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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

DECEMBER 27, 2022

8:15 AM Update Superior Court – Judge Chris Culp, Dennis Rabidou
9:00 AM Review Meeting Minutes December 19 & 20, 2022
9:15 AM Public Comment Period
To Follow Commissioners to set Wednesday’s Agenda
9:30 AM Reserved Discussion Communications Year-End Discounts – Mike Worden
10:00 AM Update Human Resources/Risk Management – Shelley Keitzman
10:30 AM Public Hearing – Compost Procurement Policy – Josh Thomson
11:00 AM Update – Public Works – Josh Thomson
To Follow Employee Evaluation – Josh Thomson
1:30 PM Executive Session RCW 42.30.110 (1)(i) – Esther Milner
2:00 PM Executive Session RCW 42.30.110 (1)(g)
~~2:00 PM~~ CANCELLED Department Head Quarterly Meeting – Courthouse
2:30 PM Discussion – Justice Center Renovations & Site Utility RFQ Publication Review
To Follow Commissioners to set Wednesday’s Agenda
3:00 PM Approve Commissioner Proceedings December 19 & 20, 2022
3:15 PM Approve Consent Agenda

25 The Okanogan County Board of Commissioners met for a regular meeting at 123 5th Avenue
26 North, Okanogan, Washington on December 27, 2022 with Chairman, Commissioner Andy Hover;
27 Member, Commissioner Jim DeTro; and the Clerk of the Board, Laleña Johns, present.

28
29 Vice-Chairman, Commissioner Chris Branch was absent this week due to personal reasons.
30 Commissioner DeTro arrived at 9:10 a.m.

31
32 AV Capture and Zoom provided audio and video accessibility for public interaction.
33

34 **Update Superior Court – Judge Chris Culp, Dennis Rabidou**

35 Commissioner Hover was present.

36
37 Dennis Rabidou and Commissioner Hover discussed the Justice Building and what is happening
38 next in the plan. Commissioner Hover stated the architect drafted an RFQ for the needed
39 engineering services for the future site utilities and for the Superior Court Renovations that will
40 follow. The two discussed bonding the needed money for the judicial building. It won’t be enough
41 money for the entire project. The utility portion is needed first by isn’t expected to be complete
42 until 2025.

43
44 Mr. Rabidou suggested the commissioners visit the building to give a better idea of space
45 utilization during working hours and understand any layout issues that may come up.
46

47 **Review Meeting Minutes December 19 & 20, 2022**

48 Commissioners reviewed their meeting minutes.

49
50 **Public Comment Period**

51 Ruth Hall, member of the public, noted she has been attending commissioners’ meetings for about
52 a year. She was surprised by the amount of decisions the commissioners undertake. She thanked
53 Commissioner DeTro for attending his last day of commissioners’ meetings.

54
55 Isabelle Spohn, member of the public, wished Commissioner DeTro well and thanked him for his
56 service especially with the fires.

57
58 **Reserved Discussion Communications Year-End Discounts – Mike Worden**
59 Early adopter agency for the radio network and network improvements the county wants to adopt
60 for hosting. That means the Pitcher Site. Chief Deputy Worden explained why Racom is
61 recommended as a sole source vendor as provided by the Chief Civil Deputy Milner. A single
62 vendor is required to do the work as required by DOT. The estimated cost of this step is around
63 \$400,000 plus. Chief Worden explained Racom would like the county to spend on other equipment
64 needs.

65
66 Racom agreed to extend 2022 pricing into 2023 for Okanogan County.

67
68 **Motion Resolution 204-2022 Sole Source Racom**

69 Commissioner DeTro moved to approve resolution 204-2022 stating that Racom is a sole source
70 vendor as reviewed by Chief Civil Deputy Milner. Motion was seconded, all were in favor, motion
71 carried.

72
73 Chief Worden said the association has not yet signed the LOA but a verbal was made agreeing
74 to the arrangement regarding temporary use of reserves per resolution 210-2022. The resolution
75 was reviewed by Commissioner Hover and questions were asked and answered.

76
77 **Approve Commissioner Proceedings December 19 & 20, 2022**

78 Commissioner DeTro moved to approve the commissioners' proceedings of December 19 and
79 20, 2022. Motion was seconded, all were in favor, motion carried.

80
81 **Approve Consent Agenda**

82 Commissioner DeTro moved to approve consent agenda items 1-15 excluding item 11.
83 Commissioners discussed resolution 206-2022 reclassifying of Juvenile Detention Manager
84 Position and discussed resolution 208-2022 regarding Incident response compensation for the
85 Emergency Specialist position. Commissioner Hover wants to be fair to employees and asked for
86 a better explanation. Commissioners withheld item 12 as well. Motion was seconded, all were in
87 favor motion carried.

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1. Award – Motor Fuel Contracts – Co-Energy, Coleman Oil & Whitley Fuel – PW
 2. Award – Central Landfill Phase 4 Development – Selland Construction Inc. – PW
 3. Award – Public Services Building Window Replacement – DR Glass Works – PW
 4. Contract – Ellisforde Decommissioning – Rains Contracting Inc. – PW
 5. Cattelguard Renewals 2022 – BIA Real Estate Services, CGF# N-74A
 6. Agreement – Lodging Tax 23-002 – Marketing & Promotion – Cascade Loop
 7. Employment Agreement – Dan Higbee
 8. Employment Agreement – Stephanie Palmer
 9. Proposal – PUD Grant Application – WSBO – John MacDonald
 10. Resolution 206-2022 – Reclassify Detention Manager Position
 - ~~11. Resolution 207-2022 – Sole Source Racom Corp~~
 - ~~12. Resolution 208-2022 – Authorizing Incident Response Pay for Emergency Management Specialist~~
 13. Resolution 209-2022 – Budget Amendment Clerks Office
 14. Resolution 210-2022 – Reserve Corrections Deputy-Jail
 15. Resolution 211-2022 – ARPA Allocation Community Action Council FOOD

107 **Motion - Voucher Approval - Commissioners**
108 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
109 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a
110 list, and made available to the Board. As of this date, the Board did vote, by unanimous vote, to
111 approve the regular vouchers in the amount of \$719,748.03. Warrant numbers as cited on the
112 attached blanket voucher list. Motion seconded and carried.

113
114 **Motion Public Health Voucher**
115 Commissioner moved to approve the Public Health Vouchers including regular vouchers in the
116 amount of \$30,654.34. Warrant numbers as cited on the attached blanket voucher list. Motion was
117 seconded, all were in favor, motion carried.

118
119 **Update Human Resources/Risk Management – Shelley Keitzman**
120 Ms. Keitzman provided her staff report. She heard back from union on the change in the pay
121 structure and they requested to bargain the change. Ms. Keitzman discussed two employees in
122 a position would receive either retro pay back to May or reclassification of the position. The cost
123 will be a total of \$1289.70. Does the board wish to reclassify the position or pay the retro. The
124 union had previously asked for this at that time and they did sign the MOA.

125
126 **Public Hearing – Compost Procurement Policy – Josh Thomson**
127 Kent Kovalenko
128
129 Commissioner Hover opened the hearing calling for staff report. Mr. Kovalenko provided his staff
130 information including the ESHB 1799 and RCW 43.19A.150 (attached).

131
132 Mr. Kovalenko explained ESHB 1799 was a very large organic methane reduction bill. It must be
133 economically feasible for the agency to obtain the compost. Preferential bidding was discussed.
134 Commissioner Hover asked that Planning also receive the information.

135
136 No public commented when asked. Commissioner Hover opened the hearing to commissioners.

137
138 **Motion Ordinance 2022-10 Compost Procurement Policy**
139 Commissioner DeTro moved to approve ordinance 2022-10 authorizing a compost procurement
140 policy. Motion was seconded, all were in favor, motion carried.

141
142 **Update – Public Works – Josh Thomson**
143 Engineer Thomson provided his agenda and discussed the topics listed there.
144
145 Engineer Thomson explained overtime due to weather related issues. He explained some snow
146 was left on the roads in the Methow area in order to prevent an inch of black ice.

147
148 Shop bids were discussed. Commissioner Hover said he talked to the architect today about prices
149 and it was thought prices were not going down anytime soon. He said wood costs are going to be
150 high too.

151
152 **Motion Bid Award Public Works Shops**
153 Commissioner DeTro moved to award the Shop construction bid to Halme Builders Incorporated
154 in Davenport, WA in the amount of \$4,550,000. Motion was seconded, all were in favor, motion
155 carried.

156

157 Commissioner Hover thought costs for the Public Works window replacement project should be
158 paid from 172 Local Assistance and Tribal Consistency Act funds. He will work with Auditor Hall
159 on the BARS codes needed.

160

161 Engineer Thomson explained authorization is needed for construction funds for the Twisp River
162 Road overlay project.

163

164 **Motion Twisp River Road Spokane Grade Overlay**

165 Commissioner DeTro moved to approve and authorized the chairman to sign the Twisp River
166 Road Spokane Grade overlay. Motion was seconded, all were in favor, motion carried.

167

168 Engineer Thomson explained previous bids for fuel that appear to be the low bid but due to
169 location were determined not to be.

170

171 Engineer Thomson explained another bid was off, it was reviewed by Prosecutor, and the bid
172 recommendation provided

173

174 **Employee Evaluation – Josh Thomson**

175 Commissioner DeTro moved to go into executive session at 10:50 am inviting Josh Thomson to
176 discuss RCW 42.30.110 (1)(g). Motion was seconded, all were in favor, motion carried.

177

178 **Motion Amendment #1 Okanogan Conservation District Agreement**

179 Commissioner DeTro moved to approve the amendment #1 to the Title III agreement between
180 Okanogan County and Okanogan Conservation District. Motion was seconded, all were in favor,
181 motion carried.

182

183 **Motion Resolution 212-2022 Signing Authority Becky Abrahamson**

184 Commissioner DeTro moved to approve resolution 212-2022 signing authority for Chief Deputy
185 Treasurer Becky Abrahamson. Motion was seconded, all were in favor, motion carried.

186

187 Commissioners recessed for lunch at 11:16 a.m.

188

189 **Executive Session RCW 42.30.110 (1)(i) – Esther Milner**

190 Commissioner DeTro moved to go into executive session at 1:35 p.m. for 30 minutes inviting
191 Chief Civil Deputy Ether Milner and HR Director Shelley Keitzman to discuss legal matters to
192 which the county may be or become a party. Motion was seconded, all were in favor, motion
193 carried.

194

195 Executive session ended at 2:03 p.m. no decisions were made.

196

197 Commissioners discussed the 2023 Ad Valorem. Commissioners said Veteran's amount will stay
198 the same as 2022.

199

200 Commissioners discussed whether to authorize a levy shift. Commissioners did not wish to
201 authorize a levy shift for 2023.

202

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

204 Commissioner DeTro moved to go into executive session at 2:05 p.m. for 20 minutes inviting
205 Karen Beatty under RCW 42.30.110 (1)(g). Motion was seconded, all were in favor, motion
206 carried.

207

208 Executive session ended at 2:25 p.m. no decisions were made.
209
210 **CANCELLED Department Head Quarterly Meeting – Courthouse**
211
212 **Commissioners to set Wednesday’s Agenda**
213 No meetings were scheduled.
214
215 The board adjourned for the year at 2:22 p.m. December 27, 2022.
216