

February 6, 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. B. Smiley offered the invocation and led the flag salute.

(1) J. Gentle provided a report from Legislative Steering Committee. R. Rosencrantz gave an update from the Pend Oreille Conservation District meeting.

(2) Consent Agenda - Motion was made by J. Gentle to approve the Consent Agenda for February 6, 2023. Motion was seconded by R. Rosencrantz. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's January 30, 2023 meeting and the following items:

Payroll Change Notice:

Counseling Services-

Kelly Alliger, Acting Compliance Coordinator, Step 5, \$4,264.45/mo., to Step 5, \$4,538.30/mo. (*Wage scale change*), Effective 2/1/2023

Katie Parnell, Designated Crisis Response-Daytime, Step 1, \$5,530.64/mo., to After-Hours DCR, Step 1, \$5,678.98/mo., Effective 2/16/2023

Stephanie King, After-Hours DCR, Step 1, \$5,678.98/mo., to Designated Crisis Response-Daytime, Step 3, \$6,214.23/mo., Effective 3/1/2023

Community Development-

Vicki Koehler, Permit Technician, Step 1, \$3,513.84/mo., to Assistant Planner, Step 1, \$4,096.64/mo., Effective 2/1/2023

Auditor's Office-

Stacey Hughes, \$20.52/hr., to \$22.52/hr. (*Temporary adjustment of \$2.00/hr., due to performance of higher classification work*), Effective 2/1/2023

Public Works-

James O'Donnell, Longevity, \$225.00/mo., Effective 2/1/2023

Tommy Cupp, Step 2, \$25.02/hr., Effective 2/1/2023

Justin Dunagan, Step 3, \$30.08/hr., Effective 2/1/2023

District Court-

Kimberly Schoonover, Step 2, \$3,534.83/mo., Effective 2/1/2023

Spokane County Community Services, Housing, And Community Department, Spokane County Regional Behavioral Health (SCRBH) Division Of Administrative Services Organization Contract 23ASO2736

*RESOLUTION NO. 2023-07, COMMISSIONERS' RECORDING*

Kalispel Tribe and Pend Oreille County Interlocal Law Enforcement Agreement *AGREEMENT NO. 2023-05, COMMISSIONERS' RECORDING*

Move Katie Parnell from Daytime DCR to After-Hours DCR, at Step 1, Effective 2/16/2023

Move Stephanie King from After-Hours DCR to Daytime DCR, at Step 3, Effective 3/1/2023

Correction to Salary Schedule for Compliance Coordinator (Counseling Services)

Approval of Updated Job Description for Assistant Planner and Promote Vicki Koehler to Position at Step 1, Effective 2/1/2023

Wage Increase-Stacey Hughes, Additional \$2.00/hr. for Higher Classification Work (February 1, 2023-February 28, 2023)

(3) Motion was made by J. Gentle to send a letter to Jim O'Donnell appreciating him for 25 years of service to POC. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(4) Community Development Director Greg Snow was present for an update. Also present was Senior Planner Andy Huddleston and via Zoom were Auditor Marianne Nichols and Administrative Assistant Savannah Widger. An update was provided on Shoreline Master Plan update, building permits, and land use applications.

(5) G. Snow provided an overview of the Comprehensive Plan and development regulations update. Also present was A. Huddleston, and via Zoom were Permit Technician Dennis Alliger, S. Widger, M. Nichols, White Bluffs Consulting Ben Floyd, and Attorney Nathan Smith. Motion was made by R. Rosencrantz to accept the recommendation from the Planning Commission to approve the statutory update of the Comprehensive Plan, Future Land Use Maps, Development Regulations, and Critical Areas Code and approve the resolution. Motion was seconded by J. Gentle. Motion carried unanimously.

Adoption Of Revisions To The County's Comprehensive Plan, Future Land Use Map, Development Regulations, Floodplain Ordinance, Building Regulations, And Planning Commission By-Laws; Providing For Severability; And Establishing An Effective Date  
*RESOLUTION NO. 2023-08, COMMISSIONERS' RECORDING*

(6) J. Gentle was excused to participate in the Washington State Association of Counties (WSAC) Virtual Assembly, and the Board recessed for lunch at 11:50 a.m.

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

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

(9) The Board reviewed their project priorities.

(10) Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Discussed were opioid settlements, potential EMS district, proposed Riverbend annexation, and a potential land exchange.

(11) M. Nichols was present for a courthouse flood update. Also present was Elections Manager Liz Krizenesky. A review was provided of the elections office processes after the water damage. M. Nichols proposed digitizing historical documents in the future, and potential storage solutions were discussed.

(12) Public Comment – Human Resource Director Brenda Miller, Theodore Kardos, and Bill Bisson were present, and via Zoom were Registered Mental Health Counselor Andie Flavel, WISE Family/ Youth Partner Becca Teeters, Counseling Services Business Manager Kris Martin, Business Administrative Assistant Kelly Alliger, Anita Waterman, and Peter. T. Kardos (Wildfire) and A. Flavel (Administration) provided comment.

(13) Meeting continued to February 7.

February 7, 2023

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

(14) Motion was made by J. Gentle to approve both Payroll Change Notices for Andie Flavel. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Payroll Change Notice:  
Counseling Services-

Andie Flavel, Registered Mental Health Counselor, Resignation, Effective 2/8/2023  
Andie Flavel, Paid Admin Leave, (To Paid Admin Leave Through Resignation Date of 2/8/2023), Effective 1/31/2023

(15) Public Works Acting Director George Luft was present for an update. Also in attendance were Fleet Manager Brian Eglund, Fleet Accountant/Risk Manager Teresa Deal, and via Zoom were Assistant Public Works Director Kyel Newberry, Engineering Technician/Contracting & Procurement Agent Mike Kirkwood, and Office Manager/Cost Accountant Christy Parry.

Motion was made by R. Rosencrantz to approve a surplus hearing date and time to surplus property on February 28, 2023, at 9:15am. Motion was seconded by J. Gentle. Motion carried unanimously.

Motion was made by J. Gentle to approve ER&R to sell one 2009 Western Star (207), VIN: 5KKHAECK49PAJ2605, to Pend Oreille Public Utility District for a price of \$27,000.00, not including applicable taxes. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Establish Fair Market Value And Authorize Direct Sale To Pend Oreille Public Utility District

*RESOLUTION NO. 2023-09, COMMISSIONERS' RECORDING*

Other topics included an ER&R rock discussion and County Policy and Procedures Vehicle and Equipment Operation. Photos were shown of Bare Mountain culvert.

(16) The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 20 minutes, from 10:30 a.m. to 10:50 a.m. Present was B. Miller.

(17) Investment Earnings (through January 31): \$63,984.11

(18) The Board hosted a discussion on the proposed Riverbend annexation to Fire District 2. Present were M. Nichols and via Zoom were GIS Manager Josh Shelton, 911 Coordinator Steve West, Emergency Management Deputy Director JoAnn Boggs, Sheriff Glenn Blakeslee, and ITS Director Shane Flowers.

(19) Motion was made by J. Gentle to approve Public Works' request to return \$494,118.03 of the original \$588,235.75 cash bond to Whisper Point Development, LLC, which withholds 20% of construction costs as a warranty surety, per Pend Oreille County Road Standards and Regulations 5.130. This is a correction to the amount of \$578,235.75 approved by the Commissioners on January 10, 2023. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(20) The Board recessed for lunch at 11:44 a.m., and Commissioner Smiley was excused for the day.

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

(22) PUD Commissioner Dave Rick joined the meeting.

(23) Correspondence Received:

- 2.1 TEDD-Current Appointment Questionnaire
- 2.2 North PO Chamber of Commerce-1.12.23 Meeting Minutes
- 2.3 U.S DOT-Letter re: RTPO Support
- 2.4 WA DOE-Letter re: Closure of POC Mine
- 2.5 POC Historical Society-Letter re: Membership Dues Reminder
- 2.6 POC Weed Board-2.8.23 Agenda & 1.11.23 Minutes
- 2.7 T. Kardos-(hand-delivered to BOCC) Letter re: Catastrophic Forest Fire
- 2.8 POC Fair and Rodeo Association Board-2.7.23 Agenda & 11.1.22 Minutes

(24) Correspondence Sent:


J. O'Donnell-Letter of Appreciation for 25 Years of Service to POC  
TEDD-Current Appointments Form

(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	\$ 39,764.04
Arts, Tourism, & Recreation	\$ 10.13
Counseling Services	\$ 11,502.77
Fair	\$ 289.00
Law Library	\$ 16.05
Road	\$ 239,577.91
Veterans Assistance	\$ 1,800.00
Trial Court Improvement	\$ 14.25
Emergency 911 Communications	\$ 672.29
Election Security Grant	\$ 895.84
Capital Projects	\$ 16,423.38
Solid Waste	\$ 14,494.16
Risk Management	\$ 37,037.36
Equipment R&R	\$ 23,501.67
IT Services	<u>\$ 10,166.71</u>
TOTAL	<u>\$ 399,015.91</u>

Checks 208637 through 208717 totaling \$395,015.91 and Electronic Funds Transfer 44655 totaling \$4,000.00, dated February 6, 2023.

(26) Meeting adjourned at 2:05 p.m., so that the Commissioners could independently visit county departments.

APPROVED:   
Chair of the Board

ATTEST:   
Clerk of the Board