

March 13, 2023

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 Brian Smiley, Vice Chair Robert Rosencrantz, Commissioner John Gentle, and Clerk of the Board Crystal Zieske. R. Rosencrantz offered the invocation and led the flag salute.

(1) Consent Agenda - Motion was made by R. Rosencrantz to approve the Consent Agenda, with the exception of the Professional Services Agreement with Kolbi Peach. Motion was seconded by J. Gentle. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's March 6, 2023 meeting and the following items:

Investment Earnings (through February 28): \$ 129,017.46

Establishing Signing Authority for Public Works Investment Funds (Rescinding R-2022-63)
RESOLUTION NO. 2023-22, COMMISSIONERS' RECORDING

Master Affiliation Agreement-Boise State University
AGREEMENT NO. 2023-11, COMMISSIONERS' RECORDING

Subrecipient Agreement Between Pend Oreille County And City Of Newport, Washington
CONTRACT NO. 2023-06, COMMISSIONERS' RECORDING

Washington State Parks and Recreation Commission Subrecipient Grant Agreement Federal Financial Assistance Grant-Agreement No. MLE 123-413
GRANT NO. 2023-01, COMMISSIONERS' RECORDING

(2) R. Rosencrantz gave reports from Cusick Town Council, POC Broadband Action Team, and Behavioral Health Resource Utilization Improvement meetings.

(3) C. Zieske was excused to attend the Washington Municipal Clerks Association conference and Commissioner Programs/HR Assistant Alicia Pereyda assumed clerk duties.

(4) Zak Kennedy was present via Zoom to provide a legislative update.

(5) Mental Health Liaison/Bailiff/Probation Coordinator Jeff Nichols was present for an update. Also present via zoom were District Court Judge Robin McCroskey and Auditor Marianne Nichols. J. Nichols discussed his relationship between the courts and Counseling Services, the Involuntary Treatment Act (ITA) process, probation, and bailiff duties.

(6) 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 11:37 a.m. to 11:52 a.m. The Board concluded the executive session at 11:51 a.m.

(7) The Board recessed for lunch at 11:52 a.m.

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

(9) Motion was made by J. Gentle to approve the Professional Services Agreement with Kolbi Peach, LICSW to provide Clinical Supervision and Consultation Services. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Professional Services Agreement with Kolbi Peach, LICSW to provide Clinical Supervision and Consultation Service

AGREEMENT NO. 2023-12, COMMISSIONERS' RECORDING

(10) J. Gentle gave updates from Legislative Virtual, ARPA committee, the Weed Board office, the POC Weed Control Board Neighborhood Cost Share Workshop and the NPO Chamber of Commerce meeting. B. Smiley provided reports from the Fair Board and Metaline Town Council.

(11)

Investment Earnings (year-to-date estimate, as of 03/13/23): \$ 184,694.92

(12) Human Resource Director Brenda Miller was present for an update. Also present was Financial Manager Jill Shacklett. Topics included employment vacancy rates, advertisement, personnel policy and employee handbook, and salary classification update.

Motion was made by J. Gentle to approve the Contract for Professional Services between Pend Oreille County and The Wesley Group, for labor consultation, effective April 1, 2023 through March 31, 2024, and allow the Chair and Vice Chair to sign. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Pend Oreille County and TWGC-The Wesley Group-Contract for Professional Services
CONTRACT NO. 2023-07, COMMISSIONERS' RECORDING

Motion was made by R. Rosencrantz to increase Dyana James Data & Finance Specialist from 4/5 to 5/5 full-time from and approve the Payroll Change Notice. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

Department-Noxious Weed

Dyana James, Step 3, \$3,967.57/mo., Effective 03/01/2023

(13) ITS Director Shane Flowers was present for an update. Topics discussed were the new website, ordering computer replacements, Trebron contract, and a first touch on the Microsoft Licensing renewal.

Motion was made by J. Gentle to approve and pay year two of the five-year contract with Trebron, totaling \$53,517.57. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(14) The Board conducted their annual review of Counseling Services' training, including False Claims Statute, POC Fraud & Abuse Compliance Plan, and POC Employee Professionalism & Ethics Policy.

(15) Public Comment – Via zoom were Bob Rumsey and Selkirk Sun. Selkirk Sun provided comment (Washington State Bill 14.16).

(16) Meeting continued to March 14.

March 14, 2023

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

(17) R. Rosencrantz provided an update for the Tech Mine site in Metaline Falls.

(18) Public Works Director Craig Jackson was present for an update. Also in attendance were Assistant Public Works Director Kyel Newberry, Fleet Manager Brian Egland, and present via Zoom were Fleet Accountant/Risk Manager Teresa Deal, Office Manager/Cost Accountant Christy Parry, Engineering Technician/Contracting & Procurement Agent Mike Kirkwood, and Engineering Department Manager Eric Roth. Items discussed were the Fueling system at D2, Interlocal agreement with the Kalispel Tribe, Public Works strategic plan based off the prior Prothman report, pavement rating system, pavement management report, gravel management report, building maintenance priority list, Public Works organization chart, Kalispel Westside Trail Plans and proposed flagging from POC, meeting with Colville National Forest District Ranger Carin Vadala on the Millcreek project, and position openings for D3.

(19) The ARPA Committee presented the award proposals. Present were J. Shacklett, M. Nichols and present via zoom was Community Development Director Greg Snow. The ARPA Committee announced that scoring of all applications has been completed, with three recipients approved for funds. One other recipient who scored high with the rubric is being requested to provide more details before an award could be made.

Motion was made by B. Smiley to approve the award of \$15,200 to The Cutter Theatre from ARPA funds, with a subrecipient agreement to be forthcoming before funds are dispersed. Motion was seconded by J. Gentle. Motion carried unanimously.

Motion was made J. Gentle by to approve the award of \$30,000 to POC Veterans Assistance Fund from ARPA funds, with a subrecipient agreement to be forthcoming before funds are dispersed. Motion was seconded by R. Rosencrantz. After discussion, motion was amended to say, approve the award of \$30,000 to POC Veterans Assistance Fund from ARPA funds, with a contract for use of funds to be forthcoming before funds are dispersed. Motion carried unanimously.

Motion was made by R. Rosencrantz to approve the award of \$65,000 to Youth Emergency Services from ARPA funds, with a subrecipient agreement to be forthcoming before funds are dispersed. Motion was seconded by J. Gentle. Motion carried unanimously.

(20) Grant Writer Stacy Carter was present for an update. Topics included grant resource library, POC grant policies and procedures, clearinghouse grant, projects and funding, and professional development.

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

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


Chair


Vice Chair


Member

(23) The Board was excused from their meeting room at 1:22p.m., allowing them to independently visit departments and attend off-site meetings.

(24) Correspondence Received:

- 3.3 POC EDC-2.15.2023 Minutes & 3.15.2023 Agenda
- 3.4 Washington State Department of Commerce- Associate Development Organization Certification/Designation Form & Eligibility & Designation Guidelines
- 3.5 North PO Chamber of Commerce- 2.9.2023 Meeting Minutes & 3.9.2023 Agenda
- 3.6 USDA: Letter re: USDA Forest Service Proposed Donation Notification
- 3.7 State of Washington Property Tax Division Letter re: Order to close property tax account of Robert E. Holes legal entity and fictional person.

(25) 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	\$ 419,465.64
Arts, Tourism, & Recreation	\$ 510.00
Counseling Services	\$ 98,309.11
Crime Victims Compensation	\$ 356.15
Fair	\$ 963.27
Law Library	\$ 81.32
Park	\$ 1,480.04
Road	\$ 291,420.15
Veterans Assistance	\$ 2,400.00
Trial Court Improvement	\$ 2,193.12
Emergency 911 Communications	\$ 48,624.19
Public Facilities	\$ 4,184.09
Mental Health Tax	\$ 1,128.00
Solid Waste	\$ 56,828.65
Risk Management	\$ 2,200.66
Equipment R&R	\$ 388,669.55
IT Services	<u>\$ 27,578.77</u>
TOTAL	\$1,346,392.71

Checks 209351 through 209396 totaling \$97,210.35 and Electronic Funds Transfers 45431 through 45440 totaling \$262,950.82, and Check 209330 totaling \$1,799.53, and Electronic Funds Transfers 45164 through 45379 totaling \$363,738.66, and Checks 209331 through 209350 totaling \$5,039.10, and Electronic Funds Transfers 45380 through 45430 totaling \$55,411.05 dated March 10, 2023. Includes Jr. Taxing Districts.

Checks 209397 through 209490 totaling \$704,248.81 and Electronic Funds Transfers 45441 through 45443 totaling \$953.16, dated March 13, 2023.

(26) Meeting adjourned at 1:22 p.m.


Chair


Vice Chair


Member

ATTEST: Alicia Pereyda
Acting Clerk of the Board

APPROVED: Brian Smith
Chair of the Board