

RECORD OF THE PROCEEDINGS**OKANOGAN COUNTY****JANUARY 8, 2019**

The Okanogan County Board of Commissioners' met for its regular session on January 8, 2019, with Chairman, Commissioner Jim DeTro; Vice Chair Commissioner Chris Branch; and Member, Commissioner Andy Hover, and Laleña Johns, Clerk of the Board, present.

Commissioner Hover was absent this morning due to attending an UCSRB meeting. He returned at about 11:00 a.m.

Commissioners' Staff Meeting

David Gecas, Stella Columbia, Joe Poulin, George Thornton member of the public taking notes. Perry Huston, Dan Higbee

Mr. Gecas provided his update on legal matters. He explained his work in regards to special land use attorney costs and discussed the contract language in the document presented to commissioners' for signature. He discussed code enforcement letters and he found another county suggested ways to handle these when the letters are not getting the desired results. He explained some recent enforcement/abatement issues with regards to Pest Control enforcement issues. Director Huston explained how court orders can address the situation. Something needs to be done with regards to the Pest Control issue. Mr. Gecas will get back to the board on what he finds as solutions. He is also doing some research on law enforcement contracts with other cities.

Motion Agreement-Mark R Johnson

Commissioner Hover moved to approve the agreement with Attorney Mark R Johnson regarding land use matters for Okanogan County. Motion was seconded, all were in favor, motion carried.

Dennis Rabidou discussed the needed Juvenile Detention carpet and sewer pipe repairs. Mr. Poulin reported that he cut the tree down to prevent additional pipe damage and cleaned the carpet, but only one quote from a Chelan company for carpet replacement has been obtained.

Mr. Poulin intends to run the snake down regularly to keep it clear. It's on a PM schedule while he figures out the main cause of the problem. The commissioners' directed Joe Poulin to obtain three quotes from vendors on the vendor list to request quotes to replace the carpet. Additionally, quotes to repair or replace the sewer line will also be obtained by Joe Poulin. Commissioner Hover discussed the desire to obtain the quotes from local vendors before obtaining quotes from nationwide type vendors. Mr. Poulin said he will.

Mr. Rabidou said if the commissioners' believe they can declare an emergency because of the sewage backing up, then he can work around the project if there are porta potties available during the project. The admin building would also be affected. Commissioner Hover said the expenses are to be paid from fund 160. Director Huston recommended a timeline be placed on the request for quotes. Joe Poulin said he will have them by the end of the week.

Commissioner DeTro asked if Mr. Rabidou consulted with the Treasurer and Auditor on the purchase of the vehicles. The purchase is being processed today for the three vehicles. There is \$128,000 budgeted for the purchases and there is about \$293,000 cash in fund 160. Payment is due when vehicles are received not ordered. They won't actually be paying the invoice until around June. For any major purchase that happens in January and February the Treasurer and Auditor should be

consulted. Commissioner Branch thought that given the inconsistencies in references to purchases and public work projects that it would be helpful to have a workshop to learn the appropriate process for purchasing vs public works projects as they are being mixed together with the term bids and quotes being used interchangeably.

Commissioner Hover mentioned the Capital Facilities plan needs updating and he reminded Mr. Rabidou about any projects he has in mind. Director Huston stated he would generate the notices. The requirement in RCW 36.70 lays out a path for the plan, but we have not really been following it until now. Mr. Rabidou will work with Director Huston on items to add. Now there is a funding stream there are decisions to make in terms of what we can do to help the safety and security issues in the Juvenile building. He would like to discuss his ideas further another day.

The commissioners' and Director Huston discussed the needed Bid Policy updates of the county as stressed by Commissioner Branch.

Commissioner DeTro asked Mr. Poulin if Facility Dude has an auto fill that would help make requests easier and more efficient for staff to enter. Mr. Poulin said if there is an emergency then departments should call him first before spending valuable time entering the details into the Dude first. Commissioner Branch said it takes practice to become familiar with the options then it will go more quickly.

Ms. Columbia said she is working on the Billboard. Working on Annex flooring project will need to begin when there isn't anyone leasing the building. She work on a schedule then relay that to Joe Poulin. She doesn't want to turn anyone away. She is still researching types of flooring to purchase. The space is about 3200-3600 sq. Commissioner Branch asked Ms. Columbia to check with the State Contract prices and types if, for nothing else, to help establish a cost baseline. Commissioners' are liking the Home Depot LifeProof flooring due to it being cost effective and good material.

Director Huston discussed the final work needed to complete the Homeless Shelter annexation for Housing Authority project. The city council said yes we'll annex depending on what the building looks like. An intergovernmental agreement could be done to process the land permits then discuss how to address the building permits in terms of which municipality will issue. The project is within the city expansion areas. Commissioners' did not see a reason why the city should not be lead on this. Commissioner Branch reported that he had discussed the detail with the Housing Authority Director.

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

Debi Hilts updated the board on current claims for damages she is processing. One is where the county plow appeared to run over a transformer that was covered by snow and not marked with a flag. Ms. Hilts stated Civil Service oral boards are scheduled for this Friday. There could be additional oral boards depending on the new Sheriff.

Ms. Hilts explained some decision is needed on how we proceed with the different interpretations of one union contract that afforded two floating holidays that was renewed with a new contract that allowed three floating holidays. It is a union contract not an employment contract. Commissioners' would like the situation to be discussed with the Union to determine how to move forward then provide that result to the board.

Ms. Craig stated she has completed the exempt employee resolution and policy. The biggest thing was the current leave balance and how that would not be taken away.

Commissioner Hover intends to meet with the city of Tonasket today about their police department, but will try and return for the afternoon calendar because of the Public Health meeting today where nightly rental issues will be discussed.

Update – Veterans Relief Board – Eric Fritts, Dale White

Eric Fritts, Mike Stewart, Dale White, George Thornton member of the public taking hand written notes, were present.

Mr. Fritts provided his CVSO 4th quarter update. (attached) Mr. Fritts discussed the items listed there. A Stand Down happened on November 1st at the Community Action council building. There was good turnout for the event. The stand down produced 11 pallets of misc. equipment for distribution. Mr. Fritts obtained the surplus items from other entities as far away as the Tri-cities for distribution here. Items included sleeping bags, boots, warm clothing, and other amenities. There are nine pallets left over. Mr. Stewart said one of the 11 pallets was junk. Storage was a problem until Scott Nelson provided storage for the items. Commissioner Hover stated the Agriplex fees can be waived for use if those served are poor or infirm. Commissioner Hover said Trango should be involved with the event to help transport those wishing to attend from other parts of the county.

Outreach has increased. Last month five trips were made within the county which takes Mr. Fritts out of the office for a whole day. He feels outreach will increase and so he may be out of the office more due to not having someone fill in for him at the office. Mr. Stewart stated the advisory committee could promote whatever the commissioners' decision is. Commissioner Hover stated the reasoning and support is going to be needed to justify more than \$80,000 annually from Ad Valorem.

Mr. Fritts explained the number of calls and claims processed each month.

Mr. Fritts explained the Tribal veteran program. Mr. White explained he has no idea who the tribal veteran representative is. Tribal council members turn over so often that it is hard to know who the representative is from year to year. Tribal veterans are using the county's resources first then maxes it out then they use the Tribal funds. It should actually be the other way around. It appears some tribal veterans could be getting double assistance for the same thing. The tribe has three veteran service officers to process their claims, where the county only has one. Commissioner Branch discussed opportunity to discuss this issue with the tribe. Mr. Fritts would like to attend too.

Mr. White discussed Mr. Fritts award for outstanding service to veterans not only for this county but for other counties as well. He does a lot of extra stuff such as converting the old forms into electronic forms and he helps other county service officers. He also helps veterans with the drug court processes. It is difficult to help out if there is a felony involved, though. The other thing is the stand down's and the additional outreach needed. He sees more trips the VSO will need to make. He wants to ensure someone is in the office during the VSO absence so someone is manning the office and phones. He said it is very important to ensure veterans have access to service when they need it. Commissioners' thanked the group for all they do and for making this all workout. Commissioner DeTro was in favor of considering authorizing some part time help. Mr. Fritts stated the important thing would be the accreditation of whoever is hired. The group understands this is the first time Okanogan County has provided this level of service and it takes time to build it up. How long would it take to train someone up to the level needed. About six months, explained Mr. Fritts that is getting accredited, learning about the system, learn what to say on the phone and the person needs to be a veteran. The commissioners' thanked the group for the update.

Update – Public Works

Engineer Josh Thomson, Admin Officer Ben Rough, Director Perry Huston

Engineer Thomson's provided his Public Works agenda and discussed in detail items listed there.

Maintenance & Rd Conditions

There is a lot of ice on the roads that crews are dealing with. Commissioner Hover discussed a phone call from Sun Mt Lodge he received thanking the Public Works crews on their dealing of the ice.

Similkameen Trail Inspection Program

Engineer Thomson asked if the board had ideas on accomplishing the program. Commissioner Hover stated LTAC funds could be applied for and used to maintain the trail since it is county owned and provides a tourism function. Commissioner Branch discussed replenishing other funds that could be partly grants

Director Huston explained where he is at with the MDNS for proposed WATV routes. A timetable is needed for the MDNS. Types of signs were discussed. Engineer Thomson explained the symbols already in use by public works for spray operations. Whatever is decided upon will need to be adopted in an ordinance. A legend interpreting the symbols would be strategically placed so folks know what the symbols mean. Engineer Thomson said the cost is still going to be over \$40,000. He estimated around 200 signs for the roads most recently opened would be needed. Commissioners' discussed their strategies on cutting costs of the signs. The area was projected on the wall for Commissioners' review on primitive road locations where WATV's are allowed but roads need signage. The familiarity of the map and the list of roads is what will be enforced, stated Engineer Thomson. Director Huston reminded the board about the Chronicle's 2018 incorrect publication of open routes.

Equipment Purchases for 2019-2020

Engineer Thomson explained the equipment purchases needed for this year. A dump truck is needed by the fairgrounds and Commissioner Hover would like any surplus of Public Works to be considered for fairgrounds purchase and use. There may be a 6-yarder coming up, said Engineer Thomson.

CRC pit use agreement was discussed for a Wauconda pit. Engineer Thomson said they would like us to continue utilizing the pit. CRC wants the pit to continue to be active. There is also a telephone, well, water reservoir would also be part of it.

Ben Rough asked the board if they would like to discuss the Public Works 2019 objectives and meeting formats. Commissioner Hover asked if the agenda could be condensed to just the major items.

Mr. Rough explained CPR classes are provided to Public Works employees to renew their CPR card, first aid, and AED use. Commissioner Hover would like the information because all county employees should receive the training. Commissioners' thought if they received the Public Works agenda's at least an hour prior to the meeting, they could preview it.

The board adjourned for lunch at 12:20 p.m.

The Clerk of the Board asked for and received direction from Commissioner Hover on whether the LTAC might consider a late 2019 LTAC application from Terry Quick with ENTICO International for marketing the Omak Stampede. The Clerk said the applicant missed the original deadline of September 4th because the new 2019 application was not online and he didn't see the notice in the paper. She provided the applicant with a new deadline of September 12th to return the 2019 application and she received it on September 17th is five days late. She asked if LTAC would want to consider the application and Commissioner Hover said no. The application was late and no exceptions to the rules would be made for this. He directed the Clerk to relay the decision to the applicant and invited him to apply for 2020 funding.

Board of Health – 1234 S 2nd Ave, Okanogan-Commissioners' to Attend

The board of county commissioners' attended the board of health meeting, returning at 2:50 p.m.

Discussion – Forest Service Roads – Methow Forest Ranger, Chris Furr

Due to the federal government shutdown, Commissioner Hover didn't believe Mr. Furr would be able to attend this meeting. Commissioner Hover discussed a road that FS is looking to decommission near Upper Beaver Creek. Commissioners' discussed their view on access to the forest.

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 regular vouchers in the amount of \$105,271.38 and Payroll vouchers in the amount of \$97,235.53. Warrant numbers as cited on the attached blanket voucher list. Motion seconded and carried.

Motion Public Health Voucher

Commissioner Hover moved to approve the Public Health Vouchers in the amount of \$1,608.84 Warrant numbers as cited on the attached blanket voucher list. Motion was seconded, all were in favor, motion carried.

Motion Appointment Letters WRIA 49 Watershed Planning Unit

Commissioner Hover moved to authorize the appointment letters of Ray Campbell, Jeri Timm, Joseph Enzensperger, Nancy Soriano, and Jim Utt to the WRIA 49 watershed planning unit. Motion was seconded, all were in favor, motion carried.

Motion Appointment Letter-Solid Waste Advisory Committee-Brady

Commissioner Hover moved to approve the appointment letter of George Brady to the SWAC position # 6. Motion was seconded, all were in favor, motion carried.

Resolution 5-2019 Exempt Leave Policy

Commissioner Branch moved to approve resolution 5-2019 which adopts the Exempt Employee Policy effective January 1, 2019. Motion was seconded, all were in favor, motion carried.

Motion Homeless Housing PS Agreement-OCCAC

Commissioner Branch moved to approve the Homeless Housing Professional Services agreement with OCCAC for the amount of \$14,000. Motion was seconded, all were in favor, motion carried.

Ms. Craig asked if the board decided whether or not to allow an additional floating holiday for non-union employees for a total of two. Commissioners' discussed among themselves whether or not to allow the extra floating holiday for non-union employees. Commissioners' directed Ms. Craig to draft the resolution for approval.

Motion Credit Application –Proctor Sales Inc.

Commissioner Hover moved to approve the credit application with Proctor Sales and authorized the chairman to sign the application. Motion was seconded, all were in favor, motion carried.

Approve Consent Agenda

Commissioner Branch moved to approve the consent agenda items listed below, excluding item #1. Motion was seconded, all were in favor, motion carried.

1. Commissioners' Proceedings December 31, 2018
2. Contract—LTAC-2019-015 Marketing & Promotion Funds-County Fairgrounds
3. Contract-LTAC-2019-017-Marketing & Promotion Funds-Stampede
4. Contract Amendment #1-Title III Funding-Conservation District
5. Interlocal Agreement-Title III Funding-Conservation District
6. Resolution 1-2019 Employee Promotion-Public Works
7. Resolution 2-2019 Road Restrictions –Public Works
8. Resolution 3-2019 Budget Amendment Various CE Budgets-\$34,141

The board adjourned at 5:00 p.m.