

May 15, 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. J. Gentle offered the invocation and led the flag salute.

(1) Consent Agenda - Motion was made by J. Gentle to approve the Consent Agenda for the 15<sup>th</sup> of May, 2023. Motion was seconded by R. Rosencrantz. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's May 8, 2023 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 5/12/23): \$406,783.84

Payroll Change Notice:

Sheriff-Patrol-

Cody Zaeske, Marine Patrol Technician, \$20.58/hr., Effective 5/16/2023

Geoffrey Rusho, Longevity, \$75.00/mo., Effective 6/1/2023

Sheriff-Communications-

Linda Rusho, Step 4, \$5,126.85/mo., Effective 6/1/2023

Cymme Gerhauser, Step 6, \$4,375.81/mo., Effective 6/1/2023

Request to Advertise & Hire: Part-time Summer Temporary Parks & Recreation Technician

Establishing Opioid Settlement Fund 136-000-000

*RESOLUTION NO. 2023-46, COMMISSIONERS' RECORDING*

Resolution Regarding Approval Of The 2023 HMA Materials Purchase- Poe Asphalt Paving, Inc.

*RESOLUTION NO. 2023-47, COMMISSIONERS' RECORDING*

(2) R. Rosencrantz provided a report from POC Broadband Action Team meeting. J. Gentle gave updates from North PO Chamber of Commerce and Aging & Long Term Care of Eastern Washington. B. Smiley gave reports from Metaline Falls and Metaline Town Council meetings.

(3) Financial Manager Jill Shacklett was present to discuss a previously approved Emergency Management ARPA request that required additional funds. Motion was made by J. Gentle to increase the ARPA award for the Cusick substation 911 backup generator from \$15,000.00 to \$17,018.27. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(4) The Board held a follow-up discussion on their Economic Development Summit. In attendance was Grant Writer Stacy Carter and via Zoom was Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell.

(5) J. Gentle was excused to participate in the Washington State Association of Counties (WSAC) Virtual Assembly, and the Board recessed for lunch at 11:53 a.m.

- (6) The meeting resumed at 1:15 p.m.
- (7) J. Gentle provided an update from the WSAC Virtual Assembly.
- (8) Human Resource Director Brenda Miller was present for an update.

Motion was made by J. Gentle to approve the Amendment to County Policy Regarding Sign-On Bonus resolution, adding the position of Transportation Technical Specialist. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Amendment to County Policy Regarding Sign-On Bonus (*Rescinding R-2022-61*)  
*RESOLUTION NO. 2023-48, COMMISSIONERS' RECORDING*

Motion was made by R. Rosencrantz to approve the updated job description for Clerk of the Board/Office Manager. Motion was seconded by J. Gentle. Motion carried unanimously.

Motion was made by R. Rosencrantz to approve the updated job description for Human Resource Director. Motion was seconded by J. Gentle. Motion carried unanimously.

Motion was made by J. Gentle to approve the updated job description and adjusted wage scale for the Commissioner Programs/HR Assistant/Civil Service Chief Examiner, with an effective date of May 1, 2023. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Motion was made by R. Rosencrantz to approve the update to Pend Oreille County COVID-19 Safety Plan and its sunset on July 1, 2023. Motion was seconded by J. Gentle. Motion carried unanimously.

(9) The Board met in executive session regarding pending litigation pursuant to RCW 42.30.110(1)(i) for 45 minutes from 2:15 p.m. to 3:00 p.m. Present was Prosecuting Attorney Dolly Hunt and via Zoom were Community Development Director Greg Snow, Interim Community Development Director Andy Huddleston, and Attorneys Nathan Smith and Brian Kistler. At 2:44 p.m., G. Snow, A. Huddleston, N. Smith, and B. Kistler left the meeting.

(10) The Board met in executive session regarding potential litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes from 3:00 p.m. to 3:30 p.m. Present were D. Hunt, B. Miller, J. Shacklett, and via Zoom was Attorney Beth Kennar. B. Kennar left the meeting at 3:21 p.m.

(11) Motion was made by J. Gentle to approve the Payroll Change Notices for Randol Clawson and Alicia Pereyda. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Payroll Change Notice:

Assessor's Office-

Randol Clawson, Appraiser Trainee, Full-time, Step 1, \$3,106.55/mo., Effective 5/16/2023

Commissioners/HR-

Alicia Pereyda, Commissioner Programs/HR Assistant/Civil Service, Step 3, \$4,058.64/mo. to Step 3, \$4,208.64/mo., Effective 5/1/2023

(12) Motion was made by R. Rosencrantz to approve the separation and release agreement with Sharon Sorby. Motion was seconded by J. Gentle. Motion carried unanimously.

Separation and Release Agreement-Sharon Sorby  
*AGREEMENT NO. 2023-22, COMMISSIONERS' RECORDING*

(13) Public Comment --No members of the public were present for comment.

(14) Motion was made by R. Rosencrantz to sign and send the letters from Craig Jackson regarding winter maintenance/snowplowing to the property owners at Bear Paw Road. Motion was seconded by J. Gentle. Motion carried unanimously.

(15) Meeting continued to May 16.

May 16, 2023

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, Commissioner Programs/HR Assistant Alicia Pereyda, Counseling Services Director Nicole Vangrimbergen, Sheriff Glenn Blakeslee, Treasurer Nicole Dice, ITS Director Shane Flowers, Weed Control Coordinator Loretta Nichols, Assessor Jim McCroskey, S. Carter, D. Hunt, J. Shacklett, and present via Zoom were District Court Judge Robin McCroskey and G. Snow. A roundtable discussion was held.

(16) The Board conducted an interview for Cemetery District #1. Besides the candidate, present was Cemetery District #1 Superintendent Chris Demlow.

(17) Motion was made by J. Gentle to appoint Karina Pfliger to the Cemetery District #1, Position #2, and to sign and send a letter, saying the same. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(18) R. Rosencrantz provided an update from Newport City Council.

(19) The Commissioners held a teambuilding session. Present were B. Miller, A. Pereyda, and C. Zieske.

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

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

(22) J. McCroskey was present to request establishing new fees for land classification or reclassification applications.

Motion was made by R. Rosencrantz to approve the Assessor's request to raise Current Use & Designated Forest Land fees by \$100.00 to cover the \$100.00 increase in recording fees and to raise Open Space fees \$250.00, with new fees to start June 1, 2023, and approve the accompanying resolution. Motion was seconded by J. Gentle. Motion carried unanimously.

Resolution Establishing Various Fees for Land Classification or Reclassification  
 Applications and Processing  
*RESOLUTION NO. 2023-49, COMMISSIONERS' RECORDING*

(23) The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 30 minutes, from 2:03 p.m. to 2:33 p.m. Present was C. Zieske.

(24) Correspondence Received:

- 5.7 PO Conservation District-5.16.23 Agenda & 4.18.23 Minutes
- 5.8 R. Eugene Holmes-Letter re: Reply to P.O County Assessor letter dated May 1, 2023
- 5.9 WACCC-Letter re: Scholarship Committee Award for C. Zieske
- 5.10 K. Pfliger-Informational Statement for Cemetery District #1
- 5.11 POC EDC-5.17.23 Agenda & 4.19.23 Minutes

(25) Correspondence Sent:

- Property Owners of Bear Paw Rd-Letter re: Winter Maintenance/Snowplowing
- K. Pfliger-Letter of Appointment to Cemetery Board District #1
- M. Bender Family-Sympathy Card

(26) 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	\$ 385,908.05
Counseling Services	\$ 91,050.31
Crime Victims Compensation	\$ 356.42
Fair	\$ 3,289.00
Park	\$ 7,952.88
Road	\$ 97,970.33
Veterans Assistance	\$ 67.83
Emergency 911 Communications	\$ 37,631.13
Growth Management	\$ 9,806.16
Homeless Program/2163	\$ 4,723.11
Public Facilities	\$ 4,187.46
Mental Health Tax	\$ 953.22
Capital Projects	\$ 14,358.18
Solid Waste	\$ 24,579.79
Risk Management	\$ 447.20
Equipment R&R	\$ 42,772.36
IT Services	\$ 23,792.13
Sheriff's Trust	<u>\$ 1,118.25</u>
TOTAL	\$ 750,963.81

Checks 210618 through 210665 totaling \$100,924.59 and Electronic Funds Transfers 46474 through 46483 totaling \$261,626.59, and Check 210617 totaling \$1,713.28, and Electronic Funds Transfers 46258 through 46473 totaling \$358,738.33, and Checks 210600 through 210616 totaling \$4,628.63 and Electronic Funds Transfers 46209 through 46257 totaling \$63,414.92, dated May 10, 2023. Includes Jr. Taxing Districts.

  
 Chair

  
 Vice Chair

Member

Checks 210666 through 210729 totaling \$116,613.39 and Electronic Funds Transfer 46484 totaling \$38.21, dated May 15, 2023.

(27) Meeting adjourned at 2:35 p.m.

APPROVED:   
Chair of the Board

ATTEST:   
Clerk of the Board