

December 12, 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) B. Smiley provided a report from Hotel/Motel Tax Advisory Committee. R. Rosencrantz gave an update from WSAC Newly Elected Officials Conference.

(2) Consent Agenda - Motion was made by R. Rosencrantz to approve the Consent Agenda. Motion was seconded by B. Smiley. Motion carried unanimously. The Consent Agenda includes this week's Agenda, adding the Advertise & Hire of RNP Program Supervisor, the Minutes of the Board's December 5, 2022 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 12/9/22): \$154,131.35
Investment Earnings (through November 30): \$154,131.35

Payroll Change Notice:

Counseling Services-

Anita Waterman, Recovery Navigator Program Supervisor, Resignation, Effective 12/30/2022

Johannah Johnson, WISE BH Counselor to Behavioral Health Counselor (*Reevaluation of Existing Job*), Effective 12/12/2022

Carissa Shaw, Behavioral Health Counselor to WISE BH Counselor (*Reevaluation of Existing Job*), Effective 12/12/2022

Public Works-Buildings & Grounds-

Rylan Hastings, Temp Facility Maintenance, As needed, \$16.64/hr., Effective 12/12/2022

Luke Nichols, Temp Facility Maintenance, As needed, \$16.64/hr., Effective 12/12/2022

Civil Service-

Christine Rahoun, Resignation (*End of temporary position-training Civil Service*), Effective 12/16/2022

Auditor's Office-

Jill Shacklett, Finance Manager, \$7,036.31/mo. to \$6,223.81/mo. (*Terminating \$5.00/hr. temporary increase due to assuming HR duties and training*), Effective 12/16/2022

Commissioners' Office-

Crystal Zieske, Clerk of the Board/Office Manager, \$5,282.88/mo. to \$4,470.14/mo. (*Terminating \$5.00/hr. temporary increase due to assuming HR duties and training*), Effective 12/16/2022

Human Resources-

Alicia Pereyda, \$4,678.38/mo. to \$3,865.37/mo. (*Terminating \$5.00/hr. temporary increase due to assuming HR duties*), Effective 12/16/2022

Request to Advertise & Hire, Steps 1-3 DOE: Recovery Navigator Program Supervisor

In The Matter Of Continuing Relationships With The Washington Counties Risk Pool And The Related Appointments And Designations Of/For Each Member County
RESOLUTION NO. 2022-106, COMMISSIONERS' RECORDING

Closing Consumer Supported Checking Account
RESOLUTION NO. 2022-107, COMMISSIONERS' RECORDING

A Resolution Of The Board Of County Commissioners Of Pend Oreille County, Washington, Approving And Authorizing The 2023 Maintenance And Operation Budget Pursuant To The Amended And Restated Interlocal Juvenile Detention Facility Agreement (Martin Hall); And Providing For Other Matters Properly Relating Thereto
RESOLUTION NO. 2022-108, COMMISSIONERS' RECORDING

Approval of Job Title Changes: Johanna Johnson to Behavioral Health Counselor-Bachelor Level and Carissa Shaw to WISE Mental Health Counselor-Bachelor Level (*swapping positions, no change in pay as they're in the same pay line*)

(3) The Board held a 2023 Budget Workshop. Present were Auditor Marianne Nichols, Financial Manager Jill Shacklett, and via Zoom were Newport Miner News Editor Don Gronning and Gem State Editor Sophia Aldous.

Motion was made by R. Rosencrantz to approve a 3.75% increase, granted in the 2023 budget to non-represented contracted employee, Shane Flowers, effective 1/1/2023. Motion was seconded by B. Smiley. Motion carried unanimously.

Motion was made by B. Smiley to approve a 3.75% increase, granted in the 2023 budget on non-represented contracted employee, Jamie Wyrobek, effective 1/1/2023. Motion was seconded by J. Gentle. Motion carried 2-1, with a dissenting vote by R. Rosencrantz.

Motion was made by R. Rosencrantz to sign and send the letter to WDFW regarding 2022-2023 Payment In Lieu of Taxes billing. Motion was seconded by B. Smiley. Motion carried unanimously.

(4) Due to a loss of internet/Zoom connection, the Board recessed for lunch at 11:44 a.m., and J. Gentle was excused to participate in the Washington State Association of Counties (WSAC) Virtual Assembly.

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

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

(7) The Board met in closed session pursuant to RCW 42.30.140(4)(b) for collective bargaining for 30 minutes, from 1:30 p.m. to 2:00 p.m. Present were Human Resource Director Brenda Miller and J. Shacklett. An additional 45 minutes was requested until 2:45 p.m.

(8) B. Miller was present for a Human Resources update. Motion was made by B. Smiley to approve the rollover of one floating holiday for afterhours DCR Stephanie King. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Topics included upcoming Public Works Director interview and the Temporary Parks Director selection. A revised COVID safety plan was reviewed, as some regulations have changed. Motion was made by R. Rosencrantz to approve the update to Pend Oreille County COVID-19 Safety Plan, including the extension of Emergency Paid Sick Leave through June 30, 2023. Motion was seconded by B. Smiley. Motion carried unanimously.

Also discussed were the continuation of contract negotiations and the Risk Pool assignments.

(9) Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Topics included potential EMS services and prosecuting health code violations.

(10) Public Comment–D. Gronning was present but did not provide comment.

(11) Meeting continued to December 13.

December 13, 2022

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

(12) 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, Facilities Maintenance Supervisor Ben Eggleston, Solid Waste Coordinator Amanda Griesemer, Commissioner Programs/HR Assistant Alicia Pereyda, and present via Zoom were Engineering Technician/ Contracting & Procurement Agent Mike Kirkwood and Transportation Technical Specialist Ryan Rogers.

a) Motion was made by B. Smiley to approve Solid Waste’s request to roll over seven hours unused leave to 2023 for Barbara Laurich, with the understanding it is to be used by March 31, 2023. Motion was seconded by R. Rosencrantz. Motion carried unanimously. A. Griesemer left the update.

b) Motion was made by R. Rosencrantz to sign and send a letter of support for the Kalispel Tribe’s Guardrail Project to conduct roadway safety audits. Motion was seconded by B. Smiley. Motion carried unanimously.

c) K. Thomas explained a request for de-icer. Motion was made by B. Smiley to approve the Road Department’s request to purchase liquid de-icer from GMCO Corporation for \$14,466.20 plus tax/demurrage time. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

d) B. Eggleston led a discussion on the use of space heaters. He then presented the Capital Projects/Public Facilities Plan Element of Comprehensive Plan and identified the priority projects, then left the meeting. G. Luft gave a first touch on a proposed agreement with Washington State Parks for snow removal services at Hanks Butte, Kings Lake, and Geophysical Sno-Parks.

e) K. Thomas requested purchase of a snow plow push blade. Motion was made by B. Smiley to approve the purchase of a 2012 Henke SDB12 reversible severe duty Dozer blade under Sourcewell contract for \$25,396.74, including sales tax. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

f) G. Luft gave an update on the possible Smackout Pass change order and addressed snowplowing at a subdivision.

(13) Public Hearing-2023-2028 Six Year Transportation Improvement Program & 2023 Annual Construction Program. Present were G. Luft, Professional Engineer Don Ramsey, K. Newberry, and K. Thomas. Also present were Jim Chandler, Randy Miller, Jody Harris, Janet Kemp, Bill Kemp, Hailey Brown, Jim Brown, Valerie Wise, Jeff Wise, and Mark Cranston. Present via Zoom were M. Kirkwood, R. Rogers, and D. Gronning. The hearing was opened, and the notice was read.

Public Works staff provided a presentation on the project list, including Bridges and Structures, Pavement Preservation and Rehabilitation, Traffic Safety, New Construction, Reconstruction and 3R, Drainage and Habitat, and Trails and Paths.

Clarifying questions were asked by Commissioners R. Rosencrantz (funding for road projects-both federal and county, and STIP/comprehensive plan) and J. Gentle (2023 bridge inspections). Comments were received from: J. Chandler (Jermain Rd. chip sealing), R. Miller (Jermain Rd. chip sealing), J. Harris (Jermain Rd. snow plowing concerns), J. Kemp (Jermain Rd. chip sealing), B. Kemp (Jermain Rd. chip sealing and guard rails for Horseshoe Lake hill), J. Brown (Jermain Rd. chip sealing), J. Wise (Jermain Rd. chip sealing), and M. Cranston (upkeep of County roads). G. Luft described the road level assignments and D. Ramsey gave clarification on the guardrail project funding. The hearing was closed.

(14) The Board recessed for lunch at 11:47 a.m.

(15) The meeting resumed at 1:00 p.m.

(16) The Board joined the Stevens County Commissioners meeting via WebEx to hear an Albert Sensors presentation by Office of the Secretary of State Executive Director Elections & Cybersecurity Kevin McMahan, Elections Infrastructure-Information Sharing and Analysis Center Senior Director Mari Andino, and SOS Chief Information Security Officer Sam Anderson. Present were ITS Director Shane Flowers and M. Nichols. Joining via Zoom were 911 Coordinator Steve West, Emergency Management Deputy Director JoAnn Boggs, and ITS Administrative Assistant/Civil Deputy Glennis Stott.

(17) S. Flowers was present for an ITS update. Also present were M. Nichols and via Zoom were S. West, J. Boggs, and G. Stott. Discussed were Albert sensors, website update, security cameras, public records requests, and recent network outage and a need for a new circuit.

Motion was made by B. Smiley to approve payment of the Smarsh one-year bill for \$11,510.58, for backup for website, social media, and text messages for public records requests. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(18) Public Hearing-Road Name Change-Waterview Ln to Cardone Ct. Present via Zoom were GIS Manager Josh Shelton and GIS Sr. Analyst César Stoddard, and in-person were S. Flowers, Jodean Cardone, and A. Pereyda. The hearing was opened, and the notice was read. C. Stoddard provided a presentation, including Road Name Change Map Exhibit, Application, Petition, 911 Coordinator Comment, Mailed Hearing Notice, Public Notice to Newport Miner, Applicant's Additional Submission, and the proposed Revision to County Road Register.

Comments were received from J. Cardone (request for road name change). The hearing was closed.

(19) Motion was made by R. Rosencrantz to approve the road rename change request of Waterview Drive to Cardone Court and the accompanying resolution. Motion was seconded by B. Smiley. Motion carried unanimously.

Resolution Renaming Of Waterview Dr To Cardone Ct
RESOLUTION NO. 2022-109, COMMISSIONERS' RECORDING

(20) B. Smiley presented invoices for payment from the Hotel/Motel Tax as follows: Tiger Historical Center, \$1,370.45, CREATE, \$500.00, and Pend Oreille Historical Society, \$2,000.00. Motion was made by J. Gentle to approve the Hotel/Motel Tax invoices for payment. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(21) Motion was made by R. Rosencrantz to adopt the recommendations of the Hotel/Motel Tax Advisory Board for the 2023 budget awards, consisting of eleven applicants, totaling \$35,500.00. Motion was seconded by J. Gentle. Motion carried unanimously.

(22) Motion was made by B. Smiley to approve the updated Interlocal Agreement with Klickitat County. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Resolution Regarding Approval of an Interlocal Agreement Between Pend Oreille County and Klickitat County for OnBase Administrator Services
RESOLUTION NO. 2022-110, COMMISSIONERS' RECORDING

(23) Motion was made by R. Rosencrantz to approve the updated Interlocal Agreement with Chelan County. Motion was seconded by J. Gentle. Motion carried unanimously.

Resolution Regarding Approval of an Interlocal Agreement Between Pend Oreille County and Chelan County for OnBase Administrator Services
RESOLUTION NO. 2022-111, COMMISSIONERS' RECORDING

(24) Motion was made by B. Smiley to approve the recommendation for the updated Interlocal Agreement with Skamania County. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Resolution Regarding Approval of an Interlocal Agreement Between Pend Oreille County and Skamania County for OnBase Administrator Services
RESOLUTION NO. 2022-112, COMMISSIONERS' RECORDING

(25) Motion was made by R. Rosencrantz to approve the Interlocal Agreement for Douglas County. Motion was seconded by B. Smiley. Motion carried unanimously.

Resolution Regarding Approval of an Interlocal Agreement Between Pend Oreille County and Douglas County for OnBase Administrator Services
RESOLUTION NO. 2022-113, COMMISSIONERS' RECORDING

(26) The Board met in closed session pursuant to RCW 42.30.140(4)(b) for collective bargaining for 5 minutes, from 3:42 p.m. to 3:47 p.m.

(27) Correspondence Received:

- 12.11 B. Kemp-Interest in Reappointment to Planning Commissioner
- 12.12 POC Fire District 5-Ordinance/Resolution No. 12.06.2022 & Levy Certification
- 12.13 POC Weed Board-12.14.22 Agenda
- 12.14 WSLCB-Notification of Liquor License Renewal: Diamond Lake Deli & More, 325182 Highway 2, Newport, Grocery Store-Beer/Wine
- 12.15 WSLCB-Notification of Cannabis License Renewal: Ghost Dog, LLC, 231 Western Larch Rd Ste A, Newport, Non-Retail Privileges Cannabis Processor

(28) Correspondence Sent:

WDFW-Letter re: 2022-2023 PILT Billing
To Whom It May Concern-Letter of Support for Kalispel Tribe's Guardrail Project


(29) 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 | \$ 437,414.93 |
| Counseling Services | \$ 111,469.87 |
| Crime Victims Compensation | \$ 336.77 |
| Fair | \$ 1,348.30 |
| Law Library | \$ 81.32 |
| Park | \$ 854.38 |
| Road | \$ 254,529.45 |
| Veterans Assistance | \$ 973.65 |
| Treasurer's O&M | \$ 445.47 |
| Emergency 911 Communications | \$ 12,494.36 |
| Homeless Program/2163 | \$ 9,662.50 |
| Public Facilities | \$ 3,995.35 |
| American Rescue Plan Act | \$ 6,562.71 |
| Mental Health Tax | \$ 920.51 |
| Capital Projects | \$ 47,836.19 |
| Solid Waste | \$ 71,696.73 |
| Risk Management | \$ 1,631.98 |
| Equipment R&R | \$ 59,647.62 |
| IT Services | \$ 30,480.61 |
| Sheriff's Trust | <u>\$ 899.50</u> |
| TOTAL | <u>\$1,053,282.20</u> |

Checks 207527 through 207528 totaling \$1,557.55 and Electronic Funds Transfers 43659 through 43870 totaling \$361,216.46, and Checks 207513 through 207526 totaling \$7,626.95, and Electronic Funds Transfers 43608 through 43658 totaling \$58,640.23, and Checks 207529 through 207577 totaling \$92,763.92, and Electronic Funds Transfers 43871 through 43880 totaling \$262,836.26, and Checks 207580 through 207582 totaling \$74.27, and Electronic Funds Transfer 43882 totaling \$169.16, dated December 9, 2022. Includes Jr. Taxing Districts.

Checks 207583 through 207698 totaling \$415,152.54 and Electronic Funds Transfers 43883 through 43884 totaling \$117.12, dated December 12, 2022.

(30) Meeting adjourned at 3:49 p.m.

APPROVED: 
Chair of the Board

ATTEST: Crystal Zieske
Clerk of the Board

  
Chair Vice Chair Member