

February 20, 2023

There was no Commissioners meeting, due to President's Day.

February 21, 2023

The meeting of the Pend Oreille County Board of Commissioners was called to order at 8:45 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. J. Gentle offered the invocation and led the flag salute.

(1) B. Smiley convened the meeting of the Elected Officials and Department Heads at 9:00 a.m. Present were R. Rosencrantz, J. Gentle, C. Zieske, Auditor Marianne Nichols, Facilities Maintenance Supervisor Ben Eggleston, Human Resource Director Brenda Miller, Public Works Acting Director George Luft, Sheriff Glenn Blakeslee, Treasurer Nicole Dice, Weed Control Coordinator Loretta Nichols, ITS Director Shane Flowers, Grant Writer Stacy Carter, and present via Zoom were 911 Coordinator Steve West, Community Development Director Greg Snow, Emergency Management Deputy Director JoAnn Boggs, and Prosecuting Attorney Dolly Hunt. A roundtable discussion was held.

(2) G. Luft was present for a Public Works update. Also in attendance were Assistant Public Works Director Kyel Newberry, Road District Superintendent Kevin Thomas, Fleet Manager Brian Egland, B. Eggleston, S. Carter, and L. Nichols, and present via Zoom were Fleet Accountant/Risk Manager Teresa Deal, Engineering Technician/Contracting & Procurement Agent Mike Kirkwood, Office Manager/Cost Accountant Christy Parry, Education & Outreach Coordinator Mary Malone, and Weed Board Member Pamela Thomure.

Motion was made by J. Gentle to approve the purchase from State contract, one 2023 Ford Bronco, to be assigned to the Sheriff's department as a Detective unit, for the cost of \$35,985.55, including sales tax. Motion was seconded by R. Rosencrantz. Motion carried unanimously. B. Egland left the update.

Motion was made by R. Rosencrantz to adopt the resolution approving the 2023-2028 Six Year Transportation Improvement Program project, split for grant application purposes. Motion was seconded by J. Gentle. Motion carried unanimously.

Amendment 1 To 2023-2028 Six Year Transportation Improvement Program Adopted By  
Resolution R-2022-116 - Project Split For Grant Application Purpose  
*RESOLUTION NO. 2023-12, COMMISSIONERS' RECORDING*

G. Luft provided updates on local programs oversight of STP projects, Hedrick plat, County Road Department Policy and Procedures, and Mountain Meadow Dam.

(3) Public Comment –Norm Smith and iPhone were present via Zoom but did not provide comment.

(4) Consent Agenda - Motion was made by R. Rosencrantz to approve the Consent Agenda, excluding the request by Counseling Services for OnBase Services. Motion was seconded by J. Gentle. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's February 13, 2023 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 2/17/23): \$129,017.46

Payroll Change Notice:

Weed Control-

Brian Lord, Weed Control Trainee, \$15.74/hr., Effective 2/16/2023

Loretta Nichols, Weed Specialist III to Weed Board Coordinator, Promotion,  
Effective 2/1/2023

Public Works-ER&R-

Michael Camargo, Mechanic Apprentice, Full-time, \$22.68/hr., Effective 2/16/2023

Assessor's Office-

Josh Tiede, Appraiser I, Resignation, Effective 3/4/2023

Treasurer's Office-

Deana Nichole Phillips, Treasury Manager, \$4,807.32/mo. to \$5,294.25/mo.

*(Temporary increase of \$3.00/hr., due to performance of higher classification work until vacancy is filled), Effective 2/16/2023*

Samantha Cogswell, Accountant III/Revenue Specialist, \$3,882.19/mo. to  
\$4,207.13/mo. *(Temporary increase of \$2.00/hr., due to performance of higher classification work until vacancy is filled), Effective 2/16/2023*

Request to Advertise & Hire, Steps 1-3 DOE: Appraiser Trainee

The Cutter Theatre Lease Agreement

*RESOLUTION NO. 2023-14, COMMISSIONERS' RECORDING*

Modification of Cooperative Law Enforcement Annual Operating Plan Between Pend Oreille County and USDA, Forest Service

*RESOLUTION NO. 2023-15, COMMISSIONERS' RECORDING*

Memorandum of Agreement By and Between Pend Oreille County Board of Commissioners and Local 1135-P of the Washington State Council of County and City Employees-Mechanic Apprentice

*AGREEMENT NO. 2023-06, COMMISSIONERS' RECORDING*

Washington State Military Department Emergency Management Performance Grant Agreement-Grant E23-181

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

Approval of Katie Parnell as a Designated Crisis Responder (DCR)

Approve temporary pay for Samantha Cogswell for an extra \$2.00/hr., due to out of classification work, until Treasurer's Office fills a vacancy, effective February 16, 2023

Approve temporary pay for Deana Nichole Phillips for an extra \$3.00/hr. due to out of classification work, until Treasurer's Office fills a vacancy, effective February 16, 2023

Set a public hearing for Open Space/Ag Conservation Applications for March 20, 2023 at 1:30p.m.

(5) The Board recessed for lunch at 11:54 a.m.

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

(7) Motion was made by J. Gentle to approve and sign Quote KM10212022-PC01 from Konica Minolta for OnBase licenses. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(8) R. Rosencrantz gave an update from the Mental Health Chemical Dependency Advisory Committee Meeting. J. Gentle provided reports from Family Crisis Network and YES Board meetings, as well as Legislative Steering Committee (LSC).

(9) The Board discussed the Riverbend Community Annexation to Fire District 2. Present via Zoom was GIS Manager Josh Shelton, and in person was Fire District 2 Chief Chris Haynes.

Motion was made by R. Rosencrantz to approve the resolution Incorporating Territory Into Pend Oreille County Fire Protection District No. 2. Motion was seconded by J. Gentle. Motion carried unanimously.

A Resolution And Order Incorporating Territory Known As Riverbend & Homeowners Being All That Land South Of The Southern Border Of Pend Oreille County Fire Protection District No. 2 On The East Side Of The Pend Oreille River South To The Northern Border Of The Kalispel Indian Tribe Reservation And All Those Lands Contained Between The Eastern Shore Of The Pend Oreille River And The Washington And Idaho State Line To The East Into Pend Oreille County Fire Protection District No. 2 Without Any Special Obligation Or Benefit For Indebtedness To Be Charged To The Property Owners Subject To The Annexation

*RESOLUTION NO. 2023-13, COMMISSIONERS' RECORDING*

(10) J. Gentle continued his LSC report.

(11) Public Records Officer David Whiting was present for an update. Also present was S. Flowers. Discussed were status of public records requests, public portal, records reporting, and the update to public records policy.

(12) D. Hunt was present via Zoom for a legal update. Topics included public record requests and a constituent plat.

(13) B. Smiley reported on the Quad-County Forest Group meeting.

(14) Colville National Forest District Ranger Carin Vadala was present for a Forest Service update. In attendance via Zoom was Engineering Department Manager Eric Roth. C. Vadala showed a map of LeClerc Road at Mill Creek and discussed a potential reroute. G. Luft joined the meeting in progress.

(15) B. Miller was present to discuss a proposed Weed Coordinator wage scale. Motion was made by R. Rosencrantz to approve the adjusted wage scale for the Weed Board Coordinator. Motion was seconded by B. Smiley. Motion carried unanimously.

(16) Correspondence Received:

2.13 POC EDC-2.15.23 Agenda & 1.18.23 Minutes

2.14 U.S. Department of the Interior-Notice of Reservation Proclamation Request


- 2.15 B. Billingsley-2022 3<sup>rd</sup> Quarter Caseload Report
- 2.16 B. Billingsley-2022 4<sup>th</sup> Quarter Caseload Report
- 2.17 POC EDC-2.15.23 Minutes
- 2.18 Mental Health Chemical Dependency Advisory Council-2.15.23 Meeting Minutes

(17) 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	\$ 45,982.16
Counseling Services	\$ 3,177.07
Fair	\$ 550.94
Law Library	\$ 81.32
Road	\$ 470,588.60
Emergency 911 Communications	\$ 130.50
Growth Management	\$ 10,800.19
Low Income Housing/2060	\$ 1,186.63
Homeless Program/2163	\$ 11,412.59
American Rescue Plan Act	\$ 0.75
Solid Waste	\$ 3,127.58
Risk Management	\$ 7,159.80
Equipment R&R	\$ 31,343.07
IT Services	\$ 2,342.57
Sales/Excise Tax	<u>\$ 1,488.13</u>
TOTAL	\$ 589,371.90

Checks 208960 through 209036 totaling \$586,250.93 and Electronic Funds Transfers 44937 through 44938 totaling \$3,124.15, dated February 21, 2023. Includes Jr. Taxing Districts.

(18) Meeting adjourned at 5:10 p.m.

APPROVED:   
Chair of the Board

ATTEST:   
Clerk of the Board