

**RECORD OF THE PROCEEDINGS****OKANOGAN COUNTY****SEPTEMBER 1, 2020**

The Okanogan County Board of Commissioners met in regular session at 123 5th Avenue North, Okanogan, Washington on September 1, 2020, with Chairman, Commissioner Jim DeTro; Vice Chairman, Commissioner Chris Branch; Member, Commissioner Andy; and Clerk of the Board, Laleña Johns, present.

The full detail of the commissioners' proceedings was captured via AV Capture video and is available on the county's website.

**Commissioners' Staff Meeting**

Naomie Peasley, Pete Palmer

Ms. Peasley provided her fairgrounds and virtual fair update. 106 registered for the online livestock auction. Business donations are tax deductible if passed through a nonprofit, however, the Livestock Market Sale group doesn't want to take on the fur and feathers group (10 kids). Commissioner DeTro checked into whether the Soroptimist group would sponsor the Fur and Feather group as the money cannot be passed through back to the kids and be tax deductible for the businesses if there is not a nonprofit to pass the funds through.

Reached out to an agent who runs country music for next year and he provided some cost estimates for considerations for up and coming artists. She will propose her ideas to the Fair Committee for next year.

Courts are moved in and using the Agriplex, Kitchen, and Annex and Jones Hall. Each unit as noted on the fee schedule is to be charged at \$75 per day per resolution. The lease agreement will need to be amended as use will extend beyond October and the additional building charged. Maintenance and custodian services are to be considered separately. It is more that normal due to COVID. The custodian for the courts will need to be paid for through COVID Funds of the courts and charged separately from the lease contract price or the courts will need to hire a company to clean specifically for the courts. Superior Court will need outline the expectations to maintenance before maintenance hires the custodian so that person knows what the duties will include before taking on the position.

Fair and Fairgrounds LTAC applications will be submitted for LTAC consideration.

Next year's signed contracts already in place for 2021 signed in good faith, were agreed to be honored even though the fees have increased since then. Commissioners would like this run by the county auditor to ensure compliance with state auditor.

Commissioners discussed land use documents being considered for district uses and maps.

**Update-Human Resources/Risk Management-Tanya Craig**

Commissioners discussed the position of Deputy Clerk of the Board and what that would entail and what it would take to meet the expectations of the work involved.

**State Auditor's Exit Conference**

Cynthia Medina, Travis Beyerl

Ms. Medina went into the results of the 2019 state audit.

Mr. Beyerl went over the audit document results. (attached)

Three required areas are Accountability Audit, Federal Compliance Audit and Financial Statements. There are a couple of recommendations that were gone over but no findings in the report.

Ms. Medina went over the risk assessments that were performed in the audit for the year ended December 31, 2019.

County Fairground operations

Cash Receipting

Tracking and monitoring of theft sensitive assets

Accounts payable -general disbursements, credit cards, electronic funds transfers

Use of restricted funds -building permits

Self-insurance for unemployment

Mr. Beyerl summarized the financial statement and federal compliance results. He pointed out a couple things. There were no deficiencies found in our internal control over financial reporting. There were no material weaknesses identified.

Federal Compliance audit found no significant or material weaknesses or deficiencies. Programs looked at were Forest Service Schools and Roads and Highway Planning and construction.

Mr. Beyerl went over internal controls report. A significant impact may be realized due to the county having declared a state of emergency due to COVID-19 public health emergency.

Mr. Beyerl went over the management letter which was a separate document that was basically a repeat over last years report and related to what was going on in 2019. One unresolved matter listed is actually resolved due to the county adopting its procurement policy in 2020.

Ms. Medina stated the report will be published on their website in the next week or so. The estimated cost of the audit was \$70,500 and was right on target. The 2020 audit cost is not expected to increase but that is not guaranteed and could be more due to the additional COVID-19 grants. The State Auditor thanked the group for their time. Commissioner DeTro noted his displeasure with the cost of the audit being too expensive.

Commissioner Branch reminded the audience members to come to the mic to speak as the audio is poor otherwise. He discussed a more formal action when speakers converse with the commissioners.

### **Public Works Update**

Engineer Thomson provided his Public Works update. Road and Maintenance conditions were discussed with regards to road sign placements due to Palmer Fire area safety. Tonasket Airport Road was driven and dust bowls identified with crews working to resolve those issues on our portion of the road.

Project schedule was provided and discussed. (attached)

Consent Agenda items were discussed with request to exclude item #2 Speed Limit and Striping Study Supplement.

Collections for gas taxes are about 86% of where we should be which could amount to \$800,000 less than where we budgeted. It is hard to determine due to not having a good way to track.

Commissioners adjourned at 11:45 a.m. until 1:30 p.m.

Public Comment Period

No public wished to comment after commissioners queried those attending via zoom.

Isabelle Spohn wondered what the percentage of the Mission project burned in the Crescent fire? It looked like at least half of it burned. There had to be enough timber left to make the sale profitable to compensate for the fire, said Commissioner Hover. Why did it go forward without another evaluation, asked Ms. Spohn?

### **Approve Consent Agenda Items**

Commissioner Hover moved to approve the consent agenda item as presented, removing item #2. Motion was seconded, all were in favor, motion carried.

1. Countywide Guardrail Safety Project Federal Highways Supplemental #1
2. Countywide Speed Limit and Striping Study Federal Highways Supplemental #1

### **Discussion Radio Engineering & Consulting Services-Mike Worden**

Mr. Worden explained the engineering and consulting RFP is being developed and was presented to the dispatch advisory Board and they recommended to the Board to start the process for securing an engineering consultant. A scope was developed and selection will be based on qualifications. Does the board have objections? Commissioners wish the process to follow our purchasing policy. Mr. Worden will proceed with the legal notices. The Dispatch advisory board will score to determine recommendation for County Commissioners final approval. Commissioner Branch reminded that Minority and Women owned businesses be solicited too per RCW 39.80.

### **Motion – Special 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 Special vouchers in the amount of \$9,200. Warrant numbers as cited on the attached blanket voucher list. Motion seconded and 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 \$318,613.50 and Payroll vouchers in the amount of \$1,126,034.38. Warrant numbers as cited on the attached blanket voucher list. Motion seconded and carried.

### **Motion Public Health Voucher**

Commissioner Branch moved to approve the Public Health Regular vouchers in the amount of \$32,525. Warrant numbers as cited on the attached blanket voucher list. Motion was seconded, all were in favor, motion carried.

Commissioner Branch moved to approve the Public Health Payroll Vouchers in the amount of \$70,922.43 Motion was seconded, all were in favor, motion carried.

The Clerk of the Board if a performance bond or letter of guarantee was going to be required of the Omak Chronicle for the legal newspaper of record. She consulted with David Gecas on the requirement and expects an answer which can be relayed to the board for a decision.

Planning Director Pete Palmer provided the draft ordinance regarding provisions of OCC Title 16 and RCW 58.17 to discuss whether a public hearing is needed or not. Director Palmer will come back around once she finds out about the public hearing requirement.

### **Motion Commissioners Proceedings August 10, 11, 17, 18, 24, & 25, 2020**

Commissioner moved to approve the Commissioners Proceedings of August 10, 11, 17, 18, 24, & 25,

2020. Motion was seconded, all were in favor, motion carried.

### **Quarterly Update Tonasket Forest Ranger-Kathleen Johnson**

Tonasket Forest Service Ranger Kathleen Johnson provided her quarterly update regarding the Tonasket Ranger district. Palmer Fire was briefly discussed even though it did not happen on Forest Service land. Combinations of the Forest Service areas was discussed.

Emergency Management provided an update on the Palmer Fire of those who lost structures as it is hard to tell who the owners are since information of some are not on the tax sifter. The data being considered is being analyzed for the determination. The Tonasket Community Cultural Center and Red Cross are working together to help make contacts.

The board adjourned at 3:30 p.m.