

October 23, 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 Vice Chair Robert Rosencrantz, Commissioner John Gentle, and Clerk of the Board Crystal Zieske. Chair Brian Smiley was excused for the week. J. Gentle offered the invocation and led the flag salute.

(1) R. Rosencrantz gave reports from the following: PO Conservation District, EMS/FD/POEMS meeting regarding ambulance service, South Pend Oreille Fire & Rescue and Fire District 4 commissioners' meetings, and Economic Development Council (EDC).

(2) Consent Agenda - Motion was made by J. Gentle to adopt the Consent Agenda for October 23, 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 16, 2023 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 10/20/23): \$726,087.45

Payroll Change Notice:

ITS-

Garrett Carlson, Step 3, \$5,362.06/mo., Effective 9/1/2023

Lane Thompson, Step 4, \$4,967.04/mo., Effective 10/1/2023

Public Works-Roads-

Reed Bailey, Step 3, \$26.37/hr., Effective 10/1/2023

Chris Carstens, Step 3, \$26.37/hr., Effective 10/1/2023

Adam Collison, Step 3, \$26.37/hr., Effective 10/1/2023

Bobby Cox, Seasonal Road Maintenance Tech, Full Time Seasonal, \$23.68/hr., Effective 11/1/2023

Josh Bento, Seasonal Road Maintenance Tech, Full Time Seasonal, \$23.68/hr., Effective 11/1/2023

Robert Pendergrass, Seasonal Road Maintenance Tech, Full Time Seasonal, \$23.68/hr., Effective 11/1/2023

Job Description and Request to Advertise & Hire, \$250.00/day: Substitute/On Call Bailiff

Updated Job description: Criminal Justice Mental Health Coordinator/Court Bailiff

Approval of purchase of a dedicated Recovery Navigator Program vehicle, a 2023 Ford Explorer Four Wheel Drive Model for \$41,092.27

(3) The Board held a discussion on a potential appearance of conflict of interest when designating the county's ADO. As it's expected that Tri-County Economic Development District (TEDD) will submit a proposal, R. Rosencrantz offered to resign as Chair from the TEDD board. J. Gentle stated that would likely be unnecessary, but the issue will be asked of Prosecuting Attorney Dolly Hunt.

(4) The Board recessed at 10:44 a.m.

(5) The meeting resumed at 2:00 p.m.

(6) Human Resource Director Brenda Miller was present for an update. Topics included vacancy rate of 4.7%, new office staff, upcoming budget revisions, open enrollment, and on-going Collective Bargaining Agreement (CBA) negotiations. She clarified the CBA language regarding higher classification of pay.

(7) Motion was made by J. Gentle to approve temporary pay increase for Deputy Accountant III of an extra \$2.00 hour and for Treasury Manager of an extra \$3.00 hour until open position is filled, and approve the Payroll Change Notices. Motion was seconded by R. Rosencrantz. Motion failed, 2-0, with both Commissioners voting nay.

(8) 2024 Budget Review-POC Superior Court. Present were County Clerk Tammie Ownbey, Auditor Marianne Nichols, Financial Manager Jill Shacklett, Superior Court Judge Lech Radzimski, and present via Zoom was Deputy Superior Court Administrator Pam Ray. Superior/Juvenile Court Administrator Evelyn Bell joined the meeting in progress via Zoom.

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

(10) Meeting continued to October 24.

October 24, 2023

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

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

Motion was made by J. Gentle to award the 2023 Rustlers Gulch Unit Sale Forestry Consultant to JD Forest Management, LLC. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Motion was made by J. Gentle to authorize Jesse Larson, County Engineer, signatory rights to sign all documents pertaining to the operations of the Public Works Department. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Authorizing The County Engineer Of Pend Oreille County Signatory Authority On
Federal Reimbursement Requests
RESOLUTION NO. 2023-111, COMMISSIONERS' RECORDING

Motion was made by J. Gentle to approve the Interagency Agreement between Washington State Department of Fish and Wildlife (WDFW) and Pend Oreille County. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Resolution Regarding Approval of Interagency Agreement between Washington State
Department of Fish and Wildlife and Pend Oreille County
RESOLUTION NO. 2023-112, COMMISSIONERS' RECORDING

C. Jackson reported that Usk Bridge inspection work has been completed and Ione Bridge inspection is ongoing. A PowerPoint presentation was provided on maintenance work, as well as culvert work at Fan Lake in coordination with WDFW.

M. Kirkwood gave an update on the completion of railroad crossing work to satisfy safety inspections. B. Eglund informed the board of the arrival of a new grader, then the group left the meeting room to view the vehicle. After returning to the meeting room, B. Eglund left the update.

C. Jackson mentioned follow up safety measures will be implemented as a result of the recent Crisis Reality training. A tree removal at Counseling Services was discussed. T. Deal provided a recap from the recent Washington Counties Risk Pool (WCRP) Conference, then left the update.

M. Kirkwood reported his completion of a WCRP management and supervisory course, then provided a Parks and Recreation report. Recommendations from the Parks Board are to surplus the POC Park vault toilet and park host house, with formal requests to the Commissioners forthcoming. Also discussed were renaming of Lake Newport State Park and potential easement, delivery of picnic tables, and the temporary park employee wrapping up the season's work. Reports were provided on the Sweet Creek bank project and Rustlers Gulch.

(12) Counseling Services Director Nicole Vangrimbergen was present for an update. Discussed were a recent Wraparound Intensive Services (WiSE) conference, criminal justice/mental health, and a review of the department's various programs and participation.

(13) 2024 Budget Review-Tri County Superior Court. Present were T. Ownbey, M. Nichols, J. Shacklett, and via Zoom was District Court Judge Robin McCroskey.

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

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

(16) ITS Director Shane Flowers was present for an update. Topics included the need for a new platform for old Access databases, Windows authentication, recently attended ACCIS Conference, and public records requests.

(17) The Board met in executive session regarding pending litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes from 2:00 p.m. to 2:30 p.m. Present were D. Hunt, Community Development Director Greg Snow, Senior Planner Andy Huddleston, and via Zoom were Attorneys Nathan Smith, Brian Kistler, and Alex Fern.

(18) D. Hunt was present for a legal update. Topics included budget, governing authority, and potential land exchange at Lake Newport State Park. D Hunt provided information and advice regarding conflicts of interest, and indicated she didn't see a conflict of interest in R. Rosencrantz serving on the TEDD Board while participating in decisions regarding the designation of a new ADO.

(19) Meeting continued to October 27.

October 27, 2023 – Special Meeting

The meeting resumed at 9:00 a.m. with J. Gentle and C. Zieske present. R. Rosencrantz joined via Microsoft Teams. Present in person were M. Nichols and J. Shacklett.

(20) The Board participated in a remote 2024 Budget Workshop-Tri County Superior Court with Stevens and Ferry Counties. Present were Stevens County: Commissioners Wes McCart and Greg

Young, Auditor Lori Larsen, Chief Deputy Auditor Jill Jacobs, Treasurer Leslie Valz, District Court Administrator Nadine Borders, Probation Officer Nick Wolfe, and Deputy Clerk of the Board Tammi Renfro; Ferry County Commissioners Michael Heath and Bob Dean; L. Radzimski, E. Bell, and P. Ray.

(21) Correspondence Received:

- 10.13 POC Parks & Recreation 10.18.23 Agenda & 09.20.23 Minutes
- 10.14 POC Roads-Ordinance/Resolution 2024 & Levy Certification
- 10.15 TEDD/RTPO 10.25.23 Agenda & 09.27.2023 Minutes
- 10.16 POC EDC-10.18.23 Minutes
- 10.17 NEW RTPO/TAC 10.25.23 Agenda & 09.27.2023 Minutes
- 10.18 TEDD-Letter re: 2024 Budget Request Letter–TEDD Membership Dues & Support

(22) 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 | \$ 216,785.37 |
| Counseling Services | \$ 839.26 |
| Fair | \$ 550.00 |
| Park | \$ 2,556.86 |
| Road | \$ 152,759.32 |
| Trial Court Improvement | \$ 580.43 |
| Growth Management | \$ 11,622.65 |
| Homeless Program/2163 | \$ 9,438.36 |
| American Rescue Plan Act | \$ 107,555.49 |
| Solid Waste | \$ 5,168.38 |
| Risk Management | \$ 726,522.28 |
| Equipment R&R | \$ 21,804.51 |
| IT Services | \$ 50,688.70 |
| Sheriff’s Trust | \$ 294.00 |
| Sales/Excise Tax | <u>\$ 2,957.68</u> |
| TOTAL | \$1,310,123.29 |

Checks 213944 through 214068 totaling \$1,304,174.40 and Electronic Funds Transfers 49176 through 49177 totaling \$5,957.81, dated October 23, 2023. Includes Jr. Taxing Districts.

(23) Meeting adjourned at 10:21 a.m.

APPROVED: 
 Chair of the Board

ATTEST: 
 Clerk of the Board