

October 31, 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) R. Rosencrantz provided updates from Pend Oreille Conservation District, Tri-County Economic Development District Technical Advisory Committee (TEDD TAC), TEDD, and Rural Resources meetings. B. Smiley reported from the Public Works/Kalispel Tribe meeting and Washington Department of Fish and Wildlife meeting. J. Gentle gave updates from Martin Hall and Economic Development Council meetings.

(2) Financial Manager Jill Shacklett was present to discuss a proposed wage increase and the reclassification project. Motion was made by B. Smiley to increase Mary Malone, Educational Outreach Coordinator, to step 4 to retain current staff, effective November 1, 2022. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(3) J. Gentle was excused to participate in the virtual Washington State Association of Counties (WSAC) Virtual Assembly, and the Board recessed for lunch at 11:46 a.m.

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

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

(6) Consent Agenda - Motion was made by R. Rosencrantz to approve the Consent Agenda, as prepared on this date, October 31, 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 24, 2022 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 10/28/22): \$113,662.27

Payroll Change Notice:

Counseling Services-

Johannah Johnson, WISe Mental Health Counselor, Full-time, Step 1, \$3,786.22/mo.,
Effective 11/1/2022

Public Works-Roads-

Thomas Petrie, Jr., Road Maintenance Tech, Full-time, Step 1, \$22.68/hr., Effective
11/7/2022

Counseling Services-

Jill Samuelson, Business Office Assistant, Separation, Effective 10/31/2022

District Court-

Scott Cornwell, Probation Officer, Step 5, \$5,040.16/mo., to Step 5, \$5,456.83/mo.,
Effective 10/16/2022

Sheriff-Corrections-

Jacob Erickson, Corrections Officer, Resignation, Effective 10/31/2022

Approve Job Description and Advertise & Hire: Substance Use Disorder Professional (SUDP), Steps 1-3 DOE


Chair


Vice Chair


Member

Approval of Revised Job Descriptions: District Court Chief Deputy Clerk-Civil, District Court Chief Deputy Clerk-Criminal, and Co-Occurring Counselor

Approve Public Participation Plan for the Shoreline Master Program Update

District Court Probation Officer Salary Increase-Scott Cornwell

(7) 2023 Budget Review-Affordable & Supportive Housing. Present were Auditor Marianne Nichols and J. Shacklett.

(8) 2023 Budget Review-Housing/Homeless Fund. Present were M. Nichols and J. Shacklett.

(9) 2022 Budget Review. Present were M. Nichols and J. Shacklett. A review of the year's revenue and expenses was conducted.

(10) Public Comment – Don Gronning was present via Zoom but did not provide comment.

(11) Motion was made by B. Smiley to approve sending the letter of support to Washington State Recreation and Conservation Office regarding Colville National Forest Off-Highway Vehicle Forest Ranger Project and Developed and Dispersed Site Maintenance Project RCO Grants. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(12) Motion was made by R. Rosencrantz to sign and send the letter of support for Special Mobility Services regarding support for the 2023-2027 WSDOT Grant Application to Preserve the Newport Community Shuttle and Replace Vehicles to Sustain Community Transportation. Motion was seconded by B. Smiley. Motion carried unanimously.

(13) Meeting continued to November 1.

November 1, 2022

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

(14) 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, and Fleet Manager Brian Eglund.

Motion was made by B. Smiley to approve the 10-13-22 revised Winter Maintenance Policy. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Motion was made by R. Rosencrantz to approve the Road Department's request to increase the Road Technicians and District Foreperson salary schedule, which is referenced on the headsheet, effective January 1, 2023. Motion was seconded by Brian Smiley. Motion carried unanimously.

Motion was made by B. Smiley to award the 2022 On Call Bridge Engineering Contract to Nicholls Kovich Engineering. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Motion was made by R. Rosencrantz to approve the Road Department's request to reschedule the bid opening for the LeClerc Road North MP 29.2 To MP 32.2 Overlay Project from November 1, 2022 at 10:30AM to November 22, 2022 at 2:00 PM. Motion was seconded by B. Smiley. Motion carried unanimously.

Other topics included Roberts Road cul de sac debris, Elmer's Loop property dispute into county road right-of-way, Smackout Pass replacement, and a proposal for an apprentice mechanic position.

(15) Commissioner Programs/HR Assistant Alicia Pereyda was present to review current job openings.

(16) 2023 Budget Review-Family Crisis Network (FCN) & Youth Emergency Services (YES). Present were FCN Executive Director Jackie Kiehn, FCN Program Manager Sarah Kramer, FCN Housing and Homeless Coordinator Leá Porter, YES Executive Director Sarah Phillips, YES Executive Assistant Kellie Dean, M. Nichols, and J. Shacklett.

(17) Counseling Services Director Nicole Vangrimbergen was present to discuss the Enhancement Stipend proposal. Motion was made by B. Smiley to approve Counseling Services Annual Enhancement Stipend resolution. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Counseling Services Annual Enhancement Stipend
RESOLUTION NO. 2022-98, COMMISSIONERS' RECORDING

Also discussed was a potential purchase of property for north county counseling services.

(18) The Board recessed for lunch at 12:05 p.m.

(19) The meeting resumed at 1:30 p.m.

(20) 2023 Budget Review-County Clerk/Law Library/Trial Court Improvement. Present were County Clerk Tammie Ownbey, M. Nichols, and J. Shacklett.

(21) The Board met in closed session pursuant to RCW 42.30.140(4)(b) for collective bargaining for 30 minutes, from 3:00 p.m. to 3:30 p.m. Present was J. Shacklett.

(22) Correspondence Received:

- 10.22 Martin Hall Board-10.27.22 Agenda and 9.22.22 Meeting Minutes
- 10.23 YES-Quarterly Report July- September 2022
- 10.24 USDA-Locke Dam Watershed Project-Operation and Maintenance
- 10.25 Avista-Annual Communication for Public Officials Near Pipelines Operated by Avista
- 10.26 R. Holmes- Refusal and Return of Offer to be Liable for 2022 Corrected Property Tax Statement
- 10.27 R. Weidner- Update on PILT and SRS Payments and the 2023 Proposed Agreement for the Evergreen Forest County Group
- 10.28 POC Fair and Rodeo Association-11.1.22 Agenda & 10.4.22 Minutes

(23) Correspondence Sent:

USDA-Forest Service-Letter of Support for Colville National Forest RCO Grants

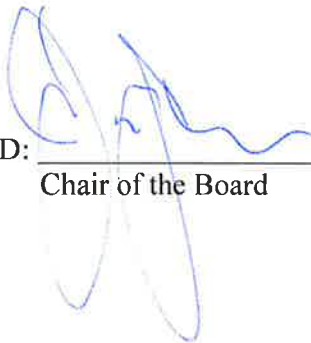
Special Mobility Services-Letter of Support for the 2023-2027 WSDOT Grant Application

(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 | \$ 172,735.58 |
| Emergency 911 Communications | \$ 457.50 |
| American Rescue Plan Act | \$ 17,590.15 |
| Solid Waste | \$ 54,185.30 |
| Equipment R&R | \$ 14,166.22 |
| IT Services | <u>\$ 1,100.00</u> |
| TOTAL | <u>\$ 260,234.75</u> |


Checks 206773 through 206825 totaling \$258,234.75, and Check 206871 totaling \$2,000.00, dated October 31, 2022. Includes Jr. Taxing Districts.


(25) Meeting adjourned at 4:08 p.m.

APPROVED:  _____
 Chair of the Board

ATTEST:  _____
 Clerk of the Board

 _____
 Chair

 _____
 Vice Chair

 _____
 Member