

RECORD OF THE PROCEEDINGS**OKANOGAN COUNTY****DECEMBER 3, 2019**

The Okanogan County Board of Commissioners met in regular session at 123 5th Avenue North, Okanogan, Washington on December 3, 2019, with Chairman, Commissioner Jim DeTro; Vice Chairman, Commissioner Chris Branch; Member, Commissioner Andy Hover and Laleña Johns, Clerk of the Board, present.

Chairman, Commissioner Jim DeTro was absent at the time the board convened.

Pledge of Allegiance

The pledge was stated.

Commissioners Staff Meeting

Kelly Ross, David Gecas

Ms. Ross updated the board on the Fairgrounds and the various Fairground rentals she is handling until the Fairgrounds Coordinator is hired.

Motion Executive Session RCW 42.30.110 (1)(i)

Commissioner Hover moved to go into executive session at 9:05 for 10 minutes inviting Attorney David Gecas to discuss legal matters to which the county may be or become a party where public knowledge may cause an adverse legal or financial consequence. Motion was seconded, all were in favor, motion carried.

Executive session ended at 9:15 a.m. no decisions were made.

George Thornton, member of the public, taking hand written notes for Okanogan Watch.

Update Human Resources / Risk Management - Tanya Craig

Ms. Craig explained employment contract reviews and evaluations are being prepared for the board's consideration. Evaluations will be scheduled accordingly.

The Planning Director interview questions were discussed. Commissioner Branch provided some questions to add that provide whether or not the applicant has familiarity of the rules the county plans under. Ms. Craig said she will incorporate and tie those into the questionnaire.

Ms. Craig explained Sheriff Admin group medical rate is going up. Right now, the county's share of the medical is \$763.68.

Search and rescue vehicle backed into another vehicle over the weekend. A claim for damages will be submitted. Search & Rescue is covered under the Sheriff's special fund. Normally a special fund is billed for the cost, but the claim may be more than what is in that fund. Commissioner Hover thought use of the liability fund may be needed. She will let the board know what the damages are when the form is returned.

Motion Sheriff Admin Cap Rate

Commissioner Hover moved to increase the sheriff's admin medical county portion to \$802 and directed Ms. Craig to draft the resolution to formally adopt the increase to the county's portion of the cost. Motion was second, all were in favor, motion carried.

Commissioner DeTro joined the meeting at 10:10 a.m.

Update – Communications/Dispatch – Mike Worden

Mr. Worden provided an update on the communications work and services issues that was resolved. The microwave project and repeater work done this year, those were to be integrated into the new system features that are being installed.

There is a meeting to discuss the sales tax uses set for this Friday. The next step would be to send out the notice to the cities about the contract and contract renewals. He prepared the individual letters the chairman would sign. There are thirty letters to be signed. He intended to include the new contract draft with the letter to the cities as well as the list of costs. Commissioners thought including the contract with the letter and the attached spreadsheet would be best.

Motion

Commissioner Hover moved to approve the 30 notice letters to the various cities and districts regarding the contract and a list of the costs and authorized the chairman to sign. Motion was seconded, all were in favor, motion carried. (attached)

Connectivity between sites would use the expanded Microwave systems. Maintenance of the communication network would be the responsibility of ??

The microwave system provides the connectivity between sites so multiple radio networks can communicate to same sites. The microwave computer on our end will have the ability to patch together the different types of radios so different agencies with different radio will be able to talk together using the microwave system.

Commissioner Hover asked if Forest Service would be part of our system? No, Mr. Worden replied. Commissioner Hover asked if he has reached out to them. Mr. Worden asked if they would be invited for the purposes of using the system or just how we would operate with them. Commissioner Hover said coming on board to say how we should do it, no, but to learn how holes in the information system and what all the agencies are capable of and understanding the systems utilized among the agencies. Mr. Worden isn't sure if there is an interest they become a stake holder or partner we coordinate with? They should not have a say where or what, however Commissioner Hover would like to make sure the different districts can communicate together.

Update – Public Works – Engineer Josh Thomson

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

Maintenance and road conditions

The wind storm last week didn't really happen, so nothing to really report there.

The snowmobile advisory group wanted to know if the board knew anything about transfer to Colville National Forest land. The Tonasket Ranger is scheduled to discuss. It is happening, said Commissioner DeTro. He said at some point there was information about a split being made at the Okanogan River. We hope that it is not the case.

Purchasing Policy

The purchasing policy was previously provided to the BOCC for review. Commissioner Branch discussed some clarification and refinement of the draft. What forms should be available to the departments on the common drive. Should a standardized contract template be available for departmental use and if so what should those include? If the contract comes from a vendor, the commissioners prefer that the prosecuting attorney review before the board signs. Engineer Thomson stated most of the Public Works contracts use a standardized contract for projects, materials, and

services. Commissioner Branch thought the policy addressed everything the BOCC required.

Commissioner Hover asked about the emergency situations protocol and who officially calls the emergency. Engineer Thomson said the protocol is not tied to the order stated in the document. Commissioner Hover thought for declaring an emergency that the Sheriff be placed on the list before Public Works or after Emergency Management for declaring a formal emergency which allows the county to do certain things to address the emergency. There is cross reference to emergency management policy which would contain the emergency protocol.

Commissioners would like to a refresher on the protocol for determining an emergency and suggested those involved in those situations come and discuss with the BOCC. Commissioner Hover asked about how the specs are determined and the level of detail for the request for quotes or proposals responses. Engineer Thomson said the bid specs should be followed in the response and if they do not all may be thrown out and start over.

Commissioner Branch discussed the county not having someone to write the specifications for projects.

NACE conference

Engineer Thomson is the president elect. It is around \$1300 for him to attend the trip.

Edelweiss Sewer System work around during times of freezing. Commissioner Hover explained fund 122 was originally the sewer fund and where all the water sewer costs were coming from and receiving fees from the systems. Is there any way the county can offer half the money in fund 122 as an incentive to take on the system by those it serves. Engineer Thomson said he will reach out. Commissioner Hover said the funds could be used to maintain the systems if no one wishes to take it over.

Conconully Lakes, Edelweiss, and Liberty Woodlands are the only three sewer systems the county owns. Commissioner Hover asked if the county divested in those systems would it create inefficiencies for those it serves. It is easier for the county to obtain funds for repairs than an HOA. Commissioner Branch would like to see if those systems were in the fund 122 at some point. He said a story line could be created to show the history of the fund. He will put it together as he has been doing much of the research.

2020 Budget

Engineer Thomson updated the BOCC on the Public Works budget status.

Citizens Comment Period – May call in 509-422-7100

George Thornton

Commissioner Hover asked about the Planning Director interviews and the Planning Commission's questions that were sent in. Commissioner Hover asked Mr. Thornton if the question about GMA is applicable. He asked about the relevancy of the Planning Director's career and the lawsuits they may have been a party to. What happens if the person does what the board asks them to do and then gets sued? The lawsuit doesn't fall upon the Planning Directors shoulders but rather the legislative body. Mr. Thornton would like to know their explanation if they have been involved in decisions that were litigated. Mr. Thornton clarified what he was trying to get at. Commissioner Hover said the legislative body directs the person in that position. The commissioners make the decision whether to push issues or not. The Planning Director is not to give legal advice on land uses, our Chief Civil Deputy does however. Growth management was discussed.

Public Hearing – Supplemental Appropriation – Various Current Expense \$69,939

Commissioner DeTro opened up the public hearing to public comment, seeing no one to comment he

closed public comment and opened up to staff, seeing no staff to comment, he closed to staff and opened up to commissioner discussion.

Motion Resolution 159-2019 Budget Supplemental Appropriation

Commissioner Hover moved to approve resolution 159-2019 a budget supplemental appropriation within Current Expense fund in the amount of \$69,939. Motion was seconded, all were in favor, motion carried.

Commissioners discussed the Clerk's office door reader that is apparently broken and the need for a NASPRO service agreement between Okanogan County and Aronson Security for the door repair.

Motion Aronson Services Agreement Approval

Commissioner Branch moved to approve the services agreement for the Clerks door repairs with Aronson Security group and authorized the chairman to sign. Motion was seconded all were in favor motion carried.

Motion Authorization Letter Walmart Funding Coroner

Commissioner Hover moved to approve the authorization letter for the Coroner to apply for funding from the Walmart Foundation for the betterment of the community. Motion was seconded, all were in favor, motion carried.

Motion Reappointment Letter Fair Advisory Committee

Commissioner Hover moved to approve the reappointment letter of Brock Hires to Fair Advisory Committee expiring January 10, 2021. Motion was seconded, all were in favor, motion carried.

Motion Contract Infrastructure Funds-Economic Alliance

Commissioner Hover moved to approve the contract for services between Economic Alliance and Okanogan County for 2020 Infrastructure funds. Motion was seconded, all were in favor, motion carried.

Motion 155-2019 Signing Authority Christa Levine

Commissioner Hover moved to approve resolution 157-2019 granting Christa Levine Signing authority within the Prosecutor's office. Motion was seconded, all were in favor, motion carried.

Motion Resolution 157-2019 OBHC CJTA Prevention Plan

Commissioner Hover moved to approve resolution 157-2019 adopting the Criminal Justice Treatment Account (CJTA) Chemical Dependency Treatment and Prevention Plan. Motion was seconded, all were in favor, motion carried.

Motion Resolution 158-2019 Insurance Cap Rate Sheriff Admin

Commissioner Hover moved to approve resolution 158-2019 raising the insurance cap for the Sheriff's Office Administration group employees from \$763.68 to \$802. Motion was seconded, all were in favor, motion carried.

Motion Resolution 160-2019 Budget Amendment Civil Service Fund

Commissioner Hover moved to approve resolution 160-2019 a budget amendment within current expense and civil service budget in the amount of \$200. Motion was seconded, all were in favor, motion carried.

Motion James W. Potts & Zak A Kennedy Lobbyist Agreement

Commissioner Hover moved to approve the agreement between the county and James W. Potts & Zak A Kennedy for lobbyist services. Motion was seconded, all were in favor, motion carried.

Approve Commissioner Proceedings, November 4, 5, 12, 18, and 19, 2019

Commissioner Hover moved to approve the Commissioner Proceedings of November 4, 5, 12, 18, and 19, 2019. Motion was seconded, all were in favor, motion carried.

Quarterly Update – Tonasket Forest Ranger District – Kathleen Johnson

Ranger Johnson provided her quarterly update.

Ms. Johnson explained the transfer of the district to Colville National Forest has been challenging to sort out especially harvesting that had been previously set up as a stewardship program which includes clean up afterward but because of the changes it may not happen within the stewardship program and provide cleanup afterward. Commissioner Branch suggested this issue be brought forward to the Forest Collaborative. So much of the budget is going to fixed costs and with losing Tonasket district will now go to Colville, said Ms. Johnson. Tonasket tends to harvest more than other districts.

The forest service is in the process of closing the Omak satellite office as it is not getting as many visitors as hoped. It provided fire wood permits and various maps ect....

The commissioners thanked Ranger Johnson for her update.

Discussion

County Auditor Hall came to the commissioners hearing room to explain a situation where a Public Works employee was ticketed when a load strap broke on a roll off truck he was driving. It was determined that it was not the fault of the employee as the employee had followed proper protocol for securing the load. Public Works will require all loads to be secured with two straps from now on to prevent a future safety issue. Ms. Hall explained the cost of the ticket was processed in the voucher batch to be approved, but in order to process the payment, the commissioners will need to consider waiving the personnel policy to allow the county to pay the ticket. The Personnel policy section 9.1 addresses employee responsibility in this instance and the commissioners have the authority to waive.

Commissioners asked Auditor Hall to provide the invoice in a separate batch to be approved next week with a summary of the situation from the solid waste manager and the commissioners will address it next week during session.

The board adjourned at 4:00 p.m.