

RECORD OF THE PROCEEDINGS**OKANOGAN COUNTY****JULY 22, 2019**

The Okanogan County Board of Commissioners met in regular session at 123 5th Avenue North, Okanogan, Washington on July 22, 2019, with Chairman, Commissioner Jim DeTro; Member, Commissioner Andy Hover, and Laleña Johns, Clerk of the Board, present.

Vice Chairman, Commissioner Chris Branch, was absent today for personal business.

Member of the public Isabelle Spohn, taking computer written notes for Okanogan Watch Group and member of the public Jennifer Ward, taking hand written notes, were present.

Pledge of Allegiance

The pledge was done.

Review Commissioners Agenda and Consent Agenda

Commissioners reviewed their agenda and consent agenda items.

Discussion - Lodging Tax Advisory Committee Positions Res. 125-2014

The Clerk of the Board discussed a conversation she had with Pattie Middleton of Buena Vista B&B who may submit a letter of interest to sit on the LTAC as collector representing commissioner district 1 & 3. The committee really needs another collector position filled to be in compliance with the RCW.

The RCW requires a five member committee with two collectors of the tax and two receivers of the tax and one elected official. The Clerk of the Board discussed the LTAC membership changes that would combine commissioner district #1 and #3. The commissioners discussed creating two at large positions with one representing commissioner district #1 and #3 and one representing commissioner district #2. The Clerk said she would reach out to the other LTAC members.

Briefing Among Commissioners—Discusses Individual Weekly Meetings

Human Resources Assistant, Shelley Keitzman was present.

Commissioners discussed the Planning Director's recent resignation letter dated Friday, July 19, 2019. Commissioners accepted the letter. There will be a need to advertise and go through the hiring process to fill the open position.

Commissioner Hover asked Angie Hubbard to join the discussion. The commissioners asked Senior Planner, Angie Hubbard if she is willing to be the Interim Planning Director until applications are considered and a full-time director hired. The board intends to permanently fill the position. Ms. Hubbard has a degree in regional planning and environmental sciences and is the only Planner in the department with a Planning related degree. Ms. Hubbard said she is willing to be appointed the interim responsibility. Mr. Huston was under contract, so the commissioners discussed the different responsibilities he was assigned and wondered if the same make up would be given to the new Director. He did a lot of administrative officer tasks unrelated to Planning and Development for the commissioners. Right now the board has an opportunity to structure the position or positions.

Commissioner Hover would like to get the ball rolling to appoint Angie Hubbard to the interim Planning Director position. Ms. Keitzman stated this is the beginning of pay period so that will make it easier.

Commissioner Hover discussed another grant opportunity for Fairgrounds and suggested this opportunity be discussed with FAC to generate ideas for use of the funds and reasons to apply.

Commissioner Hover discussed a constituent that burns dodder weeds in his alfalfa field and our resolution does not include that type of burning in the agriculture exemption. The commissioners requested Pest Control Agent Dan McCarthy to discuss with them how adding the exemption to the burn ban resolution would be handled.

Commissioner Hover previously discussed with Auditor Cari Hall how positions are created and become unfunded and how creation of positions are done to understand and create consistency among when two people are being paid out of the same BARS.

Budgets based on departmental structure needs instead of funds. Each Dept. would create a budget for staffing that is what they need and those unfunded position would not go away but just be unfunded.

HR creates the position, payroll pulls it into the system and auditor assigns the BARS codes. It has been a one to one ratio to keep track of funded positions. We might have approve positions that are open but not funded. What she does she works with HR to learn what are opened to compare. Can the auditor print out a list of positions that are approved? BARS codes are not tied to people because the codes change all the time. The auditor's office has the authorization to change the name of position titles and HR can too. Commissioner Hover discussed policies that articulate the steps on how to change positions names. List from HR annual of existing positions to compare with budget worksheets the commissioners see during budget time. Commissioner Hover explained if each department came up with a structure for their department based on having not unlimited resources but honestly what their department should look like with positions that are not all funded. If promotions are considered, the structure will show what is open and which positions are promotable. Ms. Hall recommended the commissioners discuss with HR how they want to show the positions. She recommended if a department is downgrading a position in order to fill another more needed position that a resolution be created to provide her office with that authorization.

The Clerk of the Board suggested she, HR, Auditor, Payroll, and a commissioner discuss articulation of the different steps used for the three types of position changes i.e. reclassifications, new positions, and promotions so the unique position numbers are tied consistently between the budget, authorizing resolution, and payroll.

Member of the public Lorah Super, taking hand written notes and member of the public Katie Haven, video and audio recording.

Update – Planning Department

Angie Hubbard and Char Schumacher were present.

Ms. Hubbard asked the board to consider the Tonasket EMS District Vouchers.

Motion Tonasket EMS District

Commissioner Hover moved to adjourn as the BOCC and reconvene as the Tonasket EMS District. Motion was seconded all were in favor, motion carried.

Commissioner Hover moved to approve the Voucher certification and authorize the Tonasket EMS District vouchers to be paid in the amount of \$21,970.27. Motion was seconded, all were in favor, motion carried.

Commissioner Hover moved to adjourn as the Tonasket EMS District and Reconvene as the BOCC Motion was seconded all were in favor, motion carried.

Ms. Hubbard stated the Planning Commission is meeting tonight to determine consistency with the current Comprehensive Plan. The Draft Environmental Impact Statement was published regarding the

Comprehensive Plan and is published on the website. She said the Planning Commission will meet August 19, 2019 to review those changes. Commissioner Hover asked if moving forward will we have the Planning Commission hold the Public Hearing on Draft Environmental Impact Statement (DEIS). The schedule requires a 45 day comment period which ends in September. Based on comments those changes will go into the Comprehensive Plan. The Planning Commission is also looking at the draft Comprehensive Plan. They will go through that draft as it relates to Draft Environmental Impact Statement and will come up with comments on that sometime in October is when the Comprehensive Plan hearing is to be.

WRIA 49

Meeting at 6:00 on August 1, 2019

Consumptive use

Rep from DOE presentation

These items were listed on the Planning Agenda but were not discussed.

Water Summit

Review Letter /Discuss Facilitation

Mitigation Language OCC 17A.400.120

Review resolution Re: WRIA 48 exempt well policies

Commissioner Hover would like a list of entities the letter is to go to. The Methow Watershed Council asked to be on the list.

Planning won't be hiring the Planner I for the well tracking tasks.

Char Schumacher discussed the Champerty Shores Sewer Extension and how an LID might be created to fund the project. She noted the limitations for taking on the project management as that is outside the current planning staff skill set. She recommended someone else be the project manager. We will need to go out for request for qualifications for a project manager for this project.

Motion Interim Director Planning and Development

Commissioner Hover moved to appoint Angie Hubbard as Interim Director of Planning and Development for Okanogan County. Motion was seconded, all were in favor, motion carried.

Commissioner Hover explained that Mr. Huston did much more than planning for the commissioners. He was also the Board's administrative officer taking care of many administrative tasks outside the planning arena. Some revisions to the job description will be needed. The structure of the department should be discussed and ideas brought forward for commissioner consideration. How will those get rolled up into that Director role or should those things be separate? Commissioner Hover discussed other tasks to be accomplished that the director should be considered either in this position or creation of another such as administering grants, economic piece, and community liaison, and think about what we need if we can afford to do what we need to do.

Motion Staff Direction

Commissioner Hover moved to direct staff to review and amend the job description to be adopted by resolution to clearly identify the responsibilities of the Planning Director position moving forward. Motion was seconded, all were in favor, motion carried.

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 \$543,516.65. 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 regular vouchers in the amount of \$28,594.87. Warrant numbers as cited on the attached blanket voucher list. Motion was seconded, all were in favor, motion carried.

Appointment Letter- Lodging Tax Advisory Committee-Patti Middleton

Commissioner Hover moved to approve the appointment of Patti Middleton to the Lodging Tax Advisory Committee position #5 representing Buena Vista B&B as a collector of the tax. Motion was seconded, all were in favor, motion carried.

Resolution 88-2019 Initiating RAP Project on Salmon Cr Rd

Commissioner Hover moved to approve resolution 878-2019 initiating RAP funding for Salmon Creek Road CRP No. 9221-06 from mile post 2.95-3.100. Motion was seconded, all were in favor, motion carried.

Commissioners asked that Dan McCarthy discuss the process for exempting the burning of dodder in alfalfa fields and what the process would be for permitting that to be burned during a burn ban.

Discussion Burn Ban Exemption-Alfalfa Dodder Burning

Dan McCarthy was present.

Pest Control Agent Dan McCarthy was asked to discuss the burn exemption in the burn ban. A constituent uses propane torches to burn dodder, said commissioner Hover. Three methods of control is pre-emergent herbicide, flail treatment and burning to prevent the spread. The permit covers only commercial orchards. Mr. McCarthy has already spoken to Cody Accord. The resolution is specific to fire blight, but if other problematic agricultural diseases were in the resolution it would allow some flexibility. This year, commissioners just wanted to discuss an exemption. It would be beneficial and we could still disallow it. Agricultural related pests in accordance with current Ag permitting processes. Mr. McCarthy explained sometimes fire blight is piled up and not burned, but it makes sense to burn when it is safe. For next year, the resolution could be more general to agricultural disease controls. Coordinated efforts between fire chiefs and locals.

The board adjourned at 4:20 p.m.