

**RECORD OF THE PROCEEDINGS
OKANOGAN COUNTY**

MARCH 16, 2021

The Okanogan County Board of Commissioners met in Regular session at 123 5th Avenue North, Okanogan, Washington on March 16, 2021, with; Chairman, Commissioner Chris Branch; Vice-Chairman, Commissioner Andy Hover; Member, Commissioner Jim DeTro and the Clerk of the Board, Laleña Johns, present.

AV Capture provided audio and video of the meetings held today, while ZOOM provided best audio accessibility and public interaction.

Commissioner Hover was absent this morning.

Commissioners Staff Meeting

Naomie Peasley, Joe Poulin, David Gecas, Pete Palmer

Joe Poulin provided his building maintenance update. He provided quotes refurbishing electrical from Schmitt Electrical Inc for Arts and Crafts building including 60 AMP panel & Band Receptacles \$2,078 installation of 120-volt receptacles on south east exterior wall \$2,669. Schmitt quote for lights and installation \$10,595. Don Kruse Electric quote was \$3,527.05.

Petit provided four quotes for the lights and maintenance employees would need to install. 1) \$7021.44+tax; 2) \$7232.00+tax; 3) \$6336+tax; 4) \$162 ea. Mr. Poulin stated it will take some labor time to install, but he can get them installed by the rental date. Option 1 is preferred, by Mr. Poulin but it isn't the lowest quote.

Jeff Mallett provided a quote for roofing the Arts and Crafts building at \$5,809.09 and One quote for roofing the Commercial building at \$3,903.83. Only one response was received for the rooves.

Commissioner Branch would like to look at the current light situation in order to determine final quote decision. There are two rentals one on April 2, and another on April 10. These upgrades are necessary for the ability to rent the building by that time.

Commissioner Branch will try and expedite the quote decision.

Mr. Poulin explained why a Boot allocation for fairground maintenance employees was necessary. Any new employee would eligible after 6-month probation. Commissioner Branch relayed the importance of consistent attire for fairgrounds maintenance.

Extend contract to use Agriplex to September 1 for Superior Court use. It would mean 15 events would have to be moved to the Arts and Crafts building. Commissioner Branch asked if the building would serve the events in terms of space. Ms. Peasley stated yes. Commissioner DeTro stated we are going to Phase III which will allow more people to gather. The new bathrooms would be utilized for the events. Ms. Peasley stated the Arts and Crafts building upgrades is No 1 priority.

IT was not able to accomplish the technology upgrades for the security cameras was pushed off until April 1. The pay box was severely damaged during a break in over the weekend. It was reported to the Sheriff. She would like to have a camera to oversee the office paybox which will need to be replaced. The camera security will cost \$50. There is a light at the door all the time. Commissioner DeTro asked if the camera has an audible app to sound a horn. Commissioner said to go ahead and purchase the camera.

The track was worked and it looks amazing and jockeys said it is the best ground they've been on. Because of the racers are using the track she asked if a porta potty rental for a month until the water is turned on and bathrooms opened. Commissioners said yes.

Motion

Commissioner DeTro moved to acknowledge the Methow Watershed Council appointments of Greg Nott, Mike Fort, and Alyssa Jumars. Motion was seconded, all were in favor, motion carried.

Finance Committee Meeting- Leah McCormack

Treasurer Leah McCormack, Auditor Cari Hall, Finance Manager Lisa Schreckengost

Treasurer McCormack provided the Finance Committee meeting agenda and discussed the items listed there.

There are large balances on the month end balances which is good. Infrastructure fund was discussed as it has a high balance. The possible TV District #1 requested an emerging opportunity from the fund. She asked to be included in any discussion about the use. Economic Alliance will receive the application.

Capital Improvement fund only has the QECB bond coming out right now. Good results due to excise tax being up which is higher than it was last year.

Both the jail booking and boarding revenue lines are really down due to not being able to book people. Commissioner Branch stated there are still jail costs being incurred.

CARES ACT funding reporting is happening right now. Stimulus funds from Dept of Treasury will go directly to the county rather than through Commerce for the recent \$8

million stimulus. Half now and half in one year. Treasurer McCormack explained federal wires such as PILT and Federal Forest funds come into the county. The federal reserve bank shut down one day and it is concerning when the notice of the shutdown comes late and after the bank was shut down for hours already. We could not wire funds nor receive funds.

The group discussed Agenda Bills and Contract Review Forms that were sent out a couple weeks by the Clerk of the Board. Commissioner Branch thought the agenda bill provided a summary of what is being asked of the board. The contract review form shows the contract was reviewed by legal staff and risk management staff and provides financial information the Commissioners and Auditor could use as well. The forms and how they are used should be discussed at a department head meeting so details of when to use the forms is clear.

Using USPS to send tax statements has many shortfalls since many of the statements are not received timely. Weather played a big part this spring on delivery.

Public Hearing- Aston Estates Utility Franchise- Jo Ann Stansbury

Commissioner Branch opened up the hearing for staff report. Jo Ann Stansbury provided her staff report on the Aston Estates Utility Franchise application. (attached) No comments have been received for or against the franchise. Commissioner Branch asked some questions about the system lines depicted on the map.

Commissioner Branch opened up the hearing to public testimony. No public comments were given. He closed the public testimony.

Motion Aston Estates Utility Franchise Application

Commissioner DeTro moved to approve resolution 31-2021 Aston Estates Utility Franchise Application No U01-21. Motion was seconded, all were in favor, motion carried.

Update Public Works- Engineer Josh Thomson

The Twisp Transfer station was broken into. The incident was reported to the Chief of Police. Commissioner Branch stated the county auditor also needs to know.

Maintenance and Road Conditions

Public Works is doing quite a bit of road grading right now.

Engineer Thomson stated the Miller pit will begin crushing.

Old 97 Driskell to Verestar Project Award

Engineer Thomson explained WSDOT determined that the error Hurst made is not eligible for the reconsideration process, and is denied. WSDOT has instructed that

Hurst's bid be rejected, and Granite is the lowest responsive bidder. Engineer Thomson said the first bidder plans to protest so he does not recommend awarding today.

Area 3 & 5 Shops

Engineer Thomson asked if he should proceed with architecture PS&E for the shops. Commissioner Branch stated yes, these should move forward.

Highways and Local programs Federal Stimulus Funds

The Engineer provided a list of eligible uses of the federal funds with \$8.2 for Okanogan County. Half in May and the other half in a year. (attached) Engineer Thomson discussed which categories Public Works would be eligible for. #3 since we lost gas tax revenue. Transportation funding will come through with transportation funding to fund existing programs. We won't be able to build new bridges as hoped. Overlays is more likely to be eligible and can be used for match to other funds. There are roads with good base but coming apart i.e. Twisp River Road so an overlay would be a good fix for that road.

CRAB Reports

The reports will be provided next week for consent agenda.

CRAB Executive Director

John Costar is retiring and CRAB selected Jane Wahl for the position.

Commissioner Branch discussed a prior meeting with Regional Director of DOT John Bierschbach about infrastructure funding and what projects they were looking at here in Okanogan County.

Commissioners adjourned for lunch at 11:35 a.m. and reconvened 1:38 p.m.

Public Comment Period

Kelsey Taylor, Karen Harris provided no public comments.

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 \$189,720.20 and Payroll vouchers in the amount of \$965,436.09. Warrant numbers as cited on the attached blanket voucher list. Motion seconded and carried.

Motion Public Health Voucher

Commissioner DeTro moved to approve the Public Health Vouchers including regular vouchers in the amount of \$81,551.02 and payroll vouchers in the amount of

\$39,728.77. Warrant numbers as cited on the attached blanket voucher list. Motion was seconded, all were in favor, motion carried.

Update Human Resources/Risk Management Tanya Craig

Ms. Craig provided her update. Every year the OSHA form is submitted on work related illnesses and injuries. Of the 560 working hours we only had one day of loss out of 16 claims. That is good news.

There is a Non-commissioned negotiation meeting this Friday.

The website training is happening on Wednesday March 24.

Risk Pool Board of Directors meeting is coming up webinar.

Ms. Craig is drafting a loss form for department heads and officials anytime there is a loss in their department so the information is contained in one spot on the form. Prosecutor's office has a new Deputy Prosecuting Attorney who is joining the county on Monday.

Commissioners discussed resolution 33-2021 on the consent agenda with regards to county employees and their family bidding on surplus items.

Approve Commissioner Proceedings March 8, 2021 and March 9, 2021

Commissioner DeTro moved to approve the proceedings of March 8, 2021 and March 9, 2021. Motion was seconded, all were in favor, motion carried.

Approve Consent Agenda

Commissioner DeTro moved to approve the consent agenda items 1-7. Motion was seconded, all were in favor, motion carried.

1. Agreement- Administrative Costs DOE Loan- Okanogan County OHA
2. Agreement- Emergency Shelter Operations- Okanogan County OHA
3. Letter of Notification-Boy Scout Summer Camp at Camp Bonaparte- Camp Director - Sid Gaertner
4. Resolution 2021-26- Appointment of Trustee to the North Central Regional Library Board of Trustees
5. Resolution 32-2021 Authorizing Budget Amendment Current Expense- Commissioner's Training Budget
6. Resolution 33-2021 Prohibiting County Employees and Family Members from Bidding on Publicly Auctioned CO Surplus
7. Resolution 34-2021 Changing Temporary Seasonal Fairground Maintenance Technician Position to Full-Time

Commissioner Hover joined the meeting at 2:25 p.m. via zoom.

Commissioner DeTro updated Commissioner Hover regarding discussion with maintenance fairgrounds on the electrical and reroofing project. He recommended the county fund the project to reroof the buildings since all the nails have to be pulled and screwed back down instead of pulling the roof and applying an underlayment and new galvanized roof. The only issue is that with historic preservation but five feet crimped is much harder to get. The building to be rented the most is the Arts and Crafts building. Commissioner DeTro asked if this could be funded by the new COVID Funds because the project is necessary due to the courts being displaced. Shifting folks from the use of the Agriplex to the Arts and Crafts building due to COVID. Commissioner Branch was going to look at the roof to see if there is underlayment or just bare roofing. Commissioner Hover felt a new quote should be obtained for the whole roof replacement including underlayment and roof materials.

Commissioners would like new quotes be obtained for tear off with new underlayment and metal on the Arts and Crafts building. Quotes should include with salvage and without salvage of the metal.

Need metal patterns to be consistent with other buildings and include in the quotes for new materials. The old roofing is in the old pattern and could be surplussed. 3 ft galvanized metal with either low ridge or not.

Discussion- Network Security Monitoring Quotes- Central Services- Karen Beatty
Tanya Craig

Ms. Beatty explained necessary network security monitoring quotes were received.

Since the incident in January we have Centinal One quotes to continue service for security monitoring. The quote expired a couple days ago. The mid-level quote is \$56,000 prepaid for 3-years or \$23,000 if paid annually. Can we move forward with the purchase? Ms. Craig explained the Risk Pool avenue for helping with that. They are looking into reimbursement to county's with a no before but that is a training program. It is not a protection service. They are willing to help pay for the training of employees for this and is separate from the protection aspect.

The Centinal One is only one aspect basic and manned 24/7 control. Ms. Beatty explained what was included. We could also have offsite backup in the Cloud. The cost is prohibitive at around \$3000 per month. Also looking at hardware backup and those quotes for 175 terabytes and storage array and server came to about \$12,000 that would last around 5-years under warranty. That is better than the monthly costs. Commissioner Hover asked if things can be automated to have a switch turn off and on. Yes, that can be done.

Commissioners discussed the different choices. Commissioner Hover wants to ensure Centinal also covers Auditor's Elections and seditious information in the criminal justice courts. Commissioner Branch thinks use of the beginning fund balance for the purchase

The beginning fund balance could be used for the budget supplemental.

Motion

Commissioner Hover moved to authorize the Central Services to work with the Auditor to create the necessary budget supplemental in order to prepare for purchase of the hardware, contingent to following proper purchasing procedures. Motion was seconded all were in favor, motion carried.

Ms. Beatty updated the board on the new website/webpage training that is set for employees March 24 and March 25 next week. We are looking to go live mid or end April.

Commissioner Hover moved to adjourn at 3:00 p.m. Motion was seconded, all were in favor, motion carried.

The board adjourned at 3:00 p.m.