

March 18, 2024

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) 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 March 11, 2024 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 3/15/24): \$229,076.38

Payroll Change Notice:

Auditor-

Bonnie Nguyen, Mail Clerk, \$18.54/hr., On-call only (*correction to 2/12/24 Payroll Change Notice stating resignation*), Effective 2/22/2024

Noxious Weed Control-

Casey Ball, Outreach & Field Assistant, Step 1, \$21.05/hr., Effective 4/1/2024

Public Works-Building and Grounds-

Dave Scott, Facilities Maintenance Lead Tech, Step 1, \$3,702.60/mo., Effective 4/1/2024

Sheriff-Patrol-

Makaila King, Deputy Sheriff, Resignation, Effective 3/12/2024

Sheriff-Corrections-

Trevor Kunz, Correction Officer, (*correction to 1/16/24 "Hired" Payroll Change Notice—individual will not be hired*), Effective 1/16/2024

Caleb Whitney, Corrections Officer, Step 5, \$4,375.40/mo., to Corrections Sergeant, Step 1, \$5,497.06/mo., Effective 3/16/2024

Jacob Erickson, Temporary Appointment, \$23.18/hr., to Corrections Officer, Step 3, \$4,240.77/mo., Effective 3/16/2024

Counseling Services-

Shannon Holifield, Director of Counseling Services, \$105,000.00/yr., Effective 6/10/2024

Community Development-

Savannah Widger, Administrative Assistant, Step 2, \$3,353.20/mo., to Permit Technician, Step 2, \$3,836.39/mo., Effective 3/1/2024

Dennis Alliger, Permit Technician, Step 3, \$4,066.58/mo., to Senior Building Inspector, Step 3, \$4,614.62/mo., Effective 3/1/2024

Request to Hire, Corrections Officer-Jacob Erickson

Request to Promote to Sergeant-Caleb Whitney

Resolution Approving Contract For Employment For Director Of Counseling Services-Shannon Holifield

RESOLUTION NO. 2024-047, COMMISSIONERS' RECORDING

Approval Of Collective Bargaining Agreement Between Pend Oreille County Board Of
County Commissioners And Teamsters Union, Local 690, Pend Oreille Co. I.T.S.
Department-2024-2025
RESOLUTION NO. 2024-048, COMMISSIONERS' RECORDING

Interlocal Agreement Between Stevens County And Pend Oreille County-Information
Services Equipment
RESOLUTION NO. 2024-049, COMMISSIONERS' RECORDING

Set Public Hearing for Potential POC EMS District for Tuesday, April 9, 2024 at 6:00 p.m.
at SPOFR Sacheen Lake Fire Station

Approve Updated Job Description and Promotion to Senior Building Inspector: Dennis
Alliger, Step 3, \$4,614.62/mo., Effective March 1, 2024

Approve Updated Job Description and Promotion to Permit Technician: Savannah Widger,
Step 2, \$3,836.39/mo., Effective March 1, 2024

(2) B. Smiley gave an update from Metaline Town Council. R. Rosencrantz provided a report from
Greater Newport Area Chamber of Commerce's Gala.

(3) Veteran Service Officers Tom Hicks and Elizabeth Snell were present for an update.

(4) The Board recessed for lunch at 11:47 a.m.

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

(6) The Board reviewed the economic development contract. Present were Port of Pend Oreille
(POVA) Commissioner Ryan Kiss, POVA Executive Director Kelly Driver, Newport City
Administrator Abby Gribi, and via Zoom were Auditor Marianne Nichols, Director of Operations
Tina Olson, Emergency Management Deputy Director JoAnn Boggs, POVA Economic Development
Director Jessica Garza, POVA Railroad Operations Manager Corey Ives, and Tri County Economic
Development District Executive Director Jeff Koffel.

B. Smiley presented a proposal for the contract with POVA for Public Facilities/.09 funds. Motion
was made by B. Smiley to propose an effective date of April 1, 2024 for the requested .09 economic
development personnel funds to the Port of Pend Oreille. Motion was seconded by J. Gentle. Motion
carried unanimously.

Motion was made by B. Smiley to propose a termination date of March 31, 2026 for the requested
economic development personnel funds to the Port of Pend Oreille. Motion was seconded by
J. Gentle. After discussion, B. Smiley amended the motion to have a termination date of June 30,
2026. J. Gentle seconded the motion. Motion carried 2-1, with R. Rosencrantz voting nay.

Motion was made by B. Smiley to propose a "not to exceed" per year amount of \$140,000.00 for .09
economic development funds to the Port, for personnel funds. Discussion followed. Motion was
seconded by J. Gentle. Motion carried 2-1, with R. Rosencrantz voting nay.

Motion was made by B. Smiley that the Port would provide economic development updates in person bimonthly. Motion was seconded by J. Gentle. After discussion, B. Smiley amended the motion to add “have bimonthly updates and discussion from the Port concerning their economic development activities to the Board of Commissioners.” Motion carried 2-1 with R. Rosencrantz voting nay.

(7) Pend Oreille Conservation District Executive Director Mary Malone was present for an update. Present via Zoom was J. Boggs. Topics included FEMA funding for Metaline project, Community Wildfire Defense Grant, bank stabilization projects at Sandy Shores, Wagon Wheel, and Bear Paw neighborhoods; riparian grants, education outreach, VSP funding, and new website.

(8) Catholic Charities Eastern Washington Chief Housing Officer Jonathan Mallahan was present for a housing discussion. Also present were Financial Manager Jill Shacklett, A. Gribi, and via Zoom was J. Boggs.

(9) Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Present via Zoom was J. Boggs. Topics included recent Comp Plan compliance hearing, economic development contracts, and opioid settlements.

(10) Motion was made by J. Gentle to sign the Certificate of Appreciation for Glenn Blakeslee, in appreciation of 25 years of service to POC. Motion was seconded by B. Smiley. Motion carried unanimously.

(11) Colville National Forest District Ranger Carin Vadala was present for a Forest Service update. Also present was County Engineer Jesse Larson and via Zoom were J. Boggs and Congresswoman Cathy McMorris Rodgers’ Deputy District Director Andrew Engell. Discussed were wildfires, and C. Vadala stressed the importance of people putting their recreational fires and refuse fires “dead out.” Other topics were Murray property being acquired, Ruby Creek Road, potential plowing agreement, Slate Project’s environmental assessment, and timber sales. Also reviewed was Good Neighbor Authority.

(12) Public Comment-Selkirk Sun, Newport Miner News Editor Don Gronning, Margaret Underwood, and A. Engell were present, but did not provide comment.

(13) Meeting continued to March 19.

March 19, 2024

R. Rosencrantz convened the meeting of the Elected Officials and Department Heads at 9:00 a.m. Present were J. Gentle, B. Smiley, C. Zieske, Commissioner Programs/HR Assistant/Civil Service Lyndsie Halcro, Human Resource Director Brenda Miller, Assessor Jim McCroskey, ITS Director Shane Flowers, Public Works Director Craig Jackson, Sheriff Glenn Blakeslee, Treasurer Nicole Dice, Public Records Officer Aimee Emtman, M. Nichols, J. Shacklett, D. Hunt, J. Boggs, and present via Zoom were Community Development Director Greg Snow. A roundtable discussion was held.

(14) The Board held a recognition ceremony for Sheriff Glenn Blakeslee in honor of his 25 years of service to POC. Present were Captain Bill Zamora, Executive Administrative Assistant Dawn Taylor, Sergeant Questin Youk, Investigator Morgan Johnson, J. Boggs, B. Miller, D. Hunt, M. Nichols, J. Shacklett, S. Flowers, A. Emtman, J. McCroskey, L. Halcro, Marylos Blakeslee, and Bob Eugene.

A certificate of appreciation was presented by the Board and a 25-year pin was presented by B. Zamora.

(15) C. Jackson was present for a Public Works update. Also in attendance were Support Specialist Mike Kirkwood and J. Larson, and present via Zoom were Fleet Accountant/Risk Manager Teresa Deal, Solid Waste Coordinator Amanda Griesemer, Office Manager/Cost Accountant Christy Parry, and Receptionist/Administrative Assistant Amy Taylor.

a) Motion was made by J. Gentle to approve the transfer of surplus 2011 Ford F350, Vin # 1FD8X3B60BED10667, from the road department to the Noxious Weed Board for \$15,500.00, not including sales tax. Motion was seconded by B. Smiley. Motion carried unanimously.

Establish Fair Market Value And Authorize Direct Sale To The Noxious Weed Control Board—2011 Ford F350 With Service Box (T70)
RESOLUTION NO. 2024-050, COMMISSIONERS' RECORDING

b) Motion was made by B. Smiley to reject the bid submitted by Dundee Concrete & Landscape due to it being non-responsive. Motion was seconded by J. Gentle. Discussion included M. Kirkwood explaining that Dundee's bid did not contain the required bid guarantee and should be considered non-responsive and rejected for cause. Motion carried unanimously.

c) Motion was made by J. Gentle to reject the bid submitted by Integrity Builders, LLC due to it being non-responsive. Motion was seconded by B. Smiley. M. Kirkwood stated that no bid guarantee was included, and the bid form was not signed. He noted that Integrity Builders was the original low bidder. Motion carried unanimously.

d) Motion was made by B. Smiley to reject the bid submitted by Bozco Construction, LLC due to it being non-responsive. Motion was seconded by J. Gentle. M. Kirkwood informed the Board that Bozco did not submit their bid guarantee. Motion carried unanimously.

e) Motion was made by J. Gentle to award the 2024 Equipment Shed Rehab Project to Washington Roofing Solutions, LLC in the amount of \$51,550.61, including tax. Motion was seconded by B. Smiley. M. Kirkwood stated that Washington Roofing Solutions is a stable contracting firm, and they are all current in the review and research he did of their firm. Motion carried unanimously.

f) Motion was made by B. Smiley to approve Public Works' request to advertise for sealed bids for the purchase of HFE-150 Oil related to the 2024 Pavement Preservation Program, with bids due April 23, 2024 at 10:00 a.m. and bids opened the same day at 11:30 a.m. Motion was seconded by J. Gentle. Motion carried unanimously.

g) Motion was made by J. Gentle to approve Public Works' request to advertise for sealed bids for the purchase of hot mix asphalt related to the 2024 Pavement Preservation Program, with bids due April 23, 2024 at 10:00 a.m. and bids opened the same day at 11:45 a.m. Motion was seconded by B. Smiley. Motion carried unanimously.

h) Motion was made by B. Smiley to approve new job description and advertise and hire two summer temp positions for park hosts, not to exceed 12 hours per week for each position. Motion was seconded by J. Gentle. Motion carried unanimously.

i) Motion was made by J. Gentle to approve the Parks Director to pay TDH Engineering an additional \$2,000.00 for tasks related to the 2023 Rustlers Gulch Unit Sale East Boundary Line Trespass. Motion was seconded by B. Smiley. M. Kirkwood explained more work was determined necessary for the survey, with resulted in additional costs. Motion carried unanimously.

j) Motion was made by B. Smiley to approve the name change of Lake Newport State Park to Wolfred County Park. Motion was seconded by J. Gentle. Motion carried unanimously.

Change Of Facility Name From Lake Newport State Park To Wolfred County Park
RESOLUTION NO. 2024-051, COMMISSIONERS' RECORDING

k) M. Kirkwood provided an update on road restrictions. C. Jackson proposed restricting heavy truck access on Tweedie, Spring Valley, and Gray Roads. A discussion was held on RFQ's for general engineering services, and the Board expressed support of 3-year contracts. Maintenance projects were reviewed, including upcoming work on Kings Lake Road, as well as brooming and grading. C. Jackson requested permission to pursue permanent water rights for maintenance projects, and the Board agreed. J. Larson gave an update on the fairgrounds water project.

(16) The Board recessed for lunch at 11:38 a.m.

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

(18) The Board held a workshop to develop their mission and vision statements. Present were L. Halcro and C. Zieske. B. Miller joined the meeting at its conclusion.

(19) R. Rosencrantz provided a report from today's NEW RTPO meeting.

(20) Correspondence Received:

- 3.8 PO EDC-3.20.24 Agenda & 2.21.24 Minutes
- 3.9 POC Parks & Recreation Board-3.20.24 Agenda & 2.21.24 Minutes
- 3.10 POC Representatives Workshop-3.21.24 Agenda & 7.19.23 Minutes
- 3.11 Assessor/J. McCroskey-Letter to U.S. Dept. of Interior re: Real Estate Services TR-4609-P5, Case Number 54877

(21) Correspondence Sent:

G. Blakeslee-Certificate of Appreciation for 25 Years of Service to POC

(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	\$ 92,221.07
Counseling Services	\$ 3,819.00
Fair	\$ 994.77
Park	\$ 10,098.59
Timber Sales	\$ 2,488.78
Emergency 911 Communications	\$ 994.20
Growth Management	\$ 18,540.28
Homeless Program/2163	\$ 5,261.70

Solid Waste	\$ 2,958.63
Equipment R&R	\$ 21,059.96
Sheriff's Trust	\$ 1,547.75
Sales/Excise Tax	\$ 1,786.06
TOTAL	\$ 161,770.79

Checks 217094 through 217167 totaling \$158,968.79 and Electronic Funds Transfer 51884 totaling \$2,802.00, dated March 18, 2024.

(23) Meeting adjourned at 4:03 p.m.

APPROVED: 
Chair of the Board

ATTEST: 
Clerk of the Board