

February 26, 2024

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 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) Consent Agenda-Motion was made by J. Gentle to approve the Consent Agenda for February 26, 2024. Motion was seconded by B. Smiley. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's February 20, 2024 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 2/23/24): \$175,522.66

Payroll Change Notice:

Counseling Services-

Sabrina Newton, Co-Occurring Counselor BA, 3/5<sup>th</sup> Time, Step 5, \$34.25/hr., to  
Mental Health Professional BA, 3/5<sup>th</sup> Time, Step 4, \$35.32/hr., Effective 2/16/2024

(2) The Board participated in a Zoom conference with Potts & Associates lobbyist Zak Kennedy.

(3) B. Smiley provided a report from the Economic Development Council meeting.

(4) The Board held a discussion on the economic development contract. Present was Financial Manager Jill Shacklett and via Zoom was Port of Pend Oreille Executive Director Kelly Driver.

(5) Sheriff Glenn Blakeslee was present for an update. Present via Zoom was Civil Deputy Glennis Stott. Topics included annual report, inspector position, law enforcement contracts with towns, Fairchild Skyfest, and completion of jail plumbing project.

(6) B. Smiley gave updates from Parks & Recreation Advisory Board and Ione Town Council. J. Gentle provided reports from Martin Hall, Certification of the February Special Election, and Washington State Association of Counties legislative virtual update meetings. R. Rosencrantz gave reports from Newport City Council, PO Conservation District, and Fire District 4 meetings.

(7) The Board recessed for lunch at 12:02 p.m.

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

(9) Cusick/Usk Sub-Area Plan Workshop. Present either in-person or via Zoom were Community Development Director Greg Snow, Senior Planner/Assistant Director Andy Huddleston, County Engineer Jesse Larson; Department of Ecology-WQP Permit Manager Kate Hupp, Sam Hunn, Adriane Borgias, Rob Buchert, Kim Prisock, Sean Thompson, Art Jenkins, Seth Elsen, and Greg Dobb; Department of Health-Nathan Ikehara, Brenda Smits, and Scott Mallery; Department of Commerce-Managing Director of Boards Unit Chris McCord and Programs Director Sheila Richardson; Town of Cusick Councilmembers Everett Alford and Afton Servas, Systems Operator Casie Monge, and Varela Engineering & Management Principal Engineer/Vice President Kurt Holland; Kalispel Tribe-Public Works Director Julia Whitford, Public & Governmental Affairs/Community Relations Strategist Mark Zorica, Information and Outreach Coordinator Mike Lithgow,

and Associate Planner Madi Campbell; PUD-General Manager John Janney, Drinking Water Operator Rusty Gill, and Director of Power Production Bryant Kramer; Northeast Tri County Health District-Administrator Matt Schanz and Inspector Tony Zwink; Tri County Economic Development District-Executive Director Jeff Koffel and Planning Director Frank Metlow; Congresswoman Cathy McMorris Rodgers' Deputy District Director Andrew Engell, WSU Extension Director and Associate Professor/Community Development Specialist Trevor Lane, Ed.D., Merkle Standard/Ponderay Industries Director of External Affairs Laura Verity, Port of Pend Oreille Executive Director Kelly Driver, Vaagen Lumber Vice President of Operations Kurtis Vaagen, Newport City Administrator Abby Gribi, Sacheen Lake Association President Grant Miller, Anthony Patterson, and Carl Gross; Selkirk Sun, Newport Miner Publisher Michelle Nedved and News Editor Don Gronning; Phyllis Kardos, Bob Eugene, Gerry Pelland, Eric Dobrenski, Gretchen Koenig, Margaret Underwood, and Norm Smith.

(10) Prosecuting Attorney Dolly Hunt was present via Zoom for a legal update. Topics included Purchasing Policy updates, economic development contract, and staffing.

(11) Interim Counseling Services Director Kris Martin was present for an update. Also present were Human Resource Director Brenda Miller and J. Shacklett.

a) B. Miller requested that two positions be moved back to non-exempt from exempt. Motion was made by J. Gentle to approve the updated job description and reclassification for the Compliance Coordinator position in the Counseling Services department. Motion was seconded by B. Smiley. Motion carried unanimously.

b) Motion was made by J. Gentle to approve the updated job description and reclassification for the Recovery Navigator Supervisor position in the Counseling Services department. Motion was seconded by B. Smiley. Motion carried unanimously.

c) Motion was made by B. Smiley to approve the Memorandum of Understanding with Teamsters Local 690, allowing non-Master's level crisis response trained Mental Health staff to provide secondary coverage of after-hours crisis on-call services. Motion was seconded by J. Gentle. Motion carried unanimously.

Counseling Services Crisis Responder, Non-DCR Memorandum of Understanding  
*RESOLUTION NO. 2024-043, COMMISSIONERS' RECORDING*

d) Motion was made by B. Smiley to approve the Payroll Change Notice for Dawn Tec Yah. Motion was seconded by J. Gentle. Motion carried unanimously.

Payroll Change Notice:

Counseling Services-

Dawn Tec Yah, Crisis Services Manager, Resignation, Effective 3/8/2024

e) Discussed were crisis curriculum, crisis responder "ride-alongs," transport ambulance services, in-person jail services, walk-in intakes and assessment, and monthly attendance report. Other topics included Red Ribbon Week, Fentanyl Awareness Day, and Rx Take Back event.

(12) Motion was made by J. Gentle to sign and send a letter to Mr. Mike Lithgow, thanking him for his participation and accepting his resignation from the Parks & Recreation Advisory Board. Motion was seconded by B. Smiley. Motion carried unanimously.

(13) Public Comment-Margaret Underwood, Selkirk Sun, D. Gronning, and P. Kardos were present via Zoom, but did not provide comment.

(14) Meeting continued to February 27.

#### February 27, 2024

R. Rosencrantz convened the meeting of the Elected Officials and Department Heads at 9:00 a.m. Present were J. Gentle, B. Smiley, C. Zieske, Commissioner Programs/HR Assistant/Civil Service Lyndsie Halcro, Assessor Jim McCroskey, Auditor Marianne Nichols, ITS Director Shane Flowers, Public Works Director Craig Jackson, Risk Manager Teresa Deal, Weed Control Coordinator Loretta Nichols, Deputy Prosecutor Brandon Slaven, B. Miller, D. Hunt, and present via Zoom were District Court Judge Robin McCroskey, County Clerk Tammie Ownbey, and G. Snow. A roundtable discussion was held.

(15) C. Jackson was present for a Public Works update. Also in attendance were Support Specialist Mike Kirkwood, T. Deal, and B. Slaven, and present via Zoom were J. Larson, Solid Waste Coordinator Amanda Griesemer, Office Manager/Cost Accountant Christy Parry, and Jacob Eleazar.

a) Motion was made by B. Smiley to approve the resolution in the matter of acceptance and execution of real property deeds to carry out the authorized exchange of county property for private real property, granting Pend Oreille County Tax Parcel Number 433328300002 to Jacob & Lauren Eleazer in exchange for POC Tax Parcel Number 453233339003, and authorization of the Parks & Recreation Director to complete the exchange by recording and paying of fees for the Excise Tax Affidavits with the POC Treasurer and Statutory Warranty Deeds with the POC Auditor. Motion was seconded by J. Gentle. Motion carried unanimously.

Acceptance And Execution Of Real Property Deeds To Carry Out The Authorized  
Exchange Of County Property For Private Real Property Between Pend Oreille County &  
Jacob And Lauren Eleazer

*RESOLUTION NO. 2024-044, COMMISSIONERS' RECORDING*

b) Motion was made by J. Gentle to allow the Chair to sign the Real Estate Tax Affidavit. Motion was seconded by B. Smiley. Motion carried unanimously.

c) Motion was made by J. Gentle to approve the updated job description as well as request to advertise and hire a summer temp position, not to exceed 20 hours per week with the option to extend to an additional 20 hours per week working for the Road Department Engineer's Office or Road Shop. Motion was seconded by B. Smiley. Motion carried unanimously.

d) C. Jackson and M. Kirkwood reviewed the current county agreement for snowplowing on recreational USFS sites and discussion was also held on changing the name of Lake Newport State Park. M. Kirkwood's Parks & Rec update included the surplus auction of the park house and vault toilet, and the timber sale being on hold until road restrictions are over. C. Jackson provided a first-touch on access options to Lake Newport State Park.

C. Jackson provided a map, showing remote water fill locations and discussed cost-savings of using alternate locations. He showed photos, illustrating the recent grading of roads. Also discussed was potential signing authority for C. Parry.

(16) The Board met in executive session to conduct an interview, pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 11:30 a.m. to 12:30 p.m. Present were B. Miller, Mental Health Professional-BA Angela Pavey, RNP Supervisor Kelly Alliger, and the candidate. An additional 5 minutes was requested until 12:35 p.m.

(17) The Board recessed for lunch at 12:45 p.m.

(18) The meeting resumed at 1:45 p.m.

(19) Motion was made by B. Smiley to sign and send a letter to the Mayor of Cusick and Council regarding the water and wastewater systems in the town of Cusick and Cusick area. Motion was seconded by J. Gentle. Motion carried unanimously.

(20) The Board met in executive session to conduct an interview, pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 2:00 p.m. to 3:00 p.m. Present were B. Miller, A. Pavey, K. Alliger, and the candidate.

(21) The Board met in executive session to conduct an interview, pursuant to RCW 42.30.110(1)(g) for 60 minutes, from 3:00 p.m. to 4:00 p.m. Present were B. Miller, A. Pavey, K. Alliger, and the candidate.

(22) The Board met in executive session to evaluate the qualifications of applicants for public employment, pursuant to RCW 42.30.110(1)(g) for 15 minutes, from 4:00 p.m. to 4:15 p.m. Present were B. Miller, A. Pavey, K. Alliger, D. Hunt, G. Blakeslee, and K. Martin. An additional 5 minutes was requested until 4:20 p.m.

(23) Correspondence Received:

- 2.16 Martin Hall-2.22.24 Agenda & 1.25.24 Minutes
- 2.17 Sacheen Lake Association-Letter re: Statement of Interested Party Designation
- 2.18 TEDD/RTPO-2.28.24 Agenda & 1.24.24 Minutes
- 2.19 NEW RTPO-2.28.24 Agenda

(24) Correspondence Sent:

M. Lithgow-Letter of Appreciation for Service on Parks & Recreation Advisory Board  
Town of Cusick Mayor and Council-Letter re: Water & Wastewater Systems

(25) 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	\$ 400,480.45
Counseling Services	\$ 91,680.53
Crime Victims Compensation	\$ 369.14
Fair	\$ 889.00
Park	\$ 188.51

Road	\$ 97,472.91
Veterans Assistance	\$ 2,190.00
Emergency 911 Communications	\$ 37,030.36
Mental Health Tax	\$ 681.65
Solid Waste	\$ 21,078.05
Risk Management	\$ 453.89
Equipment R&R	\$ 39,695.44
IT Services	\$ 22,750.81
Sales/Excise Tax	\$ 472.35
TOTAL	\$ 715,433.09

Checks 216627 through 216662 totaling \$114,255.96 and Electronic Funds Transfers 51572 through 51579 totaling \$244,023.71, and Checks 216625 totaling \$1,678.69, and Checks 216623 through 216624 totaling \$2,601.79, and Electronic Funds Transfers 51342 through 51571 totaling \$397,818.89, dated February 23, 2024. Includes Jr. Taxing Districts.

Checks 216663 through 216716 totaling \$65,676.24 and Electronic Funds Transfer 51580 totaling \$4,000.00, dated February 26, 2024.

(26) Meeting adjourned at 4:37 p.m.

APPROVED:   
Chair of the Board

ATTEST:   
Clerk of the Board

  
Chair

  
Vice Chair

  
Member