

RECORD OF THE PROCEEDINGS**OKANOGAN COUNTY****SEPTEMBER 24, 2019**

The Okanogan County Board of Commissioners met in regular session at 123 5th Avenue North, Okanogan, Washington on September 24, 2019, with Chairman Jim DeTro; Vice Chairman, Commissioner Chris Branch; Member, Commissioner Andy Hover, and Laleña Johns, Clerk of the Board, present.

Commissioner Jim DeTro was absent yesterday. There was no quorum established Monday, September 23, 2019.

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

Mr. Thornton updated the board on the Planning Commission Meeting last night, stating the group feels disorganized because the previous Director wasn't allowing his staff to participate at a level that allowed them to learn how to facilitate meetings and keep the group focused.

Pledge of Allegiance

No pledge was done.

Update – Superior Court - Dennis Rabidou

Dennis Rabidou and Judge Henry Rawson were present.

Mr. Rabidou stated Judge Rawson would be coming along shortly. He started out stating his budget is good at this point. Staffing was discussed. There are many applicants for the various open positions.

File storage was discussed. The prosecutor files in the Admin building are still a problem. Could the Hancock building be used to store files again since no one wants to lease it? The long term plan for the files is unknown since they are the prosecutor's files. Commissioners' intentions have been to lease the building out but there has been little to no response to the advertisements, etc; therefore, they would like to discuss some long term use. The room where the files are currently was used for Juvenile detention and they would like to use it again for that purpose but cannot with the prosecutors' files in there. Mr. Rabidou said he'd like to engage with the prosecutor about the situation first.

Commissioner Hover suggested the commissioners go tour the rooms in use and the rooms requested. A settlement conference room is needed that is private and available. Commissioner Hover wants to ensure the rooms are being used efficiently. Commissioner Branch stated the files are the prosecutor's responsibility, but it must be temporary situation so we can rent the place. Mr. Rabidou will reengage with the prosecutor.

Mr. Rabidou asked if the Clerk was still accepting surplus lists. She said yes, but the lists were requested by Sept. 20.

Judge Rawson explained the flu season is upon us with staffing out. Mr. Rabidou said there will be some development on some funding becoming available?? He'll keep the board informed.

Public meeting at Agriplex on Monday October 7, 2019 for public comment on the proposed introduction of grizzly bears in the north cascades. Commissioners to attend

Commissioner Hover asked the Clerk of the Board to notify the county clerks of Whatcom, Skagit, Snohomish, Douglas, Grant, Ferry, Chelan, and Lincoln counties to let them know a meeting on the

North Cascades Grizzly Bear Restoration Plan Public on-October 7 at 5 PM at the Okanogan County Fairgrounds Agriplex. It may be the only meeting in the state for public comment. The Clerk will let the counties know it is happening in case they wish to attend.

Commissioners' Staff Meeting

David Gecas, Stella Columbia, Joe Poulin and Angie Hubbard were present.

Mr. Gecas asked for executive session to discuss pending litigation with Ms. Hubbard and for another matter of potential litigation with Tanya Craig. Quite a few public records requests are being processed and responded to by his office. Another building inspection interlocal agreement between the county and the Town of Riverside was presented for signature.

Motion Interlocal Agreement Building Inspection Services-Town of Riverside

Commissioner Hover moved to approve the interlocal agreement between Okanogan County and Town of Riverside for building inspection services. Motion was seconded, all were in favor, motion carried.

Ms. Columbia explained a high school rodeo is coming up on October 6. She wondered if a 30 yard dumpster would be better. The Rodeo association was under the impression four dumpsters would be enough, but she isn't sure that will be. She is still working on the contract. The rodeo will bring in additional porta potties. All the camping spots and horse stalls will be rented. Make sure it is done so we have records of which spots have been rented and who rented them. Ms. Columbia acknowledged that would be done. Commissioner Hover said the 30 yard dumpster is likely the best option for the event. There will be food concessions. Mike Egert told her he was setting up his food truck there for Sam and didn't think he would make a profit. Commissioner Hover said there should be some guidelines on the concession vendors. Ms. Columbia said she is looking at other counties policies.

Commissioner Branch asked, if Upper Valley was to provide the dumpsters? Yes, they are the vendor we've been using for fairgrounds dumpster needs. Commissioners asked why no rent the Public Works roll off bins? Commissioner Branch stated that he wasn't sure why Sunrise Disposal isn't solicited too. He asked how that works with UTC requirements regarding territory. Commissioners would like to know if Public Work's bins can be used and dumped for a fee. Mr. Poulin will inquire of Kent Kovalenko.

Ms. Columbia needs commissioner approval to use Team Penners purchase of sound system. The system was billed directly to them, and the leftover funds were going towards Fairgrounds Association and deposited with the treasurer. Maintenance paid for all the conduit and workers. Team Penners only wanted a sign to be put up recognizing and acknowledging their donation.

She requested another extension for the temporary staff person as she would like to take some time off. If not then the office would be unmanned for about a week while she's gone. Commissioner Hover asked about the fairgrounds budget. She said it is really close due to professional services expenses. The janitor and portable toilets cost \$7,000. Commissioner Branch noted the Fair overspent last year and wondered how that was handled this year? Ms. Columbia said the FAC thought they would make up for it this year in gate revenue.

Commissioner Hover asked for more details about the temporary work situation. She would request until October 25. Commissioners requested the staffing information on costs and status of budget. She estimated the cost to be around \$2500.

Motion Fairgrounds Temporary Office Staff Extension

Commissioner Hover moved to approve the extension of the temporary office helper at the fairgrounds until October 25th. Motion was seconded, all were in favor, motion carried.

Mr. Poulin came up with some items to be addressed after fair in the future. Some cost estimates for the fair staffing was provided to the board. (attached)

Commissioners discussed the County Sheriff's guild use of the Annex for their Christmas party for the \$75 rental fee charged to county offices.

Ms. Hubbard explained the Planning Commission meeting went well.

Motion Executive Session RCW 42.30.110 (1)(i)

Commissioner Hover moved to go into executive session at 9:40 a.m. for 15 minutes inviting David Gecas and Angie Hubbard to discuss pending litigation. Motion was seconded, all were in favor, motion carried.

Executive session ended at 9:55 a.m., no decisions were made.

Motion Executive Session RCW 42.30.110 (1)(i)

Commissioner Hover moved to go into executive session at 9:55 a.m. for 15 minutes inviting David Gecas and Tanya Craig to discuss potential litigation. Motion was seconded, all were in favor, motion carried.

Executive session ended at 10:10 a.m., no decisions were made.

George Thornton and Stella Columbia remained in the hearing room during executive sessions.

Update–Human Resources/Risk Management–Tanya Craig

Ms. Craig presented a services agreement with the Okanogan School District and the Sheriff's Office for three days to provide presence at home football games due to recent loitering and suspicious activity. The agreement would require the school to pay the overtime of the deputies in place for the event.

Ms. Craig explained some need to clarify under what circumstances elected official are allowed to handle agreements and what types of agreements would those be and what would be the financial threshold of county obligation. Ms. Craig explained instances where elected officials sign agreements. Offices have their own copier machines and many office managers sign those leases. This issue keeps popping up and should be addressed in writing for consistency sake. Commissioner Hover said resources/staff were used and overtime allowed for those types of contracts and then a dept. would come to the commissioners for more overtime budget. Commissioners do not wish to have tight control but should be aware when these contracts are signed. One way for the board to know what occurred would be for that elected official to submit the contracts they've signed to be acknowledged by the board and included the the situation in the proceedings. Commissioner Branch suggested that departments compile and discuss their individual contacts wit the board so the board understands what impact, if any, the contracts have on the county. He noted that if there are potential budget impacts the Commissioners should have some involvement. A threshold would need to be established. This might be something to discuss at the department head meeting today. Are there contracts being initiated without the commissioners' involvement?

Motion

Commissioner Branch moved to approve the interlocal agreement between Okanogan County and Okanogan School District for professional security services at the three home football games held in Okanogan. Motion was seconded, all were in favor, motion carried.

Discussion–Harvest Shelter Sewer Project, CDBG Grant Award–Sue Edick & Dixie Palmer

Sue Edick discussed the recent award of funds for the Oroville Harvest Shelter Sewer Project. The

county was awarded the CDBG grant it applied for. Unfortunately, Commerce did not award funds to the Trust Fund. Dixie Palmer explained application question Sean Harrington was contacted and he suggested a conference call to discuss the issue. The project should have qualified for the funding. At the end they said would need to be demonstrated. Remaining useful life of the trailer had to be 30 years and demonstrate seasonal demands for ag workers. Those were the two major concerns that could not be overcome mostly because of the vacancy WAFLA project is experiencing. ORFH did not pursue the application any further. There are additional NOFA funds legislature appropriated to homeless housing projects.

Commissioner Branch asked why they could not demonstrate the need. Sue said they do have units that were full. Because the demand is not in Okanogan for the new Riverview Meadows farmworker housing Walfa won't fund the units in Oroville. Ms. Palmer said they didn't specifically call out those unfilled units, they alluded to it though.

Meeting the standard for the trailers for 30 years useful life would be difficult to demonstrate. They are already 17 years old but they cannot reach the manufacture as they are out of business. Commissioner Branch said there are many mobile homes that are occupied from 1970's that still have many more years of life.

Sue Edick said the trailers are not leaking, may need better blocking but are the least of the concern. The roofs are the original membrane roofs and they are not leaking. Those can easily be sealed or put a roof over them. It is too late for the Housing Trust Fund Loan application as the due date has passed. They discouraged them from even applying. The trailers would also have to be brought up to current building code. The code for trailers is usually through L&I.

Sue Edick said they were surprised to have gotten the CDBG grant award because Commerce knew the Housing Trust Fund wasn't funding the connection fee. The CDGB Grant is contingent on finding the funding.

Commissioner Hover explained septic system replacement loan program and this might fall under that program with costs being recouped over a long period of time. This issue may be a good fit for that.

Commissioner Branch mentioned funding sources he thought could be researched such as the Craft 3 loan program. He will look into the options and get back with Sue Edick on what he finds. The county is already carrying the financial load to pay back the Eastlake system. Connections fees are used to pay back the loan. He said he understands that the Eastlake water system is getting funding from DOH that includes payment of the fees as the deal was if you got city water you must connect to the sewer too. The county cannot waive the connection fee because the county has a PWTF loan already to pay for the system. The .09 Infrastructure fund is already paying the PWTF loan payments. System development fees are required of everyone in order to pay the PWTF loan. Commissioners asked if time to enter the grant agreement could be extended. The Clerk of the Board will check.

Commissioner Branch will follow up with an email to OHA on the funding options he finds. Then proceed from there.

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

No citizens present wished to comment

Department Head Quarterly Meeting

Present: Leah McCormack, Lisa Schreckengost, Kayla Wells-Moses, Anna Lyon, Charleen Grooms, Dan Higbee, Angela Hubbard, Aaron Culp, Maurice Goodall, Larry Gilman, Tami Denney and Tanya Craig.

No agenda was prepared. Commissioner DeTro asked for department heads to give an update of their

department.

Treasurer McCormack updated on her staffing situation with her chief Deputy absence. They are doing well but very strapped because the Chief Deputy is such a key member. With October coming up, the financial statements will be delayed. She asked for some patience and diligence on the month end reports they usually receive on the fifth.

Lisa Schreckengost gave an update on the Auditor's office. The budget work sessions will begin in October to go over revenue and expense lines. Commissioner Hover stated the budget hearing will be December 5. All department heads shall attend so the public can question that department head.

Kayla Wells Moses provided some event and workshops details being put on by WSU extension.

Anna Lyon explained noxious weed office has been dealing with enforcements, determine if civil infractions are best, and how that will all be processed and put together.

Charleen Groomes provided some information trying get everything handled and keep the judges happy. The timing of trials and filing of the documentation is being improved.

Dan Higbee said his department is buried providing building inspection services to the cities that we recently contracted for. He explained staff coverage at all ends of the county except Pateros and Winthrop.

Angela Hubbard said everything is going alright in her department.

Aaron Culp updated on the Sheriff's department. Field training is wrapping up for those new deputies. There are also some at Academy with some graduating in December. In the process of getting those folks back.

Completed an organizational assessment about three weeks ago. A 77 page recommendation document was a result. They are currently establishing a way to tract their process internally. Signing up for Lexapro which will help the do research. Lots of collaborative efforts with the schools and community coalition. Meeting with Family Health Centers to discuss medical treatments in the jail such as for drug abuse disorders. The Sheriff is figuring out how to coordinate that with OBHC.

Maurice Goodall explained his assistant was hired by the auditor's office so he is trying to fill the vacancy. He said the ID cards are being distributed by the Risk Manager.

Larry Gilman said 2021 assessments have begun. Starting process for 2020 tax collections. It will be a challenge to get through it all.

Randy Clough updated on Central Services. The new network analyst is working out great.

Tami Denney said they are down five people in the Jail with two potential new hires. They will be down seven people between kitchen corrections.....

Tanya Craig updated everyone on the ID card distributions.

Joe Poulin updated that we had a successful fair, there's a Jr. Rodeo planned in October. His department just keeps plugging along.

Stella Columbia explained the fair gate receipts were up \$15,000 over last year. She said she has been busy.

Treasurer McCormack reminded everyone to get their property taxes in by the end of October.

Vote on the Communications tax proposal coming up in the general.

Commissioner Hover asked for agenda items the previous Director compiled for the department head meetings.

A question about the status of the county website redesign was asked.

Commissioner Hover thought Central Services should play a bigger role in choosing vendor to do the county website update. Randy said the websites they looked can be built by anyone. We don't need a web master just someone to design it. Ms. Craig said there are vendors that specifically build websites for local governments. She would like to have a presentation by the vendors to see which one would fit best to our needs, then the BOCC would choose.

Treasurer would like to continue the discussion about the building facilities. Commissioner Hover said the county has various parcels within the Courthouse Complex in Okanogan. He thought it would be good to take inventory and make a plan to takes into account what we want to do. He'd like a consultant to come in and assess the county properties to accomplish a long term long range plan then as we get a funding stream for each piece. He is talking about the actual layout of the buildings, which departments would be housed in which building and what the long range plan would be.

Treasurer McCormack explained in the 36 years she has worked for the county, Michael Beaman has done all the architectural work and we pay him to do bits and pieces and then we never follow through with the project initiated. Larry Gilman suggested each department submit their ideas and the county just do it. The commissioners thought that was a good idea too.

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 \$1,349,707.13 and Payroll vouchers in the amount of \$987,506.77. 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 \$32,779.99 and regular vouchers in the amount of \$11,274.10. Warrant numbers as cited on the attached blanket voucher list. Motion was seconded, all were in favor, motion carried.

Public Hearing – Budget Supplemental Appropriation – Sheriff \$163,515.00

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

Commissioner Hover explained the request.

Motion Resolution 125-2019

Commissioner Hover moved to approve resolution 125-2019 a budget supplemental regarding Sheriff Stone Garden Grant appropriation in the amount of \$163,515. Motion was seconded, all were in favor, motion carried.

Discussion – Technical Scope of Work – WRIA 49 – Initiating Governments & TAC

Aspect Consulting, George Thornton, Connie Iten, Bill on the phone, Craig Nelson, Angela Hubbard, Todd McDaniel, OTID Jay O'Brien, and Colville Tribe?

Vanessa Brinkhuis went over the expectations of the group and discussed what tasks must be accomplished. Nail down the budgets and the language before it is put into signature form. Commissioner Hover thought in the last meeting when sub basins were discussed that we would have Aspect work with the sub basins. They are two different purposes. One for additional \$250,000 for very specific tasks. It was supposed to be a targeted basin. Select four and do a targeted in depth review. Craig Nelson is looking for input on what the logical breakdown that would pass ecology's muster based on Aspect advice.

The group walked through the agreement. All third party references were removed.

Approve Commissioner Proceedings, September 9 and 10, 2019

Commissioner Branch moved to approve Commissioner Proceedings of September 9 and 10, 2019. Motion was seconded, all were in favor, motion carried.

Approve Commissioner Proceedings, September 16 and 17, 2019

Commissioner Hover moved to approve Commissioners' Proceedings of September 16 and 17, 2019. Commissioner Branch abstained. Motion was seconded, Motion carried.

Motion Agreement Homeless Housing Professional Services Amendment #1

Commissioner Hover moved to approve the Professional Services Agreement Amendment #1 between Okanogan County and OCCAC to amend the County's Homeless Housing Plan consistent with Dept. of Commerce requirements. Motion was seconded, all were in favor, motion carried.

Approve Consent Agenda

Commissioner Hover moved to approve the consent agenda items 1-3. Motion was seconded, all were in favor, motion carried.

1. Agreement–Interim Law Enforcement Services–Okanogan County and City of Brewster
2. Agreement-Fabrication Inspection–Statler Bridge Replacement Project – WSDOT
3. Agreement-Public Works and WA State-Snow Park Plowing & Grooming for 2019-2024

The board adjourned at 5:30 p.m.