

COMMISSIONERS' PROCEEDINGS

July 18, 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** Minutes of the June 21, 2022 and July 5, 2022 meetings were approved as presented.

**CLAIMS** Claims were examined and ordered paid in the total amount of \$269,297.44.

CLAIM	WARRANT	WARRANT	TOTAL
Current Expense	1373305	1373389	133,295.30
Current Expense - Special Issue	1373164	1373165	15,200.27
Current Expense- Special Issue	1373218	1373218	4,073.38
Current Expense - Special Issue	1373219	1373219	8,186.71
LC Noxious Weed Board	1373294	1373304	9,755.73
County Road	1373220	1373270	35,092.83
Solid Waste Management	1373220	1373270	36,613.85
Equipment Rental/Revolving	1373220	1373270	18,076.95
Pits & Quarries	1373220	1373270	9,002.42
		TOTAL:	269,297.44

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

FUND	TOTAL	FUND	TOTAL
Current Expense	72,696.42	DARE	125.18
Self-Funded Emp Benefits	23,886.98	Election	4,509.77
Enhanced 911	3,253.02	Emergency Communication	639.64
LC Noxious Weed Board	9,755.73	Law Library	2,057.94
County Road	35,092.83	Marine Enforcement	29.75
Solid Waste Mgmt	36,613.85	Prof Building	1,858.72
Eq Rental & Rev	18,076.95	Public Health	8,776.26
Pits & Quarries	9,002.42	Public Safety	7,735.37
Alcohol/Drug Services	1,586.53	REET & Property Admin	166.66
Auditor's M&O	3,535.79	Trial Court Improvement	130.34
Counseling Services	26,320.17	Veterans Assistance	104.54
County Fair	3,342.58	TOTAL:	269,297.44

**PAYROLL CHANGE NOTICES** Payroll Change Notices were approved as presented.

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**COMMISSIONER'S ORDER 22-19** The Commissioners, by Order 22-19, awarded the WSBO Infrastructure Acceleration Grant Professional Services Bid to Petrichor Broadband, at the request of the EDC Director.

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**COMMISSIONER'S ORDER 22-20** The Commissioners, by Order 22-20, awarded the CERB Broadband Project Professional Services Bid to Petrichor Broadband, at the request of the EDC Director.

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**COMMISSIONER'S ORDER 22-21** The Commissioners, by Order 22-21, awarded the PWB Broadband Construction Professional Services Bid to Petrichor Broadband, at the request of the EDC Director.

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**RESOLUTION 22-31** The Commissioners, by Resolution 22-31, adopted a policy for the use of electronic signatures.

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**RESOLUTION 22-33** The Commissioners, by Resolution 22-33, declared as surplus to be transferred to the ESD 101 RECAP Coalition, three (3) cabinets and two (2) lockers, at the request of the Interim Executive Director of the Lincoln County Alcohol and Drug Center.

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**RESOLUTION 22-34** The Commissioners, by Resolution 22-34, approved a budget extension for the Public Health Budget to support the permitting software purchase.

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**RESOLUTION 22-35** The Commissioners, by Resolution 22-35, approved a budget extension for the Public Health Budget to support the Public Health Parking Lot Restoration Project.

**CONTRACT** An agreement between Lincoln County Public Health Department and the Odessa School District No. 105 for providing school nursing services during the 2022-2023 school year, was presented for Chairman signature. The contract provides \$17,072 in funding to support 320 hours of nursing service for the school year.

**MOTION** By unanimous vote, the Commissioners authorized the Chairman to sign the Contract.

**CONTRACT AMENDMENT** Contract Amendment No. 5 to the Consolidated Contract (CLH31018) with the Lincoln County Public Health Department and State Department of Health was presented for electronic Chair signature to allow for \$8,100.00. in additional funding to support several public health programs.

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

**CONTRACT** The Lincoln County Public Health Parking Lot Restoration Project Contract between Lincoln County and Inland Asphalt Company was presented for Board signature.

**MEETING** Kevin Hupp, Coordinator, Lincoln County Noxious Weed Control Board met to give an update on the Noxious Weed Board operations, and notify the Commissioners that his last day with the Noxious Weed Board would be July 29<sup>th</sup>, as he has accepted other employment. Farren Reinbold has been appointed the new coordinator through the Noxious Weed Board, and will continue the program where Kevin leaves off. The Board thanked Mr. Hupp for his years of dedicated service, and wished him well in his new endeavor.

**AFFIDAVIT OF PUBLICATION** Verification of the publication of a Notice of Call for Bid for the WSBO Fiber-To-The-Home Design Work Project was provided by The Lincoln County Record-Times.

**BID OPENING** Three (3) bids were received and opened from: 1) NoaNet, Spokane, WA ; 2) Mountain Ltd., New Gloucester, ME; and 3) Zero dB., 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 Economic Development Council Director for review and recommendation.

**AFFIDAVIT OF PUBLICATION** Verification of the publication of a Notice of Call for Bid for the PWB Fiber-To-The-Home Design Work Project was provided by The Lincoln County Record-Times.

**BID OPENING** Three (3) bids were received and opened from: 1) NoaNet, Spokane, WA ; 2) Mountain Ltd., New Gloucester, ME; and 3) Zero dB., 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 Economic Development Council Director for review and recommendation.

**MEETING** Sue Hatten, Interim Executive Director, Lincoln County Drug and Alcohol Center, met to present an update on the department.

**MEETING** Don Llewellyn, WSU Extension Director, met to present a department update on the extension office.

**MEETING** Ed Dzedzy, Public Health Administrator, presented a brief department update, which included the applications for the Board of Health Members, the Administrator will prepare a recommendation to appoint the additional members of the Board of Health.

**MEETING** Dave Orvis, Public Works Director, Dave Sanford, Road Operations Manager, and Walt Olsen, County Engineer, met to present a departmental update. The Blenz, Gerald Zellmer and Geib Bridges were selected to receive funding through the federal Local Bridge Program. 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.

**REIMBURSABLE WORK REQUEST** A reimbursable work request between the City of Sprague and the Public Works Department to Crack and Fog Seal was presented for signature.

**MEETING** Courtney Thompson, Land Services, met to present the Hearing Examiners recommendations on Conditional Use Permit 02-22 for Gleason RV Park/Boat Storage, and to discuss the Shoreline Master Plan.

**MOTION** By unanimous vote, the Commissioners accepted the recommendation of the Hearings Examiner and approved Conditional Use Permit No. 02-22, and ordered the preparation of a Commissioners Order to be signed out of session.

**MOTION** By unanimous vote, the Commissioners authorized Ms. Thompson to sign the Shoreline Master Plan electronically through the SAW account.

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**COMMISSIONER'S ORDER 22-22** The Commissioners, by Order 22-22, approved application 02-22 for a Conditional Use Permit by Norman Gleason, for the development of an RV Campground that will park up to 10 units, located at Krause Rd E., in Wilbur, in a portion of Section 13, Township 27N, Range 32EWM, with conditions as noted on the report from the Hearings Examiner.

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**AGREEMENT** A service agreement between Lincoln County and RedMark Technologies, LLC for the installation and configuration of the Accella Permitting Software Platform was presented for Chair Signature.

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

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**AGREEMENT** A service agreement between Lincoln County and Accela for licensure to use the Accela platform for 10 users to serve the permitting and program data system for the Health Department, Building Department and Land Services was presented for Chair Signature.

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

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**AGREEMENT** An agreement between Lincoln County and Avista Corporation, DBA Avista Utilities for a Joint Use Master License Agreement was presented for Chair signature.

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

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**REVOCATION OF COMMISSION** A Revocation of Commission was presented for Kelly Watkins as Lincoln County Under-Sheriff, effective July 1, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Ronald Wier, Deputy Sheriff, effective July 5<sup>th</sup>, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Chad Cunningham, Deputy Sheriff, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Kurt Cuzzetto, Deputy Sheriff, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Lucas Mallon, Deputy Sheriff, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Jonathan Evans, Deputy Sheriff, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Brian Hudspeth, Deputy Sheriff, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Charles Wiedmer, Reserve Deputy Sheriff, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Anna Bocook, Corrections/Dispatch Deputy, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Matthew Chalmers, Corrections/Dispatch Deputy, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Cody Gyllenskog, Corrections/Dispatch Deputy, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Nicholas Murray, Corrections/Dispatch Deputy, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Bradley Sweet, Corrections/Dispatch Deputy, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for David Husky, Corrections/Dispatch Deputy, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Jerad McLagan, Sergeant, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Kody Becker, Chief Criminal Deputy, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Lyle Hendrickson, Jail Superintendent, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Joanna Gilchrist, 911 Coordinator, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Patricia Hupp, Administrative Assistant, effective July 1st, 2022.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Denise Liebing, Chief Civil Deputy, effective July 1st, 2022.

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**LETTER** A letter was received from Office of the State Auditor regarding the 2021 audit and what will be performed during the audit. The letter was presented for Chair signature to allow for the 2021 audit process to proceed.

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

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**MEMO** A memo was received from Jody Howard, Lincoln County Treasurer, requesting permission to hire a full-time Deputy Treasurer to allow for adequate training in anticipation of her upcoming retirement.

**MOTION** By unanimous vote, the Commissioners authorized the Treasurer to hire.

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**LETTER** A letter was received from Scott Liebing, Lincoln County Assessor, requesting permission to hire a part-time hourly employee as extra help to assist current staff in catching up and keeping up with senior exemption processing, personal property filings, levies, and general office work while allowing the assessor to pursue contract appraisal assistance and or a full time experienced appraiser.

**MOTION** By unanimous vote, the Commissioners authorized the Assessor to hire.

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**REVIEW** The Board reviewed the Bureau of Labor Statistics Data for the current Consumer Price Index (CPI) which calculated at 7.85%. The maximum in each contract is 4.5%.

**MOTION** By unanimous vote, the Commissioners authorized the maximum of a 4.5% Cost of Living Allowance (COLA) for the employees for the 2023 Budget.

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**MARIJUANA LICENSE RENEWAL APPLICATION** A marijuana license renewal application was received from the Washington State Liquor and Cannabis Board for MJ Botanicals LLC, Creston; Skagit Agriculture LLC, Creston; Happy Trailz, LLC, Davenport; and Continental Holdings III, Odessa.

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**LIQUOR LICENSE RENEWAL APPLICATION** A liquor license renewal application notification was received from the Washington State Liquor and Cannabis Board. No applicant was disclosed with the notification.

**COMMISSIONER REPORTS** The Commissioners presented their various committee reports.

With no further business, the meeting was adjourned to meet again in Regular Session on August 1, 2022.

The preceding pages AA. \_\_\_\_ – AA. \_\_\_\_ are a correct summary of all business transacted by the Board of Lincoln County Commissioners this 18<sup>th</sup> day of July, 2022.

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CLERK OF THE BOARD – Tara Holden

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CHAIRMAN – Scott M. Hutsell

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