

COMMISSIONERS’ PROCEEDINGS

December 5, 2021

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, Tara Holden, Clerk of the Board and interested members of the public.

MINUTES

CLAIMS Claims were examined and ordered paid in the total amount of \$1,361,982.47.

| CLAIM                       | WARRANT    | WARRANT    | TOTAL        |
|-----------------------------|------------|------------|--------------|
| Current Expense/Small Funds | 1375840    | 1375912    | 361,173.98   |
| Current Expense/Small Funds | 1375839    | 1375839    | 16,368.01    |
| Current Expense/Small Funds | 1375819    | 1375819    | 9,632.71     |
| Current Expense/Small Funds | 1375703    | 1375703    | 39,667.60    |
| Current Expense/Small Funds | 1375929    | 1375929    | 6,743.79     |
| Current Expense/Small Funds | 1375702    | 1375702    | 9,322.98     |
| LC Noxious Weed Board       | 1375913    | 1375913    | 8,582.00     |
| LC Noxious Weed Board       | 1375821    | 1375835    | 11,041.49    |
| County Road                 | 1375795    | 1375818    | 14,968.38    |
| County Road                 | 1375836    | 1375837    | 25,200.00    |
| County Road                 | 1375838    | 1375838    | 101.80       |
| Solid Waste Management      | 1375795    | 1375818    | 1,014.91     |
| Solid Waste Management      | 1375820    | 1375820    | 423.88       |
| Equipment Rental/Revolving  | 1375795    | 1375818    | 55,776.16    |
| Equipment Rental/Revolving  | 1375838    | 1375838    | 271.98       |
| Pits & Quarries             | 1375795    | 1375818    | 9,135.81     |
| Payroll 11/30/2022          | 221130001A | 221130152A | 792,556.99   |
|                             |            | TOTAL:     | 1,361,982.47 |

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

| FUND                  | TOTAL      | FUND                               | TOTAL        |
|-----------------------|------------|------------------------------------|--------------|
| Current Expense       | 156,420.02 | Educational & Grant Funded Project | 333.68       |
| Enhanced 911          | 3,153.02   | Election                           | 707.95       |
| LC Noxious Weed Board | 19,642.30  | Emergency Communications           | 90,691.06    |
| County Road           | 40,270.18  | Self-Funded Employee Benefits      | 65,747.55    |
| Solid Waste Mgmt      | 1,438.79   | Law Library                        | 96.00        |
| Eq Rental & Rev       | 56,048.14  | LC Broadband Project               | 2,895.57     |
| Pits & Quarries       | 9,135.81   | Public Health                      | 16,464.80    |
| Alcohol/Drug Services | 3,525.53   | Public Safety                      | 93,577.06    |
| Auditor's M&O         | 348.03     | Sex Offender Registration          | 6.09         |
| Auditor's Trust       | 1,266.92   | Treasurer's M&O                    | 259.08       |
| County Fair           | 6,115.63   | Trial Court Improvement            | 731.47       |
| DARE                  | 550.80     | Payroll 11/30/2022                 | 792,556.99   |
|                       |            | TOTAL:                             | 1,361,982.47 |

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AFFIDAVIT OF PUBLICATION Verification of the publication of a Notice of Public Hearing for the purpose of adopting the final Preliminary Budget, fixing the final 2023 budget, making tax levies and adopting changes, if any, to the Six-Year Capital Facilities Plan, and reviewing revenue sources for the 2023 Current Expense Budget, was provided by the Lincoln County Record-Times.

PUBLIC HEARING This being the day and the time having arrived, Chairman Hutsell opened a public hearing to consider the adoption of the 2022 preliminary budget, fixing the final 2023 budget, making tax levies, adopting changes to the Six-Year Capital Facilities Plan, and reviewing revenue sources for the 2023 Current Expense Budget. No Public testimony was heard or received, either written or verbal. The public hearing was closed.

MEETING Keith Nelson, IS Director, met to provide an update on various projects.

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MEETING Andy Dunau, Spokane Tribe, met to give a presentation on creating a Spokane River Watershed Salmon Lead Entity with Lincoln County Participation.

COMMISSIONER REPORTS The Commissioners presented their various committee reports

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AFFIDAVIT OF PUBLICATION Verification of the publication of a Notice of Public Hearing regarding the Six Year Transportation Improvement Plan was provided by The Lincoln County Record-Times.

**PUBLIC HEARING** This being the day and the time having arrived, Chairman Hutsell opened the hearing to consider the 2023 Six Year Transportation Improvement Program (TIP). Public testimony was heard. The public hearing was closed.

**MOTION** By unanimous vote, the Commissioners authorized the 2023 Six Year Transportation Improvement Program (TIP).

**MEETING** Dave Orvis, Public Works Director, and Walt Olsen, County Engineer, met to present a departmental update that included a request to approve and sign Road Resolution 2680, 2681, and the Local Agency Agreement Supplement #3 for the Miles Creston Road Overlay. In Personnel, the Accountant II position will be vacant effective December 30<sup>th</sup>, 2022, with the resignation of Luke Hammond.

**EXECUTIVE SESSION** Chairman Hutsell called for a fifteen (15) minute Executive Session to discuss personnel issues. No action was taken.

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**RESOLUTION 2680R** The Commissioners, by Resolution 2680R, adopted the Six Year Transportation Improvement Program (TIP) for 2023-2028.

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**RESOLUTION 2681R** The Commissioners, by Road Resolution 2681R, adopted the Annual Construction Program for 2023.

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**LOCAL AGENCY AGREEMENT** The Local Agency Agreement Supplement No. 3 to move PE funds into construction funds for final payment to Contractor on the Miles Creston Road Overlay Project STPR-22T1(006) was submitted by the Public Works Department.

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

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**AFFIDAVIT OF PUBLICATION** Verification of the publication of a Notice of Public Hearing for the purpose of conducting a Tax Levy Certification hearing, was provided by the Lincoln County Record-Times.

**PUBLIC HEARING** This being the day and the time having arrived, Chairman Hutsell opened a public hearing to conduct a Tax Levy Certification. No Public testimony was heard or received, either written or verbal. The public hearing was closed.

**MEETING** Rhonda Luiten, Chief Accountant met to discuss budget figures, including ARPA funding and completing an operating transfer to Current Expense for the Sheriff's Office Salary and Benefits. Commissioner Coffman will work with the Prosecuting Attorney to qualify the use of the funding. Also discussed was the HRA VEBA Plan change, and contributions. In December, the current VEBA recipients will be made current with an additional contribution for both December and January.

**Meeting Recessed** to reconvene at 1:30 p.m. for further business.

**Meeting Reconvened** The meeting reconvened at 1:30 p.m. with all members present.

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**COMMISSIONER'S ORDER 22-32** The Commissioners, by Order 22-32, awarded the CERB Archaeological Monitoring Plan and Unanticipated Discovery Plan to Tierra Right of Way Service, Ltd.

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**RESOLUTION 22-49** The Commissioners, by Resolution 22-49, authorized submission of an application of a Washington State Broadband Office Infrastructure – ARPA Capital Grant by the EDC Director.

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**RESOLUTION 22-50** The Commissioners, by Resolution 21-50, declared as surplus a Latitude 5414 MDT from the Sheriff's Office inventory.

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**RESOLUTION 22-51** The Commissioners, by Resolution 22-51, authorized the increase of the regular property tax levy from the previous year.

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**RESOLUTION 22-52** The Commissioners, by Resolution 22-52, adopted the six-year Lincoln County Capital Facilities Plan.

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**RESOLUTION 22-53** The Commissioners, by Resolution 22-53, adopted the 2023 preliminary budget.

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**AGREEMENT** Run-Out Agreement between HMA and Lincoln County terminating the Administrative Services Agreement on December 31, 2023, and effective January 1, 2023 will provide Run-Out Services for a period not to exceed 12 (twelve) months including claims processing and other ministerial services for those claims incurred by eligible plan participants under the Plan prior to the Termination Date.

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

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**AGREEMENT** Electronic Bidding Contract to use the Software for Procurement Purposes, with MRSC or Bonfire.

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

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**AGREEMENT** Service Agreement Renewal was presented for the third year of Full Coverage Premium Preventative Maintenance Services by Divco, Inc for the Court House (976046), District Court, Public Safety (976048), and Public Health Coalition (3986008).

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**CONTRACT AMENDMENT** The fourth (4<sup>th</sup>) amendment to the CJTA Funded Treatment and Recovery Support Services Contract No. K3963 between the Washington State Health Care Authority and Lincoln County Alcohol and Drug Center was presented for Chair signature.

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

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Chandra Schumacher, Lincoln County Auditor.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Gabe Gants, Lincoln County Sheriff.

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**REQUEST** Jody Howard, Treasurer and Emily Hansen, Treasurer Elect, submitted a request to pay out any vacation and/or sick leave owed to Emily Hansen with the December 31, 2022 payroll.

**MOTION** By unanimous vote, the Commissioners approved the payout to be paid in January, per Lincoln County's Policy.

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**REQUEST** Jody Howard, Treasurer and Emily Hansen, Treasurer Elect, submitted a request to add a budget line for an additional one month, 50% position with benefits to the 2023 Treasurer's budget, to hire the outgoing Treasurer to assist with the transition of the newly elected Treasurer.

**MOTION** By unanimous vote, the Commissioners approved the request.

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**REPORT** The Accountability Audit Report, issued by the State Auditor for the January 1, 2021 through December 31, 2021 Audit, was presented for review.

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**LEVY CERTIFICATION** A copy of the Levy Certification for Current Expense was presented as submitted to the Lincoln County Assessor's Office on November 29, 2021.

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**CERTIFICATION OF LEVIES** In accordance with RCW 84.52.070 the Board of County Commissioners signed a Certification of Levies to deliver to the Lincoln County Assessor, the amount of taxes levied upon the property in the county for county purposes, and the respective amounts of taxes levied by the board for each taxing district, within or coextensive with the county, for district purposes, and attached the Junior Taxing District Levy Certifications.

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**LETTER** A copy of a letter from Sheriff Gabe Gants to Lincoln County Civil Service Secretary Kristy Blauert was submitted in regards to the hiring of Jesse Allen, as Undersheriff, effective December 1, 2022; per Lincoln County Civil Service Commission Rule, 15.

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**LETTER** A copy of a letter from Sheriff Gabe Gants to Lincoln County Civil Service Secretary Kristy Blauert was submitted in regards to the hiring of Alexandria Walker, as Dispatch/Corrections Deputy, effective December 1, 2022; per Lincoln County Civil Service Commission Rule, 15.

**MOTION** By unanimous vote, the Commissioners authorized the Chair to sign the PEBB Medical Contract out of session.

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**AGREEMENT** PEBB Employer Group Interlocal Agreement between Washington State Health Care Authority and Lincoln County to provide insurance benefits from the Public Employees Benefits Board (PEBB) Program through HCA for the eligible members of the group of Employees and their dependents.

With no further business, the meeting was adjourned to meet again in Regular Session on December 19, 2022.

The preceding pages AA. – AA. are a correct summary of all business transacted by the Board of Lincoln County Commissioners this 5<sup>th</sup> day of December, 2022.

CLERK OF THE BOARD – TARA HOLDEN

CHAIRMAN – SCOTT M. HUTSELL