

September 25, 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. 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 September 25, 2023. Motion was seconded by R. Rosencrantz. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's September 18, 2023 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 9/22/23): \$639,186.57

Voluntary Stewardship Program Agreement With Pend Oreille County Conservation District

*RESOLUTION NO. 2023-99, COMMISSIONERS' RECORDING*

Solid Waste Management Local Solid Waste Financial Assistance Agreement Between The State Of Washington Department Of Ecology And Pend Oreille County Public Works

*RESOLUTION NO. 2023-100, COMMISSIONERS' RECORDING*

Amended And Restated Ground Lease For 911 Communications Tower Site-Stimson Washington, Inc.-Calispell Peak

*RESOLUTION NO. 2023-101, COMMISSIONERS' RECORDING*

Interagency Agreement IAA24438 Between Washington State Administrative Office of the Courts and Pend Oreille County District Court-Interpreter

*AGREEMENT NO. 2023-43, COMMISSIONERS' RECORDING*

(2) The Board met in executive session to prepare employee evaluations pursuant to RCW 42.30.110(1)(g) for 45 minutes, from 9:30 a.m. to 10:15 a.m.

(3) R. Rosencrantz provided a report from the Fire District 4 Commissioners' meeting.

(4) 2024 Budget Review-Commissioners. Present was Financial Manager Jill Shacklett.

(5) Seattle City Light Director of Government and Legislative Affairs Maura Brueger was present via Zoom to discuss a Boundary Dam grant opportunity.

(6) Motion was made by J. Gentle to sign the letter to Seattle City Light Interim General Manager Mike Haynes regarding Pend Oreille County Letter of Support for Grant Funding from Department of Energy. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(7) The Board recessed for lunch at 12:05 p.m.

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

(9) Human Resource Director Brenda Miller was present for an update.

Motion was made by R. Rosencrantz to approve the Collective Bargaining Agreement by and between Board of County Commissioners, Sheriff of Pend Oreille County, and Teamsters Local 690, Pend Oreille Co. Sheriff's Corrections, effective January 1, 2024 through December 31, 2026. Motion was seconded by J. Gentle. Motion carried unanimously.

Agreement Between Board Of County Commissioners, Sheriff Of Pend Oreille County And Teamsters Local 690, Pend Oreille Co. Sheriff's Corrections-January 1, 2024 - December 31, 2026  
*RESOLUTION NO. 2023-102, COMMISSIONERS' RECORDING*

Topics included WCIF ancillary renewal, vacancy rate of 4.2%, upcoming hires, benefits renewal, open enrollment on November 8, Safety Committee topics, and pandemic readiness.

(10) The Board met in executive session to conduct an employee evaluation pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 2:00 p.m. to 3:00 p.m. Present was B. Miller.

(11) B. Smiley was excused to review consultant applications, and the Board recessed from 3:05 p.m. to 3:25 p.m.

(12) State Auditor's Office Audit Lead Shelby Beedle and Audit Supervisor Phillip Ventress were present via zoom for an Exit Conference. Also present were Counseling Services Director Nicole Vangrimbergen, Counseling Services Business Manager Kris Martin, and J. Shacklett.

S. Beedle provided a summary of the financial and single financial audits, including COVID-19-Coronavirus State and Local Fiscal Recovery Funds and Block Grants for Prevention and Treatment of Substance Abuse.

(13) Public Comment–Selkirk Sun was present via Zoom but did not provide comment.

(14) Meeting continued to September 26.

September 26, 2023

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

(15) Public Works Director Craig Jackson was present for an update. Also in attendance were Project Specialist Kyel Newberry, Fleet Manager Brian Eglund, Fleet Accountant/Risk Manager Teresa Deal, J. Shacklett, and present via Zoom was Office Manager/Cost Accountant Christy Parry.

Motion was made by J. Gentle to authorize Public Works to enter into contract with Nicholls Kovich, PLLC for the 2023 Bridge Inspections for the Ione and Usk Bridges and approve the resolution. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Consultant Agreement For 2023 Ione And Usk Bridge Inspection-Nicholls Kovich Engineering  
*RESOLUTION NO. 2023-103, COMMISSIONERS' RECORDING*

T. Deal discussed the Accident/Incident reviews and her budgeting process. Facilities Maintenance Supervisor Ben Eggleston joined the meeting in progress. B. Egland reported on GRIZ repairs, sand body preparations, and truck swaps, then left the update. B. Eggleston provided a Strategic Plan report, with an assessment of county buildings, including condition, upgrades, and needed repairs. B. Eggleston presented a proposal for additional hours for Counseling janitorial services, then he and J. Shacklett left the meeting.

C. Jackson gave a Calispell Peak road update and discussed next steps, including possible solutions. A PowerPoint was shown of winter maintenance, then the upcoming Winter Maintenance meeting was mentioned, along with a review of the Winter Maintenance Policy. Other topics included Cedar Creek Bridge update, and county roads requiring work.

(16) N. Vangrimbergen was present for a Counseling Services update. Successful fiscal and compliance program audits were reported, as well as updates for RNP, WISE, and Mental Health Outpatient programs. A report was provided on apprenticeships with RNP/SUD Program, and data collection was reviewed.

Motion was made by J. Gentle to approve offer to Stephanie King of \$5.00/hr. pay differential for performing duties for Counseling Services Department After Hours DCR, effective September 11, 2023 to end October 1, 2023, and to approve the Payroll Change Notice for Stephanie King. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Payroll Change Notices:

Counseling Services-

Stephanie King, Designated Crisis Responder, \$6,214.23/mo. to \$7,026.50/mo.,  
(Added \$5.00 per hour to cover after-hours DCR due to employee leave), Effective  
9/11/2023

(17) Associate Professor and County Extension Director Mike Jensen was present via Zoom for an update. Topics were Community Wildfire Mitigation courses and Community Navigator Program.

(18) J. Gentle provided an update on meeting with PO Conservation District staff regarding wildfire grants.

(19) 2024 Budget Review-Affordable & Supportive Housing, Low Income Housing, and Homeless Program. Present was J. Shacklett.

(20) The Board recessed for lunch at 12:00 p.m.

(21) The meeting resumed at 1:16 p.m.

(22) J. Gentle reported from the regional Legislative Steering Committee meeting held last week. R. Rosencrantz gave an update from PO Conservation District meeting. B. Smiley gave a report from Parks Board meeting.

(23) ITS Director Shane Flowers was present for an update. Topics included GIS update, potential cost saving solutions, connections for credit card use at Solid Waste transfer stations, and public records requests.

(24) 2024 Budget Review-ITS. Present were S. Flower and J. Shacklett.

(25) Northeast Washington Wildlife Group's Dale Magart was present to discuss Washington Department of Fish & Wildlife and predation issues.

(26) Motion was made by J. Gentle to approve the Payroll Change Notice for Hayden Hyde. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Payroll Change Notice:  
Counseling Services-

Hayden Hyde, Receptionist, Step 1, \$3,071.25/mo., Effective 8/16/2023

(27) Motion was made by R. Rosencrantz to sign and send a letter of appreciation to Karen Skoog for service on the Parks & Recreation Advisory Board and accept her resignation. Motion was seconded by J. Gentle. Motion carried unanimously.

(28) Motion was made by R. Rosencrantz to sign and send a letter of appreciation to Pam Thomure for service on the Parks & Recreation Advisory Board and accept her resignation, dated August 2, 2023. Motion was seconded by J. Gentle. Motion carried unanimously.

(29) The Board met in executive session to conduct an employee evaluation pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 3:02 p.m. to 4:02 p.m. Present was C. Zieske. An additional 5 minutes was requested until 4:07 p.m.

(30) Correspondence Received:

9.6 NEW RTPO- 9.27.23 Agenda

9.7 TEDD/RTPO-9.27.23 Agenda

9.8 DNR/T. Cooper-Letter re: SEPA Lead Agency & Determination of Nonsignificance-South Sacheen Timber Sale

9.9 NETCHD-9.27.23 Agenda & 7.19.23 Minutes

9.10 POC EDC-9.20.23 Minutes

(31) Correspondence Sent:

K. Johnson-Sympathy Card

Seattle City Light/M. Hayes-Letter re: Pend Oreille County Letter of Support for Grant Funding from Department of Energy

K. Skoog-Letter of Appreciation for Service on Parks & Recreation Advisory Board

P. Thomure-Letter of Appreciation for Service on Parks & Recreation Advisory Board

(32) 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	\$ 495,636.17
Counseling Services	\$ 103,250.75
Crime Victims Compensation	\$ 358.55
Fair	\$ 5,679.40
Park	\$ 1,295.14
Road	\$ 1,175,154.54

Treasurer's O&M	\$ 385.32
Emergency 911 Communications	\$ 10,711.76
Mental Health Tax	\$ 404.32
Solid Waste	\$ 22,878.03
Risk Management	\$ 404.46
Equipment R&R	\$ 29,690.37
IT Services	\$ 17,949.96
Sales/Excise Tax	\$ 17.86
TOTAL	\$ 1,863,816.63

Checks 213393 through 213395 totaling \$2,406.06 and Electronic Funds Transfers 48640 through 48865 totaling \$370,770.56, and Checks 213396 through 213421 totaling \$102,742.64, and Electronic Funds Transfers 48866 through 48873 totaling \$227,182.46, dated September 25, 2023. Includes Jr. Taxing Districts.

Checks 213422 through 213471 totaling \$1,235,277.24 and Electronic Funds Transfer 48874 totaling \$194.38, dated September 25, 2023. Includes Jr. Taxing Districts.

(33) Meeting adjourned at 4:21 p.m.

APPROVED:  \_\_\_\_\_  
Chair of the Board

ATTEST:  \_\_\_\_\_  
Clerk of the Board