

November 27, 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 Chair Brian Smiley, Vice Chair Robert Rosencrantz, and Clerk of the Board Crystal Zieske. Commissioner John Gentle was excused for the day. R. Rosencrantz offered the invocation and led the flag salute.

(1) Consent Agenda - Motion was made by R. Rosencrantz to adopt the Consent Agenda, dated November 27, 2023. Motion was seconded by B. Smiley. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's November 20, 2023 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 11/22/23): \$819,972.83

Payroll Change Notice:

Public Works-

Don Ramsey, Engineer, On-Call Temporary, \$65.00/hr., Effective 11/17/2023

Pend Oreille County Acknowledgement of Terms and Conditions for Extra-Help
Employment-Don Ramsey

AGREEMENT NO. 2023-50, COMMISSIONERS' RECORDING

(2) R. Rosencrantz provided a report from POC Conservation District.

(3) Newport Hospital & Health Services (NHHS) CEO Merry-Ann Keane was present. Also present were NHHS CFO Kim Manus, Chief Human Resources Officer Joseph Clouse, and via Zoom were Auditor Marianne Nichols, Counseling Services Director Nicole Vangrimbergen, NHHS Board of Commissioners Vice-Chair Lynnette Elswick, NHHS Quality/Performance Improvement Rhi Drake, and Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell. A letter to County Commissioners from NHHS Board of Commissioners and M. Keane was read, followed by discussion.

(4) Sheriff Glenn Blakeslee was present for an update. Present via Zoom was A. Engell. Topics included personnel, Calispel Peak road work, budget and department needs, department vehicles, and mental health situations and transport.

(5) The Board recessed for lunch at 11:32 a.m.

(6) The meeting resumed at 1:30 p.m., with a site visit to NEW Health's Newport construction site, hosted by Chief Strategy Officer Lindsey Ruivivar and CEO Desiree Sweeney.

(7) The meeting resumed in the Commissioners' meeting room at 2:37 p.m.

(8) Human Resource Director Brenda Miller was present for an update. Also in attendance was Commissioner Programs/HR Assistant/Civil Service Examiner Lyndsie Halcro. An update was provided on staffing. L. Halcro provided information on Civil Service. Other topics included Remote Work Policy, budget, and remote work request.

(9) Motion was made by R. Rosencrantz to set the Public Hearing for the 2024-2029 Six Year Transportation Improvement Program and the 2024 Annual Construction Program for December 11, 2023 at 2:00 p.m. Motion was seconded by B. Smiley. Motion carried unanimously.

(10) Prosecuting Attorney Dolly Hunt was present for a legal update. Discussion centered around recording meetings and public records requests.

(11) The Board met in executive session regarding pending litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes from 3:30 p.m. to 4:00 p.m. Present was D. Hunt, and via Zoom were Community Development Director Greg Snow, Senior Planner Andy Huddleston, and Attorney Nathan Smith. The Board concluded the executive session at 3:55 p.m. and resumed open session at 4:00 p.m.

(12) Public Comment –No members of the public were present for comment.

(13) Meeting continued to November 28.

November 28, 2023

The meeting resumed at 9:00 a.m. with R. Rosencrantz, J. Gentle, and C. Zieske present. B. Smiley was excused to attend the Canvassing Board Meeting in the Elections Office.

(14) Public Works Director Craig Jackson was present for an update. Also in attendance were Fleet Manager Brian Eglund and Office Manager/Cost Accountant Christy Parry, and present via Zoom were Solid Waste Coordinator Amanda Griesemer and Fleet Accountant/Risk Manager Teresa Deal.

The Board was informed of a Republic Services increase for hauling solid waste. B. Smiley joined the meeting at 9:19 a.m., as well as Facilities Maintenance Supervisor Ben Eggleston.

a) B. Eggleston requested the purchase of a sander. Motion was made by J. Gentle to purchase a new Meyer sander box for \$10,060.84. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

b) Motion was made by R. Rosencrantz to hire a temporary on-call employee for snow removal and extra workload from December 2023 through approximately March 15, 2024. Motion was seconded by J. Gentle. Motion carried unanimously.

c) C. Parry requested to hire a receptionist/administrative assistant. Motion was made by J. Gentle to approve Public Works' request to advertise and hire a Public Works Receptionist/Administrative Assistant, Step 1-2 depending on experience. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

d) Motion was made by R. Rosencrantz to advertise and hire a full time Transfer Station Technician, at Steps 1-3 DOE. Motion was seconded by J. Gentle. Motion carried unanimously.

e) A request was made to purchase a Diamond Head Mower. Motion was made by J. Gentle to approve the purchase from Papé Machinery one Diamond Head Mower under Sourcewell contract for the cost of \$18,153.11, including sales tax. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

f) C. Jackson reported on Ione and Usk Bridge repairs and cost escalation. He also reviewed the April 2021 Usk Bridge Planning Report then provided an estimate on potential Usk Pedestrian Bridge inspection costs.

(15) Counseling Services Director Nicole Vangrimbergen was present for an update. Present via Zoom was A. Engell. Updates were provided from the following meetings: Spokane Regional Opioid Abatement Council, Mental Health Chemical Dependency Advisory Council, and Spokane County Regional Interlocal Leadership Structure. Crisis services were addressed, as well as a potential funding source for EMS transport services. Jail services/co-responder discussion was also held.

(16) Associate Professor and County Extension Director Mike Jensen was present for an update. Topics were community wildfire mitigation courses, SNAP Ed classes, Master Gardeners educational projects, and potential forestry position.

(17) B. Smiley provided an update from the Canvassing Board Meeting.

(18) The Board recessed for lunch at 11:33 a.m.

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

(20) ITS Director Shane Flowers was present for an update. Also present was GIS Manager Josh Shelton. J. Shelton informed the Board that new aerial footage (Pictometry) is needed. S. Flowers reported on the Windows authentication changeover, then presented an interlocal agreement.

Motion was made by J. Gentle to sign the interlocal agreement between City of Newport and ITS. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Agreement Between Pend Oreille County And City Of Newport-Information Technology
Services Agreement
RESOLUTION NO. 2023-122, COMMISSIONERS' RECORDING

S. Flowers addressed the topic of recording Commissioner meetings.

(21) 2024 Budget Workshop. Present were Financial Manager Jill Shacklett and M. Nichols.

(22) Discussion was held on contracted employee increases. Motion was made by J. Gentle to approve a 3% increase, granted in 2024 budget to non-represented contracted employee, Greg Snow, effective 1/1/2024; a 2% increase to Shane Flowers, effective 1/1/2024; a 3% increase to Brenda Miller, effective 1/1/2024; a 3% increase to Nicole Vangrimbergen, effective 1/1/2024; and a 3% increase to Craig Jackson, effective 1/1/2024. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(23) Motion was made by R. Rosencrantz to approve a \$5,000.00 increase, granted in 2024 budget to non-represented contracted employee, Nardos Scott, effective 1/1/2024. Motion was seconded by J. Gentle. Motion carried unanimously.

(24) B. Smiley presented invoices for payment from the Hotel/Motel Tax. Motion was made by R. Rosencrantz to approve the Hotel/Motel Tax invoices for payment from North Pend Oreille Valley

Lions Club for \$5,500.00 and The Cutter Theatre for \$3,000.00. Motion was seconded by J. Gentle. Motion carried unanimously.

(25) Correspondence Received:

- 11.26 POC Library-Ordinance/Resolution 2023-101 & Levy Certification
- 11.27 POC Fire District 4-Ordinance/Resolution 11.16.2023 & Levy Certification
- 11.28 NHHS-Letter re: Response to Miner 11.15.2023 Article
- 11.29 EWCoG- 12.1.23 Agenda & 9.29.23 Minutes
- 11.30 South Pend Oreille Fire & Rescue-Levy Certification
- 11.31 POC Hospital District 2-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	\$ 385,630.64
Counseling Services	\$ 100,151.56
Crime Victims Compensation	\$ 358.55
Fair	\$ 2,981.28
Park	\$ 478.63
Road	\$ 142,771.46
Treasurer's O&M	\$ 613.50
Emergency 911 Communications	\$ 12,882.33
Homeless Program/2163	\$ 3,710.94
American Rescue Plan Act	\$ 17,260.41
Mental Health Tax	\$ 743.84
Capital Projects	\$ 5,826.15
Solid Waste	\$ 43,097.92
Risk Management	\$ 478.57
Equipment R&R	\$ 22,372.79
IT Services	\$ 18,400.77
Sheriff's Trust	\$ 475.75
TOTAL	\$ 758,235.09

Checks 214808 through 214839 totaling \$104,330.50 and Electronic Funds Transfers 49918 through 49925 totaling \$225,362.35, and Checks 214806 through 214807 totaling \$1,689.88, and Electronic Funds Transfers 49697 through 49917 totaling \$369,748.77, dated November 22, 2023. Includes Jr. Taxing Districts.

Checks 214840 through 214883 totaling \$134,799.66, dated November 27, 2023.

(27) Meeting adjourned at 3:38 p.m.

APPROVED: _____


Chair of the Board

ATTEST: Crystal Zieske
Clerk of the Board