

February 5, 2024

* Corrected 2/20/2024 to remove Letter of Appreciation for 15 Years of Service to POC-Andy Huddleston (*Incorrect information from HR Report*)

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

(1) J. Gentle provided an update from the Legislative Steering Committee (LSC) meeting. R. Rosencrantz gave a report from the Creative District quarterly meeting.

(2) Consent Agenda-Motion was made by B. Smiley to approve the Consent Agenda. Motion was seconded by J. Gentle. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's January 29, 2024 meeting and the following items:

Payroll Change Notice:

Board of Equalization-

Leslie Sausman, Alternate Member, \$100.00/day (1-6 hrs.) or \$175.00/day (6-11 hour day), Effective 1/22/2024

Public Works-Solid Waste-

Oliver Johnson, Step 5, \$4,668.44/mo., Effective 2/1/2024

Barbara Laurich, Step 5, \$24.58/hr., Effective 2/1/2024

Public Works-Road Department-

Mike Caudill, Road Maintenance Tech, Transfer from District #3 Shop to District #1 Shop

Public Works-

Amy Taylor, Receptionist, Step 2, \$3,392.66/mo., Effective 3/4/2024

Counseling Services-

Beverly Sarles, Longevity \$35.00/mo., Effective 2/1/2024

Amy Lynch, Case Manager, Step 1, \$4,055.04/mo., Effective 1/17/2024

Mary Jane Lowry, Receptionist, Step 2, \$3,320.64/mo., Effective 2/12/2024

Cody Reed, Receptionist, Step 2, \$3,320.64/mo., Effective 2/12/2024

Treasurer-

Heidi Schultz, Accountant III/Revenue Specialist, Step 3, \$3,998.66/mo., Effective 3/4/2024

Spokane County Community Services, Housing, And Community Department, Spokane Regional Behavioral Health (SCRBH) Division Of Administrative Services Organization Contract 24ASO2815

RESOLUTION NO. 2024-033, COMMISSIONERS' RECORDING

Resolution Regarding Approval of an Interlocal Agreement Between Pend Oreille County and Chelan County for OnBase Administrator Services-Amendment No. 2

RESOLUTION NO. 2024-034, COMMISSIONERS' RECORDING

FY 2023 Emergency Management Performance Grant Agreement-E24-290

RESOLUTION NO. 2024-035, COMMISSIONERS' RECORDING

Resolution Regarding Approval of Hazard Mitigation Plan Update Contract With Bridgeview Consulting, LLC

RESOLUTION NO. 2024-036, COMMISSIONERS' RECORDING

In The Matter Of Continuing Relationships With The Washington Counties Risk Pool And The Related Appointments And Designations Of/For Each Member County

RESOLUTION NO. 2024-037, COMMISSIONERS' RECORDING

- (3) The Board held an interview for Parks & Recreation Advisory Board. Present was the candidate.
- (4) Motion was made by J. Gentle to appoint Laura Hanses to the Parks & Recreation Advisory Board and send a letter to that effect. Motion was seconded by B. Smiley. Motion carried unanimously.
- (5) Motion was made by B. Smiley to sign a letter regarding the potential EMS District, to be sent to the POC Fire Chiefs, to be effective until December 31, 2024. Motion was seconded by J. Gentle. Motion carried unanimously.
- (6) Community Development Director Greg Snow was present via Zoom for an update. Topics included the upcoming annual update to the Comprehensive Plan and Developmental Regulations, land use/building permit applications, and recent Washington State Association of Counties meeting.
- (7) The Commissioners' Office held a team meeting. Besides the Board, present were Commissioner Programs/HR Assistant/Civil Service Lyndsie Halcro, Human Resource Director Brenda Miller, and C. Zieske.
- (8) The Board recessed for lunch at 12:06 p.m.
- (9) The meeting resumed at 1:30 p.m.
- (10) The Board held a discussion on Local Assistance And Tribal Consistency Funds (LATCF) funding. Present was Financial Manager Jill Shacklett.
- (11) ITS staff was present for a discussion. Present were Tech III Zach Deiss, Application Support Specialist Garrett Carlson, Tech II Lane Thompson, Teamsters Local 690 Business Agent/Organizer Adam Jackson and Business Agent/Executive Assistant Joe Kuhn, B. Miller, and J. Shacklett, and via Zoom was Administrative Assistant Glennis Stott.
- (12) Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Topics included staffing and public records officer.
- (13) Public Comment-Selkirk Sun, Newport Miner News Editor Don Gronning, and Pend Oreille Political Circus were present via Zoom, but did not provide comment.
- (14) Meeting continued to February 6.

February 6, 2024

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

(15) Motion was made by J. Gentle to approve the new job description as well as the advertise and hire of an On-Call Deputy Accountant I in the Treasurer's office, at Steps 1-3 DOE. Motion was seconded by B. Smiley. Motion carried unanimously.

(16) Public Works Director Craig Jackson was present for an update. Also in attendance was Facilities Maintenance Supervisor Ben Eggleston, and present via Zoom were Fleet Accountant/Risk Manager Teresa Deal, Solid Waste Coordinator Amanda Griesemer, County Engineer Jesse Larson, and Office Manager/Cost Accountant Christy Parry.

Motion was made by J. Gentle to approve Public Works' request to advertise internally for 5 days then externally, if necessary, to hire one permanent Road Technician for District 3 at Step 1-2 DOE. Motion was seconded by B. Smiley. Motion carried unanimously.

C. Jackson reported on the new Usk Bridge application. J. Shacklett joined the meeting and the group discussed LATCF funds and potential uses. Other topics included Tweedie/Spring Valley/Gray Roads and limiting heavy truck traffic, paving with limited funds, Sullivan Lake rockslide, and proposed change to road restriction signs.

B. Eggleston described the upcoming machine shed rebuild and requested to hire an employee, as a replacement. A. Griesemer provided an update on Solid Waste bills progressing through legislature.

(17) The Board met in closed session pursuant to RCW 42.30.140(4)(b) for collective bargaining for 15 minutes, from 10:32 a.m. to 10:47 a.m. Present were B. Miller and J. Shacklett. An additional 15 minutes was requested, until 11:02 a.m. An additional 5 minutes was requested, until 11:07 a.m.

(18) R. Rosencrantz gave a report from the Newport City Council meeting.

(19) The Board left their meeting room at 11:32 a.m., for lunch and to independently visit county departments and outside agencies for the remainder of the afternoon.

(20) Correspondence Received:

- 2.1 SPOFR-Letter re: Countywide EMS District
- 2.2 YES-Quarterly Report October-December 2023
- 2.3 POC Fair and Rodeo Association Board-2.6.24 Agenda & 11.7.23 Minutes

(21) Correspondence Sent:

- A. Huddleston-Letter of Appreciation for 15 Years of Service to POC
- POC Fire Chiefs-Letter re: Potential Countywide EMS District
- L. Hanses-Letter of Appointment to Parks & Recreation Advisory Board

(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 | \$ 43,670.73 |
| Counseling Services | \$ 4,189.98 |
| Fair | \$ 564.52 |
| Road | \$ 279,396.25 |
| Veterans Assistance | \$ 1,600.00 |
| Growth Management | \$ 15,048.05 |
| American Rescue Plan Act | \$ 3,170.33 |
| Solid Waste | \$ 15,506.67 |
| Equipment R&R | \$ 34,234.10 |
| IT Services | \$ 3,388.10 |
| TOTAL | \$ 400,768.73 |

Checks 216183 through 216255 totaling \$400,768.73, dated February 5, 2024.

(23) Meeting adjourned at 11:32 a.m.

APPROVED: 
Chair of the Board

ATTEST: 
Clerk of the Board