

RECORD OF THE PROCEEDINGS**OKANOGAN COUNTY****APRIL 16, 2019**

The Okanogan County Board of Commissioners met in regular session on April 16, 2019, with Chairman, Commissioner Jim DeTro; Vice Chairman, Commissioner Chris Branch; Member, Commissioner Andy Hover and Laleña Johns, Clerk of the Board, present.

George Thornton member of the Okanogan Watch taking notes.

Staff Meeting

David Gecas, Stella Columbia, Perry Huston and Joe Poulin were present.

Ms. Columbia explained the temporary office clerk will be starting next Tuesday in the office, his name is Scott Ward.

Ms. Columbia explained a request to use the small horse arena, but she isn't sure what the rent is for hourly use. She will check with other entities to learn what charges they have for this type of use.

Commissioner Hover asked Mr. Gecas to review RCW 4.24.530 and 4.24.540, regarding equine activities on the fairgrounds such as use of the small arena to by the public. Commissioners would like to ensure proper signage is posted. David Gecas will look into it.

The bill board advertisement by the county shop was discussed to be placed on the north end of the property. Ms. Columbia said the FAC changed their meeting date to fall on the second Monday of each month.

Mr. Poulin explained a call was received from Mr. Ogborn who performed the Juvenile sewer repair project because he forgot to charge tax on his invoice. The cost of the sales tax is \$733.72. A new invoice was reviewed. A change order is on the consent agenda to address the prior change in project scope due to an unknown pipe location. Commissioner Hover asked to see the original vendor quote bid paperwork. The commissioners asked that a modification to the contract be done.

Motion Staff Direction Juvenile Sewer Repair Contract-Ogborn

Commissioner Hover moved to direct staff to modify the contract between the county and Ogborn Plumbing for the Juvenile Sewer Repair to include the sales tax. Motion was seconded, all were in favor motion carried.

Director Huston explained second notices for enforcement issues that were sent. Bob Tollefson came in yesterday about grading and clearing land in the Cameron Lake road area. However there was no clearing and grading permit in place for this work. Commissioner Branch shared another situation where there was a project initiated on the reservation that dealt with the tribes on land use permitting, but ended up contracting with the Tribe for the work and they dealt with the permitting of it themselves. We don't have anything in our books for clearing and grading to hook SEPA to, said Director Huston. The Tribe has an interest in grading and clearing land.

Auditor Cari Hall and Treasurer McCormack arrived for the Finance Committee meeting at 9:45 a.m.

Motion Executive Session RCW 42.30.110 (1)(i)

Commissioner Hover moved to go into executive session at 9:40 a.m. for 20 minutes inviting Perry Huston and David Gecas to discuss legal matters to which the county may become or is a party.

Motion was seconded, all were in favor, motion carried.

Commissioners extended executive session at 10:00 a.m. for another 10 minutes.

Treasurer McCormack noted that her office is in the middle of receipting property taxes, so her office is really busy. She said if the commissioners' executive session goes longer than 10:30 a.m. she would need to return to the office.

Commissioner's executive session ended at 10:20 a.m. no decisions were made.

Finance Committee Meeting–Treasurer Leah McCormack& Auditor Cari Hall

Commissioner Hover asked about 13 closed basins that do not allow wells to be drilled on those parcels. If that continues and the county doesn't do anything, they will ask for a reduction in property tax due to the devalued land they own. Looking at issuing and RFQ for consultants to do this may save money in the long run. At some point in time an analysis will be needed of costs and expenses. He would like to work with Planning, GIS, and Assessor to figure it. Commissioner Branch said it was one premise of why he wanted a budget revenue analysis.

Treasurer McCormack provided the finance committee agenda and discussed the items listed there.

Looking at month end fund balances Treasurer McCormack predicts around \$2-2.5 million in Current Expense due to pushing the taxes through.

Treasurer McCormack explained the Solid Waste Closure reserve balances and what amount is being used as residual investments. Commissioners will discuss this with Public Works. Treasurer McCormack believed the direction received on the public works investments was from the Engineer.

Treasurer McCormack discussed the bank fees as she has just negotiated a reduction. There were some things that went up but also a few things that went down so the costs are still around \$12,000-\$15,000. We'll be charged those fees for another year or two. The interest earned does offset the costs. She is happy to have a bank within the county.

State PILT F&W receipted at about \$48,000. Federal PIILT doesn't come until June. SRS has not been received yet, it'll come around the end of the month.

Treasurer McCormack went over the county debt and which funds pay for those. There is the 2019 debt payments noted. A possible funding source for repairs of the Juvenile hall, in the past, bonds allowed bundling. We bundled three funds to pay back the bond while the construction work was done. The bond might be more favorable with multiple funding sources.

Auditor Hall explained a one on one with State Auditor to go over the optional schedule we balance to in order to ask questions. The report is mostly completed, but she normally reviews the report with the commissioners. Does the board wish to meet together or one on one. It is never a bad thing to impress the auditor. The board would like to review it together.

Auditor Hall explained the State Auditor has arrived to perform the county audit. Two are here now, with three more coming next week. They will be looking into the CDBG Grant situation to ensure those issues have been addressed. It will be about a month long process. Commissioner Hover asked that Sewer & Water fund 122 be reviewed as the beginning fund balance may need to be addressed to decrease, keeping expenses the same. Treasurer McCormack said they are still investing it. Commissioner Hover would like to look into when the cash can be moved from the fund.

Bid Opening – Twisp Transfer Station Truck Scale – Public Works

Shasta Stidman

Commissioner DeTro noted the time for receiving the bids is here. One bid was received and opened. The bid was read out loud.

RB Pugh Company DBA Correl Scale Service, Moses Lake

Total \$52,080 including 8.5% sales ta

Bid Opening – Hwy 7 N Tonasket Bridge – Public Works

Commissioner DeTro noted the time for receiving the bids is here. Three bids were received and opened. The bid was read out loud.

Granite Construction

Total \$984,984

Selland Construction

Total \$949,744.50

Award Construction, LLC

Total \$1,015,748.00

The Engineer's estimate was \$ 807,000

Update Public Works – Engineer Josh Thomson

Kent Kovalenko was present.

Engineer Thomson provided his agenda and discussed the items listed there.

Commissioner Hover reviewed the Public Works Sewer and Water fund 122 with the Engineer and discussed the beginning fund balance. A budget adjustment/supplemental may be needed in the future.

Road & Maintenance

The road from Green Lake to Brown Lake has been closed for a while and there is water over the roadway. GH green road has similar issues as last year with water over the roadway. Frosty Creek road is also water over the roadway.

Two months away from having the internet fixed to the Public Works building.

Solid Waste Operator Mechanic Position

Mr. Kovalenko explained this position took on overflow workloads. Solid waste is a good indicator of how the economy is doing. Adding an additional position won't affect the day to day, but the main push over a temp position is the need to service the ER&R equipment on site and who also keeps track of all that stuff. This will cut 45 minutes to an hour of travel time between ER&R shop and the landfill. It will help keep a safety net for the drivers as well as caring for the maintenance of expensive equipment. This has been budgeted for and this was discussed before with the ER&R shop manager. He needs authorization for another full-time employee. A resolution will be needed. Commissioner Hover asked if there is already a job description that fits this need. The person would be designated as a mechanic but he or she would be an operator too. Commissioners were in favor of considering the resolution.

Edelweiss

Dug up old info from 2012 Edelweiss has a separate fund to operate the drain fields with residents paying into it. We are responsible for the lift stations, force mains, but not the drain field. Funds were to be transferred but never were. There is about \$188,000 in that fund right now, but we are trying to

fund the force main. The agreement in 2012 says the funds could be used for this. Increasing fees may be something to consider for future repairs and maintenance if the current balance is being spent down for the force main. He recommends this, but a meeting with Edelweiss is to be arranged. Users would still have to pay for repairs and maintenance. The rates are paid once per year, so those will be reviewed to see what the increase entails. How many more lots are there? Around the 2012 agreement timeframe, an additional pod was added, but at this point it is not built out, said Engineer Thomson.

The listed road projects were discussed and the status of each relayed. Engineer Thomson explained some countywide roadside hazard removal projects that are happening.

The Buffalo Lake road will be prepared for paving.

Peter Dan Road slide area status was discussed. A change order will be needed for additional repairs.

Elmway Levee Repair

Easements the Cities obtained earlier on will need to be assigned to the county. The project is hoped to be completed this year.

The Cameron Lake reconstruction project was discussed. The main parcel affected by the easement is a tribal parcel.

STP Funding Meeting 4/18

Lead agency counties will meet as a group. All STP funding must be spent in order to not lose it. Engineer Thomson said we end up way behind when funds are not spent accordingly. Cities are behind the timeline and DOT is serious about asking for the funds back due to not keeping to the timeline. The county is responsible. Our target is what we receive each year and we must spend down the target precisely. He discussed the federal exchange, which is much easier to use. There are so many hoops attached to the federal funds, so the federal exchange of the funds is very helpful.

The public works consent agenda items were discussed.

It was noted that Prevailing wage has almost doubled for HVAC workers.

Mr. Kovalenko explained a fire occurred at the landfill. Photos were provided for the record. (attached) He also explained that additional charges for hazardous waste recovery might be a solution. The recovery charge would be charged when people throw away hazardous waste inappropriately and those items must be recovered by landfill staff. The items are sometimes flammable and could cause a landfill fire such as shown in the photos.

Commissioners adjourned for lunch at 11:30 a.m.

Christa Levine, member of the public, arrived at about 1:30 p.m.

Citizens Comment Period

Bob Nelson, member of the public, explained a problem with dust on Moomaw Road. He remembered 15 years ago when the cow trail was taken out and the county raised the road up about three feet. The stuff comes to the top, and the dust from a dump truck is very thick. That much dust is unhealthy, whatever is on the road is unhealthy to breath. This needs to change. They cannot go outside to enjoy the outdoors in this county. This needs to be fixed. There are 11 families that live out there, five when they fixed the road. All he knows is that there is a problem there and he requests that it be fixed. He said it is time, they've put up with it enough. The road is about 1.25 miles long. Some families have big trucks that use the road. Commissioner DeTro explained some new dust coating material was used last year, but we'll go back to the other material this year. Marcaine was thought to be the materials

used. Commissioner Hover said he will speak to the Engineer about this situation.

Update – Building Department – Dan Higbee

Building Official Higbee provided his departmental update. He handed in his transaction report showing building application trends. So far compared to last year at this time. February was pretty slow in terms of applications.

Higbee noted replacement structure permits from the 2014 and 2015 fires are about finished with one being processed this year.

We can charge for the services to recover our costs with background that cities were using the fees to pay for libraries. The cost recovery trend was discussed. Expenditures still exceed cost recovery.

Commissioner Hover discussed what a change of use involves, what does it trigger for the building official. Higbee said if it is under 180 days he just signs off on those. The process is complicated after 180 days. The International building code revisions of 2018 will be adopted by the state in July 2020.

Commissioners discussed the Building Officials staff salary. Commissioner Branch did not have a problem with the request. A budget supplemental would be needed to fund the change due to the additional revenue and expenditure

Motion Direction to Draft a Resolution Increasing Staff Hours-Building Dept.

Commissioner Hover moved to direct the Building Official to work with Human Resources to draft a resolution to that would increase the Building Dept. Clerk III, permit tech, position from 20 to 30 hours per week. Motion was seconded, all were in favor, motion carried.

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

Ms. Craig provided her update. She reviewed the NCI Datacom agreement for public works internet.

Appraisal of the buildings came back with a huge increase. She is working with Risk Pool due to the substantial increase over the last appraisal. She would like to learn how the figures for the replacement costs.

Executive Director of Risk Pool is scheduled to meet with the newly elected officials to help explain the role of the risk pool to them. He will meet also with the board so he can check in and say hi.

Ms. Craig explained because of our experience ratings, it was recommended the county not go with self-insurance. In order to discuss with other departments at the quarterly meeting an email should go out with the recommendations.

Ms. Craig said she will be handling the financial portion of the Jail M-Tank ceiling project and providing Douglas County a report of the work.

The city/treasurers will meeting with Ms. Craig regarding the Criminal Justice Billings. The treasurers wish to meet because they are concerned about budgeting. Anticipated changes in the amount charged was requested as a projection.

Courthouse security meeting will be held on Thursday. The current security officer seems to be working out. He isn't available 24/7 but the courts are working it out.

A meeting with the Public Defender's office is scheduled next Monday to discuss the renewal of the contract. There is an option to put it out to bid if the commissioners do not wish to renew.

Superior Court is scheduled to discuss the Therapeutic Courts services provided by OBHC to the

community.

Commissioner Branch requested that from now on the Commissioners proceedings be approved outside the consent agenda process and approved under separate motion. The reason he requested this change is because he feels it is important the change process happens in open session. The Clerk acknowledged the change and said the agenda would be adjusted from now on.

Discussion – CDBG Construction Grant Application – Oroville Harvest Shelter

Sue Edick, Oroville Housing Authority, Dixie Palmer and Marty Miller, Development Specialist for ORF were present.

Ms. Palmer and Mr. Miller came to attend a public hearing by the city of Oroville regarding the Oroville Harvest Shelter.

Ms. Edick explained she was counting on being able to apply for a CDBG construction grant to extend the sewer to the winter homeless and summer H2A and domestic worker housing shelter. The city told her they were applying for the block grant, but it is unknown if they actually will. The OHA is here today to see if the county would consider passing through the grant for the sewer system project. There is a slight chance the city will approve it tonight as the public hearing is tonight. Their decision is either going to support OHA or not. The application is due June 5th. They have hired an architect and engineer firm to develop the preliminary plans for the sewer system for cost estimates by May 13. The total project is 2.4 million. The block grant would cover \$400,000 of the total project cost specifically for the sewer portion. System development fees, would those be included in the grant, and would OHA please check with Kaaren Roe with Commerce on whether those can be paid with grant funds.

The housing mostly serves smaller growers during crop season, then in the wintertime the housing is used as a homeless shelter, stated Ms. Edick.

Ms. Edick said there is a chance the city of Oroville will come through with the application.

Commissioner Hover said he is not opposed to it, but wondered if it was appropriate to add this to the Clerk of the Board's workload. He asked if she had the capacity to manage this grant. She said yes. Commissioner Hover explained it didn't seem like the normal work and responsibility of a Clerk of the Board and that there has been discussion with the Planning Department about a grant administrator.

If the city does not support the application, then another meeting with the OHA would need to take place with the county about applying through the county.

Approve Consent Agenda

Commissioner Hover moved to approve the consent agenda items 1-9, as amended. Motion was seconded, all were in favor, motion carried.

1. Commissioners' Proceedings April 8 & 9, 2019
2. Addendum to Contract with Ogborn Plumbing-Juvenile Sewer line Repairs
3. CDBG Public Services Grant Request #7 - \$10,088.32
4. Approve & Accept bid from Overland Fence & Construction, LLC – Landfill Fencing Project
5. Cattle Guard Renewals: BIA OCR#9309
6. Approve Project Plans, Provisions & Specification for County Wide Roadside Hazard Removal
7. Resolution 46-2019 Approving out of class pay for Public Works Area 6 Lead Person
8. Resolution 47-2019 Approving Budget Adjustment within CE Assessor's Fund 001.003
9. Resolution 48-2019 County Engineer Directed to Report Speed Limit Reduction Twisp/Carlton Rd

Motion Executive Session RCW 42.30.110 (1)(i)

Commissioner Hover moved to go into executive session at 4:00 p.m. for 15 minutes inviting Attorney

David Gecas and Perry Huston to discuss legal matters to which the county may be or may become a party. Motion was seconded, all were in favor, motion carried.

Executive session ended at 4:15 p.m. no decisions were made.

Motion Executive Session RCW 42.30.110 (1)(i)(iii)

Commissioner Hover moved to go into executive session at 4:20 p.m. inviting Attorney David Gecas and Risk Manager Tanya Craig to discuss legal risks of a proposed action or current practice that the agency has identified when public discussion is likely to result in an adverse legal or financial consequence. Motion was seconded, all were in favor, motion carried.

Motion Letter of Support

Commissioner Hover moved to approve the letter of support for HB 5993 to be sent to 7th and 12 district legislators. Motion was seconded, all were in favor, motion carried.

The board adjourned at 5:00 p.m.