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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

DECEMBER 19, 2022

8 **9:00 AM** Review Commissioners Agenda & Consent Agenda
9 **9:05 AM** Briefing Among Commissioners – Discuss Individual Weekly Meetings & Schedule
10 **9:15 AM** Public Comment Period
11 **9:30 AM** Executive Session RCW 42.30.110 (1)(g)
12 **To Follow** Commissioners Staff Meeting
13 **10:30 AM** P H Budget Supplemental Appropriation – Capital Expense Bond Fund 171 & 134
14 **10:35 AM** Public Hearing Budget Supplemental Appropriation – Lake Management District
15 **10:40 AM** Discussion – ARPA Request Food Bank Pantry – Commissioner Branch
16 **11:00 AM** Discussion – Northwest Forest Plan Advisory Committee Appointment
17 **11:15 AM** Discussion – Board of Natural Resources Nominee - Commissioners
18 **11:30 AM** Update – Fairgrounds – Naomie Peasley
19 **1:30 PM** Department Head – Evaluation – Shelley Keitzman
20 **2:10 PM** Department Head – Evaluation – Karen Beatty
21 **2:50 PM** Department Head – Evaluation – Pete Palmer
22 **3:30 PM** Department Head – Evaluation – Dan Higbee
23 **4:10 PM** Department Head – Evaluation – Naomie Peasley

The Okanogan County Board of Commissioners met for a regular meeting at 123 5th Avenue North, Okanogan, Washington on December 19, 2022 with Chairman, Commissioner Andy Hover; Vice-Chairman, Commissioner Chris Branch; Member, Commissioner Jim DeTro; and the Deputy Clerk of the Board, Crystal Hawley, present.

AV Capture and Zoom provided audio and video accessibility for public interaction.

Review Commissioners Agenda & Consent Agenda

The commissioners reviewed their agenda and consent agenda.

Briefing Among Commissioners – Discuss Individual Weekly Meetings & Schedule

The commissioners briefed among themselves, discussing their weekly meeting and schedules.

Public Comment Period

A member of the public, Emily Sisson, was present.

There was no public comment.

Executive Session RCW 42.30.110 (1)(g)

Commissioner Branch moved to go into executive session for 30 minutes, under RCW 42.30.110 (1)(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee, inviting Shelley Keitzman, HR Director/Risk Manager. Motion was seconded. All were in favor. Motion was carried.

Commissioners extended executive session for 15 minutes

Executive session ended at 10:15 with no decisions made.

53 **Commissioners Staff Meeting**

54 The commissioners cancelled the staff meeting.

55

56 **Public Hearing Budget Sup Appropriation – Capital Expense Bond Fund 171 & 134**

57 Commissioner Hover opened up the public hearing for Capital Expense Bond Fund 171 & 134 to
58 staff. Commissioner Hover explained that this is a correction and is putting back the bond money
59 back into the correct fund.

60

61 Commissioner Hover closed the public hearing to staff and opened to the public.

62

63 Commissioner Hover close the public hearing to public and opened to the county board of
64 commissioners.

65

66 **Motion- Resolution 201-2022 Budget Supplemental Appropriation**

67 Commissioner Branch moved to approve Resolution 201-2022 a budget supplemental
68 appropriation within the Capital Expense Bond Fund 171 and Capital Improvement Fund 134 in
69 the amount of \$522,138. Motion was seconded. All were in favor. Motion was carried.

70

71 **Public Hearing Budget Supplemental Appropriation – Lake Management District**

72 Commissioner Hover opened up the public hearing for the budget supplemental appropriation for
73 the Lake Management District.

74

75 **Motion**

76 Commissioner Branch moved to adjourn as the county commissioners and reconvene as the Lake
77 Management District. Motion was seconded. All were in favor. Motion was carried.

78

79 **Motion- Resolution 203-2022**

80 Commissioner Branch moved to approved resolution 203-2022. A resolution authorizing a budget
81 supplemental appropriation within the Lake Management District. Motion was seconded. All were
82 in favor. Motion was carried.

83

84 Commissioner Hover closed the public hearing.

85

86 **Motion**

87 Commissioner DeTro moved to adjourn as the Lake Management District and reconvene as the
88 county commissioners. Motion was seconded. All were in favor. Motion was carried.

89

90 **Discussion – ARPA Request Food Bank Pantry – Commissioner Branch**

91 The commissioners discussed using some of the ARPA funds for Community Action.
92 Commissioner Hover wanted to make sure that if the county provided money to them, there would
93 be food to buy. Commissioner Branch explained that there is a TEFAP program. These funds
94 must, in part, be passed down to local agencies. TEFAP is administered at the federal level by
95 the Food and Nutrition Service, an agency of the USDA. The amount of food each state receives
96 out of the total amount of food provided is based on the number of unemployed persons and the
97 number of people with incomes below the poverty level in the state. States provide the food to
98 local agencies that they have selected, usually food banks, which in turn distribute the food to
99 local organizations, such as soup kitchens and food pantries that directly serve the public.

100

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103

104 **Discussion – Northwest Forest Plan Advisory Committee Appointment**
105 The commissioners discussed the Northwest Forest Plan Advisory Committee. Commissioner
106 Hover explained that the Federal Advisory Committee will provide advice and recommendations
107 on landscape management approaches that promote sustainability, and wildfire resilience while
108 providing for increasing use of and demands from National Forest System lands in the Northwest
109 Forest Plan area. The committee will be comprised of 20 members approved by the Secretary of
110 Agriculture with each member serving a two-year term.

111
112 **Discussion – Board of Natural Resources Nominee – Commissioners**
113 Each county with State Forestlands has one vote on the election and shall submit only one ballot.
114 A Board of Commissioners or County Council may choose to fractionalize that one vote among
115 candidates to reflect the votes of each Commissioner or Councilmember. Total of all fractionalized
116 votes must be equal to 1 vote.

117
118 **Motion**
119 Commissioner Branch moved to approve and have the chairman sign the Election Ballot that
120 nominates Commissioner Lisa Janicki. The Ballot was not fractionalized. Motion was seconded.
121 All were in favor. Motion was carried.

122
123 **Update – Fairgrounds – Naomie Peasley**
124 Fairgrounds Manager, Naomie Peasley, provided her department update. The fairgrounds will be
125 receiving their new tractor tomorrow.

126
127 Ms. Peasley explained she had no maintenance crew right now and there is lots of ice at the
128 fairgrounds.

129
130 There has been people asking Ms. Peasley about the racehorse barns and is needing direction
131 from the commissioners on the next steps to get them built.

132
133 The commissioners would like Ms. Peasley to prioritize her safety list Issues.

134
135 Ms. Peasley provided the commissioners the Okanogan County Fairgrounds facility upgrades
136 from 2020-2022.

137
138 **Department Head – Evaluation – Shelley Keitzman**
139 **Executive Session RCW 42.30.110 (1)(g)**
140 Commissioner Branch moved to go into executive session for 15 minutes, under RCW 42.30.110
141 (1)(g) To evaluate the qualifications of an applicant for public employment or to review the
142 performance of a public employee, inviting Shelley Keitzman, HR Director/Risk Manager. Motion
143 was seconded. All were in favor. Motion was carried.

144
145 **Department Head – Evaluation – Karen Beatty**
146 **Executive Session RCW 42.30.110 (1)(g)**
147 Commissioner Branch moved to go into executive session for 15 minutes, under RCW 42.30.110
148 (1)(g) To evaluate the qualifications of an applicant for public employment or to review the
149 performance of a public employee, inviting Karen Beatty. Motion was seconded. All were in favor.
150 Motion was carried.

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155 **Department Head – Evaluation – Pete Palmer**
156 **Executive Session RCW 42.30.110 (1)(g)**

157 Commissioner Branch moved to go into executive session for 15 minutes, under RCW 42.30.110
158 (1)(g) To evaluate the qualifications of an applicant for public employment or to review the
159 performance of a public employee, inviting Pete Palmer. Motion was seconded. All were in favor.
160 Motion was carried.

161
162 **Department Head – Evaluation – Dan Higbee**
163 **Executive Session RCW 42.30.110 (1)(g)**

164 Commissioner Branch moved to go into executive session for 15 minutes, under RCW 42.30.110
165 (1)(g) To evaluate the qualifications of an applicant for public employment or to review the
166 performance of a public employee, inviting Dan Higbee. Motion was seconded. All were in favor.
167 Motion was carried

168
169 **Department Head – Evaluation – Naomie Peasley**
170 **Executive Session RCW 42.30.110 (1)(g)**

171 Commissioner Branch moved to go into executive session for 15 minutes, under RCW 42.30.110
172 (1)(g) To evaluate the qualifications of an applicant for public employment or to review the
173 performance of a public employee, inviting Naomie Peasley. Motion was seconded. All were in
174 favor. Motion was carried.

175
176 The board adjourned at 3:15 p.m.
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