

October 16, 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 Vice Chair Robert Rosencrantz, Commissioner John Gentle, and Clerk of the Board Crystal Zieske. Chair Brian Smiley was excused for the day. R. Rosencrantz offered the invocation and led the flag salute.

- (1) Public Works Director Craig Jackson was present to preview an upcoming meeting with Washington State Department of Transportation (WSDOT).
- (2) 2024 Budget Review-Counseling Services. Present were Counseling Services Director Nicole Vangrimbergen, Counseling Services Business Manager Kris Martin, Auditor Marianne Nichols, and Financial Manager Jill Shacklett.
- (3) The Board recessed for lunch at 11:32 a.m.
- (4) The meeting resumed at 1:15 p.m.
- (5) 2024 Budget Review-County Clerk/Law Library/Trial Court Improvement. Present were County Clerk Tammie Ownbey, ITS Director Shane Flowers, J. Shacklett, and M. Nichols. After review of the Programmer salary, S. Flowers left the meeting.
- (6) 2024 Budget Review-Superior Court/Juvenile. Present via Zoom was District Court Judge Robin McCroskey, and in-person were T. Ownbey, J. Shacklett, and M. Nichols.
- (7) Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Topics included governing authority and also the Associate Development Organizations (ADO) Request for Proposals (RFP).
- (8) Public Comment –No members of the public were present for comment.
- (9) Meeting continued to October 17.

October 17, 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, Commissioner Programs/HR Assistant/Civil Service Examiner Lyndsie Halcro, Facilities Maintenance Supervisor Ben Eggleston, Assessor Jim McCroskey, Weed Control Coordinator Loretta Nichols, Human Resource Director Brenda Miller, C. Jackson, N. Vangrimbergen, M. Nichols, D. Hunt, S. Flowers, and J. Shacklett. Support Specialist Mike Kirkwood joined the meeting in progress via Zoom. A roundtable discussion was held.

- (10) R. Rosencrantz gave an update from the Newport City Council meeting.
- (11) Consent Agenda - Motion was made by J. Gentle to approve the Consent Agenda for October 17, 2023. Motion was seconded by R. Rosencrantz. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's October 9, 2023 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 10/13/23): \$699,927.90

Payroll Change Notice:

Commissioners-

Lyndsie Halcro, Commissioner Programs/HR Assistant/Civil Service Chief
Examiner, Step 3, \$4,208.64/mo., Effective 10/9/2023

Sheriff-Jail-

Allysa Deal, Corrections Officer, Step 5, \$4,068.30/mo., to Corrections Sergeant,
Step 1, \$5,063.73/mo., Effective 10/16/2023

Terminate Nancy's Cleaning Professional Services Agreement R-2021-112
RESOLUTION NO. 2023-107, COMMISSIONERS' RECORDING

Business Associates Agreement With Department Of Commerce Homeless Management
Information System
RESOLUTION NO. 2023-108, COMMISSIONERS' RECORDING

Promotion to Corrections Sergeant from Corrections Officer-Allysa Deal

Approval of Mental Health Professional-BA Job Description and Salary Structure

(12) C. Jackson was present for a Public Works update. Also in attendance were J. Shacklett and B. Eggleston, and present via Zoom were Fleet Accountant/Risk Manager Teresa Deal and Office Manager/Cost Accountant Christy Parry.

Motion was made by R. Rosencrantz to approve the resolution for the Repayment of the Short-Term Operating Loan to Road Fund from Equipment Rental & Revolving Fund, Resolution 2023-97, in the amount of \$500,000.00. Motion was seconded by J. Gentle. Motion carried unanimously.

Repayment Of The Short-Term Operating Loan To Equipment Rental & Revolving Fund
From Road Fund
RESOLUTION NO. 2023-109, COMMISSIONERS' RECORDING

J. Shacklett left the meeting, and County Engineer Jesse Larson joined. Discussion was held on the Crisis Reality training and plans to implement security improvements, then B. Eggleston left the meeting. C. Jackson informed the Board of a grant award for bridge repairs at Cedar Creek and Tacoma Creek. J. Larson presented a citizen request for roads maintenance and proposed an electronic portal for service requests. The Board was in full support. Photos of ER&R ongoing work were shown, then a recap of the Usk pedestrian bridge meeting with Kalispel Tribe and WSDOT was given.

(13) 2024 Budget Review-Public Facilities. Services. Present were J. Shacklett and M. Nichols.

(14) The Board recessed for lunch at 11:59 a.m.

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

(16) 2024 Budget Review-Commissioners. Present were J. Shacklett and M. Nichols.



(17) Motion was made by R. Rosencrantz to approve Counseling Services Annual Enhancement Stipend resolution for the year 2023. Motion was seconded by J. Gentle. Motion carried unanimously.

Counseling Services Annual Enhancement Stipend
RESOLUTION NO. 2023-110, COMMISSIONERS' RECORDING

(18) 2024 Budget Review-Auditor/Elections. Present were J. Shacklett and M. Nichols.

(19) Correspondence Received:

10.11 EDC-10.18.23 Agenda & 9.20.23 Minutes

10.12 Aging & Long Term Care of Eastern Washington-Letter re: Request for Financial Support 2024

(20) 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	\$ 537,555.04
Counseling Services	\$ 119,105.07
Fair	\$ 2,666.76
Road	\$ 87,874.24
Treasurer's O&M	\$ 60.00
Emergency 911 Communications	\$ 1,961.82
American Rescue Plan Act	\$ 7,452.46
Solid Waste	\$ 100,478.97
Risk Management	\$ 200.00
Unemployment Compensation	\$ 73,952.42
IT Services	<u>\$ 1,220.16</u>
TOTAL	\$ 932,526.94

Checks 213805 through 213881 totaling \$932,434.08 and Electronic Funds Transfers 49174 through 49175 totaling \$92.86, dated October 16, 2023.

(21) Meeting adjourned at 4:00 p.m.

APPROVED: 
Vice Chair of the Board

ATTEST: 
Clerk of the Board