

COMMISSIONERS’ PROCEEDINGS

September 18, 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 September 5, 2023 meeting were approved as presented.

**CLAIMS** Claims were examined and ordered paid in the total amount of \$1,298,264.50.

CLAIM	WARRANT	WARRANT	TOTAL
Current Expense/Small Funds	1380021	1380113	846,789.33
Current Expense/Small Funds	1379945	1379956	20,551.74
LC Noxious Weed Board	1379929	1379935	3,661.28
County Road	1379957	1380020	309,293.06
Solid Waste Management	1379957	1380020	44,542.39
Equipment Rental/Revolving	1379957	1380020	61,827.83
Pits & Quarries	1379957	1380020	11,598.87
		TOTAL:	1,298,264.50

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

FUND	TOTAL	FUND	TOTAL
Current Expense	83,823.49	Emergency Communication	9,892.09
Enhanced 911	57,210.08	Employee Self Ins. Fund	560,063.20
LC Noxious Weed Board	3,661.28	Law Library	2,548.93
County Road	309,293.06	LC Broadband Project	91,327.75
Solid Waste Mgmt	44,542.39	Lincoln County Tourism	5,131.00
Eq Rental & Rev	61,827.83	Public Defense Services	1,050.00
Pits & Quarries	11,598.87	Public Health	5,517.42
Alcohol/Drug Services	348.05	Public Safety	5,923.42
County Fair	39,353.21	REET & Property Administration	166.66
Election	4,777.87	Sex Offender Registration	207.90
		TOTAL:	1,298,264.50

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

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**RESOLUTION 23-33** The Commissioners, by Resolution 23-33, authorized a budget extension for the Public Health Budget.

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**CONTRACT AMENDMENT** Contract Amendment No. 15 to the Consolidated Contract (CLH31018) with the Lincoln County Public Health Department and State Department of Health was presented, for electronic Chair signature to allow for funding of public health programs.

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

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**CONTRACT** A Contract between Lincoln County and Deidra Saba was presented for Chair signature to allow for WIC Registered Dietician Services through September 30, 2025.

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

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**REVOCATION OF COMMISSION** A Revocation of Commission was received for Lucas Mallon as Road Deputy, effective September 2, 2023.

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**APPOINTMENT & OATH OF OFFICE** Appointment and Oath of Office was received for Justin Davis, as Sheriff’s Deputy at the Sheriff’s Office.

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**REQUEST** J. Scott Liebing, Assessor, submitted a request for an employee to travel out of state to attend an IAAO 300 class in Post Falls, Idaho September 25 – 29, 2023.

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

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**REQUEST** Gabe Gants, Sheriff, submitted a request to hire a patrol deputy to fill the vacancy left by Deputy Mallon, L27.

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

**LETTER** The representation letter to the Washington State Auditor for the January 1, 2022, through December 31, 2022 Financial Audit period, was presented for signature.

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

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**MARIJUANA LICENSE RENEWAL APPLICATION** A marijuana license renewal application was received from the Washington State Liquor and Cannabis Board for I502 Cannabis, Creston. Notification of the renewal was provided to the Sheriff's Office and Planning Department.

**REQUEST** The Clerk of the board requested authorization to submit a special issue voucher for Life Fight to enroll a new employee.

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

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**AWARD** A Notice to Award for a Limited Small Works Project; Lincoln County Fair Steel Covered Structure. was awarded to Halme Builders, Inc., Davenport, WA.

**COMMISSIONER REPORTS** The Commissioners presented their various committee reports.

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**MEETING** Margie Hall, Broadband Director, met to provide an update on the Broadband Office, and the various projects, and requested approval for a special issue warrant for expenses related to CERB Grant #S21-96401-016, A19 #12.

**MOTION** By unanimous vote, the Commissioners approved the director's request for the Special Issue vouchers.

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**MEETING** Courtney Thompson, Land Services, met to request the refund of a fee for a Short Plat in the amount of \$1,105.00 from Land Services and Environmental Health.

**MOTION** By unanimous vote, the Commissioners authorized the refund and the preparation of a commissioner order to be signed out of session.

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**COMMISSIONER'S ORDER 23-20** The Commissioners, by Order 23-20, authorized the refund of a short plat permit fee, at the request of Land Services.

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**MEETING** Ed Dzedzy, Public Health, met to request the board's approval for a salary range adjustment and creating 2 new positions within public health.

**MOTION** By unanimous vote, the Commissioners approved the salary adjustments to the Environmental Health Specialist I and Environmental Health Specialist II wage scales.

**MOTION** By unanimous vote, the Commissioners approved the creation of two (2) new position numbers and authorized the Director to hire an Environmental Health Specialist and an Emergency Preparedness and Response Specialist.

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**MEETING** David Orvis, Public Works Director and Dave Sanford, Road Operations Manager, met to present a departmental update that included a maintenance update, project updates, crusher, and solid waste updates.

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**AGREEMENT** An agreement between Lincoln County and Harman Heirs Agency c/o Anita G. Harman to obtain winter sand for the winter maintenance of the roads in Lincoln County.

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

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**MEETING** Melanie Rose, and Jan Hoogstad, Avista Corp., met to present a wildfire resiliency plan and gave operational updates for Lincoln County.

**MEETING** Adam Walser, Prosecuting Attorney met to request permission to sign a Prosecutor's contract and discuss budgetary concerns and salaries within his office.

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

**EXECUTIVE SESSION** Chairman Hutsell called for an Executive Session at 11:50 a.m. to discuss potential litigation per RCW 42.30.110(1)(i)) until 12:30 p.m. The Session was extended to 12:45 p.m. and then 12:50 p.m. No action was taken.

**Meeting Recessed** to hold the Bi-Monthly Board of Health meeting.

**Meeting Reconvened** at 2:15 p.m., with all members present.

**EXECUTIVE SESSION** Chairman Hutsell called for an Executive Session per RCW 42.30.110(1)(i)) at 2:15 p.m. to discuss potential litigation until 2:45 p.m. The Session was extended to 3:00 p.m. and then 3:15 p.m. No action was taken.

With no further business, the meeting was adjourned to meet again in Regular Session on October 2, 2023.

The preceding pages AA. – AA. are a correct summary of all business transacted by the Board of Lincoln County Commissioners this 18th day of September 2023.

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CLERK OF THE BOARD – Tara Holden

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CHAIRMAN – Scott M. Hutsell

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