

COMMISSIONERS' PROCEEDINGS

August 7, 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 July 17, 2023, meeting was approved as presented.

CLAIMS Claims were examined and ordered paid in the total amount of \$2,448,614.50.

CLAIM	WARRANT	WARRANT	TOTAL
Current Expense/Small Funds	1379751	1379856	627,906.12
Current Expense/Small Funds	1379748	1379748	26,193.89
LC Noxious Weed Board	1379737	1379747	12,978.32
County Road	1379857	1379918	703,430.79
County Road	1379749	1379749	2,587.94
Solid Waste Management	1379857	1379918	4,056.56
Solid Waste Management	1379749	1379749	645.96
Equipment Rental/Revolving	1379857	1379918	149,752.05
Equipment Rental/Revolving	1379749	1379749	1,690.36
Pits & Quarries	1379857	1379918	6,237.01
Payroll 7/31/2023	230731001A	230731169A	913,135.50
		TOTAL:	2,448,614.50

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

FUND	TOTAL	FUND	TOTAL
Current Expense	129,087.88	Educ & Grant Funded Projects	228.60
Enhanced 911	1,092.86	Election	3,815.57
LC Noxious Weed Board	12,978.32	Emergency Communications	2,255.35
County Road	706,018.73	Employee Self Ins. Fund	32.50
Solid Waste Mgmt	4,702.52	Law Library	2,458.40
Eq Rental & Rev	151,442.41	LC Broadband Project	296,430.28
Pits & Quarries	6,237.01	Public Health	9,741.74
Alcohol/Drug Services	4,734.09	Public Safety	63,710.29
Auditor's M&O	26,299.67	REET & Property Admin	166.66
Auditor's Trust	670.82	Sex Offender Registration	1,994.71
Capital Improvements	84,544.56	Trial Court Improvement	378.79
County Fair	26,457.24	Payroll 7/31/2023	913,135.50
		TOTAL:	2,448,614.50

Book AA-2023 Page

RESOLUTION 23-27 The Commissioners, by Resolution 23-27, adopted the 2024 Budget Calendar.

Book AA-2023 Page

RESOLUTION 23-28 The Commissioners, by Resolution 23-28, closed the Petty Cash Fund for the Lincoln County Drug & Alcohol Center.

Book AA-2023 Page

APPLICATION An application to terminate the business license with the Department of Health, Behavioral Health Agency for the Lincoln County Drug & Alcohol Center, effective September 30, 2023, was submitted for signature.

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

Book AA-2023 Page

CONTRACT A Purchase Order - Lease Agreement between Lincoln County Auditor and Quadient Leasing USA., Inc. for an iX-7 series, USPS Compliant postage meter machine was presented for chair signature, at the request of the Auditor.

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

Book AA-2023 Page

AGREEMENT The FTTx in Almira, Creston and Harrington Project, Materials Purchase Contract LC2023CERB1-MAT between Lincoln County and Graybar Electric Company, Inc was presented for signature, at the request of the Broadband Director.

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

Book AA-2023 Page

APPOINTMENT & OATH OF OFFICE Appointment and Oath of Office was received for Julie Langford, as Deputy Clerk.

Book AA-2023 Page
REVOCATION OF COMMISSION Revocation of Commission was received for Samuel Tiffany, as Corrections/Dispatch Deputy, effective July 14, 2023.

Book AA-2023 Page
LETTER An engagement letter was submitted for Chair signature by the Washington State Auditor's Office for the 2022 Financial Audit for Lincoln County.

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

Book AA-2023 Page
REVIEW The Board reviewed the Bureau of Labor Statistics Data for the current Consumer Price Index (CPI) which calculated at 6.2%, and a drafted Memo to set the COLA for 2024 at 4.5%, the maximum in each Union Bargaining Agreement.

MOTION By unanimous vote, the Commissioners authorized the maximum of a 4.5% Cost of Living Allowance (COLA) for the employees in the 2024 budget.

Book AA-2023 Page
REQUEST Ed Dzedzy, Health Department Director submitted a request to re-evaluate the salary scale and job description of the WIC Coordinator/Immunization Outreach position, due to additional work characteristics and responsibilities, and the additional funding provided through FPHS.

MOTION By unanimous vote, the Commissioners approved and authorized the director's request.

Book AA-2023 Page
ENTRANCE CONFERENCE The Washington State Auditor's Office requested a waiver of the Entrance Conference detailing the scope of the 2022 Financial Audit for Lincoln County. The audit, having been well under-way on July 27th, the date of the memo, and completed by the date of this meeting, resulted in a formality of waiver acceptance being in writing. The direction is at the discretion of the Board and must be in writing.

MOTION By unanimous vote, the Commissioners approved the waiver of the Entrance Conference.

Book AA-2023 Page
REQUEST J Scott Liebing, Assessor submitted a request to hire an experienced appraiser at a Step 7 on the appropriate Wage Scale.

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

Book AA-2023 Page
REQUEST Dan Johnson, District Court Judge, submitted a request to use the budgeted amount out of the TCIF to update protective glass at the counter. Judge Johnson requested a \$1,000 budget extension from 119-999-001 59412-6062-0300-999999.

MOTION By unanimous vote, the Commissioners approved a budget adjustment, as the funding will come from within the District Court budget.

Book AA-2023 Page
REQUEST Traci Gants, County Clerk, submitted a request to place the new Chief Deputy Clerk on Step 3 of the Chief Deputy Treasurer/Clerk wage scale to comply with the Personnel Policy and Procedures Manual of a minimum increase in monthly salary when moving from a union position to a management position.

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

Book AA-2023 Page
CHANGE ORDER An executed Change Order to the ZeroDb contract was submitted by the Broadband Office, increasing the project total.

Book AA-2023 Page
AGREEMENT The fully executed FTTx in Davenport, Wilbur, and Harrington-to-Sprague Project, Materials Purchase Contract LC2023WSBO1-MAT1 between Lincoln County and WBE Technologies, LLC was presented at the request of the Broadband Office.

Book AA-2023 Page
REQUEST Gabe Gants, Sheriff, submitted a request to order two (2) patrol vehicles which will be placed in the Fall of 2023 for delivery between Spring and Fall of 2024.

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

Book AA-2023 Page
REQUEST Gabe Gants, Sheriff, submitted a request to hire a Communications/Correction Deputy to fill the vacancy left by Samuel Tiffany (L14).

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

- LETTER** A copy of a letter to the Civil Service office providing notification of the hiring of Thor Foley as Communications/Corrections Deputy effective August 1, 2023 to replace Deputy Samuel Tiffany, L14.
- MEETING** Keith Nelson, IS Director met to present an update on the Information Services department.
- MEETING** Margie Hall, Director, Broadband Office, met to present an update on the Broadband projects. The director also inquired on the interest of the board for her to continue her updates at the regular board meetings. The board requested that she continue her standing appointment time.

- AFFIDAVIT OF PUBLICATION** Verification of the publication of a Notice of Call for Bids for the Lincoln County Broadband Construction/Provisioning of Colocation Facilities in Almira, Creston, Harrington, and Wilbur was provided by The Lincoln County Record-Times.
- BID OPENING** One (1) timely bid was received from: Legacy Power Systems, Gig Harbor, WA Bid opening closed. No public comment, neither verbal nor written, was submitted.
- MOTION** By unanimous vote, the Commissioners referred the bid to the Broadband office for recommendation.
- MEETING** Chandra Schumacher, Auditor, met to present a department update which included a review of the policy and procedures updates, an elections software upgrade, and a request for direction on the repayment of the special funded services loan for the self-funded employee insurance fund.
- MOTION** By unanimous vote, the Commissioners authorized the repayment of the Special Funded Services loan with interest from the Self-Funded Employee Insurance Fund.

- MEETING** Cruze Thompson and Shylo Williamson, Rural Resources Representatives met to present the first half of the 2023 Housing Report.

- MEETING** Dave Orvis, Public Works Director, and Dave Sanford, Road Operations Manager met to present a departmental update that included an update on maintenance operations, the Hawk Creek Project and a request to increase the petty cash fund at the transfer station.
- MEETING** Courtney Thompson, Planner, met to present the Lincoln County Hearing Examiner's findings on Conditional Use Permit No. 04-23.
- MOTION** By unanimous vote, the Commissioners accepted the recommendations from the Hearings Examiner as presented, and denied the Conditional Use Permit.

- COMMISSIONER'S ORDER 23-18** The Commissioners, by Order 23-18, denied Conditional Use Permit Application 04-23, for the construction and operation of an indoor marijuana production and processing facility, per the recommendation of the Hearings Examiner's findings that the location is not permitted under 17.01.075(B)(3)(h) because it would be situated within one-half mile of a residence.

Meeting Recessed to reconvene at 11:00 a.m. for further business.

Meeting Reconvened at 11:00 a.m., with all members present.

- MEETING** Monica Tonel and Robert Tan, EPA and Brook Beeler and Nicholas Acklam, Dept. of Ecology met with the board to present an update on the ongoing Remedial Investigation Feasibility Study for the Upper Columbia River Site, provide an overview of cleanup activities at residential and common use areas and to discuss considerations and their efforts to be a part of the National Priorities List.

- COMMISSIONER REPORTS** The Commissioners presented their various committee reports. Commissioner Gilchrist gave an update on the LCADC closure. Commissioners Coffman and Hutsell expressed their appreciation for Commissioner Gilchrist's efforts and dedication to the task of closing down the center. Commissioner Gilchrist also requested the board's approval for joining in a letter to the WDFW Commission regarding the Proposed Draft Management Policy to be signed out of session.
- MEETING** Adam Walser, Prosecuting Attorney met to discuss pending litigation involving King County and DSHS.
- MOTION** By unanimous vote, the Commissioners approved being added to the list of counties for the Felony Flip Litigation.

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

The preceding pages AA. – AA. are a correct summary of all business transacted by the Board of Lincoln County Commissioners this 7th day of August 2023.

CLERK OF THE BOARD – TARA HOLDEN

CHAIRMAN – SCOTT M. HUTSELL