

November 28, 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. J. Gentle offered the invocation and led the flag salute.

(1) Consent Agenda - Motion was made by B. Smiley to approve the Consent Agenda, with the addition of the intergovernmental contract for dispatch services with the City of Newport. Motion was seconded by R. Rosencrantz. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's November 21, 2022 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 11/23/22): \$154,131.35

Payroll Change Notice:

Solid Waste-

Terry Skipper, Transfer Station Tech, Step 3, \$3,833.84, Effective 12/01/2022

Resolution Regarding Approval of an Interlocal Agreement Between Pend Oreille County and Ferry County for OnBase Administrator Services

RESOLUTION NO. 2022-102, COMMISSIONERS' RECORDING

Interlocal Governmental Contract for Dispatch Communication Services Between The City of Newport, Washington and Pend Oreille County-January 1, 2023-December 31, 2025

CONTRACT NO. 2022-15, COMMISSIONERS' RECORDING

Approval of 2023 Martin Hall Calendar

(2) 2023 Budget Review-Veterans. Present were Veterans Assistance Advisory Board Local Chapter President Dean Welter, Vice President Ed Zupich, Auditor Marianne Nichols, and Financial Manager Jill Shacklett.

(3) M. Nichols was present for staffing requests. Also present was Human Resource Director Brenda Miller. Motion was made by B. Smiley to approve moving the supervisory role of the position of Finance Manager, Jill Shacklett, back to the County Auditor. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Motion was made by R. Rosencrantz to approve the job description for Chief Deputy Auditor and promote Linda Blore to Chief Deputy Auditor, Step 2. Motion was seconded by B. Smiley. Motion carried unanimously.

(4) 2023 Budget Review-EDC. Present were Economic Development Director Jamie Wyrobek, EDC Chair Ray Pierre, EDC Vice Chair Jenny Smith, M. Nichols, and J. Shacklett, and via Zoom was EDC Treasurer Russ Pelleberg,

(5) J. Gentle was excused to participate in the 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) 2023 Budget Workshop. Present were M. Nichols, J. Shacklett, Treasurer Nicole Dice, and B. Miller.

Motion was made by B. Smiley to approve a 5.0% increase, granted in 2023 budget to non-represented employees, excepting contracted employees, effective 1/1/2023. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(9) Motion was made by B. Smiley to approve the revised job description for Public Works Director and advertise and hire at \$95,000-\$115,000, DOE. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(10) Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Topics included fire district annexation and coroner services.

(11) 2023 Budget Review-CASA. Present via Zoom were Pend Oreille Valley CASA Program Manager Johnna Konkright and Community Programs Manager Allyson Bluff, and M. Nichols and J. Shacklett in-person.

(12) Public Comment–Bob Eugene was present and provided comment (snowplowing).

(13) Meeting continued to November 29.

November 29, 2022

The meeting resumed at 9:00 a.m. with R. Rosencrantz, B. Smiley, and C. Zieske present. J. Gentle was excused to participate in the Canvassing Board.

(14) Public Works Acting Director George Luft was present for an update. Also, in attendance were Solid Waste Coordinator Amanda Griesemer, Assistant Public Works Director Kyel Newberry, Road District Manager Kevin Thomas, Facilities Maintenance Supervisor Ben Eggleston, Transportation Technical Specialist Ryan Rogers, and present via Zoom was Engineering Technician/Contracting & Procurement Agent Mike Kirkwood.

R. Rogers provided a presentation of photos from Smackout Pass Bridge replacement. J. Gentle joined the meeting at 9:22 a.m. B. Eggleston gave an update on capital facilities projects, upcoming lease contracts, and snow removal, then left the update. A. Griesemer led a discussion on prohibition of dumping asbestos at transfer stations and an upcoming rate increase from the vendor.

Motion was made by R. Rosencrantz to award CRP 847 LeClerc Road North MP 29.2 to 32.2, to Central Washington Asphalt, Inc. for a bid price of \$1,095,000.00 and send the notification letter. Motion was seconded by B. Smiley. Motion carried unanimously.

Motion was made by B. Smiley to reject the bid submitted by Interstate Concrete & Asphalt Co. for the CRP 847 project, due to non-attendance at the mandatory pre-bid conference, and send the notification letter. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Motion was made by R. Rosencrantz to approve the updated job description for Road District Superintendent. Motion was seconded by B. Smiley. B. Miller was present to discuss the proposed job description. Motion was tabled.

Discussion included snowplowing and a proposed letter of support for Kalispel Tribe with their upcoming guardrail project.

(15) Counseling Services Director Nicole Vangrimbergen was present for an update. Also present was B. Miller. An update was provided on staffing, as well as Medicare enrollment, SCRBH-ASO contract, and pilot projects to Advance Harm Reduction and Public Safety Partnerships to Prevent Overdose.

(16) B. Miller was present to request attendance at local Inland Northwest Society for Human Resource Management trainings and to discuss a classification project wage.

(17) 2023 Budget Review-WSU Extension. Present were Associate Professor and County Extension Director Mike Jensen, M. Nichols, and J. Shacklett.

(18) Grant Writer Stacy Carter was present for an update. Topics of discussion included potential philanthropic project for Christmas, office logistics, research, projects, and meetings with stakeholders.

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

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

(21) The Board met in closed session pursuant to RCW 42.30.140(4)(b) for collective bargaining for 60 minutes, from 1:15 p.m. to 2:15 p.m. Present were B. Miller, M. Nichols, J. Shacklett, D. Hunt, and N. Dice. An additional 10 minutes was requested until 2:25 p.m.

(22) Tri County Economic Development District (TEDD) Regional Marketing & Tourism Developer Shelly Stevens and TEDD Planning Director Frank Metlow were present for an update.

(23) 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 were B. Miller, J. Shacklett, Undersheriff Geoff Rusho, and Commissioner Programs/HR Assistant Alicia Pereyda.

(24) The Board met in closed session pursuant to RCW 42.30.140(4)(b) for collective bargaining for 15 minutes, from 3:30 p.m. to 3:45 p.m. Present were B. Miller, J. Shacklett, and N. Vangrimbergen.

(25) Motion was made by B. Smiley to sign and send a letter to John Jackson, owner of Pend Oreille Paramedics regarding potential EMS district formation, and cc'd to several other agencies noted on the letter. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(26) Motion was made by R. Rosencrantz to approve the updated Interlocal Agreement for OnBase Administrator Services with Lincoln County. Motion was seconded by B. Smiley. Motion carried unanimously.

Resolution Regarding Approval of an Interlocal Agreement Between Pend Oreille County and Lincoln County for OnBase Administrator Services
RESOLUTION NO. 2022-103, COMMISSIONERS' RECORDING

(27) Motion was made by B. Smiley to approve the contract for legislative services for Zak Kennedy. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Contract-Zak Kennedy
CONTRACT NO. 2022-16, COMMISSIONERS' RECORDING

(28) Correspondence Received:

- 11.30 City of Newport-Resolution No. 11212022 & Levy Certification
- 11.31 South Pend Oreille Fire and Rescue-Ordinance/Resolution No. 11.17.2022 & Levy Certification
- 11.32 POC Hospital District #2-Ordinance/Resolution No. 11.18.2022 & Levy Certification
- 11.33 N. Dice/POC Treasurer-(cc: Letter to D. Hunt) re: November 15, 2022- Property Tax Foreclosure Sale, Cause# 22-2-00104-26
- 11.34 POC Library-Ordinance/Resolution No. 2022-101 & Levy Certification
- 11.35 NorthEast Washington Educational Service District-Tax Levy Certification Calendar Year 2023
- 11.36 Town of Cusick-Ordinance No. 2022-04 Setting the Property Tax Levy for Collection in 2023
- 11.37 POC Fire District 2-Ordinance/Resolution No. 22-07, Levy Certification,& Resolution No. 22-09

(29) Correspondence Sent:

- B. Dagon/Interstate Concrete & Asphalt, Co.-Letter re: CRP 847 LeClerc Road North MP 29.2 to MP 32.2
- P. Maiers/Central Washington Asphalt, Inc.-Letter re: CRP 847 LeClerc Road North MP 29.2 to 32.2
- J. Jackson/Pend Oreille Paramedics-Letter re: Potential EMS District Formation

(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	\$ 340,298.53
Arts, Tourism, & Recreation	\$ 6,100.00
Counseling Services	\$ 211,522.46
Crime Victims Compensation	\$ 322.83
Fair	\$ 267.39
Park	\$ 793.43
Road	\$ 103,390.79
Emergency 911 Communications	\$ 10,305.65
Public Facilities	\$ 3,606.95
Mental Health Tax	\$ 769.72
American Rescue Plan Act	\$ 3,527.28
Capital Projects	\$ 3,618.64
Solid Waste	\$ 17,790.00

Risk Management	\$ 3,688.25
Equipment R&R	\$ 49,493.04
IT Services	\$ 22,968.23
TOTAL	\$ 778,463.19

Checks 207323 through 207350 totaling \$88,128.04 and Electronic Funds Transfers 43599 through 43606 totaling \$259,976.82, and Checks 207320 through 207322 totaling \$1,469.65, and Electronic Funds Transfers 43393 through 43598 totaling \$413,642.72, dated November 23, 2022. Includes Jr. Taxing Districts.

Checks 207351 through 207388 totaling \$87,257.24, dated November 28, 2022.

(31) Meeting adjourned at 4:15 p.m.

APPROVED: 

 Chair of the Board

ATTEST: Crystal Zieske
 Clerk of the Board