

RECORD OF THE PROCEEDINGS**OKANOGAN COUNTY****NOVEMBER 18, 2019**

The Okanogan County Board of Commissioners met in regular session at 123 5th Avenue North, Okanogan, Washington on November 18, 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 from 9-2:30 p.m. today due to attending a Methow Valley CERB Broadband meeting.

Pledge of Allegiance

The pledge was recited.

Review Commissioners Agenda and Consent Agenda

Commissioners reviewed their agenda. Commissioner Branch noted that the BOCC was not intending on going to the Special Planning Commission meeting tonight as was noted on the agenda. The Clerk of the Board amended the online version to state no commissioners would be attending the meeting.

Briefing Among Commissioners – Discuss Individual Weekly Meetings & Schedules

Commissioners discussed their meeting schedules.

2020 Budget Work Session – Noxious Weed Department

Cari Hall, Lisa Schreckengost, Leah McCormack, Anna Lyon

The group reviewed the Noxious Weed Dept. 2020 revenue and expense budget.

The revenue was discussed. Ms. Lyon explained the grants are not entered until received. She said a supplemental appropriation would be necessary to budget those funds for expending. Based on cash on hand and incoming revenue from assessments still coming in, Treasurer McCormack suggested an additional \$25,000 to the ending fund balance.

Ms. Lyon explained they are not doing a countywide mailing again they are just doing the cities so postage and mailing costs will be down.

Ms. Lyon asked if there was a way to put a vehicle fund into this budget in order to save for replacements? They do not use the current expense reserve to purchase their vehicles because they are a special purpose fund. Commissioner Branch asked about use of the ER&R for the Dept vehicle purchase.

The group discussed keeping the unreserved budget at \$175,000 then commit \$25,000 extra that would carry over year to year to build a beginning fund balance up as a way to save for vehicles and then remember what is in there and for what purpose. Commissioner Branch said he feels better with the vehicle funds earmarked. Ms. Hall said for this situation it's okay to use the general ledger for tracking the restricted fund balance and savings account for vehicle savings and future purchases.

Ms. Lyon requested to receive her budget in June so her Board can go through the budget prior to the deadline to submit to Auditor.

Update – Public Works – Engineer Josh Thomson

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

Maintenance & Road Conditions

Chesaw area saw some snow and slippery conditions.

Statler Bridge Project

Statler Bridge is progressing as expected.

Fuel and Oil Procurements for 2020

Engineer Thomson explained the current Fuel contracts allow the contract to be extended for one-year two times and vendors have agreed to extend the contract another year, so no bids for that. The oil vendor is on the state bid and if we switch they will give us a few more bulk tanks at the shop for convenience and affordability. Commissioners gave direction to award the contract to the state bid for the oil for 2020.

Engineer Thomson explained another final draft of the purchasing policy was sent out to commissioners for review. He tried keeping it simple and is 8 pages long. One item that could be added is putting some of our standard contracting form templates in for reference.

Federal requirements were added to the policy draft per state auditor requirement.

Engineer Thomson said he spoke to Mike Thorp about the Barkley & MVID Ditch Project. We now have the project going in the right direction with the properties. Work will start in the spring and it will be a few years before completion.

The Change order on the consent agenda includes the additional dig out work.

Commissioner DeTro asked about closing the loop on the variable speed limits issue. The last time it was discussed it was determined to be difficult to defend. The variable speed guideline is in WAC but Commissioner gave that to Perry Huston. He said talk to Ferry County as one was added to Boulder Pass near Curlew Lake in several spots over there. Engineer Thomson said he will talk with Ferry County.

Bid Opening – Jail M Tank Ceiling Project - Tanya Craig

Commissioner DeTro stated the time for receiving bids is past. Two bids were received and Commissioner DeTro opened and read them.

Bidder: Whitebird, Inc Wenatchee, WA
Total: \$128,922

Bidder: Halme Builders, Davenport, WA
Total: \$100,000

Copies of the bids were made for the record and the original bids returned to Tanya Craig for bid award recommendation.

Katie Haven, member of the public audio and video recorded the meeting.

Update – Planning Department – Interim Director Angie Hubbard

Continuing the prior discussion and will include forest lands and the different alternatives, maps, and how those layers were derived. in the special meeting of the Planning Commission scheduled tonight.

Ms. Hubbard said Ted O Roberts can attend a January meeting but not the December meeting. January is fine. Ms. Hubbard said a preapplication meeting is needed prior to the main meeting. Commissioner Branch said prepare for the grant application anyway, then learn from that experience. Would Whether or not the projects being considered would rank before having a plan finished. If the plan is adopted we would get a higher ranking but because we are a distressed county we would get a higher ranking for that.

Ms. Hubbard updated the board on completing a public records request for all comments from 2014 to present. Remnants of the Yakama Nation request are being pulled together for completion.

Nothing yet in writing has been received from the Lake Management District land owners whose assessments were requested to be removed. The public hearing is scheduled.

The Miller Pit SEPA appeal is moving forward and the appeal hearing will be held on December 5. There are a few administrative remedies for SEPA appeal that can be considered by the hearing examiner.

Ms. Hubbard provided the Planning Department's application status report through October to the commissioners. (attached)

Discussion–Homeless Housing Plan Review & 2020 Homeless Housings Fund–Lael Duncan Lael Duncan, Lisa Apple, Nancy Nash, and Sue Edick

The group's individual responses to the attached RFP for use of the County's 2020 Homeless Housing funds were discussed.

Lael Duncan stated there was about \$210,673 of unobligated Homeless Housing funds. The Clerk of the Board explained that number takes into account the remaining contracted expenditures including the 2018 contract amendments (\$21,663.54), 2019 awards (\$161,006), and 2019 contract amendment (\$25,000), which have not been all paid out.

Homeless Housing proposals were reviewed and discussed. Okanogan Homeless Shelter is a new applicant for the homeless housing funds for winter overnight shelter support from January through February.

Commissioner Hover went through the RFP requests for homeless housing funds. It was noted that more revenue was received than expected. He asked if there were plans to use those funds for something specific. The group requested a consultant be hired to primarily write and organize the Homeless plan. The group discussed the possibility of saving funds in reserve to use for the consultant later. Commissioner Branch prefers to review all the information until the accounting of the funds is laid out then take a look at the requests that could be funded by either Homeless or Affordable funds. He would prefer to see that in alignment with the request to really see what is available. Ms. Duncan said there is some urgency in getting started with this plan and there are many unanswered questions. Ms. Nash said in looking at the plans we have and the wishes of the Coalition to bring the plan to the next level it will address the bigger picture. It has been discussed and agreed and she doesn't want to keep pushing it out further and further.

Commissioner Hover said if the county had X amount of dollars would the coalition then go out for RFP for those dollars for one year or is this ongoing? Commissioner Branch said if there is a plan to spend the funds according to the plan, then are we holding back funds for another purpose?

Does the group wish to allocate extra funds for the consultant for 2020 or wait until a larger pool of funds is available then go out with an RFP with a two-year savings built up?

Elana Mainer said it depends on the level of experience. It is a red hot issue for the Methow so overseeing the ability to move towards action will be very important. She is talking about a full time consultant. A discussion will be needed to formulate what that means. Ms. Nash wants to make sure we identify the needs first then provide the proper assistance to address the needs. An affective strategic plan is needed.

Commissioner Branch discussed what is still to be sorted out on why people are homeless and why they continue to be. He wants to see a strategic plan developed that can be used to measure accomplishments.

The group thought specific tasks for the consultant should be drafted. Ms. Mainer said the consultant should also identify funding opportunities, grants and other ways to provide housing and funds. The group doesn't want to get hung up on the process.

Commissioner Hover recommended a resolution to adopt the requested funds then in January when we know the exact amount of carryover then firm up the numbers. He said whatever is left over at the end of the year that it be used for the consultant whatever amount that is.

Commissioner Hover said if the board's allocation of Homeless Housing funds to Room One is \$12,000, and Housing Authority request reduced to \$17,000 then there would be carryover to consider for a consultant.

Motion Staff Direction

Commissioner Hover moved to direct the Clerk of the Board to draft a resolution for formal adoption of the proposed uses and amounts of the 2020 Homeless Housing funds. Motion was seconded, all were in favor, motion carried.

Motion

Commissioner Hover moved to direct the Clerk of the Board to draft a resolution that allows \$25,000 to be budgeted in the Affordable Housing fund 2060 for low income maintenance and operations from fund 141. Motion was seconded, all were in favor, motion carried.

Ms. Nash said the group will work on a Job description for the consultant then bring the draft back to the county in January for further discussion.

Homeless Housing plan discussion

Ms. Duncan said the only issue with the required amendment to the Homeless Housing Plan was the requirement to compare to a similar county. She said she looked at Whitman County because it has comparable population. She had an independent reviewer say she met the criteria, and she hopes it is true. The technical term is humongous as the state used to prepare the projection of future homelessness over a five-year period. She said the point in time count is flawed because it is in January when everyone is hunkered down for the winter; however, there was \$2500 allocated to OCCAC to expand the count to many other areas of the county to capture youth homelessness and obtain a closer projection for how many homes are needed.

The plan update meets the criteria and the racial equity information was gathered to create a true picture.

Motion Resolution 145-2019 Homeless Housing Plan Re-Adoption

Commissioner Branch moved to adopt resolution 145-2019 which rescinded resolution 82-2019 and adopted the Okanogan County Homeless Housing Plan 2019 and attachments. Motion was seconded, all were in favor, motion carried.

2020 Budget Work Session – Maintenance Department

The group went through the expenditure lines in fund 160 and 001.009. Commissioner Hover said we

would need to consider a conservative budget. He knows the fairgrounds is a big piece. An extra full-time person was requested for fairgrounds due to business that occurs on the weekends. Commissioner Hover said temp could be hired or should we pay someone more for longer to help cover. Joe Poulin said there is a lot of work in the spring. Ms. McCormack cautioned about using the funds only for salary and benefits and not really supporting the grounds. Commissioner Hover said one guy can only do so much and with there being a lot to do over there. Can it be budget neutral? To have events on weekends we need another guy to cover those events. Without trustees on the grounds there is a gap.

Renting the Hancock building and what expenses we were paying for was discussed. The fairgrounds staffing for the week or two prior to fair will need to be figured out as it is beyond the scope.

Discussion – Communications Sales Tax Budget & Participation – Mike Worden

Cari Hall, Lisa Schreckengost, Mike Worden, Leah McCormack

The group discussed cash flow for emergency communications sales tax. The group discussed how to budget funds that would then reimburse Current Expense from the fund in June when the revenue starts coming in. Commissioner Branch asked if the R&M radios part of the upgrade intent for which the proposal was passed by the citizens. Mr. Worden explained why it is tied into the improvement discussions. Some things will take time to be able to get to the major items.

The group discussed system usage charges for the dedicated revenue from EMS and everyone including Sheriff Office that would go into fund 161. Commissioner Hover said at some point we'll need to decide, after all billings go out, and there is X amount operating dollars not covered by revenue, then where does the rest come from? Mr. Worden said around \$50,000 would come from the Current Expense Sheriff. The group believed the fund 161 should build up for sustainable operation costs, so Commissioner Hover said let it build up in the first six months of 2020. A resolution needs to be drafted to create the fund. Ms. Hall said she will help draft as Mr. Worden said he's never presented a resolution before.

The group discussed the budget amounts for the new fund for 2020.

Will a commissioner attend the dispatch advisory committee the Sheriff created? Commissioner Branch said he would be glad to participate. Commissioner Hover said he would too if no one else did.

Mr. Worden discussed the letter to the cities regarding the communications and the draft contract. The letterhead should include the Sheriff' to show them what their tax did for them. The formula was based on 3-complete years of call volume and the discount applied for a billable expense amount.

Review Meeting Minutes

Commissioner Branch provided corrections to the minutes.

The board adjourned at 5:00 p.m.