

April 22, 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. B. Smiley offered the invocation and led the flag salute.

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

Investment Earnings (year-to-date estimate, as of 4/19/24): \$313,470.01

Payroll Change Notice:

Public Works-ER&R-

Justin Dunagan, Mechanic, Resignation, Effective 5/8/2024

Counseling Services-

Nichole Packwood, Business Admin Assistant, Step 3, \$3,691.56/mo., to Business Admin Assistant/Interim Compliance Coordinator, Step 3, \$4,504.06/mo., (*Added \$5/hr. for higher classification duties until new Compliance Coordinator is hired and trained. Expected to be 6-8 weeks after new hire start date*), Effective 4/16/2024

Request to Advertise & Hire, Steps 1-3 DOE, plus sign on bonus of \$3,000.00: Mental Health Professional

In The Matter Of Executing An Interagency Agreement Between Pend Oreille County And The Washington State Department Of Agriculture

RESOLUTION NO. 2024-070, COMMISSIONERS' RECORDING

(2) B. Smiley gave reports from Parks Board and Economic Development Advisory Committee. B. Smiley and R. Rosencrantz reviewed the Sullivan Lake Bull Trout public meeting. J. Gentle advised that he had submitted the county's legislative priorities to Washington State Association of Counties.

(3) Auditor Marianne Nichols and Financial Manager Jill Shacklett were present for a financial update. Discussed were American Rescue Plan Act and opioid settlement funds, and a 2024 budget status report.

(4) R. Rosencrantz provided an update from the Fire District 4 meeting.

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

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

(7) R. Rosencrantz provided updates from POC Conservation District and Opioid Abatement Task Force meetings, as well as the Cusick/Usk Infrastructure planning call.

(8) The Board met in executive session to review the performance of a public employee pursuant to

RCW 42.30.110(1)(g) for 30 minutes, from 1:30 p.m. to 2:00 p.m. Present was Human Resource Director Brenda Miller.

(9) B. Miller was present for a Human Resources update. Topics included 5% vacancy rate, training resources, potential union representation for a position, summer temp positions, and upcoming PEBB vision coverage changes.

(10) The Board discussed a potential resolution for Freedom Fest. Present was Bear Paw Camp & Retreat Center Owner Jason McQuinn. Motion was made by J. Gentle to send a letter to Jason McQuinn in the matter of Bear Paw Camp hosting a concert in the summer of 2024, exempting from the county's noise ordinance. Motion was seconded by B. Smiley. Motion carried unanimously.

(11) The Board met in executive session regarding pending litigation pursuant to RCW 42.30.110(1)(i) for 30 minutes from 3:00 p.m. to 3:30 p.m. Present were Prosecuting Attorney Dolly Hunt, Community Development Director Greg Snow, Senior Planner/Assistant Director Andy Huddleston, and via Zoom were Attorneys Attorney Nathan Smith, Brian Kistler, and Alexander Fern. An additional 5 minutes was requested until 3:35 p.m., then another 5 minutes was requested until 3:40 p.m., and then another 5 minutes was requested until 3:45 p.m.

(12) D. Hunt was present for a legal update. Topics included economic development contract, coroner position, case management RFP, and staffing.

(13) Public Comment-Gretchen Koenig was present and provided comment (Litter pick up request to WSDOT). Selkirk Sun was present via Zoom but did not provide comment.

(14) Meeting continued to April 23.

April 23, 2024

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

(15) County Engineer Jesse Larson was present and Public Works Director Craig Jackson was present via Zoom for an update. Also in attendance were Support Specialist Mike Kirkwood, and present via Zoom were Fleet Accountant/Risk Manager Teresa Deal, Receptionist/Administrative Assistant Amy Taylor, and Office Manager/Cost Accountant Christy Parry.

a) Motion was made by J. Gentle to approve the Public Works' request to advertise internally for 5 days, then externally, if necessary, to hire one permanent ER&R Mechanic at Step 1-2 DOE. Motion was seconded by B. Smiley. Motion carried unanimously.

b) Motion was made by B. Smiley to approve the resolution for the 2024 Maintenance Gravel purchase with Peak Sand & Gravel for the amount of \$11.75 per ton for WSDOT Specification Top Course from their Priest River, ID plant and \$11.75 per ton for IDT Specification ¾" "B" from their Priest River, ID plant. Motion was seconded by J. Gentle. Motion carried unanimously.

Resolution Regarding Approval Of The Purchase Agreement For 2024 Maintenance Gravel-
Peak Sand & Gravel

RESOLUTION NO. 2024-071, COMMISSIONERS' RECORDING

c) Motion was made by J. Gentle to approve the resolution for the 2024 Maintenance Gravel purchase with Newport Equipment Enterprises for the amount of \$15.00 per ton for WSDOT Specification Top Course from their Diamond Lake, WA plant. Motion was seconded by B. Smiley. Motion carried unanimously.

Resolution Regarding Approval Of The Purchase Agreement For 2024 Maintenance Gravel-
Newport Equipment Enterprises

RESOLUTION NO. 2024-072, COMMISSIONERS' RECORDING

d) Motion was made by B. Smiley to approve the resolution for the 2024 Maintenance Gravel purchase with Riverside Concrete, Inc. for the amount of \$13.75 per ton for WSDOT Specification Top Course from their Chattaroy, WA plant and for the amount of \$16.75 per ton for WSDOT Specification Top Course from their Elk, WA plant. Motion was seconded by J. Gentle. Motion carried unanimously.

Resolution Regarding Approval Of The Purchase Agreement For 2024 Maintenance Gravel-
Riverside Concrete

RESOLUTION NO. 2024-073, COMMISSIONERS' RECORDING

e) Motion was made by J. Gentle to approve the resolution for the 2024 Maintenance Gravel purchase with WM Winkler Company for the amount of \$11.00 per ton for WSDOT Specification Top Course from their Usk, WA plant. Motion was seconded by B. Smiley. Motion carried unanimously.

Resolution Regarding Approval Of The Purchase Agreement For 2024 Maintenance Gravel-
WM Winkler

RESOLUTION NO. 2024-074, COMMISSIONERS' RECORDING

f) Motion was made by B. Smiley to approve the resolution for the 2024 Maintenance Gravel purchase with Versatile Industries, Inc for the amount of \$14.00 per ton for WSDOT Specification Top Course from their Metaline Falls, WA plant. Motion was seconded by J. Gentle. Motion carried unanimously.

Resolution Regarding Approval Of The Purchase Agreement For 2024 Maintenance Gravel-
Versatile Industries, Inc.

RESOLUTION NO. 2024-075, COMMISSIONERS' RECORDING

g) J. Larson provided a presentation on MDNS for Turtle Bay dredging. Solid Waste Coordinator Amanda Griesemer joined the update in progress via Zoom. Also discussed was a WSDOT Local Programs request and CRAB reporting. C. Jackson reported on the civil engineering selection process.

Maintenance topics included: grading Veit Road, Overlook Road, brush cutter training, concrete pad installation for D1 storage, spraying weeds, ditching, park vault toilet hole filled, and D2 rodent issue. A constituent concern for Highway 20 clean-up was passed on to A. Griesemer for follow-up with WSDOT.

(16) Interim Counseling Services Director Kris Martin was present for an update. Topics included interviews for Compliance Coordinator, WA Behavioral Health Counselor training, participants in stable housing, and upcoming fentanyl awareness day.

(17) Motion was made by B. Smiley to approve the revised Payroll Change Notice for Justin Dunagan. Motion was seconded by J. Gentle. Motion carried unanimously.

Payroll Change Notice:

Public Works-ER&R-

Justin Dunagan, Mechanic, Resignation (*Change of resignation date from 5/8/24*),
Effective 5/15/2024

(18) Bid Opening-2024 Pavement Preservation Program-HFE-150 Oil. Present was J. Larson. Present via Zoom was an unidentified caller and Selkirk Sun. The hearing was opened, and the notice was read. A bid was received from Ergon Asphalt & Emulsions of Spokane, WA for \$768.36/ton, for a total of \$261,424.40, with additional stand-by time of \$200.00.

J. Larson requested permission to review the bid for accuracy and completeness and return with an award recommendation during the Public Works update next week. No comments were received. The hearing was closed.

(19) Bid Opening-2024 Pavement Preservation Program-HMA. Present was J. Larson. Present via Zoom was Selkirk Sun. The hearing was opened, and the notice was read. No bids were received. No comments were received. The hearing was closed.

(20) The Board recessed for lunch at 11:51 a.m.

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

(22) The Board held a discussion on the economic development contract with Port of Pend Oreille (POVA). Present were J. Shacklett, POVA Executive Director Kelly Driver, and Newport City Administrator Abby Gribi.

Motion was made by B. Smiley to approve the resolution and 2024 contract for services with Port of Pend Oreille for economic development services. Motion was seconded by J. Gentle. Motion carried 2-1, with R. Rosencrantz voting nay.

Contract For Services With The Port Of Pend Oreille For Economic Development
Activities

RESOLUTION NO. 2024-076, COMMISSIONERS' RECORDING

Motion was made by J. Gentle to appoint Commissioner Brian Smiley as the Commissioners' representative to the Port's Economic Development Advisory Committee. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

(23) The Board held a mission statement workshop. Present were Commissioner Programs/HR Assistant/Civil Service Lyndsie Halcro and B. Miller.


Chair


Vice Chair


Member

(24) Motion was made by B. Smiley to approve Newport Rodeo Association's request to post their promotional sign at the entrance to Pend Oreille County off Highway 2 on county right-of-way, from May 1 to August 3, and send communication to that effect. Motion was seconded by J. Gentle. Motion carried unanimously.

(25) Correspondence Received:

4.14 YES-Quarterly Report January-March 2024

4.15 TEDD/RTPO-4.24.24 Agenda & 3.27.24 Minutes

(26) Correspondence Sent:


J. McQuinn-Letter re: Exemption from County Noise Ordinance for the Summer of 2024

(27) 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	\$ 107,458.64
Arts, Tourism, & Recreation	\$ 65.40
Counseling Services	\$ 2,217.59
Fair	\$ 620.23
Park	\$ 0.01
Road	\$ 13,481.91
Trial Court Improvement	\$ 1,590.00
Growth Management	\$ 15,426.21
Homeless Program/2163	\$ 4,669.91
Solid Waste	\$ 4,494.70
Risk Management	\$ 23,151.37
Sales/Excise Tax	<u>\$ 2,710.30</u>
TOTAL	\$ 175,886.27

Checks 217812 through 217880 totaling \$169,791.32 and Electronic Funds Transfers 52443 through 52444 totaling \$6,096.38, dated April 22, 2024. Includes Jr. Taxing Districts.

(28) Meeting adjourned at 3:51p.m.

APPROVED: 
Chair of the Board

ATTEST: 
Clerk of the Board