

November 20, 2023

The meeting of the Pend Oreille County Board of Commissioners was called to order at 9:03 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) Emergency Management Deputy Director JoAnn Boggs was present via Zoom and answered questions related to her request for an RFP opening. Motion was made by R. Rosencrantz to set the RFP opening for the Pend Oreille County Multi-Jurisdictional Hazard Mitigation Plan update for December 11, 2023, at 1:30 p.m. Motion was seconded by J. Gentle. Motion carried unanimously.

(2) Consent Agenda - Motion was made by J. Gentle to approve the Consent Agenda, excepting the request for the RFP opening date for Hazard Mitigation Plan. Motion was seconded by R. Rosencrantz. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's November 13, 2023 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 11/17/23): \$819,972.83

Payroll Change Notice:

Public Works-

Gary Simpson, Seasonal Summer Tech, End of Seasonal Road Work, Effective 10/12/2023

Counseling Services-

Jodi Lovie, RNP Outreach Navigator, Discharge, *(Not continuing on after probationary period; Not eligible for annual enhancement stipend)*, Effective 11/15/2023

Brittany Clizbe, Step 4, \$4,734.93/mo., Effective 11/1/2023

Sabrina Newton, Step 5, \$33.58/hr., Effective 11/1/2023

Molly Phillips, Step 5, \$7,169.57/mo., Effective 11/1/2023

Beverly Sarles, Step 4, \$29.14/hr., Effective 11/1/2023

Kelly Alliger, RNP Supervisor, \$5,940.02/mo., to \$5,127.52/mo., *(Employee has fully trained new staff member, no longer completing extra work)*, Effective 12/1/2023

Angela Pavey, Behavioral Health Counselor, 4/5th time, Step 5, \$33.04/hr., to Full-time, Step 5, \$5,370.84/mo., Effective 12/1/2023

Auditor-

Kimberly Nutter, Step 4, \$3,973.09/mo., Effective 11/1/2023

ITS-

David Whiting, Step 2, \$4,974.24/mo., Effective 11/1/2023

Anthony Manez, Step 2, \$3,559.57/mo., Effective 11/1/2023

Solid Waste-

Leonard Orr, Step 2, \$3,803.28/mo., Effective 11/1/2023

Request to Advertise & Hire, Steps 1-3 DOE: Counseling Services Case Manager

Increase to Full-time from 4/5th Time: Angela Pavey

(3) Auditor Marianne Nichols and Financial Manager Jill Shacklett were present to inform the Board of information for 2024 budget planning.

(4) 2024 Budget Review-Community Development (Follow-up). Present were Community Development Director Greg Snow, M. Nichols, and J. Shacklett.

(5) 2024 Budget Review-Mental Health Tax. Present were Counseling Services Director Nicole Vangrimbergen, RNP Program Manager Lucretia Gill, M. Nichols, and J. Shacklett.

(6) J. Gentle was excused to participate in the Washington State Association of Counties (WSAC) Virtual Assembly, and the Board recessed for lunch at 11:54 a.m.

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

(8) J. Gentle provided an update from the WSAC Virtual Assembly.

(9) The Board gave reports from the WSAC County Leaders Conference.

(10) The Board reviewed the 2024 budget.

(11) 2024 Budget Review-Fair. Present were Board Member Barb Cordes, M. Nichols, and J. Shacklett.

(12) Prosecuting Attorney Dolly Hunt was present for a legal update. Some topics included mental health facilities, state funding, litigation reform, and code enforcement.

(13) Colville National Forest District Ranger Carin Vadala was present for a Forest Service update. Present via Zoom was County Engineer Jesse Larson. Topics included group ORV permits, Slate project, Panhandle campground boat launch, Kings Lake timber sale, and Good Neighbor Authority sale at Mill Creek. Also discussed was the Frater Lake day use cabin.

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

(15) Motion was made by J. Gentle to schedule the public hearing for 2023 Budget Supplemental Appropriations for Tuesday, December 19, 2023 at 2:00 p.m. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(16) Meeting continued to November 21.

November 21, 2023

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

(17) The Board held a contract review meeting with Public Defenders Brett Billingsley and Carson Van Valkenburg, and via Zoom was Derek Reid.

(18) 2024 Budget Workshop. Present were M. Nichols and J. Shacklett. Joining the workshop in progress was Facilities Maintenance Supervisor Ben Eggleston, at the Board's request.

(19) Public Works Director Craig Jackson was present for an update. Also in attendance were Fleet Manager Brian Egland, Support Specialist Mike Kirkwood, J. Larson, and present via Zoom was Office Manager/Cost Accountant Christy Parry. Joining the meeting in progress were District 2 Foreman Derrick Stockdill and Road Maintenance Technician Chris Carstens.

a) Motion was made by J. Gentle to approve the sale of Road Department (T7121) 2013 Cat Truck, Vin# 1HSJGTK3DJ302835, and (TR4976) 2019 Globe Trailer, Vin#1GNBN5234K336567, that had been declared surplus by Resolution 2023-95, to Douglas County. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Establish Fair Market Value And Authorize Direct Sale To Douglas County
RESOLUTION NO. 2023-119, COMMISSIONERS' RECORDING

b) Motion was made by J. Gentle to approve the sale of Sheriff Department (S6272) 2016 Chevy Tahoe, Vin# 1GNSKFEC9GR381952, that had been declared surplus by Resolution 2022-22, to Pend Oreille County Fire District 2. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Establish Fair Market Value And Authorize Direct Sale To Pend Oreille County Fire District 2
RESOLUTION NO. 2023-120, COMMISSIONERS' RECORDING

c) Motion was made by J. Gentle to approve the sale of Sheriff department (S6271) 2016 Chevy Tahoe, Vin# 1GNSKFEC6GR381570, that had been declared surplus by Resolution 2022-22, to Pend Oreille County Fire District 4. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Establish Fair Market Value And Authorize Direct Sale To Pend Oreille County Fire District 4
RESOLUTION NO. 2023-121, COMMISSIONERS' RECORDING

d) Motion was made by R. Rosencrantz to set a surplus property hearing date and time for 12/18/2023 at 1:30pm in regards to the Pend Oreille County Tax Parcel #433328300002 also known as Danforth Pit. Motion was seconded by J. Gentle. Motion carried unanimously.

e) Motion was made by J. Gentle to approve Solid Waste's request to purchase a surplus pickup plow and sander box from Buildings & Grounds for the fair market value price of \$8,000.00. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

B. Egland showed photos of on-going ER&R work, then a budget discussion was held. D. Stockdill provided a presentation on Tacoma Creek Bridge deck repairs and road grading, then Viet Road repairs were discussed. Other topics included Doreen Road mud issues and POC Park Drive. First-touch requests were made to hire a vacant Transfer Station Technician and an Administrative Assistant. M. Kirkwood provided information on stockpiled quantities of sand.

(20) 2024 Budget Review-Parks & Recreation (Follow-up). Present were M. Kirkwood, M. Nichols, and J. Shacklett.

(21) R. Rosencrantz gave an update from Newport City Council.

(22) The Board recessed for lunch at 11:54 a.m.

(23) The meeting resumed at 1:28 p.m. with Acting Clerk Lyndsie Halcro.

(24) 2024 Budget Review-Family Crisis Network & YES. Present were Family Crisis Network (FCN) Executive Director Jackie Kiehn, FCN Housing and Homeless Coordinator Leá Porter, FCN Program Manager Sarah Kramer, FCN Fiscal Manager Lisa Hemphill, Youth Emergency Services (YES) Executive Director Sarah Phillips, YES Executive Assistant Kellie Dean, M. Nichols, and J. Shacklett.

(25) Correspondence Received:

- 11.13 FEMA-Letter re: reply to Case No.: 23-10-0839A
- 11.14 J. Pittman-(via email) Request for Reappointment to POC Library Board
- 11.15 WSLCB-Liquor License Renewal-Top Frog Brewery, Microbrewery
- 11.16 Cemetery District 3- Ordinance/Resolution 2023-1 and Levy Certification
- 11.17 M. Fedderly-(via email) Request for BOE Reappointment
- 11.18 City of Newport- Letter re: Water System Wellhead Protection Areas
- 11.19 Town of Metaline- Ordinance/Resolution 2023-04 and Levy Certification
- 11.20 Cemetery District 1- Ordinance/Resolution CEM 2023-002 Levy Certification
- 11.21 NEW ESD 101-School Tax Levies for 2024
- 11.22 POCD-11.21.23 Agenda & 10.17.23 Minutes
- 11.23 Fire District 2-Ordinance/Resolution 23-11 and Levy Certification
- 11.24 B. Billingsley-2023 3rd Quarter Caseload Report
- 11.25 City of Newport-Levy Certification

(26) 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	\$ 88,837.07
Arts, Tourism, & Recreation	\$ 172.00
Counseling Services	\$ 17,415.09
Fair	\$ 12,330.98
Park	\$ 0.87
Veterans Assistance	\$ 63.47
Auditor's O&M	\$ 15,614.31
Trial Court Improvement	\$ 1,447.49
Growth Management	\$ 11,682.29
Low Income Housing/2060	\$ 905.88
Homeless Program/2163	\$ 7,186.45
American Rescue Plan Act	\$ 4,031.20
Solid Waste	\$ 3,126.87
Equipment R&R	\$ 4,067.18
IT Services	\$ 1,722.67
Sheriff's Trust	\$ 480.00
Sales/Excise Tax	<u>\$ 3,516.19</u>
TOTAL	\$ 172,600.01

Checks 214662 through 214742 totaling \$167,081.47 and Electronic Funds Transfers 49695 through 49696 totaling \$5,520.14, dated November 20, 2023. Includes Jr. Taxing Districts.

(27) Meeting adjourned at 2:29 p.m.

APPROVED: 
Chair of the Board

ATTEST: 
Clerk of the Board