



Pend Oreille County  
**Board of Commissioners**

John Gentle  
District #1

Robert Rosencrantz  
District #2

Brian Smiley  
District #3

Crystal Zieske  
Clerk of the Board

Phone: 509-447-4119  
FAX: 509-447-0595

PO Box 5025  
Newport, WA 99156-5025

Email: [commissionersoffice@pendoreille.org](mailto:commissionersoffice@pendoreille.org)

The County Commissioners hold regular meetings at the county seat to transact business required or permitted by law (RCW 36.32.080) and are open to the public. If you require any reasonable accommodation to participate in the Commissioners' meeting, contact the Clerk of the Board 48 hours prior to the meeting.

**TENTATIVE AGENDA**

**MONDAY, MAY 6, 2024**

9:00a.m. Call to Order-Members Present-Flag Salute-Invocation-Commissioner Reports-Consent Agenda: *Agenda, Minutes, Financial Report, Voucher Approval, Working File – Older Americans Month Proclamation, Amendment 1 Interagency Agreement IAA24265 Administrative Office of the Courts, Mental Health Awareness Month Proclamation, Insight Microsoft License Purchase Order*

11:00a.m. Greg Snow-Community Development Update

11:30a.m. Brenda Miller-Labor Relations Consultant Contract

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**12:00 – 1:15 p.m. - Recess for Lunch**  
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1:30p.m.

2:00p.m. Executive Session- *RCW42.30.110(1)(g)-Performance of a Public Employee*

2:15p.m.

3:00p.m. Dolly Hunt-Prosecutor's Legal Update

3:30p.m.

4:00p.m. Public Comment Period

**TUESDAY, MAY 7, 2024**

9:00a.m.

9:15a.m. Craig Jackson-Public Works Update-*Headsheet for Mechanic or Apprentice Mechanic*

10:30a.m. Crystal Zieske-Clerk Conference Recap

**TUESDAY, MAY 7, 2024 continued**

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**12:00 – 1:15 p.m. - Recess for Lunch**  
~~~~~

1:30p.m.- Site Visits-Davis Road Boat Launch  
4:00p.m. and Levitch Road Water Access

.....  
***One or more Commissioners may attend any of the following meetings/events (times and locations subject to change and need to be verified with that organization):***

**MONDAY, MAY 6, 2024**

12:00p.m.-Commissioner Gentle to WSAC Virtual Assembly

6:00p.m.-Newport City Council, City Hall

**TUESDAY, MAY 7, 2024**

6:00p.m.-Cusick Town Council

7:00p.m.-Fair Board, Cusick

**WEDNESDAY, MAY 8, 2024**

2:00p.m.-Weed Board, Weed Board Office

3:30p.m.-Mental Health Chemical Dependency Advisory Council, Counseling Services Office

7:00p.m.-Metaline Town Council

**THURSDAY, MAY 9, 2024**

6:30p.m.-North PO Chamber of Commerce, Cutter Theatre

**FRIDAY, MAY 10, 2024**

1:00p.m.-ALTCEW, Spokane

Zoom Meeting Info:

<https://zoom.us/j/5094474119>;

Meeting ID: 509 447 4119 Or Dial

by your location: +1 301 715 8592 US

or +1 253 215 8782 US.

Meeting ID: 509 447 4119



*Pend Oreille County*  
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**Older Americans Month - May 2024**  
*Proclamation*

**WHEREAS**, May is Older Americans Month, a time for us to recognize and honor Pend Oreille County older adults and their immense influence on every facet of American society; and

**WHEREAS**, through their wealth of life experience and wisdom, older adults guide our younger generations and carry forward abundant cultural and historical knowledge; and

**WHEREAS**, older Americans improve our communities through intergenerational relationships, community service, civic engagement, and many other activities; and

**WHEREAS**, communities benefit when people of all ages, abilities, and backgrounds have the opportunity to participate and live independently; and

**WHEREAS**, Pend Oreille County must ensure that older Americans have the resources and support needed to stay involved in their communities — reflecting our commitment to inclusivity and connectedness.

**NOW, THEREFORE, BE IT RESOLVED THAT**, Pend Oreille County's Board of Commissioners do hereby proclaim May 2024 as Older Americans Month. This year's theme, "Powered by Connection," emphasizes the profound impact of meaningful interactions and social connection on the well-being and health of older adults in our community.

We call upon all residents to join us in recognizing the contributions of our older citizens and promoting programs and activities that foster connection, inclusion, and support for older adults.

Dated this \_\_\_\_\_ of May 2024.

**PEND OREILLE COUNTY COMMISSIONERS**

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Robert Rosencrantz, Chair

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John Gentle, Vice Chair

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Brian Smiley, Member

**PEND OREILLE COUNTY COMMISSIONERS  
REQUEST FOR BOARD ACTION**

**SUBJECT:** Administrative Office of the Courts  
Resolution

**SUBMITTED BY:** Crystal Zieske  
**AGENDA:** 5/6/2024 *Consent*

<b>DATE FINAL ACTION IS NEEDED:</b>	<b>ATTACHMENTS:</b>  R-2024-	<b>TYPE OF ACTION REQUESTED</b>
<b>APPROVAL NEEDED FOR COMMISSION Packet:</b>		<input type="checkbox"/> Ordinance
_____ <b>Commissioner Chair</b> (initials)		<input checked="" type="checkbox"/> <b>Resolution</b>
_____ <b>Commissioner</b> (initials)		<input type="checkbox"/> Agreement
_____ <b>Commissioner</b> (initials)		<input type="checkbox"/> Motion
<b>FINAL ACTION TAKEN:</b>		<input type="checkbox"/> Consensus
<input type="checkbox"/> Approved		<input type="checkbox"/> Other
<input type="checkbox"/> Denied		
<input type="checkbox"/> No Action		
<b>Commissioners' Minutes</b>		
<b>Reference:</b> _____		

**RECOMMENDATION OR REQUEST:** Approve resolution, Amendment 1 Interagency Agreement IAA24265 Between Washington State Administrative Office of the Courts and Pend Oreille County Superior Court

**DISCUSSION:** This Amendment updates language regarding revenue sharing.

**ALTERNATIVES:**

**FISCAL IMPACT:**

- **SOURCE OF FUNDS:**
- **AMOUNT BUDGETED:** \$
- **AMOUNT NEEDED FOR PROJECT:** \$

**REVIEWED BY PROSECUTOR?** ☒ YES ☐ NO ☐ N/A **Comments:**

**REVIEWED BY HUMAN RESOURCES?** ☐ YES ☐ NO ☒ N/A

**REVIEWED BY FINANCIAL MANAGER?** ☐ YES ☐ NO ☒ N/A

\_\_\_\_\_  
HR initials

\_\_\_\_\_  
Jill initials

**PEND OREILLE COUNTY  
NEWPORT, WASHINGTON**

**RESOLUTION NO. 2024- \_\_\_\_\_**

**AMENDMENT 1 INTERAGENCY REIMBURSEMENT AGREEMENT IAA24265  
BETWEEN WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS  
AND PEND OREILLE COUNTY SUPERIOR COURT REGARDING  
THE UNIFORM GUARDIANSHIP, CONSERVATORSHIP AND OTHER  
PROTECTIVE ARRANGEMENTS ACT**

**WHEREAS**, Chapter 39.34 RCW, the Interlocal Cooperation Act, authorizes public agencies to enter into agreements for mutually advantageous joint or cooperative action; and

**WHEREAS**, Pend Oreille County and Washington State Administrative Office Of The Courts are public agencies within the meaning of Chapter 39.34 RCW; and

**WHEREAS**, pursuant to the provisions of RCW 36.32.120(6), the Board of County Commissioners of Pend Oreille County, Washington ("the Board") has the care of county property and the management of county funds and business; and

**WHEREAS**, the Board believes that the best interest of the public will be served by entering said agreement with Washington State Administrative Office Of The Courts.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, by the Pend Oreille County Board of Commissioners that the Interagency Reimbursement Agreement Amendment 1 Between Washington State Administrative Office Of The Courts And Pend Oreille County, which is attached hereto and incorporated herein, be established and adopted.

**BE IT FURTHER RESOLVED**, by the Pend Oreille County Board of Commissioners, that the Interagency Reimbursement Agreement Amendment 1 Between Washington State Administrative Office Of The Courts And Pend Oreille County is hereby approved, and the Chair of the Board, or a majority of the Board is hereby authorized to execute it on behalf of Pend Oreille County.

[executed page with signatures is attached]



**ADOPTED** this \_\_\_\_\_ day of May 2024.

**BOARD OF COUNTY COMMISSIONERS  
PEND OREILLE COUNTY, WASHINGTON**

\_\_\_\_\_  
Robert Rosencrantz, Chair

\_\_\_\_\_  
John Gentle, Vice-Chair

\_\_\_\_\_  
Brian Smiley, Member

ATTEST:

\_\_\_\_\_  
Crystal Zieske, Clerk of the Board

**AMENDMENT 1**  
**INTERAGENCY AGREEMENT IAA24265**  
**BETWEEN**  
**WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS**  
**AND**  
**PEND OREILLE COUNTY SUPERIOR COURT**  
**REGARDING THE UNIFORM GUARDIANSHIP, CONSERVATORSHIP AND OTHER**  
**PROTECTIVE ARRANGEMENTS ACT**

This Amendment to the Agreement is entered into by and between the Washington State Administrative Office of the Courts (AOC) and Pend Oreille County Superior Court .

**I. PURPOSE**

This Amendment will update language on section VI. Revenue Sharing.

**II. EFFECTS OF AMENDMENT**

Language in VI. Revenue Sharing will be deleted and replaced as follows:

“A. The Court must report to the AOC any surplus for revenue sharing and request revenue sharing by timely submitting all completed invoices on a monthly or bi-monthly basis, and in any event no later than October 31, 2024. The AOC may initiate revenue sharing process if monies are available.

B. The AOC will notify the Court no later than November 30, 2024 that the AOC intends to redistribute funding among the courts participating in the program pursuant to the program’s appropriation language. The AOC may increase the total value of the Agreement if additional funds are available or reduce the Agreement amount based on actual expenses incurred by the Court through submitted invoices and supporting documentation.

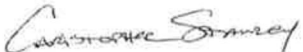
C. The Court must submit the final invoice to [payables@courts.wa.gov](mailto:payables@courts.wa.gov) no later than October 31, 2024. The revenue sharing process must be completed by December 31, 2024.”

Except as amended herein, all other terms and conditions of the original Agreement remain the same and in full force and effect.

AGREED:

**Washington State Administrative  
Office of the Courts**

**COURT**

 4/29/2024  
\_\_\_\_\_  
*Signature* *Date*

 4/29/2024  
\_\_\_\_\_  
*Signature* *Date*

Christopher Stanley, CGFM  
\_\_\_\_\_  
*Name*

Pamela S. Ray  
\_\_\_\_\_  
*Name*

Chief Financial and Management Officer  
\_\_\_\_\_  
*Title*

Superior Court Administrator  
\_\_\_\_\_  
*Title*



# *Pend Oreille County*

## *Board of Commissioners*

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### ***Proclamation: Pend Oreille County Mental Health Awareness Month – May 2024***

**WHEREAS**, nearly one in four adults and one in three adolescents in the United States live with a mental illness; and

**WHEREAS**, mental health impacts a person's emotional, social, environmental, financial and overall well-being, with significant disparities among racially and ethnically diverse communities; and

**WHEREAS**, suicide is now the second leading cause of death for 15-to-24-year-olds, with teenagers experiencing a 64% increase in the use of anxiety medications since 2020; and

**WHEREAS**, one third of the United States population lives in a county designated as a mental health professional shortage area; and

**WHEREAS**, an estimated 45% of residents detained in jails are suffering from a mental illness, often with co-occurring substance use disorders; and

**WHEREAS**, Pend Oreille County and all counties serve as a safety net for residents in need, first responders, and operators of crisis lines, public hospitals and detention centers.; and

**WHEREAS**, Pend Oreille County Counseling Services provides a Recovery Navigator Program which helps people stay out of jail by connecting individuals to outpatient mental health services, substance use disorder services, prevention services, WISE Family/Youth Services, and housing programs.

**NOW, THEREFORE, LET IT BE PROCLAIMED**, that Pend Oreille County Board of Commissioners declares May as Mental Health Awareness Month in Pend Oreille County to highlight the critical role of the county in providing crucial behavioral health services and resources to its residents; and

**BE IT FURTHER PROCLAIMED**, the Pend Oreille County Board of Commissioners continues its commitment to partner with our community members to ensure that all mental health services are accessible, valuable, and culturally appropriate for all residents

Dated this \_\_\_\_\_ of May, 2024.

**PEND OREILLE COUNTY COMMISSIONERS**

Robert Rosencrantz, Chair

John Gentle, Vice Chair

Brian Smiley, Member



**PEND OREILLE COUNTY COMMISSIONERS  
REQUEST FOR BOARD ACTION**

**SUBJECT:** Insight Microsoft License Purchase Order

**SUBMITTED BY:** Shane Flowers

**AGENDA:** 5/06/24

<b>DATE FINAL ACTION IS NEEDED: 5/07/24</b>	<b>ATTACHMENTS:</b>  ITS20240430GS01 PO	<b>TYPE OF ACTION REQUESTED</b>
<b>APPROVAL NEEDED FOR COMMISSION Packet:</b>		<input type="checkbox"/> Ordinance
_____ <b>Commissioner Chair</b> (initials)		<input type="checkbox"/> Resolution
_____ <b>Commissioner</b> (initials)		<input type="checkbox"/> Agreement
_____ <b>Commissioner</b> (initials)		<input checked="" type="checkbox"/> Motion
<b>FINAL ACTION TAKEN:</b>		<input type="checkbox"/> Consensus
<input type="checkbox"/> Approved		<input type="checkbox"/> Other
<input type="checkbox"/> Denied		
<input type="checkbox"/> No Action		
<b>Commissioners' Minutes Reference:</b> _____		

**RECOMMENDATION OR REQUEST:** Motion for BOCC chair to sign purchase order to Insight Public Sector SLED for Microsoft Licensing in the amount of \$55,474.22

**DISCUSSION:** This is our Microsoft licenses for our servers, desktops, laptops, and office 365.

**ALTERNATIVES:**

**FISCAL IMPACT:**

- **SOURCE OF FUNDS:** ITS Budget
- **AMOUNT BUDGETED:** \$55,474.22
- **AMOUNT NEEDED FOR PROJECT:** \$55,474.22

**REVIEWED BY PROSECUTOR?** ☐ YES ☒ NO ☐ N/A **Comments:**

**REVIEWED BY HUMAN RESOURCES?** ☐ YES ☒ NO ☒ N/A

**REVIEWED BY FINANCIAL MANAGER?** ☒ YES ☐ NO ☐ N/A

\_\_\_\_\_ **HR initials**  
\_\_\_\_\_ **J& Jill initials**



**Pend Oreille County**  
Information Technology Services

**Purchase Order**

**PO Number: ITS20240430GS01**

101 South Garden Ave, PO Box 5095  
Newport, WA 99156  
(509)447-1925  
www.pendoreilleco.org

**VENDOR:**  
Insight Public Sector SLED  
2701 E Insight Way  
Chandler AZ 85286-1930  
REP: Derek Racki

**SHIP TO:**  
Pend Oreille County ITS  
101 South Garden Ave.  
Newport, WA 99156  
(509) 447-1925

**BILL TO:**  
Pend Oreille County ITS  
PO Box 5095  
101 South Garden Ave.  
Newport, WA 99156

Part #	Description	Qty	UNIT PRICE	TOTAL
KV3-00353	Win Enterprise Device Alng SA Platform	160	\$46.59	\$7,454.40
9GS-00135	CIS Suite Data center Core Alng SA 2L	32	\$167.28	\$5,352.96
9GA-00313	CIS Suite Standard Core Alng SA 2L	36	\$35.83	\$1,289.88
228-04433	SQL Server Stndara Alng SA	4	\$162.51	\$650.04
6VC-01254	Win Remote Desktop Support CAL Alng SA UCAL	0	\$23.84	\$0.00
9EM-00270	Win Server Standard Core Alng SA 2L	8	\$19.44	\$155.52
			SUBTOTAL	\$14,902.80
AAA-12417	CCAL Bridge O365 FSA Sub Platform Per User	160	\$16.14	\$2,582.40
AAA-11924	O365 G3 FSA GCC Sub Per User	150	\$210.32	\$31,548.00
AAA-11894	O365 G3 GCC Sub Per User	10	\$247.49	\$2,474.90
NYH-00001	Teams AC with Dial Out US/CA GCC Sub Add-on	160	\$0.00	\$0.00
			SUBTOTAL	\$36,605.30
			TOTAL	\$51,508.10
Additional Details: Coverage dates 04/01/2024-03/31/2025			Tax (7.7%)	\$3,966.12
			S&H Fees	0
			Grand Total	\$55,474.22

Authorized Signature: \_\_\_\_\_

Date: 5/2/2024

Printed Name: Robert Rosencrantz, BOCC Chair

**Board of Commissioners Update**  
**Community Development**  
Monday, May 06, 2024, 11:00 AM

Staffing/Personnel:

So far, we're managing to keep up with the flow of applications.

Administrative:

We are still compiling proposed updates to the Development Regulations and have a Planning Commission meeting set for May 14 at 5:30 PM. We'll be meeting here in your chambers and will also have a Zoom option available.

Land Use Applications:

The applications for land use are staying pretty consistent with last year's, as we are 2 ahead of last year at this time.

Building Permit Applications:

Permit issuance is roughly on par with last year, with 7 fewer permits issued, but 12 more new homes than the year before. As we've talked about, there was a huge rush to beat the new Energy Codes.

**PEND OREILLE COUNTY COMMISSIONERS  
REQUEST FOR BOARD ACTION**

**SUBJECT:** Contract for Professional Services

**SUBMITTED BY:** Brenda Miller

**AGENDA:**

<b>DATE FINAL ACTION IS NEEDED:</b>  <b>APPROVAL NEEDED FOR COMMISSION Packet:</b>  ____ <b>Commissioner Chair</b> (initials)  ____ <b>Commissioner</b> (initials) ____ <b>Commissioner</b> (initials)  <b>FINAL ACTION TAKEN:</b> <input type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Denied</b> <input type="checkbox"/> <b>No Action</b> <b>Commissioners' Minutes Reference:</b> _____	<b>ATTACHMENTS:</b> Contract for Professional Services R-2024- <i>Attorney Email</i>	<b>TYPE OF ACTION REQUESTED</b>  <input type="checkbox"/> <b>Ordinance</b>  <input type="checkbox"/> <b>Resolution</b>  <input type="checkbox"/> <b>Agreement</b>  <input type="checkbox"/> <b>Motion</b>  <input type="checkbox"/> <b>Consensus</b>  <input type="checkbox"/> <b>Other</b>
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**RECOMMENDATION OR REQUEST:** Approve the Contract for Professional Services Between Pend Oreille County and TWGC effective April 1, 2024 through March 31, 2025.

**DISCUSSION:** No price adjustment from 2023 rates.

This request is in contradiction to our Purchasing Policy in that this firm is not on the MRSC Roster.

Due to the longevity of the consultant and the incredible benefit that his knowledge specifically about Pend Oreille County provides, I am recommending that we veer from our written policy and allow the renewal of this contract until such time as the services are no longer in the best interest of the County.

This deviation is solely for services provided by The Wesley Group and does not set a precedent for future contract renewals from any other vendor.

**ALTERNATIVES:** Hire new consultant from the MRSC roster or train for in-house expertise.

**FISCAL IMPACT:**

- **SOURCE OF FUNDS:** 2024 budget
- **AMOUNT BUDGETED:** \$16,200
- **AMOUNT NEEDED FOR PROJECT:** \$16,200

**REVIEWED BY PROSECUTOR?** ☒ **YES** ☐ **NO** ☐ **N/A** **Comments:** See attached

**REVIEWED BY HUMAN RESOURCES?** ☒ **YES** ☐ **NO** ☐ **N/A** \_\_\_\_\_ **BLM** **HR initials**

**REVIEWED BY FINANCIAL MANAGER?** ☐ **YES** ☐ **NO** ☒ **N/A** \_\_\_\_\_ **Jill initials** Revised

12.27.2023



**PEND OREILLE COUNTY  
AND  
TWGC**

**CONTRACT FOR PROFESSIONAL SERVICES**

This contract entered into between the Pend Oreille County, hereinafter called "County", and The Wesley Group, hereinafter called "Contractor", is effective as of April 1, 2024. For and in consideration of the mutual promises and covenants exchanged herein, the parties agree as follows:

**ARTICLE I - SERVICES**

The Contractor shall perform as principal spokesperson for the County in bargaining all labor agreements with represented County units. Services shall include development of bargaining plans, drafting of proposals, advice and recommendations to County officials and administrative staff, and if at all possible, bring the negotiations to their conclusion resulting in working contracts between the County and the interested bargaining units. The Contractor further agrees to represent the County on an as-needed basis in providing personnel/human resource management advice, contract interpretation, in grievances, arbitrations and in hearings, if any, before the Public Employment Relations Commission.

**ARTICLE II - AGENCY SUPPORT AND ASSISTANCE**

The County shall support the bargaining effort by providing parameters; reasonable assistance in preparation for bargaining; financial and clerical support as is mutually determined to be necessary (on-site typing, copying, etc.).

**ARTICLE III - CONSIDERATION**

In consideration of the Contractor's performance hereunder, the County shall pay the sum of Twenty-One Thousand Six Hundred Dollars (\$21,600.00). Payments shall be in twelve (12) monthly installments beginning April 1, 2024. Each monthly payment to be One Thousand Eight Hundred Dollars (\$1800.00). Further, the County shall pay the Contractor at the rate of One Hundred \$100.00 dollars per hour for all work performed related to grievance and interest arbitration proceedings and PERC hearings. Telephone toll charges, clerical, postage and copying costs shall be reimbursed at actual cost. Mileage will be reimbursed at 56 cents per mile, Kennewick to Pend Oreille County Courthouse and return. Meals and lodging incurred in the event of extended bargaining or consultation with County officials to be reimbursed at actual cost.

**ARTICLE IV - HOLD HARMLESS**

The Contractor shall hold and save the County, its officers, agents and employees harmless from liability of any kind, including costs and expenses for and or on account of any or all suits, judgments, or damages of any character whatsoever, resulting from injuries or damages sustained by person or persons or property by virtue of performance of this contract.

**ARTICLE V - INDEPENDENT CONTRACTOR**


The Contractor hereunder shall act in an independent capacity and not as an officer or employee or agent of the County in the performance of this contract.

**ARTICLE VI - TERM OF CONTRACT**

This contract shall be effective for the period beginning with April 1, 2024 through March 31, 2025.

Contractor

Pend Oreille County

  
\_\_\_\_\_  
Kevin Wesley, President  
The Wesley Group

\_\_\_\_\_  
Commissioner

3/18/2024  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# **Pend Oreille County Board of County Commissioners Meeting**

**April 30, 2024 (Tuesday)  
Time 9:15 AM to 10:30 AM**

## **Public Works Hearing Items:**

### **Public Works Action Items:**

Head Sheet 05.07.2024 Mechanic or Apprentice Mechanic

## **Public Works Discussion Items:**

Prothman Report (Reporting)

## **Engineering and Construction:**

Discussion of New Usk Bridge Grant Funding Next Steps

## **Maintenance:**

Overlook Drive

Rocky Gorge

Grading Hanks Butte Road

West Shore (Revert to Gravel)

Magnesium Program

Chip Seal Training

Fix to Fertile Valley Road

## **ER&R:**

Update on Equipment Readiness

## **Buildings and Grounds:**

New Doors for Courthouse

## **Solid Waste:**

Update Ongoing Work

## **Personnel:**

## **Risk Management:**

## **Park and Recreation:**

New Employees

## **General Discussion Topics**

Employee Spotlight Jimmy O'Donnell

## PEND OREILLE COUNTY COMMISSIONERS REQUEST FOR BOARD ACTION

**SUBJECT:** Mechanic/Apprentice Mechanic Opening

**SUBMITTED BY:** Brian Egland

## AGENDA: 5/7/2024 PW Update

DATE FINAL ACTION IS NEEDED:	ATTACHMENTS:	TYPE OF ACTION REQUESTED
APPROVAL NEEDED FOR COMMISSION Packet:		<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Agreement <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Consensus <input type="checkbox"/> Other
_____ Commissioner Chair (initials)		
_____ Commissioner (initials)		
_____ Commissioner (initials)		
<b>FINAL ACTION TAKEN:</b> <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> No Action		
<b>Commissioners' Minutes Reference:</b> _____		

**RECOMMENDATION OR REQUEST:** Approve the advertisement and hire EITHER a Mechanic (Step 1-3 DOE) or Mechanic Apprentice starting at \$23.93/hour for one year.

**DISCUSSION:** Advertisement would list both options but only hire ONE at this time. If an apprentice is hired, within the first year the Apprentice would be required to have at least one ASE certification and obtain a Class B CDL driver's license.

**ALTERNATIVES:**

### FISCAL IMPACT:

- **SOURCE OF FUNDS: ER&R**
- **AMOUNT BUDGETED:**
- **AMOUNT NEEDED FOR PROJECT:**

REVIEWED BY PROSECUTOR? ☐ YES ☐ NO ☒ N/A Comments:REVIEWED BY HUMAN RESOURCES? ☒ YES ☐ NO ☐ N/AREVIEWED BY FINANCIAL MANAGER? ☐ YES ☐ NO ☐ N/A

BLM HR initials  
Jill initials