

COMMISSIONERS’ PROCEEDINGS

December 19, 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, 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 \$290,620.68.

CLAIM	WARRANT	WARRANT	TOTAL
Current Expense/Small Funds	1376018	1376100	155,922.98
Current Expense/Small Funds	1375930	1375930	6,168.15
Current Expense/Small Funds	1375938	1375938	22,477.29
LC Noxious Weed Board	1376004	1376012	4,458.47
County Road	1375939	1375982	17,038.16
Solid Waste Management	1375939	1375982	24,430.37
Equipment Rental/Revolving	1375939	1375982	58,440.04
Pits & Quarries	1375939	1375982	1,685.22
		TOTAL:	290,620.68

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

FUND	TOTAL	FUND	TOTAL
Current Expense	54,413.65	Election	189.52
LC Noxious Weed Board	4,458.47	Emergency Communication	21,549.39
County Road	17,038.16	Law Library	2,057.94
Solid Waste Mgmt	24,430.37	LC Broadband Project	37,500.00
Eq Rental & Rev	58,440.04	Public Defense Services	1,524.00
Pits & Quarries	1,685.22	Public Health	3,909.12
Alcohol/Drug Services	20,955.43	Public Safety	10,250.78
County Fair	2,466.19	REET & Property Admin	166.66
Drug Enforcement	828.40	Self-Funded Employee Benefits	28,757.34
			290,620.68

PAYROLL CHANGE NOTICES Payroll Change Notices were approved as presented.

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RESOLUTION 22-54 The Commissioners, by Resolution 22-54, authorized the preparation of an application with the USDA Rural Development U.S. Department of Agriculture Community Connect Broadband Federal Funded Program Grant for an Eligible Broadband Construction Project by Janice Meats, EDC Director.

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RESOLUTION 22-55 The Commissioners, by Resolution 22-55, authorized the preparation of an application for a Washington State Broadband Office Infrastructure – ARPA Capital Broadband Grant Not to Exceed \$12,000,000.00 by Janice Meats, EDC Director.

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RESOLUTION 22-56 The Commissioners, by Resolution 22-56, extended the repayment of an interfund loan from special funded services to the Self-Funded Employee Benefit Fund, during the run out period of the Self-Funded Employee Benefits Plan.

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RESOLUTION 22-57 The Commissioners, by Resolution 22-57, approved and authorized the 2023 maintenance and operation budget pursuant to the amended and restated interlocal juvenile detention facility agreement (Martin Hall).

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PLAN DESIGN HRA VEBA Plan Design Change Form to allow for a new funding method of excess monthly benefit dollars was presented.

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

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AGREEMENT COBRA Administrative Services Agreement with A.W. Rehn & Associates, Inc., for the Delta Dental Plan was presented.

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

AGREEMENT Amendment No. 1 to the Solid Waste Management Local Solid Waste Financial Assistance Agreement No. SWMLSWFA-2021-LiCoHD-00088 between The State of Washington Department of Ecology and Lincoln County Health Department, was presented for Chair signature.

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

REQUEST Sheriff Gabe Gants, requested authorization to allow Undersheriff Jesse Allen to act on his behalf in his absence, regarding Sheriff's Office duties including but not limited to signing vouchers and supply orders.

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

REQUEST Sheriff Gabe Gants, requested authorization to increase the Jail Janitor's salary from \$32,918 to \$34,718 in the 2023 budget to soften the increased cost of medical insurance.

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

REQUEST Sheriff Gabe Gants, submitted a request to hire Christopher Stein as a patrol deputy, for an open budgeted position effective January 1, 2023.

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

REQUEST Sheriff Gabe Gants, requested authorization to add funds to the Sheriff Operations Patrol Salaries and addition of the 600-008 patrol budget line.

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

APPOINTMENT & OATH OF OFFICE Appointment and Oath of Office was received for Alexandria Walker, Corrections/Dispatch Deputy, effective December 1, 2022.

APPOINTMENT & OATH OF OFFICE Appointment and Oath of Office was received for Jesse Allen, Undersheriff, effective December 1, 2022.

REQUEST Ed Dzedzy, Public Health Director, submitted a request to hire a Community Health Nurse position and the Board's authorization of a position number to be generated to support the position as an .8 FTE, and aligned with the current nursing job classification and salary scale.

MOTION By unanimous vote, the Commissioners approved the Public Health Directors request.

MEMORANDUM A Memo to all Elected Officials and Department Heads was approved, declaring the 2023 Paid Holidays, and the dates on which they will be observed.

FORFEITURE REALLOCATION An HRA VEBA Forfeiture Reallocation Form was presented for Chair signature to reallocate forfeited funds to all active participants within the HRA VEBA plan.

LETTER A copy of a letter was submitted, from Sheriff Gabe Gants to Lincoln County Civil Service Secretary Kristy Blauert regarding the hiring of Christopher Stein as Lateral Patrol Deputy, effective January 1, 2023; per Lincoln County Civil Service Commission Rule, 3.

LETTER A copy of a letter was submitted, from Sheriff Gabe Gants to Lincoln County Civil Service Secretary Kristy Blauert regarding the resignation of Jo Gilchrist as 911 Coordinator, an appointed position, effective December 31, 2022; per Lincoln County Civil Service Commission Rule, 3.

LETTER A copy of a letter was submitted, from Sheriff Gabe Gants to Lincoln County Civil Service Secretary Kristy Blauert regarding the appointment of Brad Sweet as 911 Coordinator, effective January 1, 2023; per Lincoln County Civil Service Commission Rule, 3.

LIQUOR LICENSE APPLICATION A liquor license renewal application was received from the Washington State Liquor & Cannabis Board for Lake Roosevelt Shores Vineyard and Winery, Creston, WA.

MARIJUANA LICENSE APPLICATION A marijuana license renewal application was received from the Washington State Liquor & Cannabis Board for Bold Type 2, and Bold Type LLC, in Creston, WA.

MEETING Sue Hatten, Interim Executive Director, and Paul McArthur, Chairman of the Advisory Board, Lincoln County Drug and Alcohol Center, met to discuss the budget estimates for 2023. After a lengthy discussion, the board agreed to continue Ms. Hatten's interim position until February to review the budget, and the 2023 projection without Better Health Together funding and decide on a balance to indicate the termination of the program.

MOTION By unanimous vote, the Commissioners approved the purchase of the surplus Alcohol and Drug Center Vehicle out of non-departmental funds in the amount of \$20,000.00, to be used as a carpool vehicle.

COMMISSIONER REPORTS The Commissioners presented their various committee reports. Chairman Hutsell congratulated Commissioner Stedman on his retirement and thanked him for his 10 years of service to Lincoln County. Commissioner Stedman presented his last committee report.

MEETING Dave Orvis, Public Works Director, and Dave Sanford, Road Operations Manager, met to present a departmental update that included a recommendation to the commissioners to combine the employee position number of Accountant and Accountant II to 107-012 and enable the position to go from a 1-1 to a 2-6 pay scale; a recommendation to the Commissioners to allow Kim Anderson to move from Account Clerk Step 1-5 to Administrative Assistant Step 1-4, as she will continue to train other accounting clerks and assist in other duties which goes beyond typical various other tasks as directed. The new Accounting Clerk will begin training under the Accounting II position, and the director requested the board to allow hiring at a Step 1-4, with her level of past experience, with the understanding that after the 6-month probation period the individual will have the opportunity to move into the Accountant position. The director expressed the need to hire another accounting clerk in the front office. The project update included Miles Creston Road Section 1 & Section 1B. In Solid Waste, Rory will attend the January 3, 2023 meeting to discuss the 2023 rate increases.

MOTION By unanimous vote, the Commissioners approved the combination of the Accountant and Accountant II (107-012) position; moving Kim Anderson from Accounting Clerk to Administrative Assistant; the hiring of the Accountant II at a step 1-4, and approved hiring another accounting clerk for the Public Works front office.

MEETING Cruze Thompson, Emergency & Transitional Housing Manager and Shylo Williamson, Rural Resources, met to discuss the homeless housing funding and update the board on operations from July 1, 2022 to December 31, 2022. The representative requested \$10,000.00 in funding from the homeless housing fund for Rural Resources to serve those who are homeless or at risk of becoming homeless in Lincoln County from January 1, 2023 to December 31, 2023.

MOTION By unanimous vote, the Commissioners approved the request for \$10,000.00 in funding from the Homeless Housing fund for Rural Resources.

DISCUSSION The Commissioners discussed the run-out of the Self-Funded Employee Benefits, and the purchase of Stop Loss Insurance for the 3 month period. The cost of Stop Loss insurance for the 3 months would be approximately \$90,000.00. The total paid from the fund for each potential Stop Loss event, is \$80,000.00.

MOTION By unanimous vote, the Commissioners decided to discontinue the Stop Loss Insurance, and withhold payment for the renewal in January.

Meeting Recessed to reconvene on Tuesday, December 27, 2022 at 10:00 a.m. for further business.

Meeting Reconvened The meeting reconvened on Tuesday, December 27, 2022 at 10:00 a.m. with all members present.

BUDGET MEETINGS Chandra Schumacher, Auditor, met with the Board for additional budget discussions.

RESOLUTION 22-58 The Commissioners, by Resolution 22-58, adopted the Final Budget for the year 2023.

RESOLUTION 22-59 The Commissioners, by Resolution 22-59, authorized the diversion of funds in the amount of \$500,000.00 to current expense from Public Works.

RESOLUTION 22-60 The Commissioners, by Resolution 22-60, approved multiple budget extensions to various department budgets.

RESOLUTION 22-61 The Commissioners, by Resolution 22-61, approved multiple budget extensions to various Public Works budgets.

With no further business, the meeting adjourned to meet again in Regular Session on January 3, 2023.

The preceding pages AA. – AA. are a correct summary of all business transacted by the Board of Lincoln County Commissioners these 19th and 27th days of December 2022.

CLERK OF THE BOARD – TARA HOLDEN

CHAIRMAN – SCOTT M. HUTSELL