MINUTES APPROVED:

_____

Chairman Date

_____

Commissioner Date

_____

Commissioner Date

MEETINGS AND DISCUSSIONS…

MONDAY, AUGUST 12, 2024, ALL BOARD MEMBERS WERE PRESENT.

8:00 a.m. – 4:30 p.m. Board Business

Invocation and pledge of allegiance.

8:20 a.m. Public Comment Period: Cheryl Schwartz was present via Teams; no public comment was received.

8:21 a.m. Land Services Director Erik Johansen

- Erik and Natural Resource Manager/ Voluntary Stewardship Program (VSP) Coordinator Adam Cares arrived in the office to introduce MaryJordan "MJ" Braley as the new Natural Resources Planner. Cheryl Schwartz was present via Teams. It was noted that the Washington State Department of Ecology had published the priority list for the Flood Plain by Design Program and Stevens County's project proposal ranked number 6. If funding is awarded, it would fund the construction of a 200-acre pilot project; no decisions were made.

8:30 a.m. Commissioner Updates on Individually Attended Meetings

- Cheryl Schwartz was present via Teams.
- The Board discussed various topics including the Grant Administrator position, applicants for the Human Resources (HR) Director position, the Stevens County Landfill and Department of Ecology, and Resolution 76-2024 Declaring Washington State Department of Fish and Wildlife's (WDFW) Failure to Act pertaining to wolves.
- There was extensive discussion surrounding a proportional adjustment survey conducted by the Washington State Department of Natural Resources (DNR) on a landowner's property. No decisions were made.

9:30 a.m. Superior Court Clerk Michelle Enright

- Also present was Chief Deputy Clerk Kendra Davis.
- Michelle informed the Board that Tyler Technologies announced they will conclude support of the Odyssey Portal as of December 31, 2025. In place of the portal, Tyler will be implementing program called reSearch.
- Michelle would like to increase current subscription fees and presented other county comparable fees. She stated there are sixty-six (66) firms signed up for subscriptions. Discussion was held regarding the need for a hearing to change any current fee schedules. A resolution to set a hearing will be prepared and hearing date was proposed for September 9, 2024.

10:00 a.m. Foster Garvey PC Bond Attorney Lee Marchisio via Teams

- Also present via Teams was Attorney Tina Kyle and Treasurer Leslie Valz.
- Lee presented his interest in their firm becoming the Bond Attorney for the Stevens County Justice Center (SCJC) project. He indicated that this would ensure additional security with lenders and Tina stated that they have extensive federal tax law experience.
- Commissioner McCart made a motion to recommend Foster Garvey PC to the Prosecutor as the Bond Attorney for the SCJC project. Discussion was held regarding an engagement letter with a fee schedule as well as a resolution for bond delegation. Commissioner Young seconded the motion, and it carried unanimously. Chairman Burrows will send a notice to the Prosecutor officially recommending the appointment. No further decisions were made.

11:00 a.m. Commissioners' Clerks/ Board Business

- Coroner Ramona Colvin appeared telephonically via Teams. Information Services (I.S.) Director Trevor Sellars arrived in the office at 11:15 a.m.
- Commissioner Young made a motion to approve the Commissioner Meeting Minutes for July 8, 2024, July 15, 2024, and July 22, 2024, as corrected. The motion was seconded by Commissioner McCart and passed with all in favor.
- Commissioner Young moved to approve the Proclamation Declaring September 17, 2024, as Constitution Day in Stevens County. The motion was seconded by Commissioner McCart and carried unanimously. The Proclamation was signed and filed herein; copies were distributed as a press release.
- Commissioner Young moved to approve the Proclamation Declaring September 11, 2024, as Patriot's Day in Stevens County. The motion was seconded by Commissioner McCart and carried unanimously. The Proclamation was signed and filed herein; copies were distributed as a press release.
- As a follow-up to a previous approval, Commissioners Young and McCart initialed Memo 29-2024 Authorizing the Promotion of Danella Smith to Segregations Deputy to Grade 5 Step 1. The original was routed to Human Resources (HR) and copies were distributed to the Payroll Department and Assessor Rick Johnson; a copy was filed herein.
- Commissioner McCart moved to approve the Deputy Coroner Personal Services Contract with Roseanna Jexerinac. The motion was seconded by Commissioner Young and passed with all in favor. The agreement was signed, assigned Contract Number 171-2024 (C-171-2024), and filed under "Resolutions and Agreements"; a copy was returned to Coroner Ramona Colvin.
- Commissioner McCart made a motion to authorize the Chairman to DocuSign the Amendment to the Washington State Health Care Authority (HCA) Criminal Justice Treatment Account Contract K7105-1 with Northeast Washington Alliance Behavioral Health (NEWABH). The motion was seconded by Commissioner Young and carried unanimously. A copy was filed herein, and this agreement will be noted in the minutes upon receipt of a fully executed copy.
- Commissioner McCart made a motion to authorize the Chairman to sign the Amendment to the Washington State Department of Commerce Capacity Building Grant for Hunters Water District (HWD) Receivership Costs. The motion was seconded by Commissioner Young and carried unanimously. A copy was filed herein, and this agreement will be noted in the minutes upon receipt of a fully executed copy.

- At 11:15 a.m., Trevor briefed the Board on the Dispatch GIS Implementation for Spillman Sole Source Purchase, and it was tabled pending legal review and appropriate language.
- Parties reviewed the draft Request for Qualifications (RFQ) for Engineering Services for the Trails West Water System. Dates were set and the RFQ was approved. The original was filed herein. Notice would be published.
- The Board discussed Fair Facilities projects including the pig barn concrete and stalls, the Newell Wilson Building mechanical and HVAC, and security cameras.
- The Resolution setting a hearing for the Odyssey fees was tabled for the next day.
- Pending receipt of a background check, Commissioner Young moved to approve the Agreement between Meredith Carroll and Stevens County for Conference Room Usage for Narcotics Anonymous Meetings. The motion was seconded by Commissioner McCart and passed with all in favor. The agreement was signed, assigned Contract Number 170-2024 (C-170-2024), and filed under "Resolutions and Agreements"; a copy was returned to Meredith Carroll and a copy was routed to Chief Deputy Auditor Jill Jacobs.
- Various draft documents were reviewed, and other topics were discussed; no further decisions were made.

The Board recessed at noon for lunch;

1:30 p.m. SJ Environmental LLC Samuel Snead Hunters Water District Receivership via Teams

- Samuel Snead appeared via Teams on behalf of SJ Environmental LLC. Also present via Teams was Horrocks Engineering Assistant Engineer Tyson Larson and Water-Use Attorney Jessica Kuchan.
- There was extensive discussion surrounding the anticipated receipt of an Atec Water Treatment System, LLC and the dedicated backwash recycling basin that only needs pumped once or twice a year. Tyson estimated breaking ground within 6 months.
- Parties discussed water sampling costs and the agreement with SJ Environmental LLC and the consensus of parties was that a new agreement would need to be drafted, or the agreement would likely need to be terminated.

2:00 p.m. Preliminary 2025 Budget Workshop: The Board reviewed various proposed 2025 budgets and submitted amounts to OpenGov for filing with the Auditor.

3:30 p.m. Elections Integrity Committee Chairman Erik Simpson re: Survey Concerning Electronic Voting Machines

- Warren Simpson, Eric Simpson, Emergency Management Director Adenea Sellars, Auditor Lori Larsen, and Paul Larsen were present.
- Chairman Erik Simpson of the Stevens County Elections Integrity Committee presented concerns with electronic voting machines and ballot counters. He indicated a survey had been mailed out to Stevens County voters with approximately 2,427 surveys mailed out. The committee received 358 responses and 61 undeliverable mailings. Of the total 358 responses, 75% of voters indicated Stevens County should return to hand counting paper ballots.
- Adenea inquired what went in to how the questions were phrased and into building the survey and Commissioner McCart asked which precincts were involved.
- Chairman Simpson elaborated on the vulnerability of machines to be manipulated and stated there have been claims that there hasn't been transparency

- Lori stated there had been no discrepancies in the last 5 years and the last time a full hand count had been conducted was more than 30 years ago.
- There was extensive discussion surrounding ballots, budgets, and future surveys; no decisions were made.

TUESDAY, AUGUST 13, 2024, ALL BOARD MEMBERS WERE PRESENT.

8:00 a.m. – 4:30 p.m. Board Business

10:00 a.m. Hunters Water District (HWD) System Receivership Business:

- Public Works Director/ County Engineer Wayne Cornwall, Financial Supervisor Teresa Eslick, Accountant 2 Lacey Bergin, Daniel and Particia Cox, Anne "Lilly" Graves, and Chief Deputy Auditor Jill Jacobs (via Teams) were present for this meeting.
- Teresa and Lacey reported there were no new accounts receivable (A/R) updates and discussion surrounding late fees for accounts past due three (3) months or more occurred.
- Commissioner Young moved to approve payment of $1,000 for the Hager judgement and $10.28 to Utilities Underground for a total accounts payable (A/P) of $1,010.28. The motion was seconded by Commissioner McCart and carried unanimously.
- It was noted that parties were awaiting approval by the Superior Court to move forward with obtaining professional and qualified accounting services.
- Commissioner McCart moved to approve the Interlocal Agreement (ILA) between Stevens County and Hunters Water District (HWD) for storage of certain equipment. Commissioner Young seconded the motion, and it passed with all in favor. The agreement was signed. Parties discussed obtaining court permission to surplus and dispose of the HWD tractor, brush hog, and mower.
- Discussion surrounding a "low-pressure" category being incorporated into a new fee schedule occurred. The Board directed a Resolution be prepared to set a public hearing to consider adoption of a new fee schedule based on the preliminary rate study.
- At 10:26 a.m., the Board heard from Patricia and Daniel Cox who expressed their interest in being included in the HWD as a new customer. The Board indicated they were unable to entertain any new connections until after system repair and cleaning.
- Other topics were discussed; no further decisions were made.

11:11 a.m. Continued Commissioners' Clerks/ Board Business

- Chief Deputy Auditor Jill Jacobs was present via Teams.
- Commissioner Young moved to approve the Interlocal Agreement (ILA) between Stevens County and Hunters Water District (HWD) for Storage of Certain Equipment. The motion was seconded by Commissioner McCart and carried unanimously. The agreement was signed, assigned Contract Number 173-2024, and filed under "Resolutions and Agreements"; copies were provided to Public Works Director/ County Engineer Wayne Cornwall and Water-Use Attorney Jessica Kuchan.
- Commissioner McCart made a motion to approve Resolution 81-2024 (R-081-2024) Setting a Hearing Date to Consider a New Superior Court Subscription Fee Schedule for the Odyssey Case Management System. Commissioner Young seconded the motion, and it passed with all in favor. The Resolution was signed and filed under "Resolutions and Agreements"; a copy was routed to Superior Court Clerk Michelle Enright.
- Other topics were discussed; no further decisions were made.

The Board recessed at noon for lunch.

1:30 p.m. Public Works (PW) Director/ County Engineer Wayne Cornwall

- Commissioner McCart made a motion to authorize the Chair to sign the Concurrence to Award for the Countywide Curve Signing project. Commissioner Young seconded the motion, and it passed unanimously. Two originals were signed, one was returned to Public Works Director/ County Engineer Wayne Cornwall and one original was filed herein.
- Discussion was held regarding various gravel projects and compliance with high visibility clothing on jobsites. Staffing updates were also given.
- The Board approved by consensus to proceed with the cross section and water balance job completion at the Landfill from the Hydrogeology report.
- Commissioner McCart made a motion to approve a job description for a Facility Manager. Discussion was held and a change will be made to make the position non-exempt. Commissioner Young seconded the motion, and it carried unanimously. Commissioner Young made a motion to authorize the Public Works Director/ County Engineer to advertise for said position. Commissioner McCart seconded the motion, and it carried unanimously.
- Lengthy discussion was held regarding charging additional fees for franchises; the Board stated they are not in favor of moving forward with making any changes to the franchise fee schedule at this time. No further decisions were made.

2:30 p.m. Board Workshop: Commissioners' Office staff met with the Board to discuss various staff and office updates; no county decisions were made.

WEDNESDAY, AUGUST 14, 2024, CHAIRMAN BURROWS ATTENDED CANVASSING BOARD IN THE MORNING. COMMISSIONERS MCCART AND YOUNG WORKED AWAY FROM THE OFFICE.

8:00 a.m. – 4:30 p.m. Board Business – no Stevens County Board decisions made.

Various webinars/ meetings were attended by the Commissioners, on an individual basis, throughout the day.

THURSDAY, AUGUST 15, 2024, CHAIRMAN BURROWS AND COMMISSIONER MCCART WORKED AWAY FROM THE OFFICE. COMMISSIONER YOUNG WAS PRESENT THROUGHOUT THE DAY.

8:00 a.m. – 4:30 p.m. Board Business – no Stevens County Board decisions made.

Various webinars/ meetings were attended by the Commissioners, on an individual basis, throughout the day.

FRIDAY, AUGUST 16, 2024, CHAIRMAN BURROWS AND COMMISSIONER MCCCART WORKED AWAY FROM THE OFFICE. COMMISSIONER YOUNG WAS PRESENT AND ATTENDED THE LODGING TAX ADVISORY COMMITTEE (LTAC) MEETING.

8:00 a.m. – 4:30 p.m. Board Business – no Stevens County Board decisions made.

Various webinars/ meetings were attended by the Commissioners, on an individual basis, throughout the day.

SATURDAY, AUGUST 17, 2024, ALL BOARD MEMBERS PARTICIPATED IN THE LOON LAKE SUMMER FESTIVAL.

No decisions were made, and this was not a formal meeting.

SPECIAL CORRESPONDENCE AND OTHER DOCUMENTS…

Notices of upcoming meetings were shared with the Board for their review, along with pamphlets and bulletins received from various agencies and information on upcoming/pending legislation.

Capital Project Requests: 1) A form for the Fair Facilities Pig Barn Concrete Floor Project was approved by the Board and Capital Project #08-2024 was assigned; 2) A form for the Fair Facilities Newell Wilson HVAC Replacement Project was approved by the Board and Capital Project #09-2024 was assigned;

Memo #29-2024 Authorizing the Promotion of Danella Smith to Segregations Deputy, Grade 4 Step 1 to Grade 5 Step 1 effective 8.12.24.

Job Descriptions: Public Works – Facilities Manager;

Mail…

United States Environmental Protection Agency (USEPA): Email from Region 10 On-Scene Coordinator Monica Tonel with planned 2024 soil cleanup activities at residential properties within the Upper Columbia River site in and around the Northport area;

Federal Energy Regulatory Commission (FERC): Notification from Division of Hydropower Administration and Compliance Aquatic Resources Branch Chief Andrea Claros regarding February 7, 2024, fish mortality event;

Washington State Department of Fish and Wildlife (WDFW): 1) Email from Eastern Region Director Mike Kuttle, Jr. regarding Director authorized lethal removal – Leadpoint wolf pack; 2) Email from Eastern Region Director Mike Kuttle, Jr. With Press Release regarding Director authorized lethal removal – Leadpoint wolf pack; 3) Commission News Release regarding meeting on August 8 – 10, 2024; 4) Email from Eastern Region Director Mike Kuttle, Jr. Regarding WDFW lethally removed an adult male from Dominion wolf pack;

Washington State Health Care Authority (HCA): Email from Settlement Program Administrator Megan Tripp regarding Opioid Settlement learning collaborative call this Wednesday, August 14, 2024;

Washington State Liquor and Cannabis Board (LCB): 1) Notification from Licensing and Regulation Division Director Rebecca Smith regarding Liquor License Renewal Applications for Spokane Tribe of Indians Memorandum of Agreement, Bluecreek Mercantile, Barstow General Store, Granite Point Park Resort, and Winona Beach Resort North; 2) Notification from Licensing and Regulation Division Director Rebecca Smith regarding Cannabis License Renewal for Canna Herb Farms;

Northeast Washington Hunger Coalition (NEWHC): Email from Director Stephanie Smith with monthly meeting notes and attachments;

Lake Roosevelt Forum (LRF): Email newsletter LRF Currents: Lake Roosevelt Forum Announces New Executive Director;

Lake Management Districts (LMD): 1) Three (3) Undeliverable Notice of Public Hearing for Little Pend Oreille Lakes; 2) Email from Brad regarding LMD meeting reminder for Loon Lake;

Libraries of Stevens County (LOSC): Email from Office Manager Becca Moore regarding Loon Lake Library Bids;

Public Works: Concurrence to Award for Countywide Curve Signing project;

Commissioners: 1) Letter Requesting USDA Rural Development Funding in FY 2025 Appropriations; 2) Press Release – Notice of Public Hearing Consideration of New Fee Schedule for Superior Court Subscription Fees for the Odyssey Case Management System;

Misc.: 1) Land Survey Images provided by Gary Fetter; 2) Henneman Grazing Restrictions Petition;

VOUCHERS, TRANSFERS, AND BENEFITS...

Purchase Card Approval / PCA #8-2024 for July paid August 2024 purchases were approved by the Board. The original was returned to the Auditor's Office, where more detail can be found; a copy of the summary was filed.

Vouchers in the amount of $1,163,977.37 and interfund vouchers in the amount of $2,354,565.59 were approved by the Board; copies of the voucher summaries were filed. More detail can be found in the Auditor's Office.

Payroll: Payroll approval for the month of June in the amount of $2,266,926.42; Copies of the summaries were filed; more detail can be found in the Auditor's Office.

Benefits: 1) Benefit approval for the month of June in the amount of $703,897.26; 2) Public Works Benefit approval for the month of June in the amount of $149,536.46; Copies of the summaries were filed; more detail can be found in the Auditor's Office.

RESOLUTIONS AND AGREEMENTS...

Proclamations…

Proclamation Declaring Patriot Day on September 11, 2024

Proclamation Declaring Constitution Day on September 17, 2024

Resolution #...

R-081-2024 Setting a Hearing Date to Consider a New Superior Court Subscription Fee Schedule for the Odyssey Case Management System

Contracts…

C-171-2024 Fully executed Personal Services Contract between Roseanne Jezerinac and Stevens County Coroner

C-170-2024 Fully executed Agreement between Meredith Carroll and Stevens County for Conference Room Usage for Narcotics Anonymous Meeting.

A fully executed 2025 Victim Witness Assistance Grant S25-31101-022 between Washington State Department of Commerce and Stevens County Prosecutor's Office was received and assigned C-172-2024. Note: This agreement was originally signed by the Prosecutor on June 26, 2024, and was received the week of August 12, 2024.

C-173-2024 Fully executed Interlocal Agreement (ILA) between Stevens County and Hunters Water District (HWD) for Storage of Certain Equipment.

C-174-2024 Fully executed Amendment A to the Washington State Department of Commerce Capacity Building Grant Agreement 24-21720110-027 for the Hunters Water District (HWD) Receivership.

MINUTES APPROVED...

Minutes for the weeks of July 8, July 15, and July 22, 2024, were approved.

_____	_____	_____
Jonnie R. Brown	Tammi Renfro	Mark Burrows
Clerk of the Board	Deputy Clerk of the Board	Chairman

MEETING ADJOURNED...

The meeting was adjourned until Monday, August 19, 2024.