

COMMISSIONERS' PROCEEDINGS

February 6, 2023

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

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APPOINTMENT The Board of Lincoln County Commissioners appointed Jo Anna M. Gilchrist of 19921 State Route 28 N., Davenport to the office of Lincoln County Commissioner District No. 1, for a term to expire upon certification of the 2023 General Election.

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OATH OF OFFICE Chandra Schumacher, Auditor administered the Oath of Office to Jo Anna M. Gilchrist as Lincoln County Commissioner District No. 1.

MINUTES Minutes of the December 19, 2022, January 3, 2023, and January 17, 2023 meetings were approved as presented.

CLAIMS Claims were examined and ordered paid in the total amount of \$1,414,467.04.

CLAIM	WARRANT	WARRANT	TOTAL
Current Expense/Small Funds	1376946	1377047	388,321.82
Current Expense/Small Funds	1376938	1376938	12,044.49
Current Expense/Small Funds	1376813	1376813	330.86
Current Expense/Small Funds	1376814	1376814	3,500.67
Current Expense/Small Funds	1376779	1376779	18,827.65
Current Expense/Small Funds	1376885	1376885	12,874.25
LC Noxious Weed Board	1376875	1376884	12,094.08
County Road	1376887	1376937	23,884.31
County Road	1376939	1376939	1,009.91
Solid Waste Management	1376887	1376937	4,544.93
Solid Waste Management	1376939	1376939	2,202.14
Equipment Rental/Revolving	1376887	1376937	23,608.57
Equipment Rental/Revolving	1376939	1376939	1,014.65
Pits & Quarries	1376887	1376937	1,189.06
Payroll 1/31/20	230131001A	230131148A	909,019.65
		TOTAL:	1,414,467.04

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

FUND	TOTAL	FUND	TOTAL
Current Expense	152,724.83	Self Funded Employee Benefits	43,756.15
Enhanced 911	59,835.24	Foreclosure Surplus	19,507.58
LC Noxious Weed Board	12,094.08	Homeless Housing	10,000.00
County Road	24,894.22	Law Library	1,750.13
Solid Waste Mgmt	6,747.07	Lincoln County Broadband	2,708.54
Eq Rental & Rev	24,623.22	Professional Building	388.80
Pits & Quarries	1,189.06	Public Defense Services	3,396.00
Alcohol/Drug Services	3,102.66	Public Health	17,693.41
Auditor's M&O	551.81	Public Safety	6,181.88
Auditor's Trust	597.70	REET & Property Admin	166.66
Capital Improvements	1,225.98	Rural County Development	100,000.00
County Fair	7,163.31	Trial Court Improvement	945.78
Election	1,374.04	Payroll 1/31/20	909,019.65
Emergency Communications	2,829.24		
		TOTAL:	1,414,467.04

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MEETING Annette Rustemeyer, Chief Deputy Treasurer met to present the 2022 tax refund petition report for the Board to review, per RCW 84.69.020.

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

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AFFIDAVIT OF PUBLICATION Verification of the publication of a Notice of Call for Proposals for the Lincoln County Broadband Fiber Materials Procurement was provided by The Lincoln County Record-Times.

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RFP OPENING Four (4) proposals were received and opened from (1) Fiber Instrument Sales Inc., Oriskany, NY, (2) WiFiber, Spokane, WA, (3) Walker, Welcome, NC, and (4) GraybaR, Seattle, WA. Proposal opening closed. No Public Comment neither verbal nor written, was submitted.

MOTION By unanimous vote, the Commissioners referred the proposals to the Economic Development Council Director and Petrichor Broadband Consultant, for review and recommendation.

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AFFIDAVIT OF PUBLICATION Verification of the publication of a Notice of Public Hearing regarding an open space timber application for Ramon Martin and Joni Wishaar was provided by the Lincoln County Record Times.

MOTION By unanimous vote, the Commissioners approved to dispense of the reading of the Affidavit of Publication.

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PUBLIC HEARING This being the day and the time having arrived, Chairman Hutsell opened the hearing to consider an Open Space Timber application submitted by Ramona Martin and Joni Wishaar. No public testimony was heard.

MOTION By unanimous vote, the Commissioners approved the Open Space Timber application as presented and previously recommended by Courtney Thompson, Lincoln County Land Services.

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AFFIDAVIT OF PUBLICATION Verification of the publication of a Notice of Public Hearing regarding an open space timber application for Monastery of Mary, Mother of the Word, was provided by the Lincoln County Record Times.

MOTION By unanimous vote, the Commissioners approved to dispense of the reading of the Affidavit of Publication.

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PUBLIC HEARING This being the day and the time having arrived, Chairman Hutsell opened the hearing to consider an Open Space Timber application submitted by Monastery of Mary, Mother of the Word. No public testimony was heard.

MOTION By unanimous vote, the Commissioners approved the Open Space Timber application as presented and previously recommended by Courtney Thompson, Lincoln County Land Services.

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

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MEETING Dave Orvis, Public Works Director and Dave Sanford, Road Operations Manager, met to present a departmental update that included a maintenance update, personnel update on Walt Olsen's resignation date and a draft of the County Engineering position advertisement for review. An update on the Miles Creston Road Section 1 & Section 1B, and Lincoln County Seal Coat projects. Bid renewals for the HMA and liquid asphalt are being compiled.

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COMMISSIONER REPORTS The Commissioners presented their various committee reports. Commissioner Hutsell discussed a discrepancy in the COLA for Juvenile Services Director, Bill Dehler.

MOTION By unanimous vote, the Commissioners authorized a Memo to be drafted and given to payroll to increase the director's wage by 4.5% to reflect the 2023 COLA to be made retroactive to January 1st.

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RESOLUTION 23-02 The Commissioners, by Resolution 23-02, in the matter of watershed areas, created a Spokane River Watershed Salmon Lead Entity.

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AGREEMENT A Lighting, Staging, Video, and Sound Services Contract between TLG Productions LLC and Lincoln County Fair for the Event scheduled on August 24, 2023 was presented.

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

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CONTRACT Emergency Management Performance Grant Agreement E23-190 between Lincoln County Sheriff's Office and Washington State Military Department/US Dept. of Homeland Security, in the amount of \$31,866.00 was presented for Chairman Signature, together with a Signature Authorization Form for the Board and Sheriff's Office.

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

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AGREEMENT An amendment to Software License Agreement between Personnel Data Systems, Inc., (PDS) and Lincoln County for Cloud Application Management Services was presented for Chairman Signature.

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

AGREEMENT The 2023 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.

AGREEMENT City of Harrington Ordinance, no. 510 allowing Lincoln County to locate, construct, operate and maintain poles, wires, fiber optics lines, underground cables and appurtenances over, under, along and across rights-of-way and public property in the City of Harrington in conjunction with the Lincoln County Broadband project.

MOTION By unanimous vote, the Commissioners approved the Chair to sign the Ordinance Agreement for Franchise.

CONTRACT Amendment to Contract for Personal Services between Lincoln County and System One Holdings, LLC., dba Mountain, LTD, changed the date of Bill of Materials in Section III. Scope of Work, subsection C.

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

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

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

AGREEMENT An Agreement for the 2023 Collaborative Management Lead for Better Health Together was presented.

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

AGREEMENT An Agreement between Valence Inc., dba Valence Mission Critical Technologies and Lincoln County Sheriff's Office was presented for Chair signature to allow for maintenance services as for the 2023 fiscal year.

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

CONTRACT A Purchase Order - Lease Agreement between Lincoln County Department of Health and Quadient Leasing USA., Inc. for an IXP3-P5 IMI Compliant postage meter machine was presented for chair signature, at the request of the Health Director.

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

AGREEMENT The Washington Association of Sheriffs and Police Chiefs Agency Based Electronic Monitoring Agreement between Washington Association of Sheriffs and Police Chiefs and the Lincoln County Juvenile Court was presented for Chair signature.

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

APPOINTMENT & OATH OF OFFICE Appointment and Oath of Office was received for Kenzie L. Graber, as Deputy Clerk.

APPOINTMENT & OATH OF OFFICE Appointment and Oath of Office was received for Dana M. Reyburn, as Deputy Clerk.

APPOINTMENT & OATH OF OFFICE Appointment and Oath of Office was received for Jaymie L. Bennett, as Deputy Clerk.

REVOKE APPOINTMENT Revocation of Appointment was received for Jody Howard, Lincoln County Deputy Treasurer, effective January 30, 2023.

REPRESENTATIVE DESIGNATION Rural Resources Governing Board of Directors Representative Designation appointing Jo Gilchrist to the Board of Directors.

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

REQUEST Chandra Schumacher, Auditor, submitted a request on behalf of Licensing Deputy Tracy Osborn, for intermittent leave without pay for the month of February. Ms. Osborn has exhausted all Vacation and sick and vacation leave and is recovering from an injury sustained at home.

MOTION By unanimous vote, the Commissioners approved the Auditor’s request to allow the Licensing Deputy to take intermittent Leave Without Pay through February.

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REQUEST Chandra Schumacher, Auditor, submitted a request to transfer \$18,354.00 from the Treasurer’s Sweep Account to the General Fund. This amount will then be transferred back into the Self-Funded Employee Benefits Fund via transmittal from the Auditor’s Office. This transfer is a result of the termination agreement fee for Navitus Prescription Benefits, and a negotiation to have the fee paid from the rebates Lincoln County receives quarterly from the pharmaceutical companies.

MOTION By unanimous vote, the Commissioners approved the Auditor’s request to transfer the funds.

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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 2023.

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AFFIDAVIT An Affidavit of Publication was received from Adams County, for the Notice of Meetings for Martin Hall Juvenile Detention Facility for Calendar Year 2023 in the Ritzville Adams County Journal.

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LETTER A letter from Jennifer Lewis, Project Manager, regarding the Community Development Block Grant – Coronavirus Contract #20-6221C-117 confirmed the project completion and the contract closure of the CDBG-CV grant.

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LIQUOR LICENSE APPLICATION A liquor license application for a new privilege was received from the Washington State Liquor & Cannabis Board for The Maverick at Sunday Bay LLC.

MOTION By unanimous vote, the Commissioners approved the license application.

Meeting Recessed to reconvene on Wednesday, February 8, 2023, at 11:30 a.m. for further business.

Meeting Reconvened The meeting reconvened on Wednesday, February 8, 2023, at 11:34 a.m. with all members present.

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MEMO Janice Meats, Director, EDC, submitted a recommendation for the CERB Materials Procurement (Fiber Materials RFP) to award to Graybar, who’s proposal best met the proposal guidelines.

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COMMISSIONER’S ORDER 23-04 The Commissioners, by Order 23-04, awarded the Fiber Materials Procurement proposal to Graybar, Seattle, WA in the amount of \$389,272.54.

COMMISSIONER REPORTS Chairman Hutsell reported on the Broadband project and Grant funding.

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AGREEMENT An agreement for Professional Services between Lincoln County Broadband Office and Tierra Right of Way Services, Ltd., from January 1, 2023 to March 31, 2023 was presented for Chair signature.

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

With no further business, the meeting was adjourned to meet again in Regular Session on February 21, 2023.

The preceding pages AA. – AA. are a correct summary of all business transacted by the Board of Lincoln County Commissioners these 6th and 8th days of February 2023.

CLERK OF THE BOARD – TARA HOLDEN

CHAIRMAN – SCOTT M. HUTSELL
