

**BOARD OF COMMISSIONERS  
PUBLIC HOSPITAL DISTRICT NO. 1 OF PEND OREILLE COUNTY**

**November 11, 2025**

In Attendance: Commissioners: Lois Silva; Melanie Kiss; Becky Walrath; Susan Johnson; Lynnette Elswick Executive Officers: Kim Manus, Joseph Clouse, Justin Peters, Jenny Smith Others: RaeLynn Wellman, Aron Hutchison, Tina Batsch, Jody Corona

CALL TO ORDER:

Chairperson Elswick called the meeting to order at 8:30 am.

READING OF LEGAL NOTICE:

The regular meeting legal notice was distributed as required.

APPROVAL OF AGENDA / CONSENT ITEMS:

The agenda was reviewed and approved as presented via motion made, seconded, and passed unanimously.

BUSINESS FROM THE AUDIENCE:

Jody Carona with Health Facilities Planning & Development presented market share data.

**2026 Budget Hearing:**

The property tax levy hearing must be held prior to the time the taxing district levies the taxes or makes the request to have the taxes levied. A public hearing on the proposed budget for the district must be held on or before November 15. Any district taxpayer is entitled to be heard at the public hearing against the whole or any part of the proposed budget.

A notice of hearing was published to inform the public of the opportunity to comment on the District's proposed 2026 budget.

The public hearing was opened to review the District's 2026 Operating Budget and approve its 2026 two regular annual property levy requests to the County:

- 1) Maintenance & Operations (M&O) Tax; and
- 2) Special Excess Tax (UTGO Bond-2018, debt service).

Resolution No. 2025-12 approving an increase in the District's regular property tax levy for 2026 was presented and considered for approval. The regular tax levy will be a 1% increase in the amount of \$600,000. The excess tax levy will provide taxes in an amount sufficient to fully fund principal and interest on outstanding District Unlimited Tax General Obligation Bonds in the amount of \$681,743.76.

Resolution No. 2025-13 relating to the District's operating budget in the amount of \$68,918,102 was presented for consideration and approval.

ACTION ITEMS:

Resolution 2025-12 approved via motion was made, seconded and unanimously approved.

Resolution 2025-13 approved via motion was made, seconded and unanimously approved.

Resolution 2025-14 setting the 2026 legal holidays was approved via a motion was made, seconded and unanimously approved.

Resolution 2025-15 approving the 2026 CEO compensation plan was made, seconded and unanimously approved.

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Motion to approve the Medical Staff Bylaws was made, seconded and unanimously approved. by all under the condition the grammatical errors discovered are corrected.

Motion to approve the CEO Succession plan was made, seconded and unanimously approved. under the condition the grammatical errors discovered are corrected.

Motion to approve the 2025 employee incentive bonus was made by Commissioner Walrath, Seconded by Commissioner Johnson and approved by all.

EXECUTIVE SESSION

As permitted by RCW 42.30.110, the meeting was moved to the Executive Session following a short break at 11:20 am for approximately one hour per RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

RETURN TO OPEN SESSION

The Commission returned to Open Session at 12:20 pm.

NEXT MEETING DATE

The next meeting will be December 11, 2025.

ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 12:21 p.m.

Minutes recorded by RaeLynn Wellman, Executive Administrative Assistant.

Signed by:

*Lynnette Elswick*

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Lynnette Elswick, President  
Board of Commissioners

Signed by:

*Melanie Kiss*

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Melanie Kiss, Secretary  
Board of Commissioners