

July 31, 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. R. Rosencrantz offered the invocation and led the flag salute.

(1) Consent Agenda - Motion was made by R. Rosencrantz to approve the Consent Agenda as prepared for July 31, 2023. Motion was seconded by J. Gentle. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's July 24, 2023 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 7/28/23): \$482,798.02

Payroll Change Notice:

Public Works-

Kyel Newberry, Assistant Public Works Director to Public Works Project Specialist, *(Re-evaluation of Existing Job)*, Effective 8/1/2023

Mike Kirkwood, Engineering Tech/PW Contracting & Procurement/Parks Director, Step 3, \$29.25/hr. + \$520.84/mo., to Public Works Support Specialist, Step 3, \$34.77/hr., *(Promotion)*, Effective 8/1/2023

Counseling Services-

Jodi Lovie, RNP Outreach Navigator, Step 1, \$3,339.33/mo., to Case Manager, Step 1, \$3,597.70/mo., *(Promotion)*, Effective 8/1/2023

Michele DeNune-DeMent, Criminal Justice Peer, Step 3, \$3,755.67/mo., to WISE Family Partner, Step 3, \$3,755.67/mo., *(Transfer)*, Effective 8/1/2023

Carissa Enfield, Receptionist, Step 1, \$3,071.25/mo., Effective 8/1/2023

Kaira Blume, Receptionist, Step 1, \$3,071.25/mo., Effective 8/1/2023

District Court-

Michele Proctor, District Court-Deputy Clerk, 4/5<sup>th</sup> Time, Step 1, \$20.52/hr., Effective 8/1/2023

A Resolution Concerning The Shoreline Master Program Periodic Review Required  
By RCW 90.58.080(4)

*RESOLUTION NO. 2023-85, COMMISSIONERS' RECORDING*

Job Title Change: Better Health Together (BHT) Criminal Justice Peer to WISE Family Partner-Michele DeNune-DeMent

Promotion: Counseling Services RNP Outreach Navigator to Case Manager-Jodi Lovie

Approval of 2022 YE Inventory Report

(2) J. Gentle gave a report from the Eastern Washington Council of Governments meeting. R. Rosencrantz provided updates from Tri-County Economic Development District Technical Advisory Committee (TEDD TAC), TEDD, and Rural Resources meetings. B. Smiley and R. Rosencrantz reported from the Local Emergency Planning Committee meeting.



(3) Sheriff Glenn Blakeslee was present for an update. He shared information from the Washington Association of Sheriffs & Police Chiefs 2022 Washington Statewide NIBRS Profile report. Other topics included evidence custodian training and new lateral deputy.

(4) The Board recessed for lunch at 11:28 a.m.

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

(6) The Board met in executive session to prepare employee evaluations, pursuant to RCW 42.30.110(1)(g) for 90 minutes, from 1:30 p.m. to 3:00 p.m.

(7) Prosecuting Attorney Dolly Hunt was present for a legal update. Topics included the Administrative Office of the Court guardianship agreement and Blake decision.

(8) Motion was made by R. Rosencrantz to agree to send purchase order to Synchronous Technologies for quote number 9316 in the amount of \$26,172.39 for 22 desktop computers and four laptop computers for our yearly replacement schedule. Motion was seconded by J. Gentle. Motion carried unanimously.

(9) Public Comment –No members of the public were present for comment.

(10) Meeting continued to August 1.

August 1, 2023

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

(11) Public Works Director Craig Jackson was present for an update. Also in attendance was J. Shacklett and present via Zoom were Fleet Accountant/Risk Manager Teresa Deal, Office Manager/Cost Accountant Christy Parry, and Support Specialist Mike Kirkwood.

Motion was made by J. Gentle to set the hearing date and time for surplus property for August 29, 2023 at 9:15am. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

A general rules discussion was held on surplus equipment in ER&R.

Motion was made by J. Gentle to approve the offer of wage of \$120,000.00 per year, which is above the advertised range, for the County Engineer position. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Motion was made by R. Rosencrantz to authorize the POC Board of County Commissioners Chairman to sign both the Standard Title IV Assurances for 2023 (USDOT 1050.2A) and Title VI Annual Report. Motion was seconded by J. Gentle. Motion carried unanimously.

The United States Department of Transportation (USDOT) Standard Title VI/Non-Discrimination Assurances-DOT Order No. 1050.2A

Title VI 2023 Annual Report-Pend Oreille County

  
Chair

  
Vice Chair

  
Member

Other topics included the Change Order #1 for Smackout Pass, the safety program and grants for guardrails, and 2023 paving projects.

(12) Motion was made by R. Rosencrantz to approve the Interagency Agreement Between Washington State Administrative Office Of The Courts And Pend Oreille County Superior Court Regarding The Uniform Guardianship, Conservatorship And Other Protective Arrangements Act under Agreement IAA24265. Motion was seconded by J. Gentle. Motion carried unanimously.

Interagency Agreement IAA24265 Between Washington State Administrative Office Of The Courts And Pend Oreille County Superior Court Regarding The Uniform Guardianship, Conservatorship And Other Protective Arrangements Act  
*AGREEMENT NO. 2023-35, COMMISSIONERS' RECORDING*

(13) The Board conducted an interview for Parks & Recreation Advisory Board. Present was the candidate.

(14) Motion was made by J. Gentle to appoint Kelly Flanagan to the Parks & Recreation Advisory Board and send her a letter. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(15) Auditor Marianne Nichols was present to discuss a USPS request to rename an area in Pend Oreille County that has Priest River, Idaho mailing addresses. Also present via Zoom was GIS Manager Josh Shelton.

(16) The Board met in closed session pursuant to RCW 42.30.140(4)(b) for collective bargaining for 15 minutes, from 10:30 a.m. to 10:45 a.m. Present were Human Resources Manager Brenda Miller and J. Shacklett. An additional 5 minutes was requested until 10:50 a.m.

(17) J. Shacklett and B. Miller were present to discuss employee wages and increase requests.

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

(19) The meeting resumed at 1:45 p.m.

(20) B. Miller was present to discuss Human Resources topics.

(21) The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 2:30 p.m. to 3:30 p.m. Present were B. Miller and D. Hunt. An additional 5 minutes was requested until 3:35 p.m. An additional 10 minutes was requested until 3:45 p.m.

(22) R. Rosencrantz reported from the NEW RTPO EV Working Group Kickoff meeting.

(23) Correspondence Received:

7.24 Martin Hall-7.27.23 Agenda & 6.22.23 Minutes

7.25 EDC-8.3.23 Agenda

7.26 Boards of Commissioners of POVA, PUD, and POC-7.19.23 Minutes

7.27 PO Conservation District-8.1.23 Agenda

7.28 Greater Newport Area Chamber of Commerce-Membership Packet & Certificate of Membership

(24) Correspondence Sent:

K. Flanagan-Letter of Appointment to Parks & Recreation Advisory Board

(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	\$ 102,185.76
Counseling Services	\$ 10,499.59
Fair	\$ 50,289.91
Road	\$ 176,754.97
Low Income Housing/2060	\$ 622.20
Homeless Program/2163	\$ 4,978.75
Solid Waste	\$ 1,502.53
Risk Management	\$ 835.72
Equipment R&R	\$ 76,856.07
Unemployment Compensation	\$ 1,962.39
Sheriff's Trust	<u>\$ 348.00</u>
TOTAL	<u>\$ 426,835.89</u>

Checks 212206 through 212265 totaling \$422,386.06 and Electronic Funds Transfers 47790 through 47791 totaling \$4,449.83, dated July 31, 2023.

(26) Meeting adjourned at 3:57 p.m.

APPROVED:   
Chair of the Board

ATTEST:   
Clerk of the Board