

November 7, 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. B. Smiley offered the invocation and led the flag salute.

(1) Consent Agenda - Motion was made by B. Smiley to approve the Consent Agenda for today. Motion was seconded by R. Rosencrantz. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the revised Minutes of the Board's October 31, 2022 meeting and the following items:

Investment Earnings (through October 31): \$113,662.27

Payroll Change Notice:

Sheriff's Office-Corrections

Jacob Erickson, Corrections Officer, Step 2, \$3,555.00/mo., (*Employee rescinded his 10/17/22 resignation letter*), Effective 10/31/2022

Public Works-Roads-

Michael Leman, Temporary Winter Road Technician, Full-time, \$22.68/hr., Effective 12/1/2022

Public Works-Solid Waste-

Scott Baumgardner, Transfer Station Technician, Full-time, Step 2, \$3,622.17/mo., Effective 11/7/2022

Counseling Services-

Marion Poff, RNP Outreach Navigator, Discharge, Effective 10/28/2022

Weed Control-

Mary Malone, Education & Outreach Coordinator, \$3,598.13/mo., to Step 4, \$4,013.05/mo., Effective 11/1/2022

Request to Approve Job Description and Advertise & Hire: Counseling Services Receptionist, Step 1-3 DOE

Request to Hire: RNP Outreach Navigator, Step 1-3 DOE

(2) B. Smiley gave updates from Cusick Town Council, Fair Board, and Ione Town Council meetings.

(3) 2023 Budget Review-Community Development. Present were Community Development Director Greg Snow, Auditor Marianne Nichols, and Financial Manager Jill Shacklett.

(4) G. Snow was present for a Community Development update. Discussed were staffing, Shoreline Master Program, land use and building permit applications.

(5) Motion was made by B. Smiley to sign the Certificate of Appreciation for Angela Pavey, recognizing 20 years of service in Pend Oreille County. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(6) Motion was made by R. Rosencrantz to allow for only one Commissioner signature on weekly vouchers for the week of November 14, 2022, due to lack of quorum. Motion was seconded by B. Smiley. Motion carried unanimously.

(7) The Commissioners held a recognition ceremony for Behavioral Health Counselor II Angela Pavey. Present were A. Pavey via Zoom and Counseling Services Business Manager Kris Martin. A Certificate of Appreciation was presented for 20 years with POC.

(8) R. Rosencrantz reported from the Rural Resources Board meeting. J. Gentle provided an update from the Aging & Long Term Care of Eastern Washington meeting.

(9) J. Gentle was excused to participate in the virtual Washington State Association of Counties (WSAC) Virtual Assembly, and the Board recessed for lunch at 11:57 a.m.

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

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

(12) Motion was made by R. Rosencrantz to approve the Establishing Holidays In 2023 and Hours For The Transaction Of Business resolution. Motion was seconded by B. Smiley. Motion carried unanimously.

In The Matter Of Establishing Holidays In 2023 and Hours For The Transaction Of
Business

RESOLUTION NO. 2022-99, COMMISSIONERS' RECORDING

(13) 2023 Budget Review-Non-Departmental. Present via Zoom was Grant Writer Stacy Carter, and inn-person were M. Nichols and J. Shacklett.

(14) 2023 Budget Review-Mental Health Tax. Present were M. Nichols and J. Shacklett.

(15) Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Topics included land issues.

(16) Public Comment –Kevin Young (snowplowing) and Bob Eugene (snowplowing) were present and provided comment. Also present were Public Works Acting Director George Luft and Road District Manager Kevin Thomas.

(17) Meeting continued to November 8.

November 8, 2022

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

(18) G. Luft was present for a Public Works update. Also in attendance were K. Thomas and Fleet Manager Brian England and present via Zoom were Solid Waste Coordinator Amanda Griesemer and Engineering Technician/Contracting & Procurement Agent Mike Kirkwood.

a) Motion was made by R. Rosencrantz to approve the Public Works Department request to approve and sign the Kalispel Tribe of Indians for Cultural Resources Services Interlocal Agreement. Motion was seconded by B. Smiley. Motion carried unanimously.

Interlocal Cooperation Agreement Kalispel Tribe of Indians-Cultural Resources Inventories
AGREEMENT NO. 2022-59, COMMISSIONERS' RECORDING

b) Motion was made by B. Smiley to approve offer to Teresa Deal for \$5.00/hour pay differential for Out of Class duties for Road Department bookkeeping/accounting, effective November 1, 2022, with the union Memorandum of Understanding forthcoming. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

c) Motion was made by R. Rosencrantz to approve the job description for Mechanic Apprentice, at the proposed pay of Step 1 at \$22.68/hr. and advertise and hire, all subject to union approval. Motion was seconded by B. Smiley. Motion carried unanimously.

d) Motion was made by B. Smiley to approve the Road Department's request to advertise for a Temporary Full Time Road Technician at District 3, at Step 1-3 DOE. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

e) Updates were provided on Roberts Road debris and Mill Creek Road realignment and stream restoration. B. Eglund shared a report of Road Department billing cost summary by vehicle. G. Luft gave a progress report on Smackout Pass Bridge replacement. A. Griesemer provided an update on new hire, metal crush of 545 tons, and recycling coordinators meeting. The group also discussed a citizen request for plastic recycling.

(19) R. Rosencrantz provided updates from Newport City Council and Rural Resources meetings. J. Gentle reported from Finance Committee meeting.

(20) Grant Writer Stacy Carter was present for an update. Topics of discussion included grant opportunities, memberships, research, projects, classes, and possible solutions.

(21) Public Hearing-Dedication of County Land for Road Right-of-Way at Jaberwocky Lane & Scotia Road. Present were G. Luft, Engineering Department Manager Eric Roth, K. Thomas, and M. Kirkwood. The hearing was opened, and the notice was read. G. Luft read a portion of the resolution and provided details of the right-of-way process. No comments were received. The hearing was closed.

(22) Motion was made by B. Smiley to approve the resolution, R-2022-100 In The Matter Of Confirming The Dedication Of County General Owned Property For Right Of Way Purposes Being A Portion Of The Former Burlington Northern Railway Right Of Way Located Within Jabberwocky Lane & Scotia Road. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

In The Matter Of Confirming The Dedication Of County General Owned Property For Right Of Way Purposes Being A Portion Of The Former Burlington Northern Railway Right Of Way Located Within Jabberwocky Lane & Scotia Road
RESOLUTION NO. 2022-100, COMMISSIONERS' RECORDING

(23) Youth Emergency Services (YES) Executive Director Sarah Phillips was present with a financial request. Also present were YES Executive Assistant Kellie Dean, YES Intern Nikki Oss, and J. Shacklett. A review of their 2022 budget and expenditures was presented.

Motion was made by R. Rosencrantz to approve additional funding of \$10,000 to Youth Emergency Services to cover expenses for the remainder of 2022. Motion was seconded by B. Smiley. Motion carried unanimously.

(24) Motion was made by R. Rosencrantz to approve the Payroll Change Notices for Lucretia Gill of Counseling Services and David King of Public Works-Roads Department. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

Counseling Services-

Lucretia Gill, Behavioral Health Criminal Justice Program Administrator, Full-Time,
Step 1, \$4,499.96/mo., Effective 11/16/2022

Public Works-Roads-

David King, Temporary Winter Road Technician, Full-Time, \$22.68/hr., Effective
11/16/2022

(25) The Board recessed for lunch at 11:44 a.m.

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

(27) ITS Director Shane Flowers was present for an update. Discussed were new 911 phone system, security camera installation and Phase 2 and 3, and attendance at ACCIS conference.

(28) 2023 Budget Review-ITS. Present were S. Flower and J. Shacklett.

(29) 2023 Budget Workshop. Present were Treasurer Nicole Dice and J. Shacklett. Joining via Zoom, at the Commissioners' request was Undersheriff Geoff Rusho.

(30) Motion was made by R. Rosencrantz to sign a letter of appreciation to Robert Hartley for service on the Noxious Weed Control Board and accept his resignation, effective October 24, 2022. Motion was seconded by B. Smiley. Motion carried unanimously.

(31) Motion was made by B. Smiley to approve the Payroll Change Notice for Teresa Deal, while covering Cost Accountant duties. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Payroll Change Notice:

Public Works-ER&R-

Teresa Deal, Fleet Accountant/Risk Manager, Step 2, \$4,453.71/mo., to
\$5,266.21/mo., (*Temporary increase due to assuming Cost Accountant duties,*
\$5.00/hr.), Effective 11/1/2022

(32) Correspondence Received:

11.1 TEDD 2023 Budget Request Letter-TEDD Membership Dues and Support

11.2 Town of Ione-Ordinance/Resolution No. 2022-4 & Levy Certification

- 11.3 POC Office of the Assessor- County General, Reminder of Levy Certification and Ordinance/Resolution Forms for 2023 Tax Levies
- 11.4 NETCHD-11.9.22 Agenda & 9.21.22 Minutes
- 11.5 LEPC-8.25.22 Minutes
- 11.6 POC Weed Board-11.9.22 Agenda & 8.10.22, 9.14.22, 9.7.22,and 10.12.22 Minutes
- 11.7 Family Crisis Network-1st Quarter Report January-March 2022
- 11.8 Family Crisis Network- 2nd Quarter Report April-June 2022
- 11.9 Family Crisis Network- 4th Quarter Report October-December 2021
- 11.10 NACo-2023 Membership Letter & Dues Invoice
- 11.11 POC Office of the Assessor-Road District, Levy Certification and Ordinance/Resolution
- 11.12 Family Crisis Network- 3rd Quarter Report July-September 2022

(33) Correspondence Sent:

- A. Pavey-Certificate of Appreciation for 20 years with POC
- R. Hartley-Letter of Appreciation for Service on Noxious Weed Control Board

(34) 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	\$ 66,689.83
Counseling Services	\$ 19,019.61
Fair	\$ 133.74
Park	\$ 260.30
Road	\$ 126,210.24
Veterans Assistance	\$ 1,000.00
Trial Court Improvement	\$ 417.13
Emergency 911 Communications	\$ 1,131.04
American Rescue Plan Act	\$ 2,828.22
Solid Waste	\$ 723.95
Risk Management	\$ 732.22
IT Services	\$ 10,605.35
Sheriff's Trust	<u>\$ 561.00</u>
TOTAL	\$ 230,312.63

Checks 206872 through 206959 totaling \$230,312.63 dated November 7, 2022.

(35) Meeting adjourned at 3:58 p.m.

APPROVED: _____

Chair of the Board

ATTEST: _____

Clerk of the Board