



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.gov

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, OCTOBER 6, 2025

9:00a.m. Call to Order-Members Present-Flag Salute-Invocation-Commissioner Reports-Consent Agenda: *Agenda, Minutes, Financial Report, Voucher Approval, Working File-Payroll Change Notices, Set Public Hearing-Parks & Recreation 2025 Comprehensive Plan Update, Cybersecurity Grant FFY23 E25-319 Amendment 2,*

10:00a.m. Brenda Miller-*HR Update: Updated Job Descriptions: HR Director and Jobs with Required Driver License,*

10:30a.m. 2026 Budget Review-*Public Works*

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**12:00 – 1:15 p.m. - Recess for Lunch**  
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1:30p.m. Public Defender Contract Discussion

2:00p.m. Jeff Koffel-*TEDD Update*
2:30p.m.

3:00p.m. 2026 Budget Review-*Prosecutor/Coroner*

3:30p.m. Dolly Hunt-*Prosecutor's Legal Update*

4:00p.m. Public Comment Period

TUESDAY, OCTOBER 7, 2025

9:00a.m.

9:15a.m. *Public Works Update: Move 3/5ths Janitor Position To Full-Time And 3/5ths Position To 1/5th, 2025 PO Park-Calispel Trail Rec Area Delivered Log/Sort Sale Purchase Agreement: PotlatchDeltic, LAA/Project Prospectus 2025 Ione And Usk Bridge Inspections,*

10:30a.m. 2026 Budget Review-*Community Development*

11:00a.m. Greg Snow-*Community Development Update: Award Land Use Consultant Services, Hidden Gems Estates Final Plat,*

TUESDAY, OCTOBER 7, 2025 continued

11:30a.m. Executive Session-*RCW42.30.110(1)(i) Potential Litigation*

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**12:00 – 1:15 p.m. - Recess for Lunch**  
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1:15p.m. Executive Session-*RCW42.30.110(1)(i) Potential Litigation*

2:00p.m. 2025 Budget Review-*Counseling Services: 2025 Annual Enhancement Stipend*

3:00p.m.

THURSDAY, OCTOBER 9, 2025

9:00a.m.

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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, OCTOBER 6, 2025

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

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

TUESDAY, OCTOBER 7, 2025

3:00p.m.-POC Broadband Action Team, *via Teams*

6:00p.m.-Cusick Town Council

6:00p.m.-Fire District 5, Cusick

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

WEDNESDAY, OCTOBER 8, 2025

7:00p.m.-Metaline Town Council

THURSDAY, OCTOBER 9, 2025

FRIDAY, OCTOBER 10, 2025

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
Board of County Commissioners Meeting

Human Resources Update

Meeting Date: Monday, October 6, 2025

Time: 10:00-10:30 am

ACTION ITEMS:

HR Director job description update

Other job description updates re: driver's license

PERSONNEL:

6.3% Vacancy rate

Civil Service testing

Public Works reporting structure

BUSINESS:

Medical insurance costs

Benefits allocation for non-represented

HR SCHEDULE:

Out on October 7

At Career Fair October 8

RECOGNITION OPPORTUNITY:

One year of service

- Andie Flavel – Counseling

Pend Oreille County Board of County Commissioners Meeting

Tuesday, October 7th, 2025

Time 09:15 AM to 10:30 AM

Public Works Hearing Items:

Public Works Action Items:

- Headsheet Move one 3/5ths Janitor position to Full-time and one 3/5ths Janitor position to 1/5th
- Headsheet, Resolution 2025 PO Park-Calispel Trail Rec Area Delivered Log/Sort Sale Purchase Agreement with PotlatchDeltic Land and Lumber, LLC
- Headsheet, Resolution 2025 lone and Usk Bridge Inspection-LAA and Prospectus

Public Works Discussion Items:

Engineering and Construction:

Maintenance:

ER&R:

Buildings and Grounds:

Solid Waste:

Personnel:

Risk Management:

Park and Recreation:

General Discussion Topics

Recognition/Celebrations:

Board of Commissioners Update Summary Community Development

Tuesday, October 07, 2025

11:00am

Staffing/Personnel:

We're managing pretty well with current level of traffic.

Administrative:

We will start reviewing the applications for Site Specific Rezones which in all probability will require 2 meetings.

Land Use Applications:

We have now fallen behind on the average numbers of applications and after Friday, it may slow down a little more.

Building Permit Applications:

Building is still a little behind average, we're down 16 Site Evaluations from last year. I recently read an article that the entire state is currently at 2013 levels for building permits.

Staff Recognition:

I would like to recognize Vicki for her diligence and commitment while working remotely.