

April 1, 2024

The Board of Garfield County Commissioners met in regular session on Monday April 1, 2024, 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 reviewed and approved the minutes for the previous meeting.

Chairman Dixon stated that Commissioner Nelson is absent today.

Chairman Dixon called for public comment. There was none.

Road Supervisor Steve Gormsen is absent this week, so there was no maintenance report this week.

Chairman Dixon stated that he received documents from County Road Administration Board that he needs to sign. He stated that these are certifications that are part of the annual process.

Mayor Peasley joined the Board. Chairman Dixon stated that last week they discussed the City's Park Project, and the Board has come to an agreement that they would like to provide \$12,500 to the City for this project out of the Paths and Trails fund. Mayor Peasley stated that it was very appreciated. Commissioner Ledgerwood stated that the tennis court project is a great use of Paths and Trails funds. Commissioner Ledgerwood made a motion to provide funding to the City in the amount of \$12,500 out of the Paths and Trails fund for the tennis court. Chairman Dixon seconded the motion and the motion passed unanimously. The city will send a bill to the county in that amount. Mayor Peasley stated that they are going to get Flynn's Electric started on the light portion of the project as soon as possible. This will consist of getting lighting up on the tennis court as well as fixing a few other lights in the park. Mayor Peasley continued that they will also get the contractor moving on the concrete work and the work along the bank so that can be done, and the facility can be used again. They will continue working on getting a painter lined up. Chairman Dixon stated that he spoke with Mike Lockard before he left for vacation to have a contractor to look at the path at the golf course. Chairman Dixon stated that he is going to look at the area with a contractor and might ask for a bid so they can see the potential costs. After they get a bid back, Chairman Dixon stated that he'd like to have a round table discussion on how to move forward with that project. He stated that the county and the city can possibly both use their crews to get that project started. This project will continue being discussed and will be added as an item to future business. Mayor Peasley stated that the city has money set aside for the golf course path project.

Mayor Peasley reminded that Board about the county/city cleanup day that will take place May 18th. He stated that Naslund is going to bring two trailers over and will have a person on staff to haul trailers back and forth to take full trailers and bring back empty trailers. This is being

provided at no charge to the city or county. Commissioner Ledgerwood asked if there was a possibility of having a loader or a backhoe at the pit. Chairman Dixon stated that he would talk to Steve when he's back. Mayor Peasley stated that a couple of city employees are going to donate their time for the cleanup day as well.

Chairman Dixon stated that another recent discussion they've had was with Anne Walsh for the Navigator Sign Project. Anne received a quote back Sign Crafters, Inc. and informed Chairman Dixon that they are about \$1,600.00 short. Chairman Dixon made a recommendation to the Board to fund the \$1,600.00 out of the Economic Development funds the county has. Commissioner Ledgerwood agreed with Chairman Dixon, stating that it will be great for navigating the city. Commissioner Ledgerwood made a motion to provide funding to the Chamber of Commerce and Chairman Dixon seconded the motion. The motion passed unanimously. Chairman Dixon stated that the Chamber will submit a bill to the county.

Katie Magill joined the Board to discuss the jury program. This discussion has been continued from last week. The total cost if they go with Jury Systems is \$44,309. She proposed the following funding for the initial setup costs: \$20,000 out of DUI funds, \$10,000 from the Court Improvement fund, and \$14,309 paid out of LATCF. She recommended paying the annual maintenance with the following funds: \$4,000 out of the DUI fund and \$2,200 out of the Court Improvement fund for a total of \$6,200 in annual maintenance costs. The Board stated that they liked this idea and requested that Katie reach out to the Prosecutor, Judge, and Sheriff for their consent of spending DUI funds.

McKenzie discussed best practices for grant management with the Board. She stated that she recently did an annual report training, and it was a topic during the training. She stated that previous practice has been that the Board has authorized all grant applications prior to them being submitted, but recently that has not been the practice. She stated that this makes it challenging to accurately report federal and state grants when the proper paperwork is not submitted to her office from other departments, and it also leaves the board liable for matching funds if grants are applied for that require the county to provide matching funds. She stated that she has the City of Spokane's grant policy for the Board to review if they would like. She also cautioned of having too many policies in place due to accountability audits but stated that we do need better internal controls for reporting purposes. Commissioner Ledgerwood agreed, stating that he recently filled out an application for Ag West for the fair and there are two other grant applications pending for the fair. McKenzie stated she would forward the Board the policy she received.

McKenzie brought up discussion regarding a new reporting requirement for annual financial reporting which requires the county to report public-public or public-private partnerships where the county acts as the operator of a capital asset owned by another entity. She stated that she reached out to County Road about the possibility of the shed located by the boundary of the mountains. Chairman Dixon stated that that was owned by the county. The Board will continue to discuss this to make sure there are no PPP's that are missing when reporting the annual financial report this year.

Sheriff Hyer joined the Board to provide them with the arrestee transport plan. Chairman Dixon asked if the Prosecutor had reviewed the plan and Sheriff Hyer indicated he had not. Chairman Dixon thanked the Sheriff for the plan and stated that they would have the Prosecutor review it to make sure all legal requirements are being met.

Commissioner Ledgerwood informed Sheriff Hyer of two deputy interactions he witnessed over the weekend. One interaction involved a deputy servicing a house; he knocked on the door and then stepped down one step, so his presence wasn't threatening. Commissioner Ledgerwood stated that he witnessed the deputy do this twice and was very impressed with it. He also stated that another deputy was close to Maple Hall when Commissioner Ledgerwood watched him interacting with a small boy where it looked like they exchanged items as well as conversation. Commissioner Ledgerwood stated that these were great interactions with the community. Sheriff Hyer thanked him and stated that he would pass that information along. Commissioner Ledgerwood stated that he had someone ask him if juveniles were going to Whitman County to be housed as well. Sheriff Hyer stated that Prosecutor Newberg asked that he be called on all juvenile arrests so he can direct where they are transported. He further directed that if he is unavailable, they are to call the juvenile probation coordinator (Kelly Ryan), the Undersheriff, or the Sheriff. He continued that the juveniles are being transported to Nez Perce County, Walla Walla County, or to Spokane. Sheriff Hyer stated that if the juvenile will be staying for an extended period, they will move them from Nez Perce (the typical default housing) to Walla Walla because Walla Walla has more services. Sheriff Hyer concluded with the Board, stating that everything was going well, and they have done multiple transports to Whitman County and Whitman County has been great to work with.

Commissioner Ledgerwood stated that he spoke with Martha Lanman at the Health District, and she informed him that Tammy (Public Works) had reached out to them about sludge in relation to the solar farm project. Martha stated that she didn't know what the process was, so she reached out to Asotin County. Asotin County was also unsure, but recommended the state provide guidance. Commissioner Ledgerwood stated that this will probably be discussed at the Health District meeting this month.

Commissioner Ledgerwood stated that Greg Sharp, IT Coordinator, is looking at a personal computer use policy to help mitigate risk to the County's network. This policy will state that if there is a device or computer connected to the network and will be used for personal use, it needs prior approval.

Chairman Dixon stated that the Board was going to have an executive session today with the Prosecutor Newberg regarding employee negotiations. This was expected to take 20 minutes.

The Board recessed from 9:30 a.m. until 9:40 a.m.

The Board went into executive session at 9:40 a.m. until 10:00 a.m.

The Commissioners regular meeting adjourned at 10:00 a.m. with the next regular meeting set for Monday, April 8th, 2024, at 9:00 a.m. in the Commissioner's Chambers at the Garfield County Courthouse.

/s/ McKenzie Lueck
Attest: Clerk of the Board

/s/ Justin Dixon
Chairman, Board of Garfield County Commissioners

Adopted