

September 5th, 2023

The Board of Garfield County Commissioners met in regular session on Tuesday September 5th, 2023, at 9:00 a.m. in the Commissioners' Chambers at the Garfield County Courthouse.

Present were: Chairman Justin Dixon, Member Larry Ledgerwood, Clerk of the Board McKenzie Lueck and the public.

The Board started the meeting with the Pledge of Allegiance.

The Board opened the meeting for public comments. There were no public comments.

Chairman Dixon stated that Commissioner Nelson was not physically present but might join virtually.

Road Supervisor, Steve Gormsen, gave the road report for the two-week period of August 21st through August 31st. In the shop there was fabrication work on the v-plov of E128, and various projects completed on the graders, a couple pickups, a rock rake, and a truck. Steve said that the crew had to haul rock to Blind Grade. The graders ran on the following roads; East Lynn, Lynn Gulch, Washboard, Bratcher, North Meadow Creek, South Meadow Creek, Peola, Columbia Center, Malone, Howell Grade, Ball Grade, Blind Grade, Skyhawk, Dutchflat, Hutchens Hill, and Rickman Gulch. They trimmed trees on Linville and sprayed weeds on Maringo Grade. They started brooming the roads for striping which they plan to begin in the next couple of weeks. Steve stated that the crew sprayed bees at the fairgrounds and plans to spray them again this week. They plan to start crack sealing next week on the Deadman from Bratcher up to Wildhorse and then will move to a couple other sections of roads in an effort to prepare for paving projects next year. Steve stated that crack sealing will take a couple weeks and they will need the whole crew. They will be putting a culvert in on Skyhawk grade. Steve stated that they are starting to track their phone calls in a better effort to track complaints and make sure they have all been addressed.

Steve informed the Board that he plans to get another grader running this week. He stated that Linda Lundquist will start training Brian Smith on the grader soon as she plans to retire. Commissioner Ledgerwood asked Engineer Wege if there has been any more conversation or development on the grader training that the state puts on. Engineer Wege stated that he will reach back out to the state and see when they are doing their grader training and see if there is an opportunity to join it or do an additional training for the county crew. Chairman Dixon asked Engineer Wege about the rock pile quantities and requested to get those measurements this week. Engineer Wege stated that he does have those measurements and will send them over. There was discussion regarding where the County's rock supplies were located and Steve stated that there is also rock at Dodge that the County can buy from Atlas if there is need.

Rachel Anderson, Information Specialist for Information and Assistance, joined the Board to discuss an increase in the Aging and Disability contract. There was an increase of \$6,000 to the contract. Chairman Dixon asked if this contract was based on reimbursement, and Rachel indicated that it was. Chairman Dixon asked if this contract indicated that there were going to be

more services provided and Rachel stated no. Commissioner Ledgerwood made a motion to sign the contract pending the Prosecutor's review and Chairman Dixon seconded the motion. The motion passed unanimously.

Rachel Anderson, also serving as the Civil Service Examiner, stated that she was told she would be paid \$450.00 for Civil Service and she was only paid \$200.00 for August. Chairman Dixon stated that that topic had not been discussed in an open public meeting yet and it was on the agenda to be discussed next. She stated that she also needs a new computer for Civil Service because the current one took 30 minutes to boot up and the IT Coordinator had to come down and help with it. McKenzie stated that Commissioner Ledgerwood had already forwarded the quote and asked for her to add it to the LATC funding requests.

The Board will meet in a special executive session to discuss the personnel policy and union negotiations on Monday, September 11th, 2023. No action will be made during this time.

There was discussion regarding website hosting; Commissioner Ledgerwood stated that his recollection was that the Board decided to stay with the previous website host and to move this agenda item to old business.

Katie Magill, District Court Administrator/Courtroom Coordinator gave an update on the AOC Security Grant stating that she has not yet heard back. The Board made a motion to purchase a lap in the amount of \$2,178.07 for the Civil Service Examiner with LATC funds. The motion passed unanimously. County Clerk Marie Gormsen gave the Board a few requests she would like to get with LATC funds which included the following; a new copy machine for roughly \$5,448.67, a couple new chairs for roughly \$219.98, and an HP printer for roughly \$470 for a grand total of \$6,138.65. McKenzie added this to the LATC spreadsheet.

Chairman Dixon stated that he spoke with Prosecutor Newberg last week regarding a lawsuit filed by 23 counties against the Washington Department of Social and Health Services (DSHS) over the state's decision to stop providing initial evaluation and subsequent treatment. Chairman Dixon had an email drafted last week to Washington State Association of Counties that stated the county intended to join the coalition in the law suit. Commissioner Ledgerwood stated that if Commissioner Nelson and Prosecutor Newberg are recommending to join the coalition, then he is in support as well. Commissioner Ledgerwood made a motion to join the coalition and Chairman Dixon seconded it. The motion passed unanimously.

Chairman Dixon stated that the Board received a letter from the Denny Ashby Library stating that Maria Dispenza resigned from the Library Board due to moving away, and that they appointed Tina Warren to fill this position and her term will be from 9/23-12/27. Chairman Dixon made a motion to accept the letter of resignation and the appointment and Commissioner Ledgerwood seconded it. The motioned passed unanimously.

The Board reviewed a DSHS Agreement provided by Rachel Anderson. Rachel stated that she was contacted by DSHS stating that Garfield County is supposed to have an agreement and they couldn't find one on file. Chairman Dixon stated that he will have Commissioner Nelson and

Prosecutor Newberg review the contract and the Board will sign it at the next regular meeting, which, will be on September 18th.

Clerk of the Board McKenzie Lueck asked if there was an update on the contract with the Fire District for the emergency management services. Commissioner Ledgerwood stated that he would reach out to Fire Chief Cleveland and see what the status of the contract was.

Engineer Wege joined the Board to give them his weekly update. He stated that he has several policies in development. Engineer Wege stated that they need to update the Survey Preservation Policy. He stated that CRAB would like this done by April. He is also working on the fuel card policy and stated that he is using the current credit card policy to create the fuel card policy. Chairman Dixon brought up discussion regarding cell phone stipends. He stated that the Board previously had a draft from Columbia County. He asked if Engineer Wege was willing to review that and make edits to it to so the Board can get something similar in place for Garfield County. Chairman Dixon asked McKenzie to send Columbia County's draft to Engineer Wege. Engineer Wege stated that he is working on the ERR rental rates as well, but stated that he doesn't have new rates yet.

Engineer Wege informed the Board that they have standards for approaches to county roads that might be improved from being updated. He also stated that they don't have a standard for private bridges in the county and stated that it might be worth looking into. He has model language from other counties he could adopted as necessary. Engineer Wege then asked if he performs work for the city, if there is a Memorandum of Agreement between the City and the County. Chairman Dixon stated that there currently is not a Memorandum of Agreement, but we need to have one in place with a composite rate before work is done. Engineer Wege stated that Sheriff Hyer called him into an issue with a private bridge located within city limits, which might require Engineer Wege to put hours in to move this situation along. Commissioner Ledgerwood stated that the City needs to understand that Engineer Wege and the Board are still trying to get caught up and get projects moving forward since the change in leadership, and any time we put towards the City's projects instead of towards our projects we aren't gaining any ground. Chairman Dixon stated that the County shouldn't turn a cold shoulder towards the City, but we need to get our projects moving forward. Chairman Dixon requested to revisit the conversation about bridges; he asked if the private county bridges includes culvert? Engineer Wege stated that there are federal guidelines that dictate what is a bridge and what isn't, these include descriptions of short-spans which are less than 20 feet, but it also matters the amount of fill over the top of the culvert and the size of the culvert. He stated that the purpose of this is to guarantee residential bridges' safety for the potential of emergency vehicles. Chairman Dixon stated that his concern is how time consuming it will be and every time we get another project it cost the County money. He then asked about if surrounding counties (Asotin, Columbia, Whitman) have similar policies. Engineer Wege is going to look into that. Chairman Dixon asked if the standards for approaches to county roads affect private drives onto county roads and Engineer Wege confirmed stating that the standards are for private drives for any county road approaches whether they are gravel or paved. He stated he doesn't have any issues with the current standard but there could be benefit to updating it. Chairman Dixon stated he would be happy to read through the new standards and let the Board think through it a little more when Commissioner Nelson and Prosecutor Newberg are back, but he does have some reservations. Engineer Wege clarified that these standards

would be for new construction moving forward, and the County has the right to require it if they so choose. Commissioner Ledgerwood stated that he remembers a conversation regarding Bosley Grade which is a primitive road, and the County stated they wouldn't plow it although an individual built a residential home on it. He shared concern with imposing standards to private property for emergency vehicle access if they aren't plowing county roads during the winter with county residence on them. Engineer Wege stated that he will look at surrounding counties.

The Board took a 10 minutes recess from 10:03 a.m. to 10:12 a.m.

The Board reviewed a request for a credit card application for Tammy Watson, Assistant Business Manager. They reviewed and signed it.

Engineer Wege continued that they were able to scrap four vehicles that they had paperwork for. Chairman Dixon asked how many vehicles were left to surplus. Engineer Wege said there are five vehicles, two motorcycles, a boat and boat trailer left. He stated that they have the proper paperwork for the boat and boat trailer and they want to advertise and try to sell that one, however, they are waiting for paperwork on the other vehicles and motorcycles.

Engineer Wege stated that he personal feels the tools are pretty deplorable and asked Brendan, the Shop Manager/Mechanic, to review that. He requested to transfer funds from LATC into ERR to get more of a positive surplus. He said they still want to buy a dump trailer. Commissioner Ledgerwood stated that if the AOC Security Grant covers the whole key badge security courthouse system then that frees up a lot of the LATC funds. Engineer Wege stated that there is another Ritchie Bros auction at the end of September. He also stated that even with raising the rental rates in ERR, with inflation, it does not help much. There was discussion regarding different ways of getting fund balances up and what seemed to be beneficial in the past. Chairman Dixon stated that previous engineers had luck getting grants. Engineer Wege stated that when he spoke with Whitman County Engineer, he believed Garfield County's balances should be at about a million dollars and we were at half a million dollars three years ago. According to Engineer Wege the balance is currently at \$25,000. Chairman Dixon said that all of the expenditure line items that are taking place on a daily basis have an impact on the bottom line. He said it's going to be an uphill battle and the Board understands that. Commissioner Ledgerwood stated that his biggest concern is the age of the fleet and the balance of the fund. He requested that County Road does not seek out fleet vendors out of convenience, but asked that they do their diligence and check around with different vendors and make sure they get what is best for the County. There was conversation regarding two graders that need replaced, but issue with the lack of money in the budget. There was discussion regarding the work that both graders will require if the County keeps running them. According to Engineer Wege the two graders were purchased in 2016 and were \$350,000 a piece and now they are pushing \$700,000 to replace. Engineer Wege stated that Caterpillar does have used equipment. There was discussion regarding purchasing, leasing, and renting equipment and what makes the most sense based on the amount of use the county requires. Commissioner Ledgerwood asked if the ads for consultants made it to the paper. Engineer Wege stated that the advertisement was in the paper and he also reached out to the locals as well. He has a meeting with a prospective consultant coming up.

The Board went into executive session from 10:30 a.m. until 11:16 a.m.

The Board came into regular session and approved an increase in Civil Service Examiner pay to \$450 effective August 1st, 2023.

The Board reviewed budgets.

The following voucher payments were approved for payment:

Claims Clearing Fund

Numbers: 69708	Through: 69742	Totaling: <u>\$229,846.16</u>
Numbers: 69743	Through: 69761	Totaling: <u>\$49,086.65</u>
Numbers: 69762	Through: 69796	Totaling: <u>\$6,578.61</u>

Payroll Clearing Fund

Numbers: 22774	Through: 22774	Totaling: <u>\$1,500.00</u>
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Electronic Payments

Dated: 8/25/2023	Number of Payments: 22	Totaling: <u>\$24,943.92</u>
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The Commissioners regular meeting adjourned at 11:25 a.m. with the next regular meeting set for Monday, 18th, 2023, at 9:00 a.m. in the Commissioner’s Chambers at the Garfield County Courthouse.

<u>/s/ McKenzie Lueck</u>	<u>/s/ Justin Dixon</u>
Attest: Clerk of the Board	Chairman, Board of Garfield County Commissioners