

**RECORD OF THE PROCEEDINGS****OKANOGAN COUNTY****DECEMBER 10, 2019**

The Okanogan County Board of Commissioners met in regular session at 123 5th Avenue North, Okanogan, Washington on December 10, 2019, with Chairman, Commissioner Jim DeTro; Vice Chairman, Commissioner Chris Branch; Member, Commissioner Andy Hover and Laleña Johns, Clerk of the Board, present.

Commissioner Hover was absent until this afternoon.

**Pledge of Allegiance****Commissioners Staff Meeting**

Joe Poulin, Kelly Ross, Angie Hubbard, David Gecas

David Gecas updated the board on legal matters he is working on. Several lawsuits were received last week. He is reviewing an ordinance drafted by the Planning Director.

Joe Poulin explained the person in the maintenance Custodian position left the county for another job. Mr. Poulin requested a part time additional custodian to help. One custodian cannot keep up with the five buildings. The position

Ms. Ross updated the board on fairgrounds. She met with the relay organizer and he (Jonathan) is getting with Carol Sivak to try and get a horsemen group together for use of the grounds and provide insurance for use of the track. The group wants to have some races at home. The Tribe was not in favor of partnering with the group, but with the commissioners involvement might iron out some of the wrinkles. Commissioner Branch said he may have heard the discussion in the past.

The FAC's biggest concern is that there isn't a person in the office. They wanted to approach Stella Columbia to complete the Premium Work. The Fair professional services line is over this year. Also the Treasurer wanted the Fair to pay the treasurer's staff overtime which would put the fund over again.

The men's bathroom door was also damaged during the last rental. The deposit will be used to repair the door. The security company was contacted to make them aware of the security requirement and what to watch for. Being in the office from time to time, there is a lot of daily and monthly reconciliations that just wasn't being done. Everything is there receipts but it's in a pile. She would like to organize it all so whomever starts in the office won't have to figure it out. She would also like reconcile the RV log and finish the log out for the year.

Angie Hubbard didn't have anything specific to discuss but was available for executive session.

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

Commissioner Branch moved to go into executive session at 9:20 a.m. for 15 minutes inviting Attorney David Gecas and Interim Planning Director Angie Hubbard to discuss legal matters to which the county may or may not be a party when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the county. Motion was seconded, all were in favor, motion carried.

Executive Session ended at 9:35 a.m. no decisions were made.

**Update Human Resources / Risk Management - Tanya Craig**

Ms. Keitzman provided her staff update on Human Resource matters. She reminded the board of the evaluations coming up that need to be completed by the board. She provided a list of interview candidates for the Fairgrounds Coordinator. She provided draft interview questions for the Planning Director position for commissioners' consideration and input.

**Discussion Fire District #4**

Larry Gilman, Jan Million

RCW 52.04.181 was read aloud and was missed. The parcels are not within the district and would have to extend the boundary line. They didn't turn in a legal description of the proposed boundary. He doesn't want to jump the gun so he has contacted the DOR. It is a 2021 assessment collection so there is time to address the issue. No new boundary description was provided that shows the extension of the boundary to include the annexations. The final review of the legal description and boundary line is to be reviewed by the Assessor's office before it goes to legislative board. The parcels were sporadically chosen as shown on the map in red. The blue area is the current district boundary. The state is the final approval after the county receives the order.

Assessor Gilman would like to create a handbook with all the rules pulled together and shows the step by step process districts are to take to annex. He would like some advice on what to do next. Commissioner Branch said wait until MRSC gets back to him about the parcels not being contiguous so there is a polygon boundary line to incorporate the parcels. We have not administered this type of annexation before where the district boundary doesn't include the proposed annexation of properties.

July 31, is the deadline for the district to get this done. Once Dianne Locke gets back with the Assessor, then figure out what the district needs to do to remedy and comply with the law to achieve what they are trying to achieve.

Commissioners appreciated the effort to fix the guidelines and do it correctly.

**Update – Public Works – Engineer Josh Thomson**

Kent Kovalenko

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

***Waste Characterization Study-Methow Valley***

Mr. Kovalenko discussed the response he received from Betsy Cushman of the Methow recycles. (attached) they are doing a characterization study at the Twisp transfer station. It was the first he heard about their use of our facility. She got a grant and talked to Ben Rough about it nine months ago. Kent sat down with her and said he doesn't see a big benefit to the study. He explained what it would encompass all our waste. They want to store their waste on site in a container and we don't have space to do that. If it is something the Board wants to do, it would take one of the bays out of commission for one week, and would be a hardship on everyone else. He made some proposals to use the central landfill, but shutting down 25% of our acceptance capacity just isn't wise. Cascadia is doing the audit and isn't like it has to be there. It is and will create a hardship doing it there. There is also some compliance issues Ms. Cushman may not be aware of. If it is the direction of the county then the characterization must include all county waste areas. Commissioner Branch understands Mr. Kovalenko's point, he would like to have Commissioner Hover here and SWAC would be helpful if the situation is explained to receive their feedback. That way the discussion goes a bit further.

***MTCA Funding***

Wait till Commissioner Hover is here to participate.

Public Works to be closed early at noon on Christmas Eve as well as Solid waste

### *Motion Solid Waste Early Closure December 24*

Commissioner Branch moved to approve both Solid Waste Transfer Stations and Public Works Administration building to be closed Christmas Eve December 24 at 12 noon. Motion was seconded, all were in favor, motion carried.

### *Miller Pit CUP*

Engineer Thomson said the agreement with the property owner will be extended to February.

### *Statler Bridge Replacement*

Contractor did not submit their plan for approval yet, so waiting on that. Engineer Thomson was hopeful the road would be opened soon.

### *Purchasing Policy Draft*

The purchasing policy draft posting requirement was researched and Engineer didn't see a requirement that purchases be posted in specific locations.

### *2020 Budget*

When the FEMA comes in a supplemental will be needed. Chip seal for cities and towns was discussed. He'd like to do a supplemental for those too.

The EDEN maintenance costs he has nothing against paying the cost but he would like something in the file giving authority to do so. Commissioner relayed their decision made yesterday with the county auditor.

Meeting with Work Source about CDL training opportunities.

### **Board of Health Meeting – 1234 S 2nd Ave, Okanogan**

Commissioners DeTro and Branch attended the Board of Health meeting today.

Commissioner Hover arrived at 2:55 p.m.

### **Discussion – WSDOT Road Maintenance – Dave Biersbach Regional Admin DOT**

Terry Barins Assistant Regional Maintenance Manager

Mr. Biersbach explained his region covers Okanogan, Chelan, Grant, and some of Adams, some Skagit and Kittitas Counties and has been in his role for about a year with 28 years' experience with WSDOT.

Mr. Barins explained his role in DOT and he has been with DOT about 28 years. Originally from Minnesota. Worked for headquarters in Olympia for about seven years too.

The Commissioners introduced themselves and said a few things and which district they represent.

Commissioner Hover explained the situation from his perspective and concerns he's heard regarding WSDOT no longer plowing sanding and deicing the state highway through Twisp and Winthrop. What WSDOT policy is being followed because it creates a hardship on the cities to have to plow, sand and deice when WSDOT has been doing it.

Mr. Biersbach stated this is not I-976 related, but their budget is tighter and tighter and they only get \$0.08 of the gas tax. Labor, equipment, and material costs are much more. They are providing more chip seal in certain areas rather than sealing the whole road. Additional levy was requested just to get through 2019. A snow and ice plan is in place for the region. The WSDOT has been advocating following the policy. It is state wide message to conserve materials. Likely seeing some difference due

to only so much money to go around.

Mr. Barins said each route has a different priority. The two towns are lower on the list. Each route has a difference level on it. In the past they exceeded and over delivered on the bare and wet areas. They spoiled the public and that was not sustainable. State wide they will follow the policy and provide that level of service keeping in mind the budget. Increase did not go up for material increases. Their equipment increase was over \$900,000 alone in the biennium. He only thing that can make up the cost is in the materials. Go into the winter by meeting the plan, but there will be more snow and ice on the roadway. Commissioner Hover said there is significant difference between 4-6 hours and 4-6 days. The communities depend on the road being clear because there is only one way out of the valley in the winter if the North route is closed or if there is a flood, fire, or something. We have conditions unlike more populated areas. The things WSDOT does ultimate affects what the county does.

Mr. Barins explained preparations for weather events which can catch them off guard can affect how much they can do. They do know their problem areas, but it will take more time to get to some of the other areas. Commissioner Hover said when the roads go unplowed for an extended period of time, it creates safety concerns.

Mr. Biershbach said there are still the tools and staffing in the area.

Mr. Barins said within cities where the speed is less, WSDOT will have less priority. State highways and city streets rules doesn't address the application of materials. If the city wants the high level of service for clear streets, they won't get that when the state is scaling down. They figured out the cost apply sand and feel the cities should pay for the materials placed. Commissioner Branch said if they see this coming down he suggested a session at AWC to get the cities attention. There is an opportunity there to discuss these changes.

Josh Thomson asked if things are changing to please let him know so the right information can be relayed. Mr. Biershbach said he and Josh intend to meet more often about these types of things. Commissioner Branch explained the county's notification system that could be utilized to let people here know of road conditions that could affect safety.

Mr. Biershbach said they will close North Cascades road tomorrow. The weather system moving in affects the decision. He discussed some upcoming projects within Okanogan in a couple years.

2020 Chip seal on SR 153 up to just north of Twisp area. Commissioner Hover asked if he would be diverting traffic. No, one lane will be open, so no plan to divert to another road. They do not want to divert traffic to roads the county is not already informed of. Putting in another BERM to solve a problem with minimal traffic disruption.

2021 paving project tentative funding south of Tonasket on US 97 and also up near Oroville on a railroad crossing. Another project about halfway up Wauconda pass where WSDOT is inserting a culvert where water of the roadway happens.

A fish passage in western Washington was discussed. Here the Colville's are working on the Johnson Creek fish passage and they are working with WSDOT but the Colville's are the lead on that project.

There is also a fish passage in Kittitas County which will be finished up soon.

### **Public Hearing – Supplemental Appropriation – Current Expense Equipment Reserve**

Commissioner DeTro opened up the public hearing asking for public comment, seeing no one to comment, he closed the hearing to public and opened up to commissioners discussion.

### **Motion Resolution 162-2019 Budget Supplemental Appropriation Equipment Reserve**

Commissioner Hover moved to direct the Clerk of the Board to close the office at noon on Christmas Eve, December 24 and publish notice of the early closure. Motion was seconded, all were in favor, motion carried.

A special voucher certification for Solid Waste was prepared separate from the county's regular voucher certification packet. The voucher is a payment to the courts for an unsecured load ticket a Solid Waste employee received. The personnel policy does not allow the county to pay traffic tickets for which the employee was cited while using a county vehicle. However, it was determined that the unsecure load was not the fault of the employee nor could it have been prevented because of the way the load straps are configured. (Explanation attached)

#### **Motion - Voucher Approval - Commissioners**

Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a list, and made available to the Board. As of this date, the Board did vote, by unanimous vote, to approve the special voucher certification in the amount of \$231. Warrant numbers as cited on the attached blanket voucher list. Motion seconded and carried.

#### **Motion JIS Link McDougall Law**

Commissioner Branch moved to approve the JIS Link Certificate of Eligibility for McDougall Law PLLC and authorized the chairman to sign. Motion was seconded, all were in favor, motion carried.

#### **Motion Resolution 163-2019 Minimum Wage Position Changes**

Commissioner Branch moved to approve resolution 163-2019 approving amending the minimum wage positions from grade 7 to grade 10. Motion was seconded, all were in favor, motion carried.

#### **Motion Resolution 164-2019 Approving Road Levy Shift for 2020**

Commissioner Branch moved to approve resolution 164-2019 a road levy shift in the amount of \$300,000. Motion was seconded, all were in favor, motion carried.

#### **Motion Resolution 165-2019 Pest Control Assessment 2020**

Commissioner Branch moved to approve resolution 165-2019 regarding the Pest Control assessment for 2020. Motion was seconded, all were in favor, motion carried.

#### **Approve Commissioner Proceedings, November 25 & 26 and December 2 & 3, 2019**

Commissioner Hover moved to strike approval of the proceedings for additional review. Motion was seconded, all were in favor, motion carried.

#### **Approve Consent Agenda**

Commissioner Branch moved to approve the consent agenda items 1-8. Motion was seconded, all were in favor, motion carried.

1. Notice of Intent to Award-Jail M-Tank Ceiling Upgrade Project
2. MOA-Collective Bargaining -AFSCME Local 846-B-Prosecutor's Office & District Court
3. Letter-Forest Service-2020 Title III Funding Decision Notice
4. MOU-Commercial Driver's License Apprentice Program-Teamsters Local 760
5. Bid Award-Electrical Installations Solid Waste Office-Vassar Electric Inc.
6. Bid Award-CRP No. 3735-06 Omak Riverside Eastside Rd.-Central WA Asphalt Inc
7. Authorization to Solicit Quotes-Public Works Equipment: 1 grader, 1 dump truck, and 1 truck sander
8. Resolution 161-2019 2020 Jr. Taxing District Levy Certification

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and made available to the Board. As of this date, the Board did vote, by unanimous vote, to approve the regular vouchers in the amount of \$525,234.23 and Payroll vouchers in the amount of \$1,048,284.15. Warrant numbers as cited on the attached blanket voucher list. Motion seconded and carried.

**Motion Public Health Voucher**

Commissioner moved to approve the Public Health Vouchers including payroll in the amount of \$44,029.72 and regular vouchers in the amount of \$4,393.09. Warrant numbers as cited on the attached blanket voucher list. Motion was seconded, all were in favor, motion carried.

The board adjourned at 5:00 p.m.