

RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

FEBRUARY 4, 2020

The Okanogan County Board of Commissioners met in regular session at 123 5th Avenue North, Okanogan, Washington on February 4, 2020, with Vice Chairman, Commissioner Chris Branch; Member, Commissioner Andy Hover and Laleña Johns, Clerk of the Board, present.

Chairman, Commissioner Jim DeTro was absent today.

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

Commissioners' Staff Meeting David Gecas, Angie Hubbard

A letter from Yakama Nation was discussed in general terms. Commissioner Hover explained the problem as he sees it. He is willing, but in general terms he cannot make a decision for the board, but he can say what he believes and he can listen to what they want and bring it back to the board for consideration. David Gecas explained the concern is within his district. Commissioner Branch said if he is meeting with them as a council or a representative of theirs then they could be in the same boat as the county. Commissioner Hover said it has never been a quorum of the council when he has met them. He said through David and Shawna the consideration could be relayed to the whole council and whole board. Commissioner Hover said he will ask questions about how to build trust. Commission

George Thornton explained similar complications with dealing with the Tribe in negotiating the TV District interlocal agreement. The rules regarding communication between government to government is in RCW 43.370 but it only addresses State agencies not local agencies. Mr. Gecas will do some research to learn how communication between the Tribal Council's and the County Commissions is the happen. Commissioner Hover said he is more than willing to go down there to meet with them. Commissioner Branch said that the basin is in Hover's district and he should meet with the Yakamas on our behalf and negotiate the issues.

Angela Hubbard provided her departmental staff update on the Planning Commission. The meeting went well, she said. Commissioner Hover said he previously spoke to Gina McCoy about the way the petitioning of a more completely planned area happens. He thought the process was in the plan where people could create a more completely planned area. He thought moving forward it would spell out a process to petition the county commissioners to create an area such as that. Ms. Hubbard will review the plan and identify the process. Commissioner Hover said because the county is so diverse in its natural resources, aquifers, and topography, it would make sense to have smaller chunks of the county that can then move forward with different differences. He doesn't feel one comprehensive plan can be created to encompass everything because of the significant differences. Commissioner Branch said each area would have a representative for each of those sub areas who would provide guidance. Commissioner Hover discussed a scenario where those in North County want to create a sub area for some people. How would that be proposed by those wanting to do so? Commissioner Branch replied the comp plan would have provision for that. Develop the goal and policy then provide for input and a process to accomplish. Commissioner Hover was just trying to get to the nuts and bolts of what it is to be accomplished and what it would look like if someone wanted to create a more completely planned area. Commissioner Branch further explained how that can work but emphasized that subarea planning requires implementation through zoning and further interaction with groups and that may

need staff attention. He pointed to the County Code which provides for a North County Planning entity which as long as he can remember was never implemented. He has suggested in the past that it could happen with a jointly funded planner for the north end. There has to be commitment on that end of it.

George Thornton asked where is the guarantee that whatever the plan is actually is applied. Where is it spelled out? Commissioner Hover said a certain number of signatures would need to show it is the will of the people in that area wants to do a higher level of planning than what the overarching comp plan calls for. We are so diverse. Commissioner Branch noted that the North Valley subarea established by code includes provisions for participation by various group representatives from the various groups. Language for petitioning a more completely planned area is in the adopted comp plan of 119-2014. Commissioner Hover would like that section to be shown to the Planning Commission. Commissioner Hover explained what happens after a petition is submitted for creating the area. Ms. Hubbard said another thing to be aware of is the possibility of creating too many small sub areas all over the place. Commissioner Hover said there is criteria that first must be met to be able to create a sub area. Commissioner Branch advised to be careful how certain land use policies are used in the comp plan and zoning guidance. The problem is people confuse compl plan policy with implementation regs.

Motion Appointment – Planning Unit Water Resource Inventory Area #49-Jon Culp

Alternate for City of Okanogan

Commissioner Hover moved to approve and sign the appointment letter of Jon Culp to the Planning Unit representing the City of Okanogan as an alternate on the WRIA 49 Planning Unit. Motion was seconded, all were in favor, motion carried.

Motion Appointment – Planning Unit Water Resource Inventory Area #49-George Brady

Alternate for Economic Alliance

Commissioner Hover moved to approve and sign the appointment letter of George Brady to the Planning Unit representing the Economic Alliance as an alternate on the WRIA 49 Planning Unit. Motion was seconded, all were in favor, motion carried.

Naomie Peasley briefly explained a request to rescind resolution 53-2014 regarding the separation of fairgrounds petty cash fund and cash drawer. She would like both combined into one.

Redoing the Annex walls, vintage 1970 photos to decorate with local person to help. Commissioner Hover discussed monthly rate and setting a rate where we can reimburse time for work they do around the fairgrounds. If a kid wants to do five hours of maintenance that could be deducted from the cost to use the facility. Ms. Peasley explained spelling out the in-kind and the value of the exchange. An agreement would be needed to spell out the value of the exchange for the in-kind payment service.

Commissioner Hover moved to direct staff to draft a resolution. Motion died for lack of second. Ms. Craig said she already has a draft prepared from a couple years ago that can be used.

Update - Human Resources / Risk Management - Tanya Craig

Ms. Craig said she doesn't have much to report on. Feb 10 the road crew will do a vote for union negotiations so we may be closer to closing that contract. There are two additional groups to hear from. The fair mediation was cancelled and rescheduled to April 9.

The CJTA plan resolution 17-2020 was briefly discussed.

Update – Communications/Dispatch-Mike Worden

Mr. Worden updated the board on communications. Pushed out the contracts in Dec for dispatch services effective 2021. Commissioner Hover heard from a small fire district they were worried about

no provision for a cap and that their portion would go up and up and up. Mr. Worden touched on that conversation as he heard other concerns too. We have got eight of 28 of the contracts returned, which is a good start. He sent them out, two are Tonasket and Oroville EMS Districts, consistent with the way we developed the other contracts, so those districts the board is board of will need to sign and figure out the budget impacts. Commissioner Hover said the district contracts be separate from the consent agenda so the board can discuss separately as those boards.

Staffing levels were discussed, which is improving. Dispatch Advisory Board is at 1:00 pm tomorrow in the Sheriff's office.

There are two positions to be filled. Decide whether or not a project manager be hired for this project separate from him. He doesn't feel good about doing it himself after learning how it went for other counties. He will pursue a project manager for the project who will be able to be more objective than someone with personal stake. Commissioner Branch said it would be helpful, but there may be push back due to costs. Mr. Worden explained folks who have expressed interest.

Mr. Worden explained a budget process and concerns that would to keep things in check and balanced. The Advisory Board would present a budget to the county after developing it based on expected revenue and expenses that must be covered. Mr. Worden relayed the process input of the smaller entities that come from their representatives developed into classes or groups.

Commissioner Hover asked if the Sheriff also go a contract as they are an entity who it to pay as well and build into their budget the costs for dispatching services because it is a separate fund and would show we are no different from any other agency enjoying the benefit. It might look like an MOU. Commissioner Hover would like to ensure the Sheriff Dept's budget knows they will need to add additional expense lines for the dispatch service. Commissioner Branch said he is thinking about the Emergency Management Council and what the expectations of the committee are with this regard.

In this year's budget are funds to replace equipment on Tunk and Coulee Dam and would like to get the work done earlier this year. The cost will be processed from the Communications fund.

With regard to Coronavirus and the EMS responders, the state asked we add more questions about risk factors before we send dispatchers or responders to a call.

Change in expectation to pay for services, on his side he needs to show he is meeting those expectations through quality of service checks and monitoring the steps which takes staff time and they haven't been able to do that due to staffing levels, so he would like a 13th position whose job would be quality check, address volume, that is different than the regular dispatchers. Mr. Worden explained what he has done with his supervisors and Sgt's to cover the four shifts. He thinks a Sgt would do half quality assurance checks and also during busiest time of the day to shift to that to dispatching. Commissioner Hover said the scenario will need to work with the union too so we will need to spell out the details to them. Mr. Worden said he is not seeking another administrator. Trying to figure it out right now. Another thing is how the State Dept. of Corrections plays into this, are they a subscriber like the other agencies or are they handled different because they are the state. Comparatively are they a subscriber who pays a fee like other subscribers or are to be considered the same as the County. Mr. Worden discussed the home checks and the items to be worked out there.

Commissioner Branch asked Mr. Worden if he intended going to an Okanogan Crisis Collaborative Kick Off meeting February 18, 2020. Mr. Worden said there was an agreement in place with OBHC for dispatching services so there is already established that kind of relationship. Commissioner Branch said Beacon Health is the ASO and has administrative authority and they are calling the meeting to discuss the operational issues for dealing with people in crisis. He recommended Mr. Worden consider attending especially to learn the proposed system through a developed protocol.

Ms. Craig said a call from the recently hired Planning Director Jamie Ayling accepted a position with another agency. An executive session to discuss will be called for.

Update - Public Works – Engineer Josh Thompson

Road and Maintenance Conditions were discussed. Trees blew down in Brewster and some water issues on Eastside, but relatively light.

Purchasing policy was discussed. A couple items clarified within the draft in the purchasing section three and described the informal process. The personal services section five a line was added that is for special prosecutor type contracts that have special guidance. There is also language about purchasing protocol during an emergent situation and who gets a call. With these changes it appears to be ready. Engineer Thomson said he will distribute the draft to departments for input.

Service Truck Purchase

Engineer Thomson explained the current service truck no longer meets the needs of the department. It is too small, rusted out, and doesn't have room for the tools, etc.... and repairs are needed on a weekly basis. A 2004 C4400 was recently found and was suggested that it could be outfitted with a crane, welder, and tool boxes at around \$30,000. They would like to purchase the used truck to replace the older one. Commissioner Hover asked about equipping the truck with the suggested a different welder as he felt the proposed cost was high at \$7000 if it wasn't diesel. He felt we could save money by purchasing a new one. Engineer Thomson phoned ER&R shop and discussed the cost. It is one of the welders made by Miller. And it was agreed that the value was there. Commissioner Branch acknowledged the huge fleet of equipment served by the service truck and emphasized the need for the crane include on the truck.

Motion Authorize to Purchase Public Works Service Truck

Commissioner Hover moved to authorize Public Works to purchase the 2004 International 4400 service truck from Jake Petty contingent on the consideration of the welder size.

Motion Authorize to Purchase Public Works Service Truck

Commissioner Hover moved to amend his previous motion to authorize Public Works to purchase the 2004 International 4400 service truck from Jake Petty at \$41,000. Motion was seconded all were in favor, motion carried.

Motion Authorize to Purchase Public Works Service Truck

Commissioner Hover moved to authorize the purchase of the welder contingent on the welder being a good value to the county. Motion was seconded all were in favor, motion carried.

Commissioner Hover mentioned crane safety operation certifications that booms like this fall into that must be considered as the State of Washington has strict regulations when serving the public with booms of this type. Engineer Thomson will look into the requirements. Cost of crane inspections was also discussed.

Engineer Thomson discussed this as a sole source purchase.

Motion Resolution 19-2020 Sole Source

Commissioner Hover moved to approve resolution 19-2020 establishing the purchase of the service truck from Jake Petty as sole source. Motion was seconded, all were in favor, motion carried.

Engineer Thomson discussed the items listed on the consent agenda. Commissioner Hover asked if there were any other fish passage barriers that haven't been identified. Engineer Thomson discussed those he knows of and the conversations he had with Ben Whitley.

Miller property purchase paperwork will be submitted for approval via consent agenda.

Commissioners discussed the Planning Director position that remains vacant.

Motion Reposting the Planning Director Position

Commissioner Hover moved to repost the Planning Director position, based on information received today that the previous applicant took another position. Motion was seconded, all were in favor, motion carried.

Commissioners discussed their in county and out of county travel reimbursements as they wish to determine appropriate amount of compensation for their travel. Commissioner Hover wasn't sure where the in-county out of county travel distinction came from, he couldn't locate a resolution.

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

No comments were given.

Presentation-2020 Fair Queen-Whitney Wilson

Naomie Peasley, Mrs. Wilson

Ms. Wilson introduced herself as the 2020 Okanogan County Fair Queen.

She read from her prepared information and gave a brief history of who she is and her family's many years of involvement with the grange and fair. She explained in the last eight years she has brought a steer from her family herd and raised it up herself. Ms. Whitney explained the work that went into her growing her family hog supply.

Ms. Wilson provided a presentation to the Board regarding a proposed Fair Improvement project. The fair board approved the project at the January Fair Advisory Committee meeting and sent an email to the Commissioners regarding the project. (attached)

The little Beef Barn has not been used in many years and Ms. Wilson would like to make the improvements, be the superintendent, and prepare it for use. She has found volunteers to help get the job done as well as family friends. She has put a lot of thought and consideration for the project with materials being donated. The barn is an eye sore and doesn't benefit the look of the fair as it is. Being vacant it is a place kids go to hang out and do all kinds of things while parents are looking but the barn is falling apart and poses a safety issue. The barn would be for bottle babies. She would like to create a space that is safe for kids and calves. The steer barn is full and overcrowded ties too close together which makes it difficult to view the animals. The overcrowding is hard on the steers during summer heat. Behind the steer barn it is also too crowded and the possibility of steers getting into another steers grain could be devastating to the steer.

The Little Beef Barn was originally created for livestock. She explained Lonnie Scott previous building inspector, volunteers lined up and completion date of August 1st. She proposed reuse of the good materials that will be taken out so the little barn looks more like the big beef barn.

Materials for the project will be donated, but those that are not donated she will ask they be sold at cost. Structural issues will be addressed where the runoff water goes into the barn and supports have come off their blocks where the run off happens. The roof is in decent shape but nails are coming up. Some siding needs attention which she can do herself. The paint is peeling off the siding so that will be repainted. Ms. Whitley described a new sign for the Little Beef Barn that would be donated. She discussed the improvements to the new barn office space.

Ms. Wilson provided details of what she would do as superintendent of the barn. A way to fund the barn awards sponsor program by collecting brands from around the county and provide a brand and branding board which all the sponsored brands would be hung along the ceiling on the inside. The

total cost for the materials for the improvements is about \$1900 and Ms. Wilson would ask the several feed stores around the county to donate the items.

Commissioners thanked Ms. Wilson stating it was an excellent presentation. Make sure the volunteer people check in with the Risk manager. There are some panels that can be used from the old arena, come up with whatever isn't donated come to the board and see what can be done with maintenance funds. Commissioner Branch asked that the group work with Naomie Peasley on the project.

Commissioners discussed electrical to the building and have maintenance take a look.

Discussion Building Dept. Staff Job Descriptions & Wages-Dan Higbee

Dan Higbee provided some draft job descriptions for the building office employee positions that he has been working with HR on. He explained certification requirements that be kept updated annually. Commissioner Branch asked what that entails. There is a lot of studying, one test, and must have CEU's three years. Mr. Higbee said the job descriptions would need to be approved by the board.

There is nine dollar salary difference per month between the two positions based on a salary survey. Currently the permit tech is the lowest grade and the administrative secretary is one grade above. Mr. Higbee explained how he came up with the wage and thought both be set at Grade 16, step 5 which would put them at 73% of the survey. Once adopted he believes current employees who are currently step 5 would be moved into the positions. Commissioner Hover said what we are trying to do with the job descriptions is to include required/minimum qualifications and preferred qualifications so there is a range of qualifications that provides criteria and flexibility during the hiring process.

The jobs are being done but the job descriptions are not consistent with what the employees are actually doing. Move Ms. Eylar to the Permit Tech position due to her qualifications and what she is actually doing. He would like to keep the Clerk III position authorized but unfunded this year, then work out a budget for the position when needed. Commissioner Hover asked Dan to create an organization chart of what it looks like now and show what he wants it to look like after that way commissioners can understand the department make up. The building department would need a \$10,800 supplemental. Commissioner Branch asked that direct coordination with the Planning Department be noted within the job description as it is an essential function of the department to work with Planning on permitting.

Approve Commissioners' Proceedings – January 27 & 28, 2020

Commissioner Hover moved to postpone approval of the January 27 & 28 minutes to Tuesday, February 8, 2020. Motion was seconded, all were in favor, motion carried.

Approve Consent Agenda

Commissioner Hover moved to approve the consent agenda items 1-10 as presented. Motion was seconded, all were in favor, motion carried.

1. Special Occasion Liquor License-Booster Club 3/14 Fairgrounds-Lana Judd
2. Agreement-Affordable Housing Funds-Okanogan Housing Authority
3. Consultant Agreement-Miller Pit Survey-Erlandsen & Associates
4. Consultant Agreement-Salmon Cr Drainage Survey Services-Erlandsen & Associates
5. Authorize Going to Bid-Soil Stabilizer 2020 Season
6. Authorize Going to Bid-Liquid Asphalt
7. Cattle Guard Renewals -See Agenda Bill for Listed Renewals
8. Resolution 15-2020 Granting Naomie Peasley Signing Authority
9. Resolution 16-2020 Ratification of Emergency Services Contract-Fuel Spill -Clean Harbors
10. Resolution 17-2020 CJTA Panel Recommended Chemical Dependency Treatment & Prevention Plan

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 \$264,670.58 and Payroll vouchers in the amount of \$1,104,104.62. 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 including payroll in the amount of \$44,818.19 and regular vouchers in the amount of \$4,399.34. Warrant numbers as cited on the attached blanket voucher list. Motion was seconded, all were in favor, motion carried.

Commissioner Hover left at 3:35 p.m. Commissioner Branch remained after 3:30 p.m.

Auditor Cari Hall dropped in to report that she received some information she wanted to share regarding Ranked Choice Voting. She updated Commissioner Branch about other counties that have dealt or are dealing with demands to re district as she had a previous discussion about Ranked Choice Voting. She would prefer to wait and see what happens with the bill in Olympia.

If the bill is approved Okanogan County would have to go to ranked choice voting.

The board adjourned at 3:30 p.m.