MINUTES APPROVED:

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Chairman Commissioner District 3 Date

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Commissioner District 2 Date

_____

Commissioner District 1 Date

MEETINGS AND DISCUSSIONS…

MONDAY, DECEMBER 22, 2025, CHAIRMAN YOUNG AND COMMISSIONER BURROWS WERE PRESENT. COMMISSIONER STOBART WORKED FROM HOME AND APPEARED REMOTELY.

9:00 a.m. – 4:30 p.m. Board Business

Invocation and pledge of allegiance.

9:10 a.m. Public Comment Period: Present was Fire District (FD) 7 Chief Joe Paccerelli, Richard Nichols, Emergency Management (EM) Director Adenea Sellars and John Conner. Present via Teams was Commissioner Stobart and Pend Oreille County (POC) FD 4 Interim Chief Erik Gallanger. Joe inquired regarding the previously submitted service fees that were given to the Board and stated that they are now past due, and the Board is in violation of the public records act. Chairman Young informed Joe that this matter was being reviewed by legal counsel. Joe also gave statistics for their year-end calls/runs. Richard asked for more details regarding this subject, and it was discussed briefly. No decisions were made.

9:30 a.m. Board Business – Executive Session: The Board met for an executive session pursuant to RCW 42.30.110 (1) (g) to review the performance of an employee for approximately twenty-five (25) minutes. Parties returned to regular session at 9:55 a.m. and Chairman Young announced no decisions had been made.

10:30 a.m. Commissioners' Clerks/ Board Business

- Scott Peterson appeared via Teams at 11:08 a.m.
- The follow-up documents for the budget adoption were tabled pending information from the Auditor's Office.
- The amendment to the Junior Taxing/ Special Purpose Districts (SPDs) Levy Certifications was tabled pending legal review and further information from the Assessor's Office.
- The Board reviewed proposed proclamations for the month of January 2026.
- The Board reviewed and approved the draft press release regarding the adoption of the Board of County Commissioners (BOCC) Meeting and Engagement Guidelines Policy 2025-01 by consensus.
- Commissioner Burrows made a motion to authorize the cancellation of outstanding warrants from 2017-2024 as presented by the Auditor but to strike "Golden" and authorize the Clerk to prepare and present the appropriate Resolution for signature; the motion was seconded by Commissioner Stobart. Discussion followed regarding the

resolution of certain outstanding warrants prior to adoption of the document. The motion was brought to a vote and passed with all in favor.

- Updated Federal holidays were discussed, and the topic was scheduled to be revisited with the Human Resources (HR) Team at a later time.
- Parties reviewed the letter from Adams County Commissioner Blankenship.
- The Professional Service Agreement (PSA) with the Wesley Group was discussed and it was determined that the Board wished to pursue other options.
- At approximately 11:08 a.m., the Board approved Journal Voucher (JV) 45-2025 for the Lake Management District (LMD) for Deer Lake Correction and Journal Voucher (JV) 46-2025 was approved by the Board for Treasure's Foreclosure to Current Expense (CE) by consensus. The vouchers were signed and routed to the Auditor's Office; copies were filed herein and shared with the Finance Team.
- Commissioner Burrows made a motion to approve the Interlocal District Court Services Agreement with the City of Kettle Falls. The motion was seconded by Commissioner Stobart and carried with all in favor. The agreement was signed, assigned Contract Number 288-20205 (C-288-2025), and filed under "Resolutions and Agreements"; a copy was routed to District Court and the City of Kettle Falls.
- Commissioner Burrows moved to authorize the Chairman to sign the 2026 Order (Q-10823987) Form Agreement with Westlaw. The motion was seconded by Commissioner Stobart and carried with all in favor. It was signed and filed herein; a copy was routed back to Information Services (I.S.).
- Commissioner Burrows moved to authorize the payment to Turner Townsend and Heery (TTH) for September – October for services related to the Stevens County Justice Center (SCJC). The motion was seconded by Commissioner Stobart and discussion from Commissioner Burrows relating to terminating excess agreements occurred. The motion was brought to a vote and carried with all in favor.
- Meeting engagement/ agenda request forms were reviewed.
- Other topics were discussed; no further decisions were made.

11:30 a.m. Human Resources (HR) Business

- Human Resources (HR) Specialist Tracy Ferrel and member of the public John Connor were present in person. Public Works (PW) HR and Safety Manager/ Interim Benefits Coordinator Brittney Arneson, Treasurer Leslie Valz, and member of the public Scott Peterson appeared via Teams.
- Commissioner Burrows moved to approve Memo 88-2025 Setting the Non-Bargaining Unit (NBU) Salary/ Wages for 2026. The motion was seconded by Commissioner Stobart and passed with all in favor. Commissioner Stobart indicated telephonic approval, and the memo was initialed and filed herein. A copy was sent to the Payroll Department, Human Resources (HR) Specialist, and Elected Officials and Department Heads (EODH).
- The Board approved and initialed Amended Memo 84A-2025 regarding the monthly PEBB fee associated with waving the offered benefits. Commissioner Stobart indicated telephonic approval, and the memo was initialed and filed herein. A copy was sent to the Payroll Department, Human Resources (HR) Specialist, and Elected Officials and Department Heads (EODH).
- The Board unanimously authorized the Auditor's Office to utilize the Human Resources (HR) Department Budget (001-295-010) for the SHMR membership fee for 2025 for the HR Specialist.
- Other topics were discussed; no further decisions were made.

The Board recessed at noon for lunch.

1:30 p.m. Board Work Session re: Hearing Prep for Amendment to the 2025 Stevens County Budget (BA 3-2025): Chief Deputy Auditor Jill Jacobs and Tri County Superior and Juvenile Court Judge Lisa Malpass appeared via Teams. Parties reviewed the proposed 2025 budget amendments in preparation for the hearing the following day. No decisions were made.

2:30 p.m. Board Work Session re: Criminal Justice Treatment Account (CJTA) Plan for Ferry, Lincoln & Stevens Counties for 2025 – 2026

- Present was Northeast Washington Alliance Behavioral Health (NEWABH) Assistant Director Martha Fairley and NEWABH Chief Financial Officer (CFO) Rhonda Hughes. Commissioner Stobart appeared via Teams.
- After discussion regarding the CJTA panel meeting and approving the Plan, Commissioner Burrows made a motion to authorize NEWABH to submit the CJTA Plan for 2025-2026 to the Health Care Authority (HCA). Commissioner Stobart seconded the motion, and it carried unanimously. No further decisions were made.

TUESDAY, DECEMBER 23, 2025, CHAIRMAN YOUNG AND COMMISSIONER BURROWS WERE PRESENT IN THE MORNING. COMMISSIONER STOBART WORKED FROM HOME AND APPEARED REMOTELY IN THE MORNING.

9:00 a.m. – 4:30 p.m. Board Business

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9:00 a.m. Proposed Amendment to the 2025 Stevens County Budget (BA 3-2025)

- As advertised, Chairman Young called the public hearing to order for the purpose of discussing supplemental appropriations and/or adjustments to certain 2025 budgets. He read aloud the notice of hearing, stated the total proposed expenditure authorization increase/ adjustment was $1,331,945 with a total offset in anticipated revenues of $98,990 for a net expenditure adjustment of approximately $1,232,955, and noted parties present for the record. Commissioner Stobart, Chief Deputy Auditor Jill Jacobs, Auditor Lori Larsen, and Treasurer Leslie Valz appeared via Teams; no members of the public were in attendance, and the Clerk noted no comments had been received.
- At 9:04 a.m., parties heard from Jill who emphasized that certain grant revenues had been recognized in the previous budget amendment, and now the expenditure authority was being addressed.
- The Board then reviewed each individual proposal as follows:
    - Expenditure Authority Increase in the Commissioner's Office (Current Expense (CE)) of $478,766 with an offset of $98,900 in revenues;
    - Expenditure Authority Increase in District Court (Current Expense (CE)) of $50,000;
    - Expenditure Authority Increase in the Sheriff's Jail (Current Expense (CE)) of $60,000;
    - Expenditure Authority Increase in Therapeutic Court (Current Expense (CE)) of $141,488;
    - Expenditure Authority Increase in Veterans Services (VSO) (Current Expense (CE)) of $85,691;
    - Expenditure Authority Increase in Sheriff's Ambulance (Enterprise Fund) of $191,000; and,

    - Expenditure Authority Increase in Information Services (I.S.) (Internal Services Fund) of $325,000
- Chairman Young opened the hearing to public comment at 9:10 a.m. and none was received. Commissioner Burrows made a motion to close public comment. Seconded by Commissioner Stobart, the motion carried with all in favor and public comment was closed.
- Commissioner Burrows made a motion to adopt the proposed budget amendment as presented and to further direct the Clerk to prepare and present the appropriate Resolution for signature. Commissioner Stobart seconded the motion, and it passed unanimously. The hearing concluded at 9:12 a.m.

10:00 a.m. Continued Commissioners' Clerks/ Board Business

- Emergency Management Director Adenea Sellars and Grant Administrator Dean Davis were present in person.
- Commissioner Burrows made a motion to approve the Commissioner Meeting Minutes for the week of December 1, 2025. The motion was seconded by Commissioner Stobart and carried with all in favor.
- The Commissioner Meeting Minutes for the weeks of December 8, 2025, and December 15, 2025, were tabled for further review.
- The Board signed the Proclamation Declaring Law Enforcement Appreciation Day (LEAD) as January 9, 2026, in Stevens County and it was filed herein. A copy was distributed as a press release.
- Parties heard from Grant Administrator Dean Davis regarding Opioid Abatement monies and the Stevens County Justice Center Project (SCJC). Dean was authorized to engage with Perkins Coie to re-negotiate the agreement with ALSC Architects based upon the $73 million budget.
- Other topics were discussed; no further decisions were made.

10:35 a.m. Hunters Water District (HWD) System Receivership Work Session: Parties discussed the Office of Drinking Water (ODW) System Rehabilitation and Consolidation Scope of Work (SOW), a General Election Cost Letter, and concerns surrounding the year-end financial status and budget. Commissioner Burrows moved to approve the payment of $282.69 to Century Link. The motion was seconded by Commissioner Stobart and carried unanimously. No further decisions were made.

11:00 a.m. Board Workshop - Individual Boards/ Committee Debrief, Commissioner Updates, Staff Updates, etc.: The Board discussed various updates and reviewed proposed documents; no decisions were made.

11:15 a.m. Board Business: Commissioner Burrows moved to approve the December 08, 2025, Commissioners' Meeting Minutes as corrected. The motion was seconded by Commissioner Stobart and carried unanimously. No further decisions were made.

WEDNESDAY, DECEMBER 24, 2025, ALL BOARD MEMBERS WORKED AWAY FROM THE OFFICE. THE BOCC OFFICE CLOSED AT NOON IN OBSERVANCE OF THE CHRISTMAS HOLIDAY; NO DECISIONS WERE MADE.

THURSDAY AND FRIDAY, DECEMBER 25 & 26, 2025, THE BOCC OFFICE WAS CLOSED IN OBSERVANCE OF THE CHRISTMAS HOLIDAY.

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.

Memo #84A-2025 (Amended) Authorizing Stevens County to pay the PEBB Waiver Fee

Memo #88-2025 Non-Bargaining Unit (NBU) Wages and Salaries Effective 2026

Mail…

American Forest Resource Council (AFRC): 1) Email from AFRC Consultant Tom Partin regarding Trails Project (Colville National Forest) Objection period letter of support for the 2025 Finding of No Significant Impact (FONSI) and Draft Decision;

Ferry County: 1) Email from Clerk of the Board April Drennan regarding Ferry Board of County Commissioners (BOCC) Agenda for the week of December 29, 2025; 2) Email from Clerk of the Board April Drennan regarding Ferry BOCC Amended Agenda for the week of December 29, 2025;

Pend Oreille County: Email from Clerk of the Board/ Office Manager Crystal Zieske, CMC regarding reorganization of Pend Oreille Board of County Commissioners (BOCC);

Commissioners: Email correspondence with Statesman Examiner Bruce Rushton and Clerk of the Board Jonnie Brown regarding request interview request;

Misc.: 1) Email from Burlington Northern and Santa Fe (BNSF) Railway Company Executive Director of Public Affairs regarding Opposing Proposed Union Pacific (UP) and Norfolk Southern (NS) Merger; 2) Statesman-Examiner article titled Stevens County Auditor Addresses Updated Veterans Relief Policy;

VOUCHERS, TRANSFERS, AND BENEFITS...

Journal Voucher #45-2025 was approved by the Board for Lake Management District (LMD) for Deer Lake Correction

Journal Voucher #46-2025 was approved by the Board for Treasure's Foreclosure to Current Expense (CE)

Purchase Card Approval / PCA #12-2025 for November paid December 2025 purchases were approved by the Board. The original was returned to the Auditor's Office, where more details can be found; a copy of the summary was filed.

Vouchers in the amount of $768,695.07 and interfund vouchers in the amount of $866,013.05 were approved by the Board; copies of the voucher summaries were filed. More details can be found in the Auditor's Office.

RESOLUTIONS AND AGREEMENTS...

Proclamations…

Proclamation Declaring Law Enforcement Appreciation Day (LEAD) as January 9, 2026, in Stevens County

Resolution #...

R-086-2025 Adopting a Budget and Fixing the Amount of Levies for Collection in Calendar Year 2026 and Providing for Other Matters Properly Relating Thereto

R-088-2025 Authorizing an Amendment to the 2025 Budget (BA 3-2025)

Contracts…

C-287-2025 Fully executed Contract between Thomson Reuters and Stevens County for Westlaw renewal.

C-288-2025 Fully executed Interlocal Court Services Agreement between City of Kettle Falls and District Court.

MINUTES APPROVED...

Minutes for the weeks of December 1 and December 8, 2025, were approved.

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Jonnie R. Brown	Tammi Renfro	Greg Young
Clerk of the Board	Deputy Clerk of the Board	Chairman

MEETING ADJOURNED...

The meeting was adjourned until Monday, December 29, 2025.