

August 14, 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. C. Zieske offered the invocation and led the flag salute.

(1) Consent Agenda - Motion was made by J. Gentle to approve the Consent Agenda for August 14, 2023. Motion was seconded by R. Rosencrantz. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's August 7, 2023 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 8/11/23): \$533,698.59

Payroll Change Notice:

Noxious Weed Control-

Douglas Jared, Seasonal Field Inspector, Resignation, Effective 7/28/2023

Auditor's Office-

Bonnie Nguyen, Mail Clerk, (*Employee rescinded her resignation*), Effective 8/21/2023

Designating Jesse Larson As The County Engineer For Pend Oreille County
RESOLUTION NO. 2023-87, COMMISSIONERS' RECORDING

(2) Motion was made by R. Rosencrantz to sign the Certificate of Appreciation for Linda Blore on the occasion of her retirement. Motion was seconded by J. Gentle. Motion carried unanimously.

(3) B. Smiley provided updates from Metaline Falls and Metaline Town Council meetings. R. Rosencrantz gave reports from the Fire Chiefs/POEMS meeting and Inland Northwest Partners' "Collaboration, Cooperation, and the Future of Communities" meeting. J. Gentle previewed the upcoming Legislative Steering Committee pre-planning meeting and gave updates from the Weed Board and Aging & Long Term Care of Eastern Washington meetings.

(4) The Board held a retirement recognition ceremony for Chief Deputy Auditor Linda Blore. Also present were Auditor Marianne Nichols, Director of Operations Tina Olson, Elections Manager Liz Krizenesky, Financial & Elections Deputy Stacey Hughes, Department of Licensing Supervisor Kim Nutter, and Certified Deputy Samantha Hepp. A certificate of appreciation and retirement card were presented.

(5) Motion was made by J. Gentle to email a letter to Washington State County Road Administration Board's Executive Director Jane Wall regarding the hiring of Jesse Larson as the County Engineer, effective August 8, 2023. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(6) The Board recessed for lunch at 11:35 a.m.

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

(8) 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 1:31 p.m. to 2:01 p.m. Present was Human Resource Director Brenda Miller.

(9) B. Miller was present for a Human Resources update. Topics included 6.6% vacancy rate, Commissioner Programs/HR Assistant/Civil Service position, and her upcoming diversity/inclusion training.

(10) Motion was made by J. Gentle to accept the Payroll Change Notice for Samantha Cogswell, dated August 14, 2023. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Payroll Change Notice:

Treasurer-

Samantha Cogswell, Deputy Accountant III, Resignation, Effective 8/14/2023

(11) Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Topics included Economic Development Council contract and ARPA agreements.

(12) Motion was made by J. Gentle to send a letter to Washington Health Care Authority regarding Pend Oreille County's administration of the Criminal Justice Treatment Account, continuing the current arrangement with Spokane County Behavioral Health Administrative Services Organization administering the funding. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(13) Public Comment –Andrew Feldman was present and provided comment (EDC).

(14) Meeting continued to August 15.

August 15, 2023

The meeting resumed at 9:00 a.m. with R. Rosencrantz, J. Gentle, and C. Zieske present. B. Smiley was excused to attend the Canvassing Election meeting.

R. Rosencrantz convened the meeting of the Elected Officials and Department Heads at 9:15 a.m. Present were J. Gentle, C. Zieske, Public Works Director Craig Jackson, ITS Director Shane Flowers, Weed Control Coordinator Loretta Nichols, Counseling Services Business Manager Kris Martin, Interim Community Development Director Andy Huddleston, Fleet Accountant/Risk Manager Teresa Deal, Grant Writer Stacy Carter, and B. Miller. B. Smiley arrived at 9:24 a.m., as well as M. Nichols and D. Hunt. A roundtable discussion was held.

(15) Public Works Director Craig Jackson was present for an update. Also in attendance were Fleet Manager Brian Eglund, T. Deal, B. Miller, and via Zoom was Office Manager/Cost Accountant Christy Parry.

Motion was made by R. Rosencrantz to approve the revised job description for the position of Fleet Manager, approve the new pay scale, and approve the starting pay in the new position at Step 4, effective October 1, 2023. Motion was seconded by J. Gentle. Motion carried unanimously.

Motion was made by J. Gentle to award the competitive bid to Spectrum Coatings for Counseling Services painting project, as the lowest bidder at \$14,970.30 total, including tax. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Motion was made by R. Rosencrantz to declare S2746, a 2020 Dodge Durango a total collision loss, purchase a replacement for the 2020 Dodge Durango, and dispose of the wrecked vehicle using a broker. Motion was seconded by J. Gentle. Motion carried unanimously.

Declare (S2746) 2020 Dodge Durango A Total Collision Loss
RESOLUTION NO. 2023-88, COMMISSIONERS' RECORDING

C. Jackson reminded the Board there were no bids received for striping last week. Local firms were contacted, and KB Markings expressed interest and submitted pricing. Motion was made by J. Gentle to award 2023 Long Line Stripe to KB Markings of Spokane Valley, WA in the amount of \$115,224.00. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

C. Jackson gave updates on Flowery Trail paving, City of Newport distributor, Calispel Peak Road work, D1 shop roof project, and ITS/Weed Board/County Courthouse paving projects. A proposed shared space office expansion was presented. Other topics included Guide to Modern Frontier Living and Kalispel Tribe pathway.

(16) M. Nichols came in and introduced the State Archivist Heather Hirotaka, visiting from Olympia.

(17) Financial Manager Jill Shacklett and M. Nichols were present for a 2023 budget update.

(18) The Board recessed for lunch at 12:01 p.m.

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

(20) The Board met for a discussion on Associate Development Organization (ADO). Also in attendance were Pend Oreille Valley Railroad (POVA) Manager Kelly Driver, J. Shacklett, M. Nichols, and via Zoom were D. Hunt and POVA Roadmaster Corey Ives.

(21) Motion was made by R. Rosencrantz to authorize Commissioner Gentle to DocuSign the amendment to Grant Agreement No. 21-13800 with the Washington State Recreation and Conservation Office for additional funding for the Pend Oreille River flowering rush project. Motion was seconded by J. Gentle. Motion carried unanimously.

Washington State Recreation and Conservation Office-Amendment to Grant Agreement-
FY-22 Pend Oreille County Pend Oreille River Fl, Amendment Number 1
(Amending R-2022-79)
AGREEMENT NO. 2023-38, COMMISSIONERS' RECORDING

(22) The Board met in executive session to prepare employee evaluations pursuant to RCW 42.30.110(1)(g) for 30 minutes, from 2:45 p.m. to 3:15 p.m. An additional 5 minutes was requested until 3:20 p.m.

(23) Correspondence Received:

- 8.7 North PO Chamber of Commerce-8.10.23 Agenda & 7.13.23 Minutes
- 8.8 PO Conservation District-8.15.23 Agenda & 6.20.23 Minutes
- 8.9 EDC-8.16.23 Agenda & 8.3.23 Special Meeting Minutes

(24) Correspondence Sent:

- L. Blore-Certificate of Appreciation
- CRAB/J. Wall-Letter re: Designation of Jesse Larson as County Engineer
- WA State Health Care Authority/M. Gayle-Letter re: POC Administration of the Criminal Justice Treatment Account


(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	\$ 520,696.00
Counseling Services	\$ 97,887.13
Crime Victims Compensation	\$ 356.32
Fair	\$ 3,808.70
Law Library	\$ 81.32
Park	\$ 1,900.98
Road	\$ 230,337.45
Emergency 911 Communications	\$ 9,445.80
Mental Health Tax	\$ 1,414.07
American Rescue Plan Act	\$ 10,907.86
Solid Waste	\$ 96,251.48
Risk Management	\$ 969.27
Equipment R&R	\$ 60,411.99
IT Services	\$ 34,876.03
Sheriff's Trust	\$ 425.50
Sales/Excise Tax	<u>\$ 3,140.12</u>
TOTAL	<u>\$ 1,072,910.02</u>

Checks 212417 through 212420 totaling \$2,108.12, and Electronic Funds Transfers 47797 through 48025 totaling \$373,483.73, and Checks 212421 through 212437 totaling \$6,771.21 and Electronic Funds Transfers 48026 through 48085 totaling \$64,381.08, and Checks 212438 through 212484 totaling \$108,294.77, and Electronic Funds Transfers 48086 through 48094 totaling \$268,425.25, dated August 10, 2023. Includes Jr. Taxing Districts.

Checks 212488 through 212593 totaling \$414,070.80 and Electronic Funds Transfers 48095 through 48097 totaling \$6,148.30, dated August 14, 2023.

(26) Meeting adjourned at 3:38 p.m.

APPROVED: 
Chair of the Board

ATTEST: 
Clerk of the Board