

COMMISSIONERS’ PROCEEDINGS

May 15, 2023

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 JO M. GILCHRIST, Commissioners and Tara Holden, Clerk of the Board.

**MINUTES** Minutes of the May 1, 2023 meeting were approved as presented.

**CLAIMS** Claims were examined and ordered paid in the total amount of \$461,062.02.

CLAIM	WARRANT	WARRANT	TOTAL
Current Expense	1378526	1378608	254,125.81
Current Expense- Special Issue	1378452	1378453	16,957.32
Current Expense- Special Issue	1378454	1378454	29,569.19
Current Expense- Special Issue	1378462	1378462	165.34
LC Noxious Weed Board	1378609	1378615	4,282.40
County Road	1378464	1378525	54,097.37
Solid Waste Management	1378464	1378525	39,149.89
Equipment Rental/Revolving	1378463	1378463	17,216.00
Equipment Rental/Revolving	1378464	1378525	45,325.50
Pits & Quarries	1378464	1378525	173.20
		TOTAL:	461,062.02

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

FUND	TOTAL	FUND	TOTAL
Current Expense	59,286.66	Educ & Grant Funded Projects	250.00
Enhanced 911	3,339.02	Elections	1,340.39
LC Noxious Weed Board	4,282.40	Emergency Communications	6,680.68
County Road	54,097.37	Self Funded Employee Benefits	29,734.53
Solid Waste Mgmt	39,149.89	LC Broadband Project	25,543.24
Eq Rental & Rev	62,541.50	Law Library	2,057.94
Pits & Quarries	173.20	Public Defense Services	750.00
Alcohol/Drug Services	1,820.41	Public Health	10,166.00
Auditor's M&O	6,180.19	Public Safety	21,474.46
Capital Improvements	67,491.08	REET & Property Admin	166.66
County Fair	64,407.50	Trial Court Improvement	128.90
		TOTAL:	461,062.02

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

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**RESOLUTION 23-19** The Commissioners, by Resolution 23-19, revised and adopted amendments to Chapter 24 of the Lincoln County Policy & Procedures Manual.

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**AGREEMENT** City of Sprague Ordinance No. 897 granting a nonexclusive telecommunications franchise to Lincoln County for the Broadband Project was presented for Chair signature.

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

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**AGREEMENT** A Professional Services Contract between Westland Engineering & Environmental Services, Inc. and Lincoln County for the Broadband Project, was presented for Chairman Signature.

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

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**AGREEMENT** A Professional Services Contract between Plateau Archaeological Investigations, LLC and Lincoln County for the Broadband Project, was presented for Chairman Signature.

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

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**AGREEMENT** The Washington State Military Department Amendment #2 to Grant Agreement E22-236 was presented for Chairman Signature.

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

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**REQUEST** Gabe Gants, Sheriff, submitted a request to allow the Administrative Staff to carry over additional vacation time until their next anniversary date – specifically, the positions of Undersheriff, Chief Criminal Deputy, Chief Civil Deputy, 911 Coordinator and Jail Superintendent.

**MOTION** By unanimous vote, the Commissioners approved the request to allow the Sheriff's Office Administrative Staff to carry over additional vacation time until their next anniversary date.

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**REQUEST** Traci Gants, County Clerk, submitted a request for permission to hire a Clerk/Court Facilitator by July 1<sup>st</sup> in anticipation of another employee's retirement, which will allow the necessary time for training prior to their departure.

**MOTION** By unanimous vote, the Commissioners approved the request to hire a Clerk/Court Facilitator, and the creation of a position number if necessary, by the Auditor's Payroll Department.

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**REQUEST** Keith Nelson, IS Director, submitted a request for permission to extend Lau Olesen's Internship through June 15<sup>th</sup>. Mr. Olesen will obtain his Bachelor of Applied Science degree on June 16<sup>th</sup>, and the degree requires 132 internship hours to graduate.

**MOTION** By unanimous vote, the Commissioners approved the request to continue the paid internship through June 15<sup>th</sup>.

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**AGREEMENT** A License Agreement for Attachment to poles within Lincoln County between Inland Power & Light Co., and Lincoln County for the Broadband Project, was signed out of session by the Chairman, pursuant to the motion made at the May 1, 2023, meeting authorizing time sensitive agreements for the Broadband Office to be signed out of session by the Chair.

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**LETTER** A Letter of notification of the State Broadband Office award to the Deer Meadows and Seven Bays FTTx project in the amount of \$8,921,342 with Coronavirus Capital Program Funds (CPF) from the 2021-2023 Capital Budget appropriation made to the WSBO.

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**LETTER** A copy of a letter was submitted from Sheriff Gabe Gants to Lincoln County Civil Service Secretary Kristy Blauert regarding the hiring of Derek Edwards as Communications/Corrections Deputy, position L16, effective May 15, 2023, per Lincoln County Civil Service Commission Rule, 4. Mr. Edwards will replace Deputy Chalmers who resigned in August of 2022.

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**MARIJUANA LICENSE RENEWAL APPLICATION** A marijuana license renewal application was received from the Washington State Liquor and Cannabis Board for Northwest Industries, SR 23 E. the notice was also forwarded to the Sheriff's office and the Planning Department for review of the applicant and their address.

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**LIQUOR LICENSE RENEWAL APPLICATION** A liquor license application notification was received from the Washington State Liquor and Cannabis Board for The River Rue R.V. Park, Inc.

**COMMISSIONER REPORTS** Commissioner Gilchrist presented her various committee reports.

**MEETING** Margie Hall, Broadband Office Director, met to present an update on the Broadband Office.

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**MEETING** Sue Hatten, Director, Lincoln County Drug and Alcohol Center, met to review the April Day Sheet, and estimated May Day Sheet, and the ending balances for each month.

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**MEETING** Dave Orvis, Public Works Director, met to present a departmental update that included a request to sign Road Resolution 2684R and authorization to sign the Local Agency Federal Aid Project Prospectus and the Local Agency Agreement Supplement for G-1040 out of session if available prior to the next regular meeting of the board.

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**RESOLUTION 2684R** The Commissioners, by Road Resolution 2684R, initiated County Road Project CRP No G-1044, the Hawk Creek Road Improvement Project, County Road No. 55540, from M.P. 3.50 to M.P. 9.10, in the amount of \$589,669.00.

**MOTION** By unanimous vote, the Commissioners authorized the Chair to sign the Local Agency Federal Aid Project Prospectus and the Local Agency Agreement Supplements for CRP No. G-1044, out of session, if received prior to the next regular meeting of the board.

**MEETING** Courtney Thompson, Planning, met to present an update on the Building and Planning Department.

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**MEETING** Adam Walser, Prosecuting Attorney, met to present a proposal for a Chief Deputy Prosecuting Attorney Position Wage Scale, and requested permission to hire for the position, which will replace the contracted Deputy Prosecutor, Nina Fisk who gave notice of her contract termination. The Prosecutor also requested permission to hire a Victim Witness Coordinator, as he received a resignation from Kristy Blauert as well.

**MOTION** By unanimous vote, the Commissioners preliminarily approved the wage scale, after review and correction by the Payroll Deputy, and directs the Auditor and her staff to take the necessary steps to add the position and authorization of any necessary budget extensions to utilize budgetary dollars currently being used to pay the contract of Nina Fisk.

**MOTION** By unanimous vote, the Commissioners approved the request to hire a Victim Witness Coordinator to replace Kristy Blauert, who gave her notice of resignation of the position, leaving a vacancy to fill.

**COMMISSIONER REPORTS** Commissioner Coffman and Chairman Hutsell presented her various committee reports.

**MEETING** Dan Johnson, District Court Judge, met to update the Board on Court Security Task Force activities.

**Meeting Recessed** for the lunch hour, to reconvene at 1:00 p.m.

**Meeting Reconvened** at 1:00 p.m., with all members present.

**Meeting Recessed** to hold a Board of Health Meeting at 1:00 p.m.

**MEETING** The Board of Health met for their Bimonthly public meeting.

**Meeting Reconvened** at 2:17 p.m., with all members present.

**MEETING** Ed Dzedzy, Public Health Director met to request the Chair’s electronic signature on the Consolidated Contract CLH31018, Amendment #12, and a Professional Services Agreement for Community Health Forum Facilitation, as reviewed and approved by the Lincoln County board of Health.

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**CONTRACT AMENDMENT** Contract Amendment No. 12 to the Consolidated Contract (CLH31018) with the Lincoln County Public Health Department and State Department of Health was presented, after approval from the Lincoln County Board of Health, for electronic Chair signature to allow for funding of public health programs.

**MOTION** Commissioner Coffman moved to allow the Chairman to electronically sign the Consolidated Contract amendment #12. Commissioner Gilchrist seconded the motion and it passed unanimously.

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**AGREEMENT** Professional Services Agreement between the Lincoln County Health Department and Erich Bolz to conduct compression planning facilitation services in community forum settings to capture the lived experience of Lincoln County residents in order to identify priority health issues impacting the health of residents, gaps in services that create barriers to improved health status, and underserved populations.

**MEETING** Commissioner Coffman moved to allow the Chairman to sign the Professional Services Agreement with Erich Bolz. Commissioner Gilchrist seconded the motion and it passed unanimously.

With no further business, the meeting was adjourned to meet again in Regular Session on June 5, 2023.

The preceding pages AA. – AA. are a correct summary of all business transacted by the Board of Lincoln County Commissioners this 15<sup>th</sup> day of May 2023.

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CLERK OF THE BOARD – Tara Holden

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CHAIRMAN – Scott M. Hutsell

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