

COMMISSIONERS’ PROCEEDINGS

February 5, 2024

The Board of Lincoln County Commissioners met this day in Regular Session in their office with the following present: SCOTT M. HUTSELL, Chairman, JO M. GILCHRIST and ROB COFFMAN, Commissioners, Tara Holden, Clerk of the Board and interested members of the public.

MINUTES January 16, 2024, and January 23, 2024, minutes were approved as presented.

CLAIMS Claims were examined and ordered paid in the total amount of \$1,720,250.42.

CLAIM	WARRANT	WARRANT	TOTAL
Current Expense/Small Funds	1383065	1383066	11,304.60
Current Expense/Small Funds	1383111	1383211	440,044.50
Current Expense/Small Funds	1383110	1383110	17,195.25
Current Expense/Small Funds	1382896	1382896	1,357.18
Current Expense/Small Funds	1383212	1383212	1,688.78
LC Broadband Office	1382988	1382989	211,641.48
LC Noxious Weed Board	1383042	1383053	14,045.29
County Road	1383067	1383108	11,214.47
County Road	1383109	1383109	649.54
Solid Waste Management	1383067	1383108	2,566.78
Solid Waste Management	1383109	1383109	100.03
Equipment Rental/Revolving	1383067	1383108	46,029.71
Equipment Rental/Revolving	1383109	1383109	677.08
Pits & Quarries	1383067	1383108	3,572.54
Payroll 1/31/2024	240131001A	240131157A	958,163.19
		TOTAL:	1,720,250.42

The claims listed above were distributed to the various funds indicated below:

FUND	TOTAL	FUND	TOTAL
Current Expense	210,861.04	Self-Funded Insurance Fund	10,200.00
Enhanced 911	700.00	Law Library	1,158.29
LC Noxious Weed Board	14,045.29	Lincoln County Broadband	311,630.42
County Road	11,864.01	Lincoln County Tourism	2,059.00
Solid Waste Mgmt	2,666.81	Professional Building	503.28
Eq Rental & Rev	46,706.79	Public Health	14,172.86
Pits & Quarries	3,572.54	Public Safety	53,268.53
Auditor's M&O	50.97	Rural County Development	40,000.00
Auditor's Trust	266.67	Sex Offender Registration	2,777.17
County Fair	19,406.61	Treasurer's M&O	3.84
DARE	142.31	Trial Court Improvement	128.90
Educ & Grant Funded Projects	469.57	Unemployment Insurance	6,003.00
Election	7,629.69	Veterans Assist	2.50
Emergency Communication	1,797.14	Payroll 1/31/2024	958,163.19
		TOTAL:	1,720,250.42

Book AA-2024 Page

RESOLUTION 24-02 The Commissioners, by Resolution 24-02, declared as surplus county owned property from the Prosecuting Attorney’s Office.

Book AA-2024 Page

AGREEMENT The 2024 Group Membership Agreement between Life Flight Network and Lincoln County was presented for Chair signature to allow for renewal of the Air Ambulance group coverage.

MOTION By unanimous vote, the Commissioners approved the Chair to sign the Group Membership Agreement.

Book AA-2024 Page

AGREEMENT An Agreement for the 2024 Collaborative Management Lead for Better Health Together was presented by the Public Health department.

MOTION By unanimous vote, the Commissioners authorized the Chair to electronically sign the agreement.

Book AA-2024 Page

REVOKE APPOINTMENT Revocation of Appointment was received for Julie Langford, Deputy Clerk, effective January 9, 2024.

Book AA-2024 Page

MEMO Ed Dzedzy, Public Health Director submitted a memo requesting review of a job description and the creation of a new salary range for a Fiscal/Grant Manager position within the Public Health Department utilizing FPHS grant funding.

MOTION By unanimous vote, the Commissioners approved the director’s request to hire, and approved the job description and wage scale for a Fiscal/Grant Manager.

Book AA-2024 Page

SIMPLIFIED INDIRECT COST ALLOCATION PLAN The Lincoln County Simplified Indirect Cost Allocation Plan was submitted to the Board by the Auditor for approval.

MOTION By unanimous vote, the Commissioners approved the Simplified Indirect Cost Allocation Plan for Fiscal Year 2024.

Book AA-2024 Page

NOTICE A Notice of Approval to Hear Property Tax Appeals by the Lincoln County Legislative Authority was presented for board signature to approve the Lincoln County Board of Equalization’s request to convene for the purpose of hearing appeals filed for the current year.

Book AA-2024 Page

TRAFFIC POLICING REPORT Sheriff Gants submitted the annual traffic policing report for January through December 2023. Future reports will be submitted quarterly, per the Chief Civil Deputy.

Book AA-2024 Page

LETTER Bill Dehler, Juvenile Court Administrator, submitted a letter notifying the Board of his intention to retire effective December 31, 2024, and recommending the Juvenile Probation Manager to fill the vacancy.

Book AA-2024 Page

AFFIDAVIT An Affidavit of Publication was received from Pend Oreille County, for the Notice of Meetings for Martin Hall Juvenile Detention Facility for Calendar Year 2024 in the Newport Miner.

Book AA-2024 Page

AFFIDAVIT An Affidavit of Publication was received from Adams County, for the Notice of Meetings for Martin Hall Juvenile Detention Facility for Calendar Year 2024 in the Ritzville Adams County Journal.

COMMISSIONER REPORTS Commissioners Gilchrist and Coffman presented their various committee reports.

MEETING Keith Nelson, IS Director, met to present an update on the Information Services Department.

MEETING Margie Hall, Broadband Office Director, met to provide an update on the Broadband office.

Book AA-2024 Page

MEETING Annette Rustemeyer, Chief Deputy Treasurer met to present the 2023 tax refund petition report for the Board to review, per RCW 84.69.020.

TELECONFERENCE Zak Kennedy, Legislative Lobbyist, met with the Commissioners via Zoom to give an update on current Legislative activity.

MEETING Dave Sanford, Road Operations Manager, met to present a departmental update, which included a maintenance update on area road restrictions. In personnel, a request to fill an open bridge crew position created through the filling of the Davenport crew open position, in project updates, an update on the right of way situation from DNR is expected by day’s end. The manager requested the board approve the chair to sign the Certification of the Road Levy and Estimated Revenue Produced, and documentation to obtain construction funds for the Hawk Creek Road Guardrail and Countywide Chevron alignment signs.

MOTION By unanimous vote, the Commissioners authorized the Public Works department to start internal posting and the process to fill the bridge crew position.

Book AA-2024 Page

CERTIFICATION The Digital Submittal Certification of the 2024 Road Levy and Estimated Revenue Produced for Forms Due February 1st was presented for Chair signature.

MOTION By unanimous vote, the Commissioners authorized the Chair to sign the certification.

Book AA-2024 Page

LOCAL AGENCY FEDERAL AID PROJECT PROSPECTUS The Local Agency Federal Aid Project Prospectus for Hawk Creek Guardrail & Countywide Chevrons Project No. G-1045, was presented for chair signature.

MOTION By unanimous vote, the Commissioners authorized the Chair to sign the prospectus.

Book AA-2023 Page

LOCAL PROGRAMS STATE FUNDING AGREEMENT SUPPLEMENT The Local Programs State Funding Agreement Supplement for Hawk Creek Road Guardrail and Countywide Chevron Alignment Signs, HLP-2022(091) was presented for Chair signature.

MOTION By unanimous vote, the Commissioners authorized the Chair to sign the supplement.

COMMISSIONER REPORTS Commissioner Hutsell presented his various committee reports.

MOTION By unanimous vote, the Commissioners authorized the signing of the Frontier Counties Letter out of session.

Book AA-2024 Page

MEETING Cruze Thompson, Rural Resources met to introduce the staff and services of the various programs that will be available through the new Rural Resource office in Davenport. Presentations were heard from: Alison Price - Director of Victim Services, Rural Resources Jill Morris - Home Ownership Program Manager, Rural Resources, Angela Johnson – Administrator, Employment Security Department, Pete Valdin – Employment Coordinator, Rural Resources, Amanda Gavin – Housing Case Manager, Rural Resources, Cheri Petersen – Community Based Teams Director, Rural Resources, Stefanie Demmitt, - Employment and Training Director Rural Resources. The Board welcomed the staff, and expressed their appreciation of the services that will be provided to the citizens of Lincoln County.

MEETING Tom Hicks and Elizabeth Snell, Stevens County Veteran’s Service Officers, met with the board to update them on the Veterans Service Office in Lincoln County.

EXECUTIVE SESSION Chairman Hutsell called for an Executive Session until 12:15 p.m., to discuss Computer Network Security per RCW 42.30.110(1)(a)(ii). The Prosecuting Attorney was in attendance. The Session was extended to 12:30 p.m. and then 12:45 p.m. No action was taken.

MEETING Chandra Schumacher, Auditor, gave a brief update on the ACA updates at the Public Safety/District Court Building. A Bid to upgrade the necessary ACA fixtures was received, and a contract will be provided soon to complete the repairs.

COMMISSIONER REPORTS Commissioner Hutsell presented several invoices submitted by a contractor who completed the repairs to the locking mechanisms on the West and North Entry Doors. The Contract had been paid in full, and the invoices received recently by the contractor were in excess of the originally quoted bid. The Board discussed the request by the contractor to pay additional funds. The request was denied, and the Chair will contact the contractor to inform him of the decision.

With no further business, the meeting was adjourned to meet again in Regular Session on February 20, 2024.

The preceding pages AA. XX – AA. XX are a correct summary of all business transacted by the Board of Lincoln County Commissioners this 5th day of February 2024.

CLERK OF THE BOARD – TARA HOLDEN

CHAIRMAN – SCOTT M. HUTSELL
