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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

DECEMBER 19, 2017

9:00 AM Commissioners' Staff Meeting
10:00 AM Finance Committee Meeting – Leah McCormack
10:45 AM Bid Opening – Highway 7 Bridge South Construction – Public Works
11:00 AM Update – Public Works – Josh Thomson, Ben Rough
1:30 PM Citizen Comment Period
2:00 PM Update Human Resources / Risk Management – Tanya Craig and/or Debi Hilts
2:30 PM Update – Okanogan County Tourism Council – Terry Leap
3:30 PM Public Hearing – Consider Road Name Change – Josh Thomson
4:00 PM Continued Public Hearing – 2018 Budget Adoption
5:30 PM Approve Consent Agenda

18 The Okanogan County Board of Commissioners met in regular session on December 19,
19 2017, Chairman Commissioner Jim DeTro, Commissioner Andy Hover, Commissioner
20 Chris Branch, and Clerk of the Board Laleña Johns, present.

21
22 Commissioners convened at 9:00 a.m. Commissioner DeTro

23 24 **Commissioners' Staff Meeting**

25 David Gecas, Tanya Craig, Joe Poulin, Perry Huston, Dave Rodrigez

26
27 David Gecas explained that Precht's Funeral home arbitrarily increases their rates. Mr.
28 Rodriguez discussed the possibility of an agreement with the funeral home to provide a
29 consistent charge. They do have a monopoly on the situation. Mr. Rodriguez explained he
30 sent a letter to the funeral home this year explaining the situation. Commissioner Hover
31 thought if the Coroner had the proper vehicle for transports and a cooler to keep people
32 there would be no reason to use the funeral home for storage or transports. The Coroner
33 could do the transports himself. He would need an extended cab pickup with special
34 accessories that would allow him to properly transport. He also would like a cooler to be
35 able to store until the proper arrangements are made with the family. Not all calls he goes
36 on generates a bill from a funeral home. Since he is the only one serving the county he
37 must assess the family situation and determine how to proceed. He would like the county to
38 consider providing the proper tools that address the departments need for initial transports,
39 requested transports, and indigent population transports.

40
41 Commissioner Hover stated all the county vehicles should be in ER&R. Ms. Craig
42 explained the shops have no time to make repairs to vehicles if they were. Commissioner
43 Hover said the shop is not the ER&R fund. Director Huston stated the other end of the
44 situation is that the board must budget to pay the fees. We must be prepared budget-wise

45 to pay for those costs. The need for a standard replacement schedule was discussed. Mr.
46 Rodriguez explained he will apply for a Coverdale grant as it is tailored for small rural one
47 man coroner offices that receive no money from the state. The grant can covers vehicle
48 costs and costs to provide a mini morgue. The grant is available nationwide. The Clerk of
49 the Board emailed him a Grant Approval Form.

50
51 David Gecas updated the board on the cases he is working on and the Public Records
52 Requests that he is addressing.

53
54 Joe Poulin updated the board on the remodeling project in the Auditor's office. He
55 explained what work his crew is doing and what they need help with. He was able to save
56 money by doing the work in-house, but then noted that the desks are in really bad shape.
57 The remodel will allow licensing and recording staff to be cross trained to provide a more
58 efficiency to customers with the services combined at one counter. The room where
59 licensing was will then be used for elections and other tasks.

60
61 Director Huston explained a Long Plat Alteration for Buckingham LP Alteration 2017-1
62 needs final approval. The developers have met the conditions for final approval. This
63 removes the agricultural only restriction from lot #2 of the original plat. The Mylar will need
64 to be signed.

65
66 The group discussed the public hearing that was held in Oroville regarding the Lake
67 Management District proposal. Lake Osoyoos Association will be contacted to meet with
68 the board on January 8 at 1:30 p.m. regarding the Lake Management District. Public
69 Comment was limited to written only. He stated Veranda Beach has always wanted to be
70 eliminated from the boundaries.

71
72 Ms. Craig updated the board on the Premera health insurance response and payroll costs
73 to those in that group. She explained that all eight of the nine union contracts have been
74 negotiated and the final language is being reviewed for signatures. This is one of the first
75 times the county has completed them nearly all at once.

76
77 **Finance Committee Meeting – Leah McCormack**
78 Cari Hall

79
80 Treasurer McCormack provided her agenda and went through the information. She
81 updated the board on the recent tax foreclosure sale. The sale went well.

82
83 The cash on hand report was reviewed and discussed.
84

85 Commissioner Hover briefly discussed the Therapeutic Courts budget stating after he
86 reviewed the current cash on hand he believed there would be sufficient carryover going
87 into 2018. He originally thought there would be around \$4,700 but now he believes there
88 will be over \$100,000 based Decembers expected receipts and the fact that only the OBHC
89 November invoice was less than expected.

90
91 Treasurer McCormack reviewed the Veterans Committee cash on hand. It appears the
92 carryover will be more than \$18,000. She asked the board to consider the amount of Ad
93 Valorem Tax allocated for the Veterans was set at \$80,000 in 2017 but that can be reduced
94 to minimize the stress on Current Expense if the board approves.

95
96 The reserve in the Delta Dental insurance was discussed. Commissioner Branch
97 expressed his concern about the fund being used for any other purpose than health
98 insurance stabilization so it can balance any of the lows and highs. The employee doesn't
99 pay for dental insurance as it is a composite plan. The county pays the costs no matter how
100 many family members are included. Ms. Hall cautioned the board about using the funds for
101 general expenses. She believes the excess must be used for medical or dental purposes
102 that benefit all employees.

103
104 The Capital Improvement fund was discussed. The two projects listed there for 2018 are
105 the Jail ceiling and fairgrounds well. There is also the QECB bond payments.

106
107 Treasurer McCormack explained an email should go out to departments cautioning
108 departments about not spending until closer to June because of the effects of McCleary
109 changes.

110
111 The hearing to adopt the 2018 budget is today. The group discussed the need to send
112 departments a memo today with their budget number so the department can make final
113 adjustments which would need to be in to Cari Hall by the end of the day Friday.

114
115 **Bid Opening – Highway 7 Bridge South Construction – Public Works**
116 Josh Thomson, Ben Rough, Amanda Moody,

117
118 Commissioner DeTro explained the time for receiving the bids for Highway 7 Bridge South
119 construction project is here. He stated three were received on time. The bids were opened.

120
121 Engineer Estimate was \$1,443,341.

122
123 Wm Winkler Company
124 Total Bid \$1,576,051.20

125
126 Selland Construction Inc.
127 Total Bid \$1,513,018
128
129
130 KRCI Inc
131 Total Bid \$1,658,233
132
133 The engineer will review the bids received and provide a recommendation based on lowest
134 best bidder.
135
136 **Update – Public Works – Josh Thomson, Ben Rough**
137
138 Engineer Thomson provided his update agenda.
139
140 *Road and Maintenance Conditions*
141 Overtime was about 3 hours. Crews are out plowing but when not plowing they are doing
142 roadside clearing.
143
144 *LaGrange Rd.*
145 The road looks like a good road.
146
147 *Elmway and Mazama Levees Meeting*
148 Engineer Thomson explained the meeting with the Corp. There seems to be resistance
149 from the residents about the needed repairs. In their opinion the water is held in by the
150 levee and it doesn't let the water out. Additional meetings with the residents will be
151 scheduled. His thought is that the repairs won't get done due to the resistance so far. The
152 Mazama levee poses an interesting problem. The adjacent owner wants to do away with
153 the levee and wants to open up the side channel. Doing away with the dike is in line with
154 opening up the channels the residents want to see. The tribes are involved too. Engineer
155 Thomson will try and get some more details. It was thought the property is to be developed
156 with some lands in conservation and other parts for a business.
157
158 The Army Corp will meet with people in the near future to demonstrate the benefits of the
159 levee dike.
160
161 *Conconully Sewer*
162 Consultant interviews and selection is happening. Upgrades to the system are being
163 considered.
164

165 *Edelweiss Sewer*
166 Consultant interviews and selection is happening. Selection should be at the end of
167 January.
168
169 *Peter Dan Rd*
170 Engineer Thomson updated the board on the road repairs.
171
172
173 *List of Projects*
174 Engineer Thomson explained what projects are in the cue list and the project timelines.
175
176 *Road Name Change Petition Hearing today*
177 *WATV Routes*
178
179 *2018 Vehicle Purchase*
180 The ER&R budget has quite a few vehicles slated for purchase. Does the board wish to
181 hold off on the purchases or can they be purchased now. Commissioners did not see a
182 reason not to hold off since there isn't an impact to other funds and the cash on hand is
183 sufficient. However, the board would prefer the purchases be delayed until January.
184
185 Engineer Thomson explained the conditions of the vehicles to be replaced.
186
187 Consent agenda items were briefly discussed.
188
189 Ben Rough provided his agenda and discussed the topics listed.
190
191 Mr. Rough asked the board to withdraw item #7 from the consent agenda. The issue is
192 being resolved.
193
194 A phone call from the State Auditor to memorialize their audit of the Solid Waste buyback
195 program was received. It is not known yet when the audit will take place.
196
197 Review of the County's Solid Waste Management Plan was discussed but it has not be
198 resubmitted yet with comments. SWAC has a special meeting on January 8 at 4:00 p.m.
199
200 *CDL Training & Waiver*
201 The union is to review before Christmas.
202
203 *Shoretell Phone System*

204 Central Services is starting to install the new phone system. It will take about one month to
205 finalize to ensure the software operates properly. Everyone will have a transition period
206 and they will have two phones.

207
208 There are many employee turn overs happening in the administration office that are turning
209 out to be very positive.

210
211 **Citizen Comment Period**

212 No citizens to comment.

213
214
215 **Motion Buckingham Long Plat Alteration 2017-1**
216 Commissioner Hover moved to approve the Mylar regarding Buckingham Long Plat
217 Alteration 2017-1 and authorized the board to sign. Motion was seconded, all were in favor,
218 motion carried.

219
220 Commissioner DeTro attended to personal business this afternoon.

221
222 **Update Human Resources / Risk Management – Tanya Craig and/or Debi Hilts**

223 Debi Hilts
224
225 Ms. Craig updated the board on the several claims in process. There is a recent case that
226 is considered a capital murder offense. She explained what that will entail and commented
227 it will be very costly to the county.

228
229 Ms. Craig stated she received the final union contracts which will need to be authorized first
230 by other departments before the board signs. She is red lining other contracts she is
231 reviewing.

232
233 Ms. Hilts updated the board on the several HR items. She is moving five LEOFF I retirees
234 to the LEOFF trust. Ms. Hilt discussed the Public Safety issue of not receiving sufficient
235 applications for the open civil service positions. Hopefully additional responses will be
236 realized. She needs to go over the maintenance and fairgrounds tasks to prepare for
237 combining Fairgrounds and Current Expense budgets and utilization of staff.

238
239 **Update – Okanogan County Tourism Council – Terry Leap**

240 OCTC Carolyn Davis, Terry Leap, Steve Devin

241
242 LTAC Peggy Nevsimal, Arnie Marchand

243

244 The OCTC update was provided. (attached)
245
246 Ms. Leap stated this year has been very successful at OCTC due to increasing travelers to
247 the county over the 2014 bench mark year. A new website was introduced this year with
248 maps and itineraries in place with the ability for site visitors to do their own itineraries which
249 is hoped to increase bed nights. The website also has all the current guides posted. VIC's
250 are asked to help keep them up to date and accurate.
251
252 OCTC has a big presence in the Social media arena as there are many hits to the site.
253 Engagements have increased which means someone interacted with the website by
254 sharing it and commenting on it. The website engagement has increased by 14,000. Ms.
255 Leap discussed how improvements to the calendar are incorporated.
256
257 VIC, chambers, and museum training sessions were held this year. One training was held
258 on April 25, 2017. Ms. Leap explained the purpose and stated it was well attended by the
259 various VIC's and chambers from numerous cities.
260
261 The new hiking guide was circulated to the commissioners.
262
263 Commissioner Hover asked about statistics from stakeholders showing how much business
264 increased due to the heads in beds. Ms. Nevsimal explained what information is received
265 from businesses and it is limited as many do not wish to divulge much detail. Ms. Davis
266 goes to the DOR website to get information used for the report and that helps.
267
268 OCTC is also starting an art guide and hope to get it printed and online in the near future. A
269 Seattle Times insert was also generated and it is felt to be successful. OCTC is in the
270 process of accumulating additional information for another guide for springtime.
271
272 Commissioner Hover asked what interaction OCTC has with the tribe and Ernie
273 Rasmussen of Economic Alliance. Ms. Davis explained they try to have good
274 representation at the meetings.
275
276 Commissioner Hover asked about the hotel partners they have been receiving information
277 from. It is a relationship that has grown over the years.
278
279 OCTC is still contracting with Earth and Sky. What are some of the things she does? Ms.
280 Nevsimal explained all the tasks under the contract are discussed and benchmarks
281 established so tasks are reviewed among the board members. Commissioner Hover asked
282 for the applications resulting from the RFP. The three responses were from JRAY, Brand
283 Query, and Earth and Sky.

284
285 Commissioner Hover explained the OCTC allocation for 2018. A portion of the funds
286 allocated are to be used to send out ad solicitations nationwide for a broader response to
287 see what the cost to develop a Tourism Master Plan would be. Commissioner Hover would
288 like those responses submitted to the Board for review. Ms. Nevisimal stated the ads for
289 RFQ will go out in 2018.

290
291 Ms. Leap stated OCTC will continue to encourage the strategic partnerships for
292 coordination and marketing. They will continue to coordinate among the Chambers, TOTA,
293 WDFW, Methow Trails, Cascade Loop, Washington Tourism Alliance, and will continue
294 coordination with their visitor awareness.

295
296 Mr. Devin asked how much of the marketing content have they done that is specific to
297 marketing of regions within the county, anything specifically. Yes, they do a fair amount of
298 that such as for Dark Skies star gazing. It has mostly been digital ads and posts through
299 social media that are very specific to geographic areas. He discussed he would like to see
300 the revenue by region. Commissioner Hover would like that information too. Ms. Davis
301 explained she has something started but not by zip code. This should be compiled with all
302 of 2016 and 2017 data. Ms. Nevsimal said the information could be completed by March.

303
304 Ms. Davis explained they did partner with Omak Stampede to help with that marketing.
305 Commissioner Hover wants to see OCTC work with the stakeholders and applicants more.

306
307 Earth and Sky Studio was discussed. Ms. Davis explained they really help OCTC be
308 successful. The group thanked the board and the board thanked the group for their update.

309

310 **Public Hearing – Consider Road Name Change – Josh Thomson**

311 Commissioner Branch opened up the hearing explaining testimony will be collected.

312
313 Engineer Thomson provided his report on the road name change. It would be changed from
314 Squaw Creek Road to Hunter Mt. Road. A \$500 processing fee was required and received
315 and the ordinance process was followed. There are three options for commissioner
316 decision, either approve the name change, deny the change or continue the hearing. A
317 draft Ordinance has been provided.

318 Jo Anne Stansbury provided her staff report. She provided the comments received after the
319 staff report was sent for the meeting. Ms. Stansbury stated eight comments were for the
320 change and one was against.

321
322 Commissioner Branch opened up for public testimony offering three minutes for each
323 person.

324
325 Bob Tonseth McFarland Creek commented that he was at first personally against the name
326 change. But now he is okay with it. The name indicates a geographic location and he thinks
327 the situation was a compromise as it deletes the name that people find offensive.

328
329 Chuck Borg commented on the renaming of the road and the process seem divisive. He
330 believes there are historical issues. He was born in the Methow Valley and his grandfather
331 lived there. He read from his statement which gave some history of the road constitution,
332 and other issues related to the current name.

333
334 Dave Rains Squaw Creek Road. He has lived there for 42 years, but the road name
335 seemed derogatory to some. It is their identity and a lot of blood sweat and tears over the
336 year. It is important as land owners they have the say what the name of the road is. His
337 wife is native American and never uses the name as derogatory.

338
339 Brian Keene represents property owners who live on Squaw Creek Road who supports the
340 name change to Hunter Mt. Road. 100% of the property owners were involved in the fires
341 of 2015. They have taken it upon themselves to ask for the name change to avoid any
342 future controversy. They thanked the commissioners for their time.

343
344 Mark Miller lives in the Methow. Deeply involved in the name change issue with the biggest
345 concern now with the commissioners to change it. The creek name is about 13,000 years
346 old. The negative part about Hunter Mt. Road name is that his grandfather understood the
347 stewardship of the land, but felt that due to the mine on Hunter Mt it is polluted the land and
348 those folks were not a good stewardship of the land and that is why he is not in favor of
349 naming it Hunter Mt. Road either.

350
351 Commissioner Branch thanked those who testified and opened up for commissioner
352 discussion. Commissioner Hover believes the biggest concern is the derogatory aspect of
353 the current name. He appreciates those concerned with the proposed name.

354
355 Commissioner Hover moved to approve the name change. Commissioner Branch stated it
356 is an important change to those who live there. There are many here who compromised
357 and he understands people will need to deal with an address change. And, he understands
358 the concern about a mine being on Hunter Mt. Motion was seconded, all were in favor,
359 motion carried.

360
361 **Motion Ordinance 2017-5 Road Name Change Squaw Creek to Hunter Mt Road**
362 Commissioner Hover moved to approve ordinance 2017-5 changing Squaw Creek Road to
363 Hunter Mt. road. Motion was seconded, all were in favor, motion carried.

364
365 **Continued Public Hearing – 2018 Budget Adoption**
366 Dennis Rabidou, Judge Culp, Leah McCormack, Judge Grimm, Maurice Goodall, Cari Hall,
367 and Perry Huston, Jim Novelli
368
369 Commissioner Branch opened up the hearing and asked for testimony. The budget was
370 projected on the wall. Commissioner Hover went over the various line items for both
371 revenue and expenditures.
372
373 The Therapeutic Courts fund 143 was discussed. The committee wanted to have a
374 \$100,000 carry over. He would like to notify the committee and ask if the committee is
375 comfortable with \$75,000, if not they should reconvene and make additional cuts
376 somewhere else. Judge Culp will see what the committee would like to do.
377
378 Judge Culp would like Ms. Hall & Ms. Ervin to review the numbers as that would be helpful
379 to know if everyone is on the same page.
380
381 There are only two vehicles allocated funds Assessor and Jail unless we have more
382 carryover.
383
384 **Motion Continued Public Hearing 2018 Budget**
385 Commissioner Hover moved to continue the Public Hearing to December 26, 2017 at 4:45
386 p.m. to consider adoption of 2018 County budget. Motion was seconded, all were in favor,
387 motion carried.
388
389 **Motion - Voucher Approval - Commissioners**
390 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and
391 those expense reimbursement claims certified as required by RCW 42.24.090 have been
392 recorded on a list, and made available to the Board. As of this date, the Board did vote, by
393 unanimous vote, to approve the regular vouchers in the amount of \$144,281.08 and Payroll
394 vouchers in the amount of \$900,804.93. Warrant numbers as cited on the attached blanket
395 voucher list. Motion seconded and carried.

396 **Motion Public Health Voucher**
397 Commissioner moved to approve the Public Health Vouchers in the amount of \$40,368.21.
398 Warrant numbers as cited on the attached blanket voucher list. Motion was seconded, all
399 were in favor, motion carried.
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403

404 **Motion LTAC Contract 17-LTAC 027 Tonasket Chamber of Commerce**
405 Commissioner Hover moved to approve the contract between Tonasket Chamber of
406 Commerce for LTAC funding of promotion and marketing costs. Motion was seconded, all
407 were in favor, motion carried.

408
409 **Approve Consent Agenda**
410 Commissioner Hover moved to approve consent agenda items 1-18, excluding item #7.
411 Motion was seconded, all were in favor, motion carried.

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1. Commissioners' Proceedings December 11 & 12, 2017
 2. Ratify Lease Agreement – Amendment #5 – Okanogan County Public Health Office Space
 3. Ratify Letter – Support of Cattle Producers of Washington’s Proposal for Northeast Washington Wolf & Livestock Grant
 4. Letter of Appointment – Okanogan Planning Commission at Large Position – George Thornton
 5. Letters of Reappointment – Okanogan County Fair Advisory Committee, Position #3 Kris Sims, Position #4 Erin White
 6. Letters of Reappointment – Methow Valley Communications District Board of Directors – Janet Varrelman, Bill Tackman, and Dianna Tuinstra
 7. ~~Letter of Agreement – Public Works Solid Waste Holiday Scheduling – Teamsters Local Union #760~~
 8. Bid Award Recommendation – 2018 Supply of Lubricants – A&I Distributors of Spokane Valley, WA
 9. Bid Award Recommendation – 2018 Supply of Fuel - Oroville Area – Co-Energy of Pasco, WA
 10. Bid Award Recommendation – 2018 Supply of Fuel - Okanogan, Omak, Okanogan Landfill, and Tonasket areas – Coleman Oil of Lewiston, ID
 11. Bid Award Recommendation – 2018 Supply of Fuel - Twisp, Coulee Dam and Brewster areas – Whitley Fuel of Okanogan, WA
 12. Contract – 2017 Traffic Sign and Post Materials – Traffic Safety Supply Co.
 13. Contract – 2018 LTAC Event Marketing - #18-024 – Tonasket Visitor & Business Resource Center
 14. Contract – 2018 LTAC VIC Operations - #18-025 – Tonasket Visitor & Business Resource Center
 15. Contract – 2018 LTAC Marketing & Promotions - #18-026 – Tonasket Visitor & Business Resource Center
 16. Resolution 208-2017 – Order Annexing Lands within Okanogan County Rural Fire Protection District #3
 17. Resolution 209-2017 – Amending Public Works Solid Waste Cash Funds and Terminating the Recycle Cash and Checking Funds
 18. Resolution 210-2017 – Cannabis Operations Moratorium Extension

435 The board adjourned at 5:20 p.m.
436