

COMMISSIONERS' PROCEEDINGS

June 17, 2024

The Board of Lincoln County Commissioners met this day in Regular Session in their office with the following present: SCOTT M. HUTSELL, Chairman, JO M. GILCHRIST and ROB COFFMAN, Commissioners, Tara Holden, Clerk of the Board and interested members of the public.

MINUTES June 3, 2024 minutes were approved as presented.

CLAIMS Claims were examined and ordered paid in the total amount of \$539,787.90

CLAIM	WARRANT	WARRANT	TOTAL
Current Expense/Small Funds	1385102	1385177	279,457.11
Current Expense/Small Funds	1385021	1385038	1,172.94
Current Expense/Small Funds	1385009	1385009	48,873.41
LC Noxious Weed Board	1385015	1385020	4,079.74
County Road	1385039	1385101	78,616.61
Solid Waste Management	1385039	1385101	43,823.95
Equipment Rental/Revolving	1385039	1385101	70,542.62
Pits & Quarries	1385039	1385101	13,221.52
		TOTAL:	539,787.90

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

FUND	TOTAL	FUND	TOTAL
Current Expense	221,476.41	Self-funded Insurance Fund	84.00
LC Noxious Weed Board	4,079.74	Law Library	2,480.43
County Road	78,616.61	LC Broadband Project	70,340.84
Solid Waste Mgmt	43,823.95	LC Broadband Office	1,210.40
Eq Rental & Rev	70,542.62	Public Health	23,846.78
Pits & Quarries	13,221.52	Public Safety	1,162.14
Auditor's M&O	178.21	REET & Property Admin	166.66
Election	195.66	Trial Court Improvement	1,199.94
Emergency Communications	7,161.99	TOTAL:	539,787.90

PAYROLL CHANGE NOTICES Payroll Change Notices were approved as presented.

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COMMISSIONER'S ORDER 24-14 The Commissioners, by Order 24-14, appointed a member to an unexpired term on the Lincoln County Civil Service Commission Board to expire on February 28, 2027.

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RESOLUTION 24-11 The Commissioners, by Resolution 24-11, adopted the revised Lincoln County Personnel Policies and Procedures Guide with amendments as requested by the Local 1254 Staff Representative.

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RESOLUTION 24-12 The Commissioners, by Resolution 24-12, authorized a budget extension for the Public Health Budget to all for unanticipated DNR Wildfire Smoke Preparedness funding.

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LEASE A Pasture Lease between Lincoln County and Greg Semprimoznik was signed for a term of ten years at a rate of \$10 per year for rent of the pastureland.

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SERVICE AGREEMENT An EMS Assessment Service Agreement between Lincoln County and Public consulting Group to assess the Lincoln County EMS system and offer three recommendations for improvement that supports a sustainable EMS system to serve Lincoln County residents was presented for Chair signature.

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

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AGREEMENT An Interagency Data Sharing Agreement between Lincoln County and the Office of the Washington State Auditor was presented for Chair signature.

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

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APPOINTMENT & OATH OF OFFICE Appointment and Oath of Office was received for Blake A. Martin as Deputy Sheriff, effective June 3, 2024.

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MEMO Emily Hansen, Lincoln County Treasurer, submitted a request to grant approval for the sale of a Tax Title Property with an assessed value of \$390 to an adjoining landowner.

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

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MEMO Ed Dzedzy, Director, Public Health Department, submitted a request to temporarily increase his procurement card credit limit from \$15,000 to \$40,000 to obtain 140 HEPA air filters to distribute to individuals with health impairments who are also low income to support their health during wildfire smoke events through funding received from Chelan Douglas Health District through a regional grant from DNR.

MOTION By unanimous vote, the Commissioners approved the Public Health Director's request.

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LETTER A copy of a letter to Fort Spokane Store approving license number 351914 was received by the board.

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CANNABIS LICENSE RENEWAL APPLICATION A cannabis license renewal application was received from the Washington State Liquor and Cannabis Board for Olympic Growers, Creston.

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EMAIL A copy of an email between Bridget Volk, Office of the Public Defender and Dave Hearrean was presented for the board to discuss the termination of Blake Grant GRT24001 so that Mr. Hearrean could pursue a direct contract with OPD to be the Lincoln County Blake attorney.

MOTION By unanimous vote, the Commissioners authorized the Clerk to send an email to Ms. Volk, instructing the OPD to proceed with the process of terminating the agreement.

MEETING Chandra Schumacher, Auditor met to request the board's decision on the repair/replacement of the Courthouse roof. Commissioner Coffman will work with Pete Brickner, maintenance, to assess the need to replace the roof this year.

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MEETING Traci Gants, Court Clerk, met to request permission to hire and submitted a Payroll Change Notice, due to the resignation of Kailey' Jean Viera.

MOTION By unanimous vote, the Commissioners approved the Clerk's request to hire and authorized the Chair to sign the payroll change notice.

MEETING Chandra Schumacher, Auditor, discussed the absence of a handrail on the public safety building ramp. The Auditor requested approval to move forward with the project.

MOTION By unanimous vote, the Commissioners authorized the Auditor to move forward with the quotes received and authorized the signing of the contract and bid award out of session.

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NOTICE OF AWARD The Notice of Award for the Handrail at District Court Ramp to Stout Welding, was received and signed by both parties.

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AGREEMENT A Small Works Contract between Lincoln County and Stout Welding for the installation of a handrail at the District Court Ramp, was received and signed by all parties.

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MEETING Ed Dzedzy, Public Health Director, met to present quotes obtained for the HEPA filter systems and recommended the board approve the purchase of the HEPA filters through Blue Air. The Director also informed the board of the possibility of a grant to support emergency shelter preparation and stock supplies in the event of an emergency. The board approved the director to move forward with the process of applying for the grant.

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

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MEETING Margie Hall, Broadband Office Director, met to provide an update on the Broadband office. The director requested approval for a special issue to System One Holdings, LLC in the amount of \$11,990.00.

MOTION By unanimous vote, the Commissioners approved the special issue warrant for System One Holdings.

COMMISSIONER REPORTS Commissioners Gilchrist presented her various committee reports.

AFFIDAVIT OF PUBLICATION Verification of the publication of a Notice of Call for Bid for the Miles Creston Road Section 1 and Section 1B project was provided by The Lincoln County Record-Times.

MOTION By unanimous vote, the Commissioners approved to dispense of the reading of the entire Affidavit of Publication.

BID OPENING Three (3) bids were received and opened from: 1) Halme Construction, Spokane, 2) N.A. Degerstrom, Inc., Spokane Valley, and 3) Copenhagen Construction, Creston. Bid opening closed.

MOTION By unanimous vote, the Commissioners referred the bids to the Public Works Director and his staff for further review and recommendation.

MEETING Dave Orvis, Public Works Director, James Wege, County Engineer, and Dave Sanford, Road Operations Manager, met to present a departmental update, which included a payroll change notice for James Wege, was presented.

MOTION By unanimous vote, the Commissioners authorized a new position and position number for the County Engineer.

MEETING Cruze Thompson, Emergency & Transitional Housing Manager and Amanda Gavin, Housing Case Manager, Rural Resources, met to discuss homeless housing funding and update the board on operations from January 1, 2024, to June 15, 2024. Mr. Thompson requested \$8,050.00 in funding from the Local Homeless Document Recording Fees to fund 25% of the cost for a Navigator position in the Davenport Office.

MOTION By unanimous vote, the Commissioners approved the request for \$8,050.00 in funding from the Local Homeless Document Recording Fees fund for use in serving those who are homeless or at risk of becoming homeless in Lincoln County through the hiring of a Navigator position in the Davenport Office.

MEETING Pete Valdon, Employment Coordinator, Rural Resources, met to provide an update on Employment and Training activities in Lincoln County.

MEETING Joe Poire, Integrated Solutions, and Travis Stenhjem, met to discuss the BEAD Project Area Analysis for the Broadband project.

Meeting Recessed for the lunch hour, and to hold the bi-monthly Board of Health Meeting at 1:00 p.m., to reconvene at 2:30 p.m.

Meeting Reconvened at 2:40 p.m., with all members present.

COMMISSIONER REPORTS Commissioners Hutsell and Coffman presented their various committee reports.

LETTER A letter to the Washington State County Road Administration Board providing notification of the change of County Engineer in Lincoln County was presented for board signature and then emailed to Jane Wahl, Drew Woods and Derek Pohle.

RESOLUTION 24-13 The Commissioners, by Resolution 24-13, appointed James Wege, P.E., to the position of Full-Time County Engineer.

Meeting Recessed to Thursday, June 20, 2024 at 10:00 a.m. for awarding of the Miles Creston Road Section 1 and Section 1B project.

Meeting Reconvened on Thursday, June 20, 2024 at 10:00 a.m., with all members present. The anticipated paperwork to award the Miles Creston Road Section 1 and Section 1B project was not available.

Meeting Recessed to 1:00 p.m., in anticipation of awarding the Miles Creston Road Section 1 and Section 1B project.

Meeting Reconvened on Thursday, June 20, 2024 at 1:00 p.m., with all members present. The anticipated paperwork to award the Miles Creston Road Section 1 and Section 1B project was not yet available.

Meeting Recessed to Monday, June 24, 2024 at 9:00 a.m., with all members present.

MEETING Dave Sanford, Road Operations Manager and James Wege, County Engineer, met to present the tabulations of the received bids for review by the board, and to request the board award the Miles Creston Road Section 1 and Section 1B projects to Copenhagen Construction, Inc. in the total amount of \$4,186,470.59.

MOTION By unanimous vote, the Commissioners awarded the bid to Copenhagen Construction, Inc.

MOTION By unanimous vote, the Commissioners approved the preparation of a Commissioners' Order awarding the bid to Copenhaver Construction, Inc., and the signing of the same out of session.

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COMMISSIONER'S ORDER 24-15 The Commissioners, by Order 24-15, awarded the Miles Creston Road Section 1, CRP No. G-1034, and Miles Creston Road Section 1B, CRP No. G-1035 projects to Copenhaver Construction, Inc., in the amount of \$4,186,470.59.

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MEETING Chandra Schumacher, Auditor met to request permission to hire a temporary employee to assist with Department of Licensing while the current employee is out for an extended period of time, and an increase in budgeting of \$5,000 from the Department of Licensing revenues which goes into current expense.

MOTION By unanimous vote, the Commissioners authorized the Auditor to hire a temporary, hourly part-time employee and the increase of \$5,000 from the Department of Licensing revenues.

COMMISSIONER REPORTS Commissioner Coffman reported that he was able to examine the roof with the facilities/grounds supervisor last week. A few shingles are missing and need to be replaced on the ridge caps, however the majority of the roof remains in good shape; the commissioners agreed that the whole roof replacement is not urgent, and can wait another year.

With no further business, the meeting was adjourned to meet again in Regular Session on July 1, 2024.

The preceding pages AA. XX – AA. XX are a correct summary of all business transacted by the Board of Lincoln County Commissioners these 17th, 20th, and 24th days of June 2024.

CLERK OF THE BOARD – TARA HOLDEN

CHAIRMAN – SCOTT M. HUTSELL
