

RECORD OF THE PROCEEDINGS OKANOGAN COUNTY

MARCH 30, 2021

The Okanogan County Board of Commissioners met in Regular session at 123 5th Avenue North, Okanogan, Washington on March 30, 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.

Discussion Forest Service Building Architect Review

Superior Court Judge Culp and Dennis Rabidou provided a brief update to the Chairman as their update was not on the commissioners' agenda. Judge Culp explained the Forest Service building the county is considering for Superior Court relocation does not have sufficient water sewer to the city and would require upgrades before relocating the courts. The Architect will consider the issue in his proposal as it may be a deal breaker. X-ray machine is up and running for the courts. Okanogan County is one of the only courts in the state that is fully functioning right now. It is impressive being a small county and being one of the few courts operating. Its amazing with all the resources available to the courts why other courts are not operating, they will have such a backlog related to COVID pandemic.

Commissioners Staff Meeting

Naomie Peasley, Maurice Goodall, Pete Palmer, Joe Poulin,

Maurice Goodall provided an update on the vaccine events and emergency management functions. Water pack on irrigation users, drastically dropped from what was predicted. He will reach out to fire chiefs to discuss and coordinate a process for burn ban so everyone authorizes at the same time.

The Clerk of the Board gave a brief staff report. She received a list of clarifications from Code Publishing for the code updates. She provided those to Planning Director since most were regarding land uses.

Pete Palmer provided her update. She drafted appointment letters for several Planning Commission members who were thought to have expired. The Clerk of the Board clarified who she had current appointment letters for.

Motion

Commissioner Hover moved to approve reappointment letters of Planning Commission

Members Verlene Hughes, Dave Shultz, and Albert Roberts for another term. Motion was seconded, all were in favor, motion carried.

Ms. Peasley said she is pushing off opening the RV park till May 1 due to surplus auction on April 10 and to make sure the spaces are ready. The FAC has one vacancy on the committee. There is a need to establish a licensed/bonded security company who will provide security for events that serve alcohol. Rules and regulations are needed to prevent misuse of alcohol and preserve the values of the county at fairgrounds events.

Other options are being explored for events that serve alcohol. Commissioner Branch said he knows of a volunteer group that has provided security for music events. He isn't sure if they are licensed or bonded. Ms. Peasley said the contract could be reworked to not require licensing and bonding. There are some alcohol service requirements discussed that

Ms. Peasley stated the project to build race horse barns is moving forward. She is getting quotes and working on it with Commissioner Hover. She's involved the Boots and Saddle Club, Berg Funding, Trust fund etc.... for the funding of the barns.

Ms. Peasley asked if commissioners could authorize comp time use for her. Commissioner Hover explained Ms. Peasley's work week is Saturday to Friday but she must work over 40 hours to qualify for comp time. Her time is to be flexed in order to stay within the 40 hours per work week schedule. Commissioner Hover explained flexing time should occur in the afternoon rather than in the morning. Commissioner Branch thought flex time could work. Ms. Peasley did not explain why comp time was needed. Commissioner Hover explained for Ms. Peasley why she would need to accumulate comp time. Commissioners agreed one commissioner could decide to authorize the comp time when it was absolutely necessary. Regulation of the time accumulated and actual legalities would need to be sorted out by HR.

Ms. Peasley explained an additional eight events were scheduled for 2022 that were scheduled in 2021 but dates moved. She would like to use the Agriplex for events when Superior Court is not using it. We are losing money on weekends. She explained the SC rental agreement would be signed for the Agriplex and Jones Hall rental.

Joe Poulin provided his courthouse maintenance update. He noted the water truck being considered for fairgrounds was outside. Commissioners took a look at it. The ER&R shop looked over the truck and it checked out well. The title will need to be sent.

Fairgrounds projects are underway. No response yet on the maintenance position, so maintenance techs are being rerouted to the fairgrounds.

Executive Session RCW 42.30.110 (1)(g)

Commissioner Hover moved to go into executive session at 9:30 a.m. for 10 minutes inviting the Clerk of the Board to discuss RCW 42.30.110 (1)(g). motion was seconded, all were in favor, motion carried.

Discussion- Dude Solutions and IWorks Project Programs- Public Health, Central Services, Planning, Building

Public Health Dave Hilton, Pete Palmer, Debbie Featherly, Karen Beatty

Karen Beatty said she needs more information about the software to know details of its compatibility. She doesn't see an issue currently and it appears to be compatible with our current system. It is web based.

Ms. Featherly said the system takes care of all the information, pulls new information, easy to enter data, it's very integrative with each department function, integrates with point and pay and receipting and takes all parts of the permitting process and puts in one place. Each dept will be able to see the status of each item in progress. Applicants can go online and track the status of their permit. It allows good reporting as well. Only drawback is the company is getting popular and implementation is a few months out to build our program. Dave Hilton stated Public Health purchased Health Space for various public health processes, but implementation is ongoing even after two years. Parts of it have not been implemented yet, such as the online data base that will be available once things are scanned in. It will be able to process mass mailouts once fully installed. Ms. Beatty stated she will see if integration with Dude Solutions can be done. Mr. Hilton stated he is amiable to considering other options especially if it is operational in short order. The group disbursed after hearing what was trying to be accomplished.

Commissioner Branch asked what a UPS was, and it was a battery pack for computers.

Commissioners proposed to move the discussion regarding the Kruse Electric Proposal up.

Discussion- Proposal Kruse Electric for UPS Panel- Karen Beatty

Ms. Beatty stated the UPS situation is costing a lot of money. Many are not lasting long and batteries run down. Replacements are frequent now. Commissioner Branch stated he is not connecting to a Universal Power Supply (UPS) Ms. Beatty stated we have some that are older discontinued models but pieces and batteries are still available, which need to be professionally wired in. Kruse Electric can install for \$8,364. Can she move forward with the install for the proposed amount? Commissioner Hover stated two other vendors should be solicited for quotes since the purchase is not budgeted for and the county should consider the lowest cost.

Executive Session RCW 42.30.110 (1)(g)

Commissioner Hover moved to go into executive session at 10:35 a.m. for 20 minutes under RCW 42.30.110 (1)(g) to discuss the performance of a public employee. Motion was seconded, all were in favor, motion carried.

Commissioner Hover moved to amend his first motion go for 10 minutes.

Executive Session RCW 42.30.110 (1)(g)

Commissioner Hover moved to go into executive session at 10:45 a.m. for 10 minutes inviting the Clerk of the Board under RCW 42.30.110 (1)(g) to discuss the performance of a public employee. Motion was seconded, all were in favor, motion carried.

Extended by 5 minutes at 11:01 a.m.

Update Human Resources/Risk Management Tanya Craig

Ms. Craig provided a brief update relaying open positions in the county that are in process of being filled.

Motion Executive Session RCW 42.30.110 (1)(g)

Commissioner Hover moved to go into executive session at 11:15 a.m. for 20 minutes inviting Tanya Craig to discuss the performance of a public employee. Motion was seconded, all were in favor, motion carried.

Executive session ended at 11:35 a.m. no decisions were made.

Public Comment Period

Isabelle Spohn commented on points made yesterday by commissioners' when they were thinking about the sub areas. Sub area A is extremely different for other parts of the Methow. Ms. Spohn stated a resolution by the commissioners might be needed to generate interest in serving on the committees. Methow was divided in to three areas Sub Area A is the upper area, the mid area created a policy and then the lower Methow Valley and they also created policies. If the board is considering not updating the 1976 plan and instead considering something else an alternative would be to select an advisory committee who would meet after the comp plan is adopted. Ms. Spohn explained Chelan County has six sub area plans and asked why Okanogan County could not establish six or more because of how large the county is. Any existing Oroville area or the Oroville Tonasket advisory group which she knows is out there archived somewhere, could be updated. The Oroville plan is codified, reminded Commissioner Branch and was very specific.

Last Planning Commission meeting was an embarrassment. Planning Commission used to have a 9-member board and is now it is 7 members. She said the commission could take a huge burden off the Planning Department. It was decided that comments of the public would not be used to consider because they did not address the legalities.

She relayed some of the concerns she has with the current Planning Commission, and suggested they adopt Robert Rules and follow them.

She favored Director Palmer's recommendation for the advisory groups for sub areas.

Legal Paper Bid Award

Commissioners reviewed the newspaper comparison provided by the Clerk of the Board. (attached) Commissioners must let the contract the first meeting day in April.

Commissioners discussed the Chronicle having not provided its rate card in its bid response as required in the bid notice. Commissioners discussed what they would consider in light of the situation. The Chronicle was the apparent low bidder but they did not provide everything in the bid specs and the Gazette Tribune and Methow Valley Newspaper.

Commissioners would like to have legal staff look at the situation before the First Monday in April when the contract is to be let. The Chronicle was the apparent low bidder but they did not provide everything in the bid specs and the Gazette Tribune and Methow Valley Newspaper.

Discussion USDA RGDG

Roni Holder Diefenbach was asked to provide details of the Loomis Fire District USDA RDBG Grant where the county would be the pass through. She explained there was no funds for grant administration but they would like to see in-kind contribution.

Ms. Holder Diefenbach did not think the commissioners approve the submittal of the application. A resolution that includes the board's approval of the USDA RBDG grant application and includes the county support and use of employee's administration for in-kind. Commissioner discussed dedicating 5% of the grant as in-kind. The study will only take a short period of time. The consultant for the study has worked with fire districts in the past and she reached out to him for costs. He submitted a proposal. Competitive bid process for collecting proposals was discussed. SEPA NEPA required processes was discussed.

Motion

Commissioner Hover moved to direct the clerk of the board to draft a resolution regarding the USDA RGDB grant for the Loomis Fire Station feasibility study to memorialize the county's in kind support for administration of the grant and approval for its submittal. Motion was seconded, all were in favor, motion carried.

Motion

Commissioner Hover moved to authorize the Chairman to sign all necessary documents for submittal of the USDA RGDB Grant for the Loomis Fire Hall feasibility study grant.

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

Approve Commissioner Proceedings March 22nd and 23rd 2021

Commissioner Hover moved to approve the meeting minutes of March 22, and March 23, 2021., Motion was seconded, Commissioner Branch abstained Commissioner Hover and Commissioner DeTro in favor, motion carried.

Approve Consent Agenda

Commissioner Hover moved to approve the consent agenda excluding item #1. Motion was seconded all were in favor, motion carried.

1. Bid Award Driskell to Verestar Rd Project Grant Construction Company
2. Proclamation Dispatchers First Responders Critical Role
3. Agreement Salmon Crk Drainage Project Erlandsen & Associates
4. Contract Dispatch Services -WA Dept of Corrections
5. Appointment Letter Mazama Advisory Committee-Casey Smith
6. Resolution 37-2021 Land Fill Disposal Waiver-Fires Debris
7. Resolution 38-2021 Sole Source KW T800 Water Truck

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 \$183,237.63 and Payroll vouchers in the amount of \$1,130,046.05. 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 special vouchers in the amount of \$12,770.89. 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 regular vouchers in the amount of \$72,267.35 and payroll vouchers in the amount of \$51,210.55. Warrant numbers as cited on the attached blanket voucher list. Motion was seconded, all were in favor, motion carried.

Public Hearing CDBG PS Closeout #19-62210-011A

Commissioner Branch opened up the public hearing asking for public comment. This

grant included Public Service funds and COVID funds and the original grant was extended to February 28, 2021. Funds were spent on food pantries, rental assistance etc... Over two million dollars' worth of food was distributed to the food pantries. Fortunate to have assistance of the National Guard.

Commissioner Branch opened up the hearing to the public. No public wished to provide comment.

Commissioner Branch closed the hearing to the public and opened up to the board. Commissioner Hover stated the money was well spent.

Motion

Commissioner Hover moved to approve and authorize the chairman to sign Close Out Report for the Community Development Block Grant for Public Services COVID contract No19-62210-011A. Motion was seconded all were in favor, motion carried.

The hearing was closed.

The Clerk of the Board stated her office has been helping the Auctioneer obtain his auctioneer, dealer business license online in time for the April 10 county auction. She believes the licenses will be received prior to the auction.

Public Hearing- Supplemental Appropriation Noxious Weed Planning, Elections and Veterans

Larry Hudson, Pete Palmer, Pam Stevens

Commissioner Branch opened up the hearing to staff. Auditor Hall provided an email that stated the supplemental was needed to send back the unused funds for Elections that had been provided up front.

Pam Stevens explained the veteran's portion is due to donation from Legacy to purchase scanners and this supplemental will allocate for use.

Commissioner Branch opened up the hearing to the public, seeing no one he closed and opened up to commissioners' discussion.

Commissioner Hover read from the resolution the other portions of the supplement for various departments.

Motion Resolution 39-2021 Budget Supplemental Appropriation

Commissioner Hover moved 39-2021 authorizing a budget supplemental appropriation within the Elections, Noxious Weed, Planning, and Veterans funds. Motion was seconded, all were in favor, motion carried.

Public Hearing- Supplemental Appropriation- Pest Control

Commissioner Branch opened up the hearing to staff. The Clerk of the Board explained the supplemental moves all budget from operations to Professional Services, enforcements and advertising. Commissioner Branch closed the hearing to testimony and opened up to the board. Commissioner Hover reviewed the resolution and questioned the Starling Bounty Fee expense line that is associated with Private contributions on the revenue side. The Clerk of the Board had previously submitted the request to the Auditor who made some changes, but did not include the increase/decrease column. Commissioner Hover stated he likes seeing that information.

Motion Resolution 40-2021 Budget Supplemental Appropriation

Commissioner Hover moved to approve resolution 40-2021 a budget supplemental within Pest Control fund 119 in the amount of \$140,200. Motion was seconded, all were in favor, motion carried.

The Board is attending NEWC meeting tomorrow at 9:00 am via zoom. The board is not holding a regular meeting tomorrow.

The board adjourned at 3:55 p.m.