

January 13, 2025

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 John Gentle, Vice Chair Brian Smiley, Commissioner Robert Rosencrantz, and Acting Clerk of the Board Lyndsie Halcro. J. Gentle offered the invocation and led the flag salute.

(1) Consent Agenda-Motion was made by B. Smiley to approve the Consent Agenda, minus the Memorandum Of Understanding Between Port Of Pend Oreille And Pend Oreille County For Grant Assistance. Motion was seconded by R. Rosencrantz. Motion carried unanimously. The Consent Agenda includes this week's Agenda, the Minutes of the Board's January 6, 2025 meeting and the following items:

Investment Earnings (year-to-date estimate, as of 1/10/25): \$ 64,617.34

Payroll Change Notice:

Prosecutor's Office-

Lisa Arndt-Stigall, from Legal Secretary, Step 5, \$4,378.70/mo., to Legal Assistant-District Court, Step 5, \$4,715.12/mo., *Wage Scale Change*, Effective 1/1/2025

Juvenile Department-

Cindy Delay, Juvenile Probation Officer, Step 5, \$5,901.56/mo., *Retirement*, Effective 2/13/2025

Public Works-Roads-

Gary Simpson, On-Call Temp. Road Maintenance Tech, \$19.28/hr., to \$22.00/hr., *Wage Scale Change*, Effective 1/1/2025

Approve the Addition of Two Corrections Officer Positions and Advertise & Hire, Steps 1-3 DOE

In The Matter Adopting The Proration Of The Veteran's Fund And Counseling Services With The County's 2025 Current Expense Budget Per RCW 71.20.110 and RCW 73.08.080

RESOLUTION NO. 2025-003, COMMISSIONERS' RECORDING

Signature Of Applicant Resolution/Authorization For The Washington State Recreation & Conservation Office-Pend Oreille County Park ADA Accessible Trail Project

RESOLUTION NO. 2025-004, COMMISSIONERS' RECORDING

Updated Job Description, Wage Correction, and Approve the Payroll Change Notice for Legal Assistant-District Court, Effective 1/1/2025

Authorize The Parks & Recreation Director To Apply For The Washington State RCO "Trails-Non-Highway And Off-Road Vehicle Activities Program" Grant For \$200,000.00, Utilizing TD&H Engineering's Grant Administration Services

Letter of Appreciation for Years of Service to POC: Loretta Nichols (25 years)

Letter of Appreciation for Years of Service to POC: Stacey Hughes (10 years)

(2) R. Rosencrantz gave updates regarding the Cusick Town Council and POC Republicans meetings. B. Smiley gave an update on Public Utility District meeting. J. Gentle gave an update on the Noxious Weed Board, Conservation District for the Community Wildfire Defense Grant, and the Legislative Steering Committee meeting Session and Orientation.

(3) The Board participated in a Zoom conference with Potts & Associates lobbyist Zak Kennedy. Present via Zoom were Pend Oreille Valley Railroad (POVA) Manager Kelly Driver and POVA Economic Development Director Jessica Garza. A legislative update was provided.

(4) Motion was made by R. Rosencrantz to sign the Certificate of Appreciation to Weed Control Coordinator Loretta Nichols, on the occasion of 25 years of service to Pend Oreille County. Motion was seconded by B. Smiley. Motion carried unanimously.

(5) Community Development Director Greg Snow was present for an update. Present via Zoom was Permit Tech Savannah Widger. An update was provided on Planning Commission hearings, updating applications and process for permitting, and volume of recent applications.

(6) The Board held a recognition ceremony for Weed Control Coordinator Loretta Nichols, on the occasion of 25 years of service to Pend Oreille County. Present were Weed Control Manager of Operations Joe Sherrock, Outreach & Field Assistant Heather Pound, Lead Field Inspector Tommy Crossman, Noxious Weed Board Chair Wes Bailey, Temporary Finance and Office Assistant Dyana James, and family/public, and present via Zoom was Clerk of the Board Crystal Zieske. A letter and certificate of appreciation were presented to L. Nichols.

(7) The Board recessed for lunch at 11:49 a.m.

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

(9) Human Resource Director Brenda Miller was present for an update. Present via Zoom was C. Zieske. Topics included vacancy rate, reviewing health benefits, representative from Teamsters, and year-end review and 2025 goals.

(10) Sheriff Glenn Blakeslee was present for a personnel update. Present via Zoom were Emergency Management Deputy Director JoAnn Boggs and C. Zieske. Topics included wage of appointed employees and emergency management.

(11) Prosecuting Attorney Dolly Hunt was present for a legal update. Present via Zoom was C. Zieske. Topics included the MOU with the Coroner and tax title properties. B. Smiley asked about dog at large ordinances and R. Rosencrantz inquired about other ordinances.

(12) Motion was made by R. Rosencrantz to have the Chair sign the appointment letters to TEDD/TAC. Motion was seconded by B. Smiley. Motion carried unanimously.

(13) Public Comment-Selkirk Sun was present via Zoom but did not provide comment.

(14) Meeting continued to January 14.

January 14, 2025

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

(15) Public Works Interim Director/County Engineer Jesse Larson was present for an update. Also in attendance were Fair Superintendent Gretchen Koenig, and via Zoom were Support Specialist Mike Kirkwood, Solid Waste Coordinator Amanda Griesemer, Fleet Accountant/Risk Manager Teresa Deal, Office Manager/Cost Accountant Christy Parry, Receptionist/Administrative Assistant Amy Taylor, Fair Board Member Jon Paul Driver, and Washington State Department of Agriculture Fairs Program Administrator Anne Norman.

Motion was made by B. Smiley to approve the updated job description and advertise and hire an Engineering Technician at Steps 1-3 DOE. Motion was seconded by R. Rosencrantz. Motion carried unanimously.

Motion was made by R. Rosencrantz to approve the new job descriptions for the Road Maintenance Technician positions I, II, III, & IV. Motion was seconded by B. Smiley. Motion carried unanimously.

Extensive discussion was held on the fairgrounds water line project. Other topics included driveway on Northshore Diamond Lake Road and Usk Bridge.

(16) Motion was made by R. Rosencrantz to authorize the Chair to sign the Pend Oreille County Emergency Management FY23 SLCG E25-319 grant agreement. Motion was seconded by B. Smiley. Motion carried unanimously.

State and Local Cybersecurity Grant Program FFY23 E25-319
RESOLUTION NO. 2025-005, COMMISSIONERS' RECORDING

(17) Bid Opening-Pend Oreille County Park Water System Improvements 2025. Present were M. Kirkwood, Jacki Fullerton from Big Sky Corporation, and via Zoom was Selkirk Sun. The hearing was opened, and the notice was read.

Bids were received from A & H Well Services of Chewelah, WA for \$34,194.75, taxes included; and Big Sky Corporation of Hayden, ID for \$93,699.00. No comments were received. The hearing was closed.

(18) M. Kirkwood requested permission for Parks & Rec to review the bids for completeness then present the award recommendation next week during the Public Works update.

(19) Correspondence Received:

- 1.2 WSAC-Letter re: 2025 Dues Assessments
- 1.3 TEDD & NEW RTPPO-Letters re: Appointments
- 1.4 POC Parks & Recreation-1.15.25 Agenda & 12.18.24 Minutes

(20) Correspondence Sent:

L. Nichols-Letter & Certificate of Appreciation for 25 Years of Service to POC
S. Hughes- Letter of Appreciation for 10 Years of Service to POC
TEDD/TAC-Letters re: 2025 Appointments

(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	\$ 464,649.27
Counseling Services	\$ 114,517.41
Crime Victims Compensation	\$ 384.76
Fair	\$ 321.58
Law Library	\$ 93.60
Park	\$ 4,106.59
Road	\$ 101,303.78
Emergency 911 Communications	\$ 7,415.57
Growth Management	\$ 7,158.78
Mental Health Tax	\$ 702.92
Solid Waste	\$ 107,537.03
Risk Management	\$ 159.42
Equipment R&R	\$ 30,158.69
IT Services	\$ 163,092.85
TOTAL	\$ 1,001,602.25

Checks 223222 through 223279 totaling \$107,614.47 and Electronic Funds Transfers 57651 through 57660 totaling \$302,098.99, and Checks 223197 through 223221 totaling \$14,604.47, and Electronic Funds Transfers 57578 through 57650 totaling \$52,222.34, and Check 223196 totaling \$1,409.54, and Electronic Funds Transfers 57343 through 57577 totaling \$438,306.00, dated January 10, 2025. Includes Jr. Taxing Districts.

Checks 223280 through 223428 totaling \$409,949.15 and Electronic Funds Transfers 57661 through 57664 totaling \$5,333.90, dated January 13, 2025. Includes Jr. Taxing Districts.

(22) Meeting adjourned at 11:05 a.m.

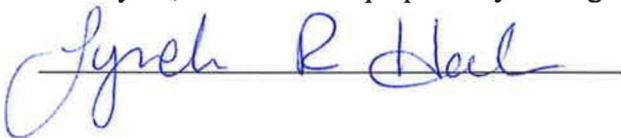
APPROVED: _____


Chair of the Board

ATTEST: _____


Clerk of the Board

January 13, 2025 Minutes prepared by Acting Clerk


Lynch R. Hall