

December 4, 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, Commissioner John Gentle, and Clerk of the Board Crystal Zieske. J. Gentle offered the invocation and led the flag salute.

(1) Consent Agenda - Motion was made by R. Rosencrantz to adopt the Consent Agenda for December 4, 2023. Motion was seconded by J. Gentle. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's November 27, 2023 meeting and the following items:

Payroll Change Notice:

Counseling Services-

Kris Martin, Longevity, \$225.00/mo., Effective 12/1/2023

Public Works-Roads-

Reed Bailey, Longevity, \$35.00/mo., Effective 12/1/2023

Public Works-Solid Waste-

Terry Skipper, Longevity, \$35.00/mo., Effective 12/1/2023

Weed Control-

Paula Martin, Finance & Office Assistant, 4/5th time, Step 1, \$20.44/hr., Effective 12/7/2023

Better Health Together-Behavioral Health Internship Support Project Agreement

RESOLUTION NO. 2023-123, COMMISSIONERS' RECORDING

2023-2024 Washington Department of Fish and Wildlife (WDFW) Payment in Lieu of Taxes (PILT) Billing

(2) The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 15 minutes, from 10:00 a.m. to 10:15 a.m. Present was Human Resource Director Brenda Miller. An additional 10 minutes was requested until 10:25 a.m. The Board concluded the executive session at 10:23 a.m. and resumed open session at 10:25 a.m.

(3) Community Development Director Greg Snow was present for an update. Reviewed were the Sub-area Plan Workshop and land use and building permit applications. Maps were provided on the sub-area plan.

(4) 2024 Budget Workshop. Present were Auditor Marianne Nichols and Financial Manager Jill Shacklett.

(5) Motion was made by J. Gentle to process the Payroll Change Notices for Lisa Ardnt-Stigall and for Tamera Schrader. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Payroll Change Notice:

Prosecutor-

Lisa Ardnt-Stigall, Legal Secretary, Step 4, \$3,973.09/mo., to \$4,298.13/mo.,

(Temporary increase of \$2.00/per hour, due to performance of higher classification work for a 2-week period), Effective 11/27/2023

Counseling Services-

Tammera Schrader, Substance Use Disorder Professional, Discharge (*Not eligible for annual enhancement stipend*), Effective 11/30/2023

(6) Public Hearing-2024 Property Tax Revenues. Present were Assessor Jim McCroskey, M. Nichols, and J. Shacklett. Present via Zoom were Jean Wells and Selkirk Sun. The hearing was opened, and the notice was read. J. Wells provided comment (Requesting Hand-outs). The hearing was closed.

(7) Motion was made by J. Gentle to approve the resolution by the Pend Oreille County Commissioners for the Road Department, setting the road levy rate for 2024, with an increase of one percent, at \$23,742.06. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Authorizing a One Percent Increase to the 2024 Road Fund Property Tax Levy
RESOLUTION NO. 2023-124, COMMISSIONERS' RECORDING

(8) Motion was made by R. Rosencrantz to approve the signing of the resolution authorizing the general levy rate for Pend Oreille County for 2024 at a one percent increase for a total of \$24,357.02. Motion was seconded by J. Gentle. Motion carried unanimously.

Authorizing a One Percent Increase to the 2024 General Fund Property Tax Levy
RESOLUTION NO. 2023-125, COMMISSIONERS' RECORDING

(9) J. Gentle was excused to participate in the Washington State Association of Counties (WSAC) Virtual Assembly, and the Board recessed for lunch at 11:53 a.m. B. Smiley was excused for the remainder of the day to attend the Foundation 4 Wildlife Management Group meeting.

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

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

(12) Public Hearing-2024 Budget Hearing. Present were M. Nichols and J. Shacklett. Present via Zoom were Newport Miner News Editor Don Gronning and Selkirk Sun. The hearing was opened, and the notice was read. No comments were received. The hearing was closed.

(13) Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Discussed was WA State Office of Public Defense's request for moratorium and reform in the public defense system.

(14) Public Comment –Bob Eugene, Gwenn Malham, and Christine Buddrius were present for comment and present via Zoom were D. Gronning and Selkirk Sun. B. Eugene (Plowing Snow), G. Malham (Fraud/Abuse), and C. Buddrius (Snowplowing) provided comment.

(15) Meeting continued to December 5.

December 5, 2023

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

(16) Public Hearing-Surplus (Vehicles). Present were Fleet Manager Brian Egland, Office Manager/ Cost Accountant Christy Parry, Support Specialist Mike Kirkwood, and County Engineer Jesse Larson. The hearing was opened, and the notice was read. No comments were received. The hearing was closed.

(17) C. Parry and B. Egland were present for a Public Works update. Also in attendance were J. Larson and M. Kirkwood.

Motion was made by J. Gentle to declare the vehicles list surplus and provide disposal. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

*Matter Of Surplus Property In The Equipment Rental And Revolving Fund
RESOLUTION NO. 2023-126, COMMISSIONERS' RECORDING*

Motion was made by R. Rosencrantz to approve the amended agreement #WR921-064 between Washington State Parks and Recreation Commission and Pend Oreille County Department of Public Works. Motion was seconded by J. Gentle. Motion carried unanimously.

*Fifth Amendment To The Interlocal Agreement No. WR 921-064 (A-2020-01) Between Pend Oreille County And Washington State Parks And Recreation Commission
RESOLUTION NO. 2023-127, COMMISSIONERS' RECORDING*

Motion was made by J. Gentle to set surplus property hearing date and time for January 9, 2024 at 9:15a.m. in regards to the Pend Oreille County park house and Pend Oreille County Park entrance vault toilet. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Motion was made by R. Rosencrantz to approve the Interlocal Agreement between Pend Oreille County, Washington and Bonner County, Idaho for the purpose of performing road maintenance. Motion was seconded by J. Gentle. Motion carried unanimously.

*Interlocal Agreement Between Pend Oreille County And Bonner Counties For Road Maintenance
RESOLUTION NO. 2023-128, COMMISSIONERS' RECORDING*

C. Parry presented a first-touch request for an on-call plow operator for D1 and D2, and citizen snowplowing concerns were discussed.

(18) R. Rosencrantz gave updates from Newport City Council and EMS meetings. B. Smiley provided a report from Foundation 4 Wildlife Management Group.

(19) Treasurer Nicole Dice was present for a staffing discussion.

(20) Washington State Office of the Auditor (SAO) was present for the accountability audit exit conference. Present via Zoom were Program Manager Brad White, Assistant State Auditor Shelby Beedle, Assistant Audit Manager Phillip Ventres, M. Nichols, J. Shacklett, N. Dice, and J. McCroskey.

(21) B. Smiley presented invoices for payment from the Hotel/Motel Tax as follows: POC Fair, \$2,100.00; CREATE, \$500.00; POC Historical Society, \$1,250.00; Tiger Historical Center, \$3,000.00; and PORTA, \$2,935.49. Motion was made by J. Gentle to approve the Hotel/Motel Tax invoices for payment. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(22) The Board recessed for lunch at 11:57 a.m.

(23) The meeting resumed at 1:15 p.m., with J. Gentle joining via Zoom for the afternoon.

(24) 2024 Budget Review-Tri-County Superior Court/Juvenile. Present were County Clerk Tammie Ownbey, J. Shacklett, M. Nichols, and joining remotely were Superior Court Judge Lech Radzimski, Superior/Juvenile Court Administrator Evelyn Bell, Deputy Superior Court Administrator Pam Ray, Stevens County Commissioners Wes McCart, Mark Burrows, and Greg Young, Chief Deputy Auditor Jill Jacobs, Clerk of the Board Jonnie Brown, Administrative Assistant Tammi Renfro, and Ferry County Commissioners Michael Heath and Bob Dean.

Motion was made by J. Gentle to approve the 2024 Tri-County Superior Court & Juvenile budgets. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(25) Motion was made by R. Rosencrantz to approve the change of position and salaries of one Deputy Court Administrator and one Administrative Assistant to Judicial Assistants at \$50,000.00 per year each, with benefits. Motion was seconded by J. Gentle. Motion carried unanimously.

(26) The Board met in executive session to review the performance of a public employee pursuant to RCW 42.30.110(1)(g) for 10 minutes, from 2:30 p.m. to 2:40 p.m. Present was B. Miller.

(27) Correspondence Received:

- 12.01 Public Hospital District #1-Resolution 2023-13 & Levy Certification
- 12.02 Town of Metaline Falls-Resolution 2023-01 & Levy Certification
- 12.03 POC Hospital District 2-Ordinance/Resolution 11.29.2023
- 12.04 K. Tucker-Letter and Informational Statement for Interest in Parks Board Appointment

(28) Correspondence Sent:

WDFW-Letter re: 2023-2024 PILT Billing

(29) 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	\$ 58,188.08
Arts, Tourism, & Recreation	\$ 8,500.00
Counseling Services	\$ 48,207.19
Fair	\$ 289.00
Park	\$ 1,041.61
Veterans Assistance	\$ 649.98
Low Income Housing/2060	\$ 1,057.19
Homeless Program/2163	\$ 22,615.67
Risk Management	\$ 831.95
Equipment R&R	\$ 34,012.07

Sheriff's Trust
TOTAL

\$ 426.00
\$ 175,818.74

Checks 214931 through 214994 totaling \$171,818.74 and Electronic Funds Transfer 49926 totaling \$4,000.00, dated December 4, 2023.

(30) Meeting adjourned at 2:41 p.m.

APPROVED: 
Chair of the Board

ATTEST: 
Clerk of the Board