

1 **RECORD OF THE PROCEEDINGS**

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3 **OKANOGAN COUNTY**

4
5 **APRIL 10, 2018**

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| 7 9:00 AM | Commissioners' Staff Meeting |
| 8 10:00 AM | Update – Update Human Resources / Risk Management – Tanya Craig and/or Debi Hilts |
| 9 10:30 AM | Discussion – Award for Open Government – Isabelle Spohn |
| 10 11:00 AM | Update – Public Works – Josh Thomson & Ben Rough |
| 11 1:30 PM | Board of Health – 1234 S. 2 nd Ave, Okanogan |
| 12 3:00 PM | Discussion – Tonasket Ranger District – Matt Reidy |
| 13 4:00 PM | Approve Consent Agenda |

14

15 The Okanogan County Board of Commissioners met in regular session on April 10, 2018,
16 with, Chairman Commissioner Jim DeTro, Commissioner Chris Branch, Commissioner
17 Andy Hover, and Laleña Johns, Clerk of the Board, present.

18
19 George Thornton, member of the public arrived at 8:50 a.m. to take handwritten notes.

20
21 **Commissioners' Staff Meeting**

22 David Gecas, Perry Huston

23
24 Director Huston noted the Similkameen trail washout inquiries were in process. He will
25 be attending the Community Coalition workshop at the casino. Tomorrow he is in the
26 Methow for code enforcements due to code violations. The City was contacted

27
28 Joe Poulin provided his staff report. The only two available trustees are reserved only
29 for the landfill and Mr. Poulin was told he cannot utilize them because they are only for
30 the landfill. Commissioner Branch noted that his observation was that the trustees
31 generally watch over the recyclables so two is a shortage. The maintenance department
32 could utilize the extra help for a week straight at the fairgrounds to prep the grounds
33 before opening. The main water system and irrigation system was discussed. The back
34 flow system servicing was discussed. The commissioners suggested disconnecting the
35 two wells in order to separate domestic and irrigation water uses. Commissioners want
36 to ensure the system is tested regularly. Director Huston reported that it is a Class A
37 system and we were testing regularly but he doesn't know when the last test was done.
38 A file is kept in a book in the fairgrounds office that should have the paperwork. Mr.
39 Poulin said we only need to test if the system is shut off. Commissioner Branch said
40 coliform is very relevant concern and we may be required to test monthly. Director
41 Huston assumes the previous grounds manager conducted the required testing. A
42 worksheet is required to accompany the tests. He will brief Mr. Poulin on the worksheet.

43 Commissioner Branch also stressed the need to check for any potential cross
44 connections along with proper testing of any back flow preventers.

45

46 David Gecas explained he had information to relay to the commissioners and requested
47 executive session.

48

49 **Motion Executive Session RCW 42.30.110 (1)(i)**

50 Commissioner Hover moved to go into executive session at 9:40 a.m. for 15 minutes to
51 discussion legal matters to which the county may be a party inviting David Gecas and
52 Perry Huston. Motion was seconded, all were in favor, motion carried.

53

54 At 9:50 Executive session was extended 5 minutes.

55

56 Executive session ended at 10:00 a.m. no decision were made.

57

58 Director Huston explained language in the code regarding the creation of the Planning
59 Commission may need to be revised. Director Huston is creating language to change
60 the passage and give the commission the authority to assign members to land use
61 committee. Commissioner Hover asked Mr. Thornton if groups or the commission is
62 better. He replied enable PC at the time to go out and research and talk to people
63 during the process. Commissioner Branch stated public participation is good, but not
64 sure we should be establishing specific requirements to establish committees which
65 would increase the level of staffing which we don't have in place suggesting that this
66 requirement be removed. It is by policy to seek public participation and that should be in
67 the plan and addressed for varying circumstances as they arise. Commissioner Hover
68 explained in order to be good at what they do they must go out into the public, the
69 planning commission members should be talking about to the communities they
70 represent and get focused input. Creating groups may not give the commission the
71 hands on. Director Huston will create some language for review. There is a section in
72 the code that speak to standing committees.

73

74 **Update – Update Human Resources / Risk Management – Tanya Craig and/or Debi
75 Hilts**

76

77 Ms. Hilts asked about Perry Huston's employment contract. Commissioner Hover
78 explained the board had reviewed the contract and had some changes to be
79 incorporated before they sign. Ms. Hilts explained there were several applicants for the
80 Event Coordinator position. She made recommendation to the board to select three for
81 interview. The Maintenance Tech interviews are happening today. Other responses for
82 openings were discussed. The tests were ordered for in-house corrections and she is

83 working on procedures for in-house testing. She is looking for documents to use for
84 template.

85
86

87 Ms. Craig provided her staff report. She reported on that she would like to schedule a
88 meeting with the board and work through it and understand why changes were made.

89

90 **Executive Session RCW 42.30.110 (1)(g)**

91 Commissioner Hover moved to go into executive session at 10:15 am for 15 minutes to
92 discuss the performance of a public employee inviting Debi Hilts, HR. Motion was
93 seconded, all were in favor, motion carried.

94

95 Executive session ended at 10:30 a.m. no decisions were made.

96

97 **Discussion – Award for Open Government – Isabelle Spohn**

98

99 Commissioner DeTro welcomed everyone attending the award. Isabel Spohn
100 introduced Mike Fancher Washington Coalition for open government. Mr. Fancher
101 thanked Ms. Spohn for her contributions in initiation. The coalition was formed in 2002
102 because there was a sense that information was out of reach therefore people got
103 together and formed the coalition. There is broad participation from all demographics.
104 He explained four areas of interest to the coalition; 1) legislative, 2) litigation and filing of
105 amicus briefs; 3) education with public forums that help people sort things out to work
106 together, 4) contribution awards in support of open government and key award that
107 goes to any organization that has gone above and beyond. The Key award to Isabell
108 Spohn and the Okanogan County Watch due to its contributions and neutrally
109 representing the public in this way is a wonderful thing to the community. Literature was
110 left on the coalition. Photos were taken of the watch group with the commissioners and
111 Clerk of the Board. Information about the coalition was provided. (attached)

112

113 Ms. Spohn spoke about those who helped contribute their time, who attended
114 commission meetings and took notes which were then posted to their website.
115 Commissioner Branch noted open government is most challenging for counties,
116 government closest to the people, as it is hard to get to know each other because they
117 cannot speak to each other outside a public meeting. It is especially challenging
118 because there is only three of them and two makes a quorum. He is sure many other
119 counties might be bothered by a group such as this, but he isn't. Mr. Fancher replied it
120 is difficult because so many do not know what their rights are. Ms. Spohn said rural
121 newspapers usually cover town business not county business and her thought would be
122 they could read the coalition notes and then call about items of interest.

123 Ms. Gina McCoy commented that it has been an interesting process and coming to the
124 commissioners meetings has been very informative.

125
126 The group thanked the commissioners for the opportunity to present their award.
127

128 **Update – Public Works – Josh Thomson**

129 Commissioner Hover explained items discussed by the OCOG Transportation last night.
130 One item the OCOG wished to address was their purchasing policy and a desire to use
131 Okanogan County’s purchasing policy as a template. It was determined that our policy
132 is slated for amendment to be more consistent with state laws.
133

134 Engineer Thomson explained the Human Services Transportation contract has nothing
135 to do with what the county does, it is more of a process to utilize. He stated it is about
136 who is writing the call for quotes and who the contract is with and who chooses the
137 consultant. Commissioner Hover believes it would be the OCOG RTPO. Engineer
138 Thomson explained the \$60,000 grant is likely a reimbursable grant where you must
139 first spend the money then submit for reimbursement. Technically, there is no grant until
140 everything is in place.

141
142 Maintenance and Road Conditions update was provided. There was some overtime due
143 to weather conditions. Paradise Hill Rd washed out but is now open, Chesaw Road had
144 a washout and is being worked on. He is looking for the contract with the BLM on the for
145 the Similkameen trail. If the trail is moved over then material already on site can be
146 used instead of hauling material in. He fears the heavy equipment will tear up the road.
147 He may also place a culvert in the subject area. It is 30 foot easement width and is not
148 defined by any survey, and if they agree the easement follows the trail then we may be
149 fine to move it over. He is working in that direction and looking for buy in of BLM.
150 Commissioner DeTro explained he spoke to summer temp employee and he asked why
151 we opted to hire the temps in May instead of June. Wouldn’t it make sense to bring in
152 the temps that do not need training in mid-April then wait to bring those new temps in
153 that need training later? Would it be more cost effective efficient and cost effective?
154 Engineer Thomson will look into it and relay to Mr. Rough.

155
156 *Loop Loop Canyon Rd*

157 Authorized up to two day closure, but it is now open. Commissioner DeTro met with Les
158 Tugaw this week as he has a cabin up there, and he was concerned about further up
159 where the road blew out before. Commissioner DeTro recommended he contact Connie
160 Iten and she told him that it would be a three year study period before the road is taken
161 care of. In the meantime Mr. Tugaw doesn’t want to drive in the creek to get to his
162 cabin. Engineer Thomson explained things needed to stabilize before a culvert could be

163 considered. Commissioner DeTro doesn't believe the road will be passable in three
164 years. Engineer Thomson stated during that time there may be other deficiencies
165 identified that could be taken care of too.

166
167 Commissioner Hover asked about the Knox Road extension and where the nearest pit
168 is located. Engineer Thomson will check on a previous agreement for use of a small pit
169 in that area to see if it is still current.

170
171 Gravel Crushing project has moved to the next site. Old Test holes appear to have been
172 used to bury waste with nothing notated in the pit file. If those holes have enough
173 material to fulfill the contract, that will be great, but if after testing additional holes and
174 there isn't enough material to fulfil the contact then something else will need to be
175 considered.

176
177 Conconully Sewer Repair project
178 Engineer Thomson updated the board on the project status. He explained the system
179 the county is responsible for. Our system is overflowing into the city's dry well. He
180 explained there is funds in that fund for the repairs.

181
182 Edelweiss Sewer Force Main Replacement
183 Engineer Thomson explained issues created due to freezing. The force may need to be
184 replaced and the HOA believed it would be their cost, but as of the end of last week
185 they decided not to. It is a utility and customers would pay the fee, but now another
186 route would be to find financing whether it is a bond or some other revenue, then the
187 utility would have to charge the customers to recoup the costs.

188
189 Consent Agenda
190 Engineer Thomson explained the items listed on the consent agenda that he previously
191 submitted for approval.

192
193 WASCE conference June 4-6
194 Engineer Thomson will attend the conference in Alderbrook.

195
196 The commissioners thanked him for his report and then adjourned for lunch at 12:00.

197
198 **Board of Health – 1234 S. 2nd Ave, Okanogan**
199 Commissioners attended the public health meeting.

200
201 George Thornton, member of the pubic, taking hand written notes.

202

203 **Discussion – Tonasket Ranger District – Matt Reidy**

204 Perry Huston, Char Schumacher, planner; Shannon O'Brien, FS information liaison

205

206 Mr. Reidy provided that Forest Service has completed timber harvest project and have
207 seen progression through the two timber sales. The Light Stewardship program in
208 Bonaparte Lake area and is slated to begin this summer, with parts of the project
209 happening in the winter. The MT Hull restoration project with scoping questions and the
210 time invested in going to small groups to collect the information and open house at
211 ranger station was probably the most well attended open house he has seen since he
212 got here a few years ago. The NEPA evaluation metrics will be drafted for next for MT
213 Hull project. The grazing permits are almost completed with letters going out soon to the
214 permittees and will include the grazing instructions. If cool temps persist this year,
215 livestock may be turned out late compared to a normal season especially in the higher
216 elevations. If the grass is determined to be favorable, then live stock will be allowed to
217 be turned out. Some producers contacted him last year to notify him that they would not
218 be turning out livestock when allowed due to the grass conditions. Mr. Reidy explained
219 generally they don't like to hold the cattle over past the date to remove them.

220

221 Mr. Reidy asked if the board was familiar with the DNR strategic plan. The board is
222 familiar with it. Mr. Reidy explained the Forest Service is discussing with DNR the
223 alignment of their plans as they do see some overlap. There are at least three meetings
224 scheduled for the initial coordination. One areas being discussed is a project up Toroda
225 Creek and is also an area Colville National Forest with interest on accelerating the
226 project. A-Z type model that is available to Forest Service. They are at the initial stages
227 in the discussion for the Tonasket area.

228

229 Congress did appropriate title II funds as part of the omnibus bill. What that means to
230 FS is the reestablishment of the RAC. Forest Service still have miles of fence that were
231 burned over in 2015 that need to be replaced. Those funds may provide opportunity to
232 address the fences. Many people predicted that it would not be reauthorized. There are
233 a variety of projects that can utilize title II funds including trail restorations, trailhead
234 improvements.

235

236 They are working on a well-focused mule deer project in Eniat area.

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242 Mr. Reidy explained Forest Service is now treating a broader area that would include
243 lots of acres rather than acre by acre treatments which was not providing enough
244 flexibility for the projects.

245
246 Director Huston explained the county is moving forward with WATV road designations
247 within Commissioner District #1. There will be a public comment period. Commissioner
248 Hover said the county will likely take in some of District #2 as well because the district
249 includes some of the city of Okanogan down to Brewster and Pateros. Commissioner
250 DeTro explained the different agencies that weighed in on it. Mr. Reidy explained a
251 special use permit was signed for the Conconully ATV Jamboree last year, and there
252 was a problem with how Forest Service employees handled the situation. Mr. Reidy
253 assured the commissioners that those problems would not occur this year.

254
255 **Approve Consent Agenda**

256 Commissioner Hover moved to approve the consent agenda items 1-4. Motion was
257 seconded, all were in favor, motion carried.

- 258 1. Commissioners Proceedings April 2 & 3, 2018
259 2. Bid Award Recommendation – Liquid Asphalt for 2018 Season – Idaho Asphalt Supply Inc.
260 3. Contract Solid Waste Engineering & Environmental Consulting Services - Supplemental Agreements Numbers
261 10, 11, 12, 13, 14, 15, & 16 – Parametrix Inc.
262 4. Special Occasion Liquor License #090889 – North American Wool Cooperative April 27 & 28, 2018 – Vicki
263 Eberhart

264 **Motion Employment Contract –Perry Huston**

265 Commissioner Hover moved to approve the employment contract between Okanogan
266 County and Perry Huston for a three year period beginning April 16, 2018 through April
267 15, 2021. Motion was seconded all were in favor, motion carried.

268