

July 24, 2023

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:02 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) Consent Agenda - Motion was made by J. Gentle to approve the Consent Agenda for 7/24/23. Motion was seconded by R. Rosencrantz. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's July 17, 2023 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 7/21/23): \$482,798.02

Request to Advertise & Hire, Step 1, up to Step 3 DOE: Sheriff's Civil Deputy

(2) R. Rosencrantz gave reports from Cusick Wastewater, PO Conservation District, and Northeast Tri County Health District meetings. The Board reviewed their joint meeting with commissioners from PUD and Pend Oreille Valley Railroad (POVA). B. Smiley provided updates from Parks Board and Economic Development Council (EDC) meetings.

(3) The Board held a discussion on Associate Development Organizations (ADO). Present via Zoom was Prosecuting Attorney Dolly Hunt, and in-person was POVA Manager Kelly Driver. Joining the discussion in progress via Zoom was Emergency Management Deputy Director JoAnn Boggs.

(4) 911 Coordinator Steve West and J. Boggs were present via Zoom with a follow-up to the ARPA request for improvements to Calispel Peak Road. Also present were Sheriff Glenn Blakeslee, Public Works Director Craig Jackson, Lead Foreman Roy Anderson, Financial Manager Jill Shacklett, and Auditor Marianne Nichols.

Motion was made by J. Gentle to approve the ARPA request from Emergency Management to have Public Works repair and improve the road to Calispel Peak, in order to continue to have propane delivered to the Calispel Peak radio site, in the amount up to \$8,000.00. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(5) Community Development Director Greg Snow was present for an update. Topics included Shoreline Master Program update, Comprehensive Plan hearing, draft Usk Sub-area Plan, Voluntary Stewardship Program contract, and land use/building permit applications.

Motion was made by J. Gentle to install Andy Huddleston as temporary Interim Director and adjust his salary accordingly, effective July 26, 2023, to end upon Director's return to work after leave, and approve the Payroll Change Notice. Motion was seconded by B. Smiley. Motion carried unanimously.

Payroll Change Notice:

Community Development-

Andy Huddleston, Senior Planner, Step 5, \$5,680.63/mo. to Interim Community Development Director, \$7,500.00/mo. (*Temporary adjustment due to performance of higher classification of work*), Effective 7/26/2023


Chair


Vice Chair


Member

(6) The Board recessed for lunch at 11:53 a.m.

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

(8) The Board hosted a meeting regarding the Usk Pedestrian Bridge Project. Present were Kalispel Tribe General Manager of Public and Government Relations Curt Holmes and Transportation Director Julia Whitford, and via Zoom were WSDOT Project Inspector Chad Roberts and Local Programs Engineer Mark Allen, P.E. Also present were Kalispel Tribe Executive Director of Planning & Public Works Tell Hamilton and C. Jackson.

(9) The Board held a planning meeting for Board of Equalization duties with Commissioner Programs/HR Assistant Alicia Pereyda, Human Resources Director Brenda Miller, and C. Zieske.

(10) D. Hunt was present via Zoom for a legal update. Discussed was the county's ADO designation and EDC.

(11) The Board met in closed session pursuant to RCW 42.30.140(4)(b) for collective bargaining for 30 minutes, from 3:30 p.m. to 4:00 p.m. Present were B. Miller and J. Shacklett.

(12) Public Comment – Newport Miner News Editor Don Gronning was present but did not provide comment.

(13) Meeting continued to July 25.

July 25, 2023

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

(14) C. Jackson was present for a Public Works update. Present via Zoom were Solid Waste Coordinator Amanda Griesemer, Fleet Accountant/Risk Manager Teresa Deal, and Office Manager/Cost Accountant Christy Parry.

Motion was made by J. Gentle to approve Public Works' request to advertise for quotes for hiring a vendor to changeover dump truck bed, hydraulic system and controls, with quotes due to ER&R August 16, 2023. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

B. Miller joined the meeting in progress. Motion was made by R. Rosencrantz to approve the job description for the new Public Works Project Specialist position and move Kyel Newberry to this new position with no change in wage. Motion was seconded by J. Gentle. Motion carried unanimously. B. Miller left the update.

Motion was made by J. Gentle to approve the bid opening for the 2023 Long Line Stripe for August 8, 2023 at 10:30am. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

C. Jackson provided an update on Change Order #1 on Smackout Pass. A photo presentation was provided on 2023 paving projects, then a discussion of reducing costs in ER&R, including the surplus of unused vehicles.


Chair


Vice Chair


Member

C. Jackson reviewed the Solid Waste operations plan for the transfer stations for dump trucks and dumpsters, including the Ione Station large load policy. He reminded the Board of its reporting requirements regarding the County Engineer position and described a potential paved road for Seattle City Light's fish hatchery. Discussion continued on the Usk Pedestrian Bridge Project.

(15) Counseling Services Director Nicole Vangrimbergen was present for an update. Also present were B. Miller and J. Shacklett.

a) Motion was made by J. Gentle to approve and sign the 2023-2025 Health Care Authority contract. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Health Care Authority (HCA) Contract K6965
RESOLUTION NO. 2023-82, COMMISSIONERS' RECORDING

b) Motion was made by R. Rosencrantz to approve and sign 2023 Spokane County Regional Behavioral Health contract and resolution for the Community Behavioral Health Rental Assistance (CBRA) program. Motion was seconded by J. Gentle. Motion carried unanimously.

Spokane County Community Services, Housing, And Community Department, Spokane County Regional Behavioral Health (SCRBH) Division Of Administrative Services
Organization Contract 23ASO2768
RESOLUTION NO. 2023-83, COMMISSIONERS' RECORDING

c) N. Vangrimbergen reported the Criminal Justice Treatment Accounts Funds for direct client care will be contracted with the Administrative Service Organization (ASO).

d) Motion was made by J. Gentle to adjust the Compliance Coordinator wage scale, effective August 1, 2023, and move new hire Alicia Pereyda into Step 1 on new scale and approve the Payroll Change Notice. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Payroll Change Notice:
Counseling Services-
Alicia Pereyda, Compliance Coordinator, Step 4, \$4,281.42/mo. to Step 1,
\$5,115.50/mo., Effective 8/1/2023

e) J. Shacklett left the update. Motion was made by R. Rosencrantz to approve and offer Kelly Alliger \$5.00/hour pay differential for performing duties for the Counseling Services Department Compliance Coordinator and Business Administrator II, effective July 16, 2023, and approve the Payroll Change Notice. Motion was seconded by J. Gentle. Motion carried unanimously.

Payroll Change Notice:
Counseling Services-
Kelly Alliger, RNP Supervisor, \$5,127.52/mo. to \$5,940.02, Effective 7/16/2023

f) Motion was made by J. Gentle to approve the new job description and wage range for Counseling Services Customer Support Specialist as well as advertise and hire Steps 1-3 DOE. Motion was seconded by R. Rosencrantz. Motion carried unanimously.


Chair


Vice Chair


Member

g) Motion was made by R. Rosencrantz to advertise and hire one Recovery Navigator Program Outreach Navigator position, at Steps 1-3 DOE. Motion was seconded by J. Gentle. Motion carried unanimously.

h) N. Vangrimbergen provided the Board copies of the draft Strategic Plan for 2023-2026, as well as the Administrator Handbook.

(16) Grant Writer Stacy Carter was present for an update. Topics included transition plans, a “report card” for the county’s grant readiness, and library of standard documents.

(17) The Board recessed for lunch at 11:50 a.m.

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

(19) ITS Director Shane Flowers was present for an update. A report was provided on the new website.

Motion was made by J. Gentle to sign interlocal agreement between the Kalispel Tribe of Indians and Pend Oreille County ITS. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Agreement Between Pend Oreille County And The Kalispel Tribe-Information Technology Services Agreement-October 1, 2022-September 30, 2025
RESOLUTION NO. 2023-84, COMMISSIONERS' RECORDING

Also reviewed were public records requests.

(20) The Board met in closed session pursuant to RCW 42.30.140(4)(b) for collective bargaining for 30 minutes, from 2:00 p.m. to 2:30 p.m. Present were B. Miller, J. Shacklett, and C. Jackson.

(21) District Manager of Pend Oreille Conservation District (POCD) Alex Case-Cohen was present for an update. Also present was POCD Natural Resource Specialist Cory Brenner and via Zoom were J. Boggs and S. West. A PowerPoint presentation was given on the Voluntary Stewardship Program (VSP). Also discussed was Lead Agency for Little Spokane Watershed Salmon.

(22) The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 55 minutes, from 3:05 p.m. to 4:00 p.m. An additional 5 minutes was requested until 4:05 p.m.

(23) R. Rosencrantz provided a report from the POC Republicans meeting.

(24) Motion was made by J. Gentle to approve the Payroll Change Notices for David Sears, Bob Sanborn, and Dennis Biehl. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Payroll Change Notice:
Board of Equalization-

David Sears, Alternate Member to Member (*Moved from the alternate BOE member to BOE member*), Effective 7/11/2023
Bob Sanborn, Member, Discharge, Effective 7/11/2023


Chair


Vice Chair


Member

Public Works-Roads-
Dennis Biehl, Longevity, \$35.00/mo., Effective 8/1/2023

(25) Motion was made by R. Rosencrantz to approve sending the letter of appreciation to Dennis Biehl for 5 years of service to POC. Motion was seconded by J. Gentle. Motion carried unanimously.

(26) Motion was made by J. Gentle to approve the Memorandum Of Understanding Between Spokane Region Participating Local Governments And Spokane Regional Behavioral Health Administrative Services Organization. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Memorandum Of Understanding Between Spokane Region Participating Local Governments
And Spokane Regional Behavioral Health Administrative Services Organization
AGREEMENT NO. 2023-34, COMMISSIONERS' RECORDING

(27) Correspondence Received:

- 7.18 LEPC-5.23.23 Minutes
- 7.19 NEW RTPO TAC-7.26.23 Agenda & 6.28.23 Minutes
- 7.20 TEDD/RTPO-7.26.23 Agenda & 6.28.23 Minutes
- 7.21 POC EDC-7.19.23 Minutes
- 7.22 K. Flanagan-Informational Statement & Letter of Interest in Parks & Recreation Advisory Board
- 7.23 EWCoG-7.28.23 Agenda & 5.26.23 Minutes

(28) Correspondence Sent:

D. Biehl-Letter of Appreciation for 5 Years of Service to POC

(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	\$ 467,668.18
Counseling Services	\$ 97,251.16
Crime Victims Compensation	\$ 342.67
Fair	\$ 550.78
Park	\$ 1,412.58
Road	\$ 206,005.74
Treasurer's O&M	\$ 4,911.12
Emergency 911 Communications	\$ 3,105.00
American Rescue Plan Act	\$ 9,660.15
Mental Health Tax	\$ 867.86
Solid Waste	\$ 21,785.00
Risk Management	\$ 412.22
Equipment R&R	\$ 50,974.87
IT Services	\$ 26,545.74
Sales/Excise Tax	\$ 11.85
TOTAL	\$ 891,504.92


Chair


Vice Chair


Member

Checks 212071 through 212147 totaling \$282,112.19 and Electronic Funds Transfer 47781 totaling \$58.97, dated July 24, 2023. Includes Jr. Taxing Districts.

Checks 212179 through 212205 totaling \$100,627.84 and Electronic Funds Transfers 47782 through 47789 totaling \$222,888.70, and Checks 212067 through 212070 totaling \$354,788.43, and Electronic Funds Transfers 47560 through 47780 totaling \$8,540.88, dated July 25, 2023. Includes Jr. Taxing Districts.

(30) Meeting adjourned at 4:20 p.m.

APPROVED: 
Chair of the Board

ATTEST: 
Clerk of the Board