

January 15, 2024

There was no Commissioner meeting, due to Martin Luther King, Jr. holiday.

January 16, 2024

The meeting of the Pend Oreille County Board of Commissioners was called to order at 8:46 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) Motion was made by J. Gentle to sign the Certificate of Appreciation for Deputy Prosecutor Greg Hicks. Motion was seconded by B. Smiley. Motion carried unanimously.

(2) R. Rosencrantz convened the meeting of the Elected Officials and Department Heads at 9:00 a.m. Present were Commissioner Programs/HR Assistant/Civil Service Lyndsie Halcro, ITS Director Shane Flowers, Auditor Marianne Nichols, Weed Control Coordinator Loretta Nichols, Financial Manager Jill Shacklett, Public Works Director Craig Jackson, Human Resource Director Brenda Miller, and present via Zoom were Interim Counseling Services Director Kris Martin and Prosecuting Attorney Dolly Hunt. Discussion was held on out-of-cycle raises, then a roundtable discussion was held.

(3) B. Smiley provided reports from Metaline Falls and Metaline Town Councils.

(4) The Commissioners held a ceremony in recognition of Greg Hicks' retirement, after 32 years of employment with POC, presenting him with a Certificate of Appreciation. Present were G. Hicks, Juvenile Probation Counselor Cindy Delay, Probation Officer Scott Cornwell, Auditor's Director of Operations Tina Olson, S. Flowers, J. Shacklett, D. Hunt, M. Nichols, B. Miller, L. Halcro, and via Zoom was Office Administrator/Legal Assistant Tricia Shanholtzer.

(5) C. Jackson was present for a Public Works update. Also in attendance were County Engineer Jesse Larson, Support Specialist Mike Kirkwood, and present via Zoom was Office Manager/Cost Accountant Christy Parry.

a) Motion was made by J. Gentle to approve the purchase of a new 2024 John Deere 85P Mini-Excavator under the Sourcewell Contract #011723-DC for the price of \$182,845.59 and the trade in of a 2014 John Deere 750k Dozer for the value of \$43,990.70, including sales tax. Motion was seconded by B. Smiley. Discussed was held on the dozer value. Motion was tabled until the trade-in value can be confirmed.

b) M. Kirkwood reviewed the timber sale and bids received. Motion was made by B. Smiley to award the contract for logging services related to the 2023 Rustlers Gulch Recreation Area Unit Sale to Hansen Logging, LLC, of Chewelah Washington. Motion was seconded by J. Gentle. Motion carried unanimously.

c) M. Kirkwood presented the award recommendation for the mill bids, Schedule 1, reporting that different species are being awarded to different mills. Motion was made by J. Gentle to award Schedule 1 of the Rustlers Gulch 2023 Unit Sale-Delivered Log/Sort Sale to PotlatchDeltic. Motion was seconded by B. Smiley. Motion carried unanimously.

d) Motion was made by J. Gentle to award Schedule 1 of the Rustlers Gulch 2023 Unit Sale-Delivered Log/Sort Sale to Idaho Forest Group. Motion was seconded by B. Smiley. Motion carried unanimously.

e) Motion was made by J. Gentle to award Schedule 1 of the Rustlers Gulch 2023 Unit Sale-Delivered Log/Sort Sale to Boise Cascade Wood products. Motion was seconded by B. Smiley. Motion carried unanimously.

f) Motion was made by J. Gentle to award Schedule 2 of the Rustlers Gulch 2023 Unit Sale-Delivered Log/Sort Sale Hew Wood (4.5" & larger) to Stimson Lumber Company. Motion was seconded by B. Smiley. Motion carried unanimously.

g) Motion was made by B. Smiley to reject Schedule 1 of the bid submitted by Stimson Lumber Company of Priest River, Idaho due to alteration of the bid form. Motion was seconded by J. Gentle. Motion carried unanimously.

h) M. Kirkwood explained that the logging contractor bid document clearly stated several items of documentation/verification were needed and three bids were received as incomplete/unresponsive. Motion was made by J. Gentle to reject the bid from Alan Cramer Logging, Inc., for being unresponsive. Motion was seconded by B. Smiley. Motion carried unanimously.

i) Motion was made by J. Gentle to reject the bid from Jag, Inc., for being unresponsive. Motion was seconded by B. Smiley. Motion carried unanimously.

j) Motion was made by J. Gentle to reject the bid from Harvey May for being unresponsive. Motion was seconded by B. Smiley. Motion carried unanimously.

k) Motion was made by B. Smiley to authorize the Parks Director to sell mixed species pulp wood from the 2023 Rustlers Gulch Recreation Area Unit Sale to Vaagen Bros Lumber Company in Usk, WA. Motion was seconded by J. Gentle. Motion carried unanimously.

l) Other topics included the new Usk Bridge application, Overlook Drive repair possibilities, and downed trees.

(6) PUD General Manager John Janney was present for introductions.

(7) The Board recessed for lunch at 12:05 p.m.

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

(9) R. Rosencrantz provided an update from last week's EMS meeting, and the Board discussed a potential EMS District.

(10) The Board held a discussion on the county's Associate Development Organization (ADO) designation. Agency representatives present were Port of Pend Oreille Executive Director Kelly Driver, Newport City Administrator Abby Gribi, and via Zoom were Tri County Economic Development District (TEDD) Executive Director Jeff Koffel and TEDD Small Business/Recovery Brandon Hanson.

Motion was made by B. Smiley to designate the Port of Pend Oreille as Pend Oreille County's Associate Development Organization and sign the ADO designation form for WA State Department of Commerce, in replacement of the POC EDC. Motion was seconded by J. Gentle. Motion carried 2-1, with R. Rosencrantz voting nay.

(11) R. Rosencrantz gave reports from Cusick Town Council and the EMS meeting. J. Gentle provided updates from Weed Board and Legislative Steering Committee.

(12) Colville National Forest District Ranger Carin Vadala was present for a Forest Service update. Topics included grooming at Geo-Physical for cross-country, snowmobile routes, upcoming values at risk meeting, road issues, boundary painting, and Sullivan strategy.

(13) Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Topics included Purchasing Policy committee, potential EMS District, and Public Records Officer.

(14) C. Jackson provided a revised headsheets with the excavator request. Motion was made by J. Gentle to approve the purchase of a new 2024 John Deere 85P Mini-Excavator under the Sourcewell Contract #011723-DC for the price of \$182,845.59. Papé (John Deere) has offered a trade-in value of a 2014 John Deere 750k dozer for \$142,000.00. The remaining balance will be paid from the ER&R book value of \$43,990.70, including sales tax. Motion was seconded by B. Smiley. Motion carried unanimously.

(15) Consent Agenda-Motion was made by J. Gentle to approve the Consent Agenda, minus the 2024 SCRBH contract. Motion was seconded by B. Smiley. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's January 8, 2024 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 1/12/24): \$90,945.57

Payroll Change Notice:

Treasurer-

Juliana Welch, Deputy Accountant I, Discharge, Effective 1/17/2024

Public Works-

Mike Kirkwood, Support Specialist, Longevity, \$225.00/mo., Effective 1/1/2024

Counseling Services-

Mark Stenzel, Clinical Supervisor, Eligible for after-hours pay, Effective 1/11/2024

Auditor-

Kim Nutter, DOL Supervisor, Step 4, \$4,092.28/mo., to Step 4, \$4,310.57/mo., Effective 1/1/2024

Resolution Regarding Approval Of An Interlocal Agreement Between Pend Oreille County And Lincoln County For OnBase Administrator Services-Amendment No. 2
RESOLUTION NO. 2024-015, COMMISSIONERS' RECORDING

Collective Bargaining Agreement By And Between Pend Oreille County And Teamsters, Local 690, Deputy Prosecuting Attorneys
RESOLUTION NO. 2024-016, COMMISSIONERS' RECORDING

Approval of Job Description Revision/Wage Scale Adjustment-Kim Nutter

Approval of After-Hours Crisis Supervision-Mark Stenzel

Letter of Appreciation for Years of Service-Mike Kirkwood (25 Years)

(16) The Board met in executive session to review the performance of public employee(s) pursuant to RCW 42.30.110(1)(g) for 15 minutes, from 3:30 p.m. to 3:45 p.m. Present was B. Miller. An additional 10 minutes was requested until 3:55 p.m.

(17) B. Miller was present for a Human Resources update. Motion was made by B. Smiley to approve the updated Sign-On Bonus Policy and two attachments. Motion was seconded by J. Gentle. Motion carried unanimously.

Pend Oreille County Sign-on Bonus Policy

Motion was made by B. Smiley to approve payment for after-hours supervision by the Recovery Navigator Program Supervisor and the associated payroll change notice. Motion was seconded by J. Gentle. Motion carried unanimously.

Payroll Change Notice:

Counseling Services-

Kelly Alliger, RNP Program Supervisor, Eligible for after-hours pay, Effective 12/16/2023

The interview process for Counseling Services Director was established.

(18) Public Comment–Fire District 5 Chief Jay Foster was present and provided comment (EMS).

(19) Correspondence Received:

- 1.12 BLM–Northport Forest Health Project
- 1.13 PO EDC–1.17.24 Agenda & 12.20.23 Minutes
- 1.14 Department of the Navy–Draft Environmental Assessment for Eastern WA Airspace Extension and Virtual Public Meetings
- 1.15 POC Parks & Recreation Board–1.17.24 Agenda & 12.20.23 Minutes
- 1.16 L. Sausman-(*via email*) Interest in Board of Equalization Alternate Appointment

(20) Correspondence Sent:

G. Hicks-Certificate of Appreciation and Retirement Card

M. Kirkwood-Letter of Appreciation for Service to POC (25 Years)

Department of Commerce/D. Divens (*via email*)-Associate Development Organization Certification/ Designation Form

(21) 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	\$ 448,635.27
Arts, Tourism, & Recreation	\$ 16.66
Counseling Services	\$ 122,594.31
Crime Victims Compensation	\$ 376.01

Fair	\$ 562.32
Law Library	\$ 15.47
Park	\$ 4,032.44
Road	\$ 84,346.25
Trial Court Improvement	\$ 166.04
Emergency 911 Communications	\$ 7,046.48
Mental Health Tax	\$ 857.61
Solid Waste	\$ 25,079.60
Risk Management	\$ 49,626.64
Equipment R&R	\$ 80,989.70
IT Services	\$ 27,850.89
Sales/Excise Tax	\$ 1,510.91
TOTAL	\$ 853,706.60

Checks 215744 through 215802 totaling \$110,154.96 and Electronic Funds Transfers 50777 through 50785 totaling \$296,455.32, and Check 215743 totaling \$1,805.51 and Electronic Funds Transfers 50551 through 50776 totaling \$393,387.55, and Checks 215721 through 215742 totaling \$7,002.28 and Electronic Funds Transfers 50466 through 50550 totaling \$110,183.95, dated January 10, 2024. Includes Jr. Taxing Districts.

Checks 215804 through 515863 totaling \$177,549.51 and Electronic Funds Transfers 50786 through 50787 totaling \$3,828.06, dated January 16, 2024.

(22) Meeting adjourned at 4:34 p.m.

APPROVED: 
Chair of the Board

ATTEST: 
Clerk of the Board