000/year, pending reference checks and successful pre-employment requirements, with an effective date to be determined. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(28) Correspondence Received:

- 10.8 WSLCB-Notification of Liquor License Renewal: Whitley Oil, 333111 Hwy 2, Ste A, Newport, Grocery Store-Beer/Wine; Usk General Store, 111 5th St., Usk, Grocery Store-Beer/Wine
- 10.9 POC Parks & Recreation-10.19.22 Agenda & 9.21.22 Minutes
- 10.10 Potts & Associates-Update and 2023 Proposed Contract
- 10.11 North PO Chamber of Commerce-2023 Officer Election Ballot
- 10.12 Assessor J. McCroskey-Levy Certification and Ordinance/Resolution No.
- 10.13 Assessor J. McCroskey-Letter re: State of Washington DFW PILT
- 10.14 Washington Department of Revenue Property Tax Division-2022 Review of the Pend Oreille County Board of Equalization
- 10.15 Greater Newport Area Chamber of Commerce-Chamber Newsletter
- 10.16 Stamper Rubens, P.S.-Letter re: Request for Review-Private Usage of Public Property/Enforcing Permit Requirements
- 10.17 WSLCB-Notification of Liquor License Discontinuation: Skookum Creek Grab & Go, 54 Lenora Dr, Usk
- 10.18 J. Mueller-(via email) Letter of Resignation from Parks & Recreation Advisory Board

(29) Correspondence Sent:

- J. Mueller-Letter of appreciation for service on the Parks & Recreation Advisory Board
- A. Pavey-Letter of Appreciation for 20 years of service to POC
- T. Shanholtzer-Letter of Appreciation for 15 years of service to POC
- M. Destito- Letter of Appreciation for 5 years of service to POC
- B. Clizbe- Letter of Appreciation for 5 years of service to POC

(30) 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	\$ 575,232.21
Counseling Services	\$ 145,378.50
Fair	\$ 3,712.13
Law Library	\$ 81.32
Park	\$ 6,215.15
Road	\$ 7,097.83
Emergency 911 Communications	\$ 351.42
Homeless Program/2163	\$ 4,555.18
Public Facilities	\$ 6,179.00
American Rescue Plan Act	\$ 700.05
Equipment R&R	\$ 74,730.15
Sheriff's Trust	<u>\$ 774.00</u>
TOTAL	\$ 825,006.94

Checks 206520 through 206582 totaling \$825,135.05 and Electronic Funds Transfers 42895 through 42896 totaling \$32.80, dated October 17, 2022. Includes Jr. Taxing Districts.

(31) Meeting adjourned at 4:26 p.m.

APPROVED: _____

Chair of the Board

ATTEST: _____

Clerk of the Board

Chair

Vice Chair

Member