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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

NOVEMBER 22, 2021

9:00 AM Review Commissioners Agenda & Consent Agenda
9:30 AM Briefing Among Commissioners-Discuss Weekly Meetings & Schedule
10:30 AM Discussion-Building Staff Reclassification-Dan Higbee-
11:00 AM Continued Budget Work Session-Fair-Commissioners' Hearing Rm or Zoom
1:30 PM Presentation Fair Livestock-Scott Vejraska
2:00 PM Continued Budget Work Session-Emergency Management Maurice Goodall
3:00 PM Review Meeting Minutes

The Okanogan County Board of Commissioners met in Regular session at 123 5th Avenue North, Okanogan, Washington on November 22, 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 meeting held today, while ZOOM provided best audio accessibility and public interaction.

Review Commissioners Agenda & Consent Agenda

Commissioners reviewed their agenda.

Briefing Among Commissioners-Discuss Weekly Meetings & Schedule

Commissioner Hover, in brainstorming, suggested the new building house SC, DC, and Clerk, then buy the PW building and move Prosecutor and Juvenile into that building so all court related services are in one area. Then move PW to admin building where they used to be housed. If they were in our buildings then they would pay rent for one of our buildings it would be awash and come back to current expense. As Commissioners what is the vision of the courthouse. If courts are moved out we'll have an empty building. What is stopping the commissioners from moving to the courthouse and public health would be in here. Thinking along those lines to move offices to make services more efficient. Vision for courthouse long term is what drives a lot of this stuff. The Clerk of the Board suggested the Sheriff move to the courthouse with the jail and communications and move Assessor, Auditor and Treasurer to Virginia Grainger. Commissioner Branch thought about the permitting agencies being close together especially Health, Planning, and Building offices.

The square footages of floor of each building will be needed to help determine where to put people. Commissioner DeTro mentioned Rod Rumboltz uses the zero terms diesel mowers.

Commissioner Branch stated he spoke to a company who is managing other county ARPA funds and suggested sending an RFQ or RFP to them. They work with non-profits mostly out of Cashmere and they are a 501c3. He talked to the director and told her we would publish an RFP. Commissioner Hover said we might want to publish an RFP so we know exactly what the company is capable of. ARPA is not as straight forward as some grants. Communications between Treasurer and Auditor will be critical. Commissioner Branch explained how frustrating it can be to work with elected officials on grants and meeting grant requirements to make the

51 program work. Make sure we have a fairly well-rounded consultant who knows where the
52 guidance is and what the requirements are for compliance.

53
54 Commissioner Hover said the budget included payment of premium pay. Everyone in the county
55 through a tiered system would be considered. Everyone in the county had to work, there was no
56 down time. Exposure and risks to employees should be considered. Exposure is also related to
57 the individual policy of the office. Bicycle and ATV shops were allowed to be open because they
58 were considered essential. The county cannot just close like other businesses had to.
59 Commissioner Branch agreed with that argument. He cannot help but think about the value of
60 the pay based on risk.

61
62 Commissioner Branch and Commissioner Hover had a rigorous discussion about mask wearing
63 and the required measures to practice in the county. It is hard to do what we are supposed to do.

64
65
66

67 **Discussion-Building Staff Reclassification-Dan Higbee**
68 Building Official Dan Higbee stated HR did a salary survey and it showed his staff salary was at
69 70% of comparable counties and he'd like to reclassify his staff to be at least 85% and then
70 figured out where they would be on the salary scale. The commissioners asked if the building
71 dept. budget can handle the costs of the staff upgrades.

72
73 **Motion**
74 Commissioner Hover moved to direct Mr. Higbee work with HR to create a resolution increasing
75 the building department's grades of the building inspector I, II, and senior plans examiner to 24,
76 25 & 29 respectfully. Motion was seconded, all were in favor, motion carried.

77
78 **Continued Budget Work Session-Fair-Commissioners' Hearing Rm or Zoom**
79 Auditor Cari Hall, Finance Manager Lisa Schreckengost, Treasurer Leah McCormack, Deputy
80 Treasurer Pam Johnson, Fairgrounds Manager Naomie Peasley, and FAC member Brock Hires,
81 Lori Caswell

82
83 Commissioner Hover asked to go through all the red tab budgets. He stated with all the requests
84 from departments he isn't sure the GIS dept should be authorized a third position. All budget
85 requests were reviewed for wages, vehicles, and extra positions across all budgets.

86
87 The group reviewed the Fair's 2022 revenue and expense budget in Fund 112.

88
89 Ticket prices will need to be increased for the big-ticket show. Also have to account for minimum
90 wage going up and that won't be much, said Commissioner Hover. Current Expense has
91 \$326,000 and it will be used to figure out the requests. The concern is that we have a really high
92 beginning fund balance due to offset costs we would have had if COVID not hit. Next year by
93 adding FTE's the civil deputy attorney is Commissioner Hover's highest priority. Need to talk
94 about Sheriff, Treasurer, and Superior Court requests for additional staff and staff increases.

95
96 The group discussed current Fair ticket prices and how the season passes will be handled with
97 regards to covering the cost of the concert ticket. Currently, a season pass costs \$30 for the four-
98 day fair, do those who purchase a season pass also need to pay an additional \$15 for the
99 concert? To bring a different carnival back to the fairgrounds it would cost \$35,000 and it wouldn't

100 be Davis Carnival. Either they make \$35,000 or we pay the difference between what they make
101 and \$35,000. Davis Carnival told Ms. Peasley that it is a waste of time to come to Okanogan.
102 She suggested the fencing off the south dry camp spots and parking area where it is level so the
103 carnival can be a separate deal.

104
105 Commissioner Hover discussed fair and fairgrounds loss of revenue due to COVID and how the
106 loss could be funded by ARPA funds. Auditor Hall explained previous discussions about how the
107 county wanted to look at individual fund losses versus looking at the overall loss. A \$40,000
108 transfer from Current Expense was budgeted for transfer to fair fund.

109
110 Commissioner Hover said a resolution could be drafted with reasons why the county deviated
111 from the fee schedule to help infuse cash. The Fair's rental cost of the grounds was discussed.
112 The fair is a county function therefore it should not be charged rent. It is up to the FAC to build
113 up the advertising revenue.

114
115 Commissioner Hover proposed taking out the \$45,000 rental fee charged to the Fair for a three-
116 five-year period then review the situation later. A resolution would be the form to use for this
117 decision.

118
119 Ms. Peasley stated her concerns about the safety of the grand stands. She proposed removing
120 the old ones and renting what is needed for the concert from Omak Stampede or somewhere
121 else.

122
123 Does everyone feel comfortable spending the money for fair and the reasons why, asked
124 Commissioner Hover. Commissioner Branch would like to explore how the fair works as a
125 separate entity. Ms. Hall said RCW and BARS manual says the fair can be either part of the
126 county or a separate entity.

127
128 Ms. Hall said since the fair is a function of the county, the fairgrounds budget could have a section
129 in fund 001.028 for fair. Everyone involved should talk about this fully and in detail during the
130 preliminary budget work sessions.

131

132 **Presentation Fair Livestock-Scott Vejraska**

133 Mr. Vejraska is presented the Fair Livestock Award given by Washington Festivals Events as he
134 was honored to be nominated and honored to receive it. Every year it has been a question of will
135 we have the fair, and every year we continue to have the fair with the exception of 2020. Many
136 volunteers have worked tirelessly to make it happen and he feels this award shows appreciation
137 to those who make it happen, not just him.

138
139 The kids worked hard to raise their livestock despite not knowing if the fair would happen. The
140 county did work arounds to help ensure the kids had something when the fair was not able to
141 happen.

142
143 The commissioners thanked Mr. Vejraska for his contributions of time and energy to the county
144 fair.

145 **Continued Budget Work Session-Emergency Management Maurice Goodall**

146 Lori Caswell, Lisa Schreckengost, Auditor Hall via zoom
147
148

149 The Emergency Management 2022 revenue and expenditure budget was reviewed. The
150 Emergency Incident budget was discussed as Mr. Goodall would like to charge to it when needed.
151 He would like a \$50,000 reserved ending fund balance and it would be reserved for something
152 identified. Mr. Goodall said the council wanted to see funds in the incident line for emergencies
153 that could be used when needed without a budget supplemental or amendment. The council did
154 discuss putting away some funds, but they did not state the annual amount. Mr. Goodall said the
155 council is working on an agreement and that is where a reserve will be state. This time next year,
156 the council will have a number. The split is county pays 60.82% and cities the rest.

157
158 When the budget discussion ended, Mr. Goodall discussed flood damage. There were some
159 cattle that perished and debris in the river that had to be removed.

160
161 Commissioner Hover stated he was not available to attend the Forest Service Building tour in the
162 morning, but will be back for the 10:30 a.m. discussion.

163
164

165 **Review Meeting Minutes**

166
167 The board adjourned at 2:50 p.m.