

COMMISSIONERS’ PROCEEDINGS

June 21, 2022

The Board of Lincoln County Commissioners met this day in Regular Session in their office with the following present: SCOTT M. HUTSELL Chairman, ROB COFFMAN and MARK R. STEDMAN, Commissioners, and Tara Holden, Clerk of the Board.

MINUTES

CLAIMS Claims were examined and ordered paid in the total amount of \$289,510.80.

CLAIM	WARRANT	WARRANT	TOTAL
Current Expense/Small Funds	1372674	1372755	95,473.71
Current Expense/Small Funds	1372664	1372664	9,488.90
Current Expense/Small Funds	1372900	1372900	6,949.64
Current Expense/Small Funds	1372673	1372673	13,468.07
LC Noxious Weed Board	1372756	1372765	4,109.49
County Road	1372772	1372830	30,860.98
Solid Waste Management	1372772	1372830	35,519.25
Equipment Rental/Revolving	1372772	1372830	88,004.45
Pits & Quarries	1372772	1372830	5,636.31
		TOTAL:	289,510.80

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

FUND	TOTAL	FUND	TOTAL
Current Expense	52,079.08	DARE	17.18
Self-Funded Employee Benefits	30,406.61	Election	233.45
Enhanced 911	3,153.02	Emergency Communications	13,885.77
LC Noxious Weed Board	4,109.49	Law Library	2,253.09
County Road	30,860.98	Marine Enforcement	521.57
Solid Waste Mgmt	35,519.25	Public Health	495.23
Eq Rental & Rev	88,004.45	Public Safety	35.94
Pits & Quarries	5,636.31	Sex Offender Registration	2,960.12
Alcohol/Drug Services	3,485.35	Treasurer's M&O	158.00
Auditor's M&O	1,421.76	Trial Court Improvement	301.63
County Fair	13,753.44	Veterans Assist	219.08
		TOTAL:	289,510.80

PAYROLL CHANGE NOTICES Payroll Change Notices were approved as presented.

Book AA-2022 Page

COMMISSIONER’S ORDER 22-15 The Commissioners, by Order 22-15, appointed a member to the Lincoln County Veterans’ Advisory Board, at the request of the Auditor.

Book AA-2022 Page

RESOLUTION 22-26 The Commissioners, by Resolution 22-26, authorized a budget extension for the Wilbur Special Reserve Fund, at the request of the Sheriff.

Book AA-2022 Page

RESOLUTION 22-27 The Commissioners, by Resolution 22-27, adopted a professional services agreement for Walter R. “Walt” Olsen, PE, Consultant County Engineer.

Book AA-2022 Page

RESOLUTION 22-28 The Commissioners, by Resolution 22-28, designated a full time employee to perform the day-to-day supervision of the Part-Time Consultant Engineer.

DISCUSSION A discussion was held in regards to the preparation of the appointments for the Public Works Director and Road Operations Manager appointments.

MOTION By unanimous vote, the Commissioners authorized the preparation of a resolution to appoint the Public Works Director and Road Operations manager and a Commissioners’ Order to change the investment authorization designation out of session.

Book AA-2022 Page

RESOLUTION 22-29 The Commissioners, by Resolution 22-29, appointed the Public Works Director and Road Operations Manager, effective July 1, 2022.

Book AA-2022 Page

COMMISSIONER’S ORDER 22-17 The Commissioners, by Order 22-17, authorized David Orvis to consult with the Lincoln County Treasurer on the designation of surplus funds and investments, effective July 1, 2022.

Book AA-2022 Page

AGREEMENT The first amendment to agreement GRT22049 between Office of Public Defense (OPD) and Lincoln County for funds to support work by the public defender in all Blake cases was signed to allow for \$5,000.00 in additional funding, at the request of the Auditor.

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

Book AA-2022 Page

AGREEMENT The Airlift Northwest Air Ambulance Provider Agreement was presented, and tabled to allow the Chairman to request additional information prior to signing.

MOTION By unanimous vote, the Commissioners authorized the Chair to sign the contract out of session once further information was obtained.

Book AA-2022 Page

TERMINATION LETTER A letter to Washington State Health Care Authority terminating Contract K3926 for CPWI Prevention Services due to the resignation of Darren Mattozzi, was presented for signature, and then emailed with the contract to Kasey Kates, the Agreement Manager.

Book AA-2022 Page

REQUEST A request to adjust the wage for Elections Support Positions from \$15 to \$20/hour was received from the Auditor.

MOTION By unanimous vote, the Commissioners approved the Auditor's request.

Book AA-2022 Page

REQUEST A request to hire a Clerk/Court Facilitator to allow for ample training time before the end of the year was received from the County Clerk, in anticipation of her retirement.

MOTION By unanimous vote, the Commissioners approved the Clerk's request.

Book AA-2022 Page

DRAFT POLICY A draft of a new Public Comment Policy was submitted for Board review. A final draft and resolution will be completed, and presented at the July 5th meeting for adoption.

Book AA-2022 Page

LETTER A letter to Washington Department of Ecology's Public Participation Program Manager, Fait Wimberly from the Lake Roosevelt Forum was presented.

Book AA-2022 Page

OPEN SPACE AGREEMENT The Open Space/Timber Taxation Agreement was presented for Chair signature for Travis and Davitia Robbins. Once signed, the document is recorded in the Auditor's Office.

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

Book AA-2022 Page

OPEN SPACE AGREEMENT The Open Space/Timber Taxation Agreement was presented for Chair signature for E & D Ranches. Once signed, the document is recorded in the Auditor's Office.

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

Book AA-2022 Page

MARIJUANA LICENSE RENEWAL APPLICATION A marijuana license renewal application was received from the Washington State Liquor and Cannabis Board for Olympic Growers in Creston and Kush Valley in Odessa.

Book AA-2022 Page

AFFIDAVIT OF PUBLICATION Verification of the publication of a Notice of Call for Bid for the Public Health Parking Lot Resurfacing Project was provided by The Lincoln County Record-Times.

Book AA-2022 Page

BID OPENING Four (4) bids were received and opened from: 1) Shamrock Paving, Inc, Spokane, WA; 2) Arrow Concrete & Asphalt Specialties, LLC, Spokane Valley, WA; 3) Black Diamond Asphalt Paving, LLC., Spokane, WA; and 4) Inland Asphalt Company, Spokane, WA. Bid opening closed. No Public Comment neither verbal, nor written, was submitted.

MOTION By unanimous vote, the Commissioners referred the bids to the Public Health Administrator and the Public Works staff for review and recommendation.

MEETING Ed Dzedzy, Public Health Administrator, presented a brief department update.

MEETING Don Llewellyn, WSU Extension Director, met to introduce himself as the newly hired Director and gave a brief presentation of his expectations with the programs and operations of the extension office.

Book AA-2022 Page

MEETING Cruze Thompson and Shylo Williamson, Rural Resources Representatives met to discuss the homeless housing funding and review the Lincoln County Housing Report from January to June 2022. The representatives requested \$40,000.00 in funding from the homeless housing fund for repairs need to ensure the shelter habitability of the Willow Ridge Property after acquisition.

MOTION By unanimous vote, the Commissioners approved the request for \$40,000.00 in funding from the Homeless Housing fund for Rural Resources.

Book AA-2022 Page

MEETING Dave Sanford, Public Works Engineering Services Manager, and Dave Orvis, Operating and Permitting Coordinator, met to present a departmental update. Project updates included Porcupine Bay Road Landslide, Phase 2, Miles Creston Road Section 1 & Section 1B, Duck Lake Road, Miles Creston Road Overlay and the Lincoln County Seal Coat projects.

Book AA-2022 Page

COMMISSIONER'S ORDER 22-14 The Commissioners, by Order 22-14, awarded the Miles Creston Road Overlay Project to Shamrock Paving, Inc., Spokane, WA.

Book AA-2022 Page

RESOLUTION 2674R The Commissioners, by Road Resolution 2674R, adopted the Lincoln County Statement of Policy for Department of Public Works Organization, Personnel Practices and Handling of Complaints.

Book AA-2022 Page

REQUEST A request to adopt a salary structure with yearly Cost Of Living Allowances, and a yearly meeting at the second meeting of June, to discuss with the Public Works Director the possibility of advancement from step to step, for the position of Public Works Director was submitted for Chairman signature.

MOTION By unanimous vote, the Commissioners authorized the Chair to sign the acceptance of request.

Book AA-2022 Page

REQUEST A request to adopt a salary structure for the newly created position of Public Works' Road Operations Manager with a yearly Cost of Living Allowance was submitted for Chairman signature.

MOTION By unanimous vote, the Commissioners authorized the Chair to sign the acceptance of request.

Book AA-2022 Page

REQUEST A request to hire an Engineering Technician to assist in engineering technician duties and fill the vacant Engineering position created by promotion of an employee.

MOTION By unanimous vote, the Commissioners authorized the Chair to sign the acceptance of request.

COMMISSIONER REPORTS The Commissioners presented their various committee reports.

Meeting Recessed to reconvene on Thursday, June 23, 2022 at 12:00 p.m. for further business.

Meeting Reconvened the meeting was reconvened on June 23, 2022 at 12:00 p.m., with all members present. Commissioner Coffman joined via Zoom while out of town for other commitments.

Book AA-2022 Page

COMMISSIONER'S ORDER 22-16 The Commissioners, by Order 22-16, awarded the Public Health Parking Lot Bid to Inland Asphalt Company, Spokane, WA, at the request of the Public Health Administrator.

Book AA-2022 Page

MEETING The board met with Darren Mattozzi, Sue Hatten, Tamra Edmonds and Donita Simons, employees of the Lincoln County Drug and Alcohol Center; Paul McArthur, Kelly Watkins, and Carolyn Moldrem, LCADC Advisory Board members; Scott Davies, Local 1254CH Representative, and Debbie Keller, Local 1254CH President. Paul McArthur presented the board's written plan for operations for the organization with Darren's resignation.

MOTION By unanimous vote, the Commissioners temporarily appointed Sue Hatten as the Interim Executive Director of the Lincoln County Drug and Alcohol Center, beginning July 1, for a period not to exceed 90 days from July through September 30th. Ms. Hatten will receive a \$1,000 stipend per month, and will meet with the board every month during the second meeting.

Meeting Recessed to reconvene on Thursday, July 1, 2022 at 12:00 a.m. for further business.

Meeting Reconvened the meeting was reconvened on July 1, 2022 at 12:00 a.m., with all members present.

Book AA-2022 Page

REVOCATION OF COMMISSION A Revocation of Commission was presented and signed by the board, for Gabriel P. Gants as Lincoln County Sergeant, effective July 1, 2022.

Book AA-2022 Page

REVOCATION OF COMMISSION A Revocation of Commission was presented and signed by the board, for Wade W. Magers as Lincoln County Sheriff, effective July 1, 2022.

Book AA-2022 Page

APPOINTMENT AND OATH A Certification of Appointment for Gabe Gants to the Office of Lincoln County Sheriff was presented and signed by the board, with the term to expire upon certification of the 2022 General Election, followed by the administration of the Oath of Office by the Chairman of the Board of County Commissioners.

OFFICIAL BOND AND OATH OF OFFICE An Official Bond and Oath of Office for Gabriel P. Gants, Lincoln County Sheriff was received.

With no further business, the meeting was adjourned to meet again in Regular Session on July 5, 2022.

The preceding pages AA. ____ – AA. ____ are a correct summary of all business transacted by the Board of Lincoln County Commissioners these 21st and 23rd days of June, 2022 and 1st day of July, 2022.

CLERK OF THE BOARD – Tara Holden

CHAIRMAN – Scott M. Hutsell
