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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

FEBRUARY 14, 2023

8 8:15 AM Discussion – Superior Court Staffing – Dennis Rabidou
9 9:00 AM Review Meeting Minutes February 6 & 7, 2023
10 9:05 AM Commissioners to set Wednesday’s Agenda
11 9:15 AM Public Comment Period
12 9:30 AM Public Hearing – Code Amendment Public Records OCC 2.88 – Esther Milner
13 10:00 AM Update – Treasurer – Pam Johnson
14 10:30 AM Update – County Auditor – Cari Hall
15 11:00 AM Update – Public Works – Josh Thomson
16 1:30 PM Board of Health – 1234 S. 2nd Ave, Okanogan
17 3:00 PM Approve Commissioner Proceedings February 6 & 7, 2023
18 3:05 PM Approve Consent Agenda

20 The Okanogan County Board of Commissioners met for a regular meeting at 123 5th Avenue
21 North, Okanogan, Washington on February 14, 2023 with; Vice-Chairman, Commissioner Andy
22 Hover; Member, Commissioner Jon Neal; and the Clerk of the Board, Laleña Johns, present.

23
24 AV Capture and Zoom provided audio and video accessibility for public interaction.

25
26 Chairman, Commissioner Chris Branch attended via zoom.

27
28 **Discussion – Superior Court Staffing – Dennis Rabidou**

29 Mr. Rabidou provided an update of upcoming staff retirements in Superior Court. He said the Jury
30 Manager is retiring in March. He would like to hire someone now for training purposes which
31 would require two employees being paid from the same BARS code. The Bailiff position is also
32 planning a retirement. Mr. Rabidou would like to hire someone now for training purposes who
33 would fill the position but the arrangement would require paying two positions from one BARS
34 code.

35
36 **Motion Authorization Direction-Staffing**

37 Commissioner Hover moved to authorize the superior court to prepare a resolution for the extra
38 Judicial Assistant for training during the interim period and to work with HR on the resolution draft.
39 Motion was seconded, all were in favor, motion carried.

40
41 Mr. Rabidou discussed the interpreter as he is also planning to retire. He will work with HR on a
42 draft if one is needed. There will be a transitional period once the position is filled. He is looking
43 at an entry level position, so there would be savings. It would be good to set a lesser amount for
44 the part time position for around 30-40 hours per week. Commissioner Branch asked if a proposal
45 with costs would be drafted, Mr. Rabidou said yes. Commissioner Hover said the unions were
46 contacted first regarding the incentive bonus program and an MOU was signed. The Bonus
47 incentive program criteria would need to first be met.

48
49 Mr. Rabidou discussed WSAC meetings and lobbying legislature on courthouse security issues.
50 Commissioner Hover asked Mr. Rabidou to draft a letter for BOCC consideration. He will reach
51 out to Senator Short and Rep. Kretz to ask for their support. He said the package supports small
52 rural county courts first. Commissioner Branch stated there are a lot of rural counties on the west
53 side and having a good relationship with them would be good.

54 Mr. Rabidou stated the state jurisdiction bill is going to pass. We were previously opposed, but it
55 has been changed since then. Commissioner Hover stated a firm was selected for the site utilities
56 development. Commissioner Branch said he can pull something together for the re design
57 meeting with city of Okanogan for the permitting of the Juvenile facility.

58
59 Commissioner Hover stated the county cannot Bond again for a few years, so we cannot Bond
60 right now for the construction portion of the project. We will be very close to being out of the bond
61 money with all the other costs planned for those funds. Commissioner Branch suggested a
62 phasing plan that considers the priorities to get those initial pieces done and then look at financing
63 time frames for other phases. A strategic phasing plan that would endear new commissioners to
64 remain in motion that are not disrupted by the change in commissioners.

65
66 Mr. Rabidou asked about a project manager. Commissioner Branch said his understanding is that
67 the RFQ include a certain amount of project management. Over the long term it would be good
68 to have someone here for that to continue the course of action and endure the change in
69 administration. Emphasis the need to get the phases in place. Mr. Beaman provided the pre-
70 design already, said Commissioner Hover. Need to come up with the probable costs and figuring
71 out what that bond would like if we rolled it into the other bond. Mr. Rabidou said the Juvenile fund
72 is very flush and could be used for pre-design.

73
74 **Review Meeting Minutes February 6 & 7, 2023**
75 Commissioners reviewed their meeting minutes. Commissioners discussed the public comments
76 received last week regarding Tunk Basin. Commissioner Hover thought Chelan County Natural
77 Resources Dept. should discuss the woody structures to raise the water level up allowing better
78 water distribution. Get an idea of how to do it. Commissioner Branch thought the conservation
79 district and tribes on Tunk Creek to see if plans are in place any way. There is a lot of work being
80 done the reservation side and see what those agencies are doing. Implications on conservation
81 easements that exist now and would be good to see where everyone is in terms of the reaches
82 of the spring. Commissioners discussed the work on the wettest side of the basin. Commissioner
83 Branch said it would be good to know what Fish and Wildlife and Conservation District are doing
84 and what work they are involved in now.

85
86 **Commissioners to set Wednesday's Agenda**
87 Commissioner Neal will attend to Canvas Board next week. Commissioner Branch discussed
88 support of legislative bills and forwarded the list to the BOCC members.

89
90 **Public Comment Period**
91 Dave Mullins, Ruth Hall, Mrs. Jackson, Emily Sisson
92
93 Paul Sisson, using Emily's Zoom account. He commented on the Tunk Basin rezone. He said
94 there is no land theft involved, every asset held as an investment is subject to its value that goes
95 up and down, unrealistic expectation that property value will always go up, irresponsible for the
96 commissioners NOT to do something, placing a moratorium on subdivisions is very reasonable
97 and can be reversed easily and provision that more water would be available.

98
99 Dave Mullins provided public comment on Oroville Rural EMS. He is fighting for an EMS system
100 in Okanogan County. He has gotten threats and been harassed about this. He explained the
101 situation in the Oroville area. No EMS service after 6:00 pm from the Oroville station. Adds extra
102 time when the ambulance is coming from Tonasket. One hour is the golden hour. Commissioner
103 Hover said Mr. Walker discussed response times when he met with the BOCC recently. Mr.
104 Mullins explained his concern with two ambulances in Tonasket and none in Oroville during these

105 times. The people do not respond to the fact we are limited in the EMS system. Looking at the
106 budget he asked how much we spend on the services. Commissioner Branch suggested some
107 structure of the conversation. Mr. Mullins tried to read the budget and understand what it says.
108 The budget doesn't explain where the money is going to. Commissioner Hover said he will explain
109 it. Mr. Mullins said people are dying out there due to response times. Fire Department responds
110 to fire calls. He said he is used to being censored. Commissioner Hover responded regarding the
111 budget and what is reserved, what the amount of levy to be collected is, and what the contract
112 and dispatching service costs are, building maintenance, clerical services, and there is no
113 intergovernmental services. Asked Life Line for the full cost of full-time service in the Oroville area.
114 The public is asking for faster response times and that is what the BOCC is trying to do and why
115 they asked Life Line for that information.

116
117 **Public Hearing – Code Amendment Public Records OCC 2.88 – Esther Milner**
118 Commissioner Branch turned over the meeting to Commissioner Hover. Commissioner Hover
119 opened up the hearing to staff. Esther Milner stated revising the OCC 2.88. She explained the
120 comments received. She said the last time it was revised was 2006 and since then the plan is to
121 bring it up to include previous statutory changes. Publish costs on website so when RCW changes
122 we don't have to update the code with the costs. Mr. Milner said the statutory changes included
123 what charges are allowed for providing public records. Police Department can also charge for
124 editing body cams, but it depends on who is asking, and basically follows the statutory scheme.
125 Other changes really clean up and defines the process better. There is no charge to access
126 agency postings. Can the related information be download from there? Ms. Milner stated people
127 ask for the related documentation and if a self-help option is available they can be directed there.

128
129 Commissioner Hover closed the hearing to staff and asked for public comment.
130
131 Ruth Hall appreciated the fact it takes time to gather records, but she felt related info to a public
132 hearing should not be charged if done electronically. No other public comments were given.

133
134 Isabelle Spohn provided an email comment. (attached)
135
136 Commissioner Hover closed the hearing to public and opened up to the board. Discussed posting
137 hearing related documents to the county's website for all hearings. Then there is the posting of
138 the public notice published in the newspaper. Ms. Milner stated some counites have the option of
139 waiving costs to be flexible. Commissioner Hover suggested not changing that until we have a
140 Public Records Coordinator hired.

141
142 **Motion Ordinance 2023-2 Public Records Code 2.88**
143 Commissioner Branch moved to approve ordinance 2023-2 adopting changes and updates to
144 Okanogan County Code 2.88. Motion was seconded, all were in favor, motion carried.

145
146 Ruth Hall explained she would like to see the document and their revisions in draft form.
147 Commissioner Branch said the draft should be available to the public and clearly marked.
148 Commissioner Hover discussed the process for posting such drafts to the website. Once posted
149 no changes should be made until staff portion of the public hearing. That way public has a chance
150 to view and comment. Commissioner Branch said when a draft is posted and no substantive
151 changes made, then that is one thing but if changes are made later and not posted then public
152 isn't commenting of the most recent changes.

153
154 Commissioner Hover discussed the option for the second ARPA payment. Commissioner Branch
155 discussed what he is doing to figure it out.

156 Commissioner Branch will attend via telephone the courthouse security meeting Wednesday.
157 Commissioner Hover cannot attend because he has the UCSRB and OCTA meetings he will
158 attend.

159

160 **Update – Treasurer – Pam Johnson**

161 The Treasurer could not attend.

162

163 **Update – County Auditor – Cari Hall**

164 Jamie Groomes

165

166 Auditor Hall provided her department update. She had two questions.

167

168 Where are we at on the jury overflow room for moving the licensing department. Commissioners
169 were going to ask around about this. Commissioner Hover said he didn't remember to ask the
170 judges. No matter what this should be done, said Commissioner Hover. He is in contact with the
171 company who is doing the design work. A pony wall will be needed as well. Some of the work
172 may be assigned to courthouse maintenance. Some may be installed in sections. If the work
173 cannot be accomplished in one weekend, Auditor Hall will need to know ahead of time. Her staff
174 is ready to help.

175

176 Where are we at on the security glass for the auditor's office. This will be looked into. Need more
177 people to assist with election tasks. Staff help the voters, scan ballots and process the elections.
178 Now at the point more room is needed to process things quicker and make sure transparency.

179

180 The hope that it would be completed by June in time for the Primary and General in 2024.

181

182 The paperwork to designate Commissioner Neal for canvas board and certifying special elections
183 will be sent to Commissioner Branch.

184

185 **Motion County Regular Vouchers**

186 Commissioner Hover moved to approve the county vouchers in the amount of \$1,158,705.88 as
187 certified by the county auditor's office for warrants listed on the county voucher certification. Motion
188 was seconded, all were in favor, motion carried.

189

190 **Motion Public Health Voucher**

191 Commissioner Hover moved to approve the Public Health Vouchers including their regular
192 vouchers in the amount of \$16,161.94 as certified by the county auditor's office for warrants listed
193 on the voucher certification. Motion was seconded, all were in favor, motion carried.

194

195 **Motion Tonasket EMS District**

196 Commissioner Hover moved to adjourn as the BOCC and reconvene as the Tonasket EMS District.
197 Motion was seconded, all were in favor, motion carried.

198

199 Commissioner Hover moved to approve the Voucher certification in the amount of \$16,200 to Life
200 Line for January Services and authorize the Tonasket EMS District vouchers to be paid. Motion
201 was seconded, all were in favor, motion carried.

202

203 Commissioner Hover moved to adjourn as the Tonasket EMS District and Reconvene as the
204 Oroville Rural EMS District. Motion was seconded, all were in favor, motion carried.

205

206

207 **Motion Oroville Rural EMS District**
208 Commissioner Hover moved to approve the Voucher certification in the amount of \$9,680 and
209 authorize the Oroville Rural EMS District vouchers to be paid to Life Line for January Services.
210 Motion was seconded, all were in favor, motion carried.

211
212 Commissioner Hover moved to adjourn as the Oroville Rural EMS District and reconvene as the
213 BOCC. Motion was seconded, all were in favor, motion carried.

214
215 **Motion Resolution 22-2023-Courthouse Security Officers**

216 Commissioner Hover to approve resolution 22-2023 authorizing the hiring of Courthouse Security
217 Officers from Pacific Security Company. Motion was seconded, all were in favor, motion carried.

218
219 **Motion ARPA Request #1-FOOD Crisis-Community Action Council**

220 Commissioner Hover to approve A19 of Okanogan County Community Action Council's ARPA
221 reimbursement request #1 for project No. FOOD CRISIS contract No. OCCACARPA2 in the
222 amount of \$43,487.46 and authorized the vice chairman to sign. Motion was seconded, all were in
223 favor, motion carried.

224
225 **ARPA Request #2-Equipment-Community Action Council**
226 Commissioner Hover discussed the second OCCAC A19 request under the Equipment contract
227 labeled Supplies in the amount of \$433.07, but the invoice is for Town Place Suites and doesn't
228 say what it is. He isn't willing to move on it until clarified. He asked the Clerk of the Board to let
229 OCCAC know the board is unwilling to pay until we know what its for.

230
231 **Approve Consent Agenda**

232 Commissioner Hover moved to approve the consent agenda items 1-9 as presented. Motion was
233 seconded, Commissioner Hover stated the chairman permitted him to sign for him. All were in
234 favor, motion carried.

- 235 1. **CDBG Public Services 22-62210-011 – Request #7 – Dept of Commerce**
- 236 2. **CDBG PS CV-1 Grant 20-6221C-119 – Request #25 – Dept of Commerce**
- 237 3. **Agreement – Affordable Housing Funds – Okanogan Community Homeless Shelter**
- 238 4. **Agreement – Equitable Sharing Agreement and Certification – Sheriff's Office**
- 239 5. **Cattleguard Renewals – Ellis-Barnes Livestock CGF# N-212; Double R Ranch CGF# 02-03/CGF# 03-03/CGF# 69-73/
240 CGF# 18-98; Roy Stoddard CGF# 17-98; Oberg Bros. Herefords CGF# 04-13; J&J Farm & Ranch CGF# 70-73; Tonasket
241 Ranger District CGF# 2-13; WDFW CGF# N-174/CGF# N-184/CGF# 17-76; Rick Timm CGF# N-195/CGF# 1-97; Timm Bros.
242 CGF# 9-13; Dart Farms CGF# 17-74/CGF# 16-74; Verle & Deanna Rowton CGF# 25-98; Brett Loebe CGF# 07-08**
- 243 6. **Approve – Purchase Traffic Striping Materials – Sherwin-Williams & Alpine Products, Inc.**
- 244 7. **Bid Award – 2023 County Wide Guardrail Safety Project – M2 Industrial, Inc.**
- 245 8. **Resolution 20-2023 Authorizing Additional Per Diem RN Nurse Care Manager**
- 246 9. **Resolution 21-2023 Budget Amendment ER&R Payment-Assessor**

247
248 **Update – Public Works – Josh Thomson**

249 Engineer Thomson provided his agenda and discussed the items listed there.

250
251 *Maintenance & Road Conditions* Engineer Thomson discussed road restrictions and impacts.

252
253 *Newby Creek Road* was looked at on Friday and it looks like sky ranch road can be used as a
254 turn around. Access to sky ranch was the intent, but get back with Forest Service on what the
255 county is going to do so they can get it programed out. But less stress if the county takes on the
256 road as an extension of county road, they pay for it and we do the work.

257
258
259

260 **Motion Newby Creek Road**

261 Commissioner Hover moved to deliver a proposal to FS that PW do the reconstruction of Newby
262 Creek road from current county road end to the sky ranch road turn off. Motion was seconded,
263 Commissioner Branch asked if description was adequate, it was. All were in favor, motion carried.

264
265 Engineer Thomson asked about the portion above leading to the last house. Commissioner Hover
266 stated he isn't interested in taking on the additional 4900 feet. Commissioner Hover explained the
267 road that leads to sky ranch and passed there it climbs and goes through private then serves a
268 couple more houses, but the majority of traffic is from the sky ranch out.

269
270 Old Shop Property
271 *New CRAB Requirements* Engineer Thomson explained legacy issue fixes and issues with
272 recorded monuments to ensure those don't get covered over.

273
274 Survey monument preservation policy
275 ER&R Rates approved by BOCC

276
277 *Consent Agenda* Engineer Thomson discussed the items listed.

278
279 Commissioners discussed Oroville Rural EMS district and the comments made this morning by
280 Dave Mullins. Commissioner Neal stated nationwide volunteer EMS are folding all over the place
281 and the impacts of maintaining an EMT card.

282
283 The Clerk of the Board asked for direction on the Public Records fee schedule. Commissioners
284 asked the her to prepare the resolution.

285
286 **Approve Commissioner Proceedings February 6 & 7, 2023**

287 Commissioner Hover moved to approve the commissioners' proceedings of February 6 & 7, 2023
288 as changed. Motion was seconded, Commissioner Hover & Neal in favor, Commissioner Branch
289 abstained. Motion carried.

290
291 Commissioner Branch recessed for lunch and the board of health.

292
293 **Board of Health – 1234 S. 2nd Ave, Okanogan**

294 Commissioners attended the board of health.

295
296 Commissioner returned at 3:20 p.m.

297
298 **Motion Resolution 23-2023 Public Records Fee Schedule**

299 Commissioner Hover moved to approve resolution 23-2023 adopting the county's Public Records
300 Fee schedule consistent with RCW 42.56. the Public Records Act. Motion was seconded, all were
301 in favor, motion carried.

302
303 **Discussion Courthouse Maintenance-Joe Poulin**

304 Maintenance Supervisor, Joe Poulin introduced himself.

305
306 The county rented HVAC units for the Justice Building and Jail. He provided the rental fees and
307 charges for 2023. The units are already in place, so we do not have a crane fee. The cost is
308 \$5,500 monthly for a 25-ton unit for jail and \$2,900 for the three units at the justice building for
309 period of July through October. Costs were not budgeted for the units. The Clerk of the Board will
310 generate a budget supplemental appropriation when needed.

311
312 Mr. Poulin explained the recommendation generated by MW Engineers, the original engineer of
313 the Jail system and the contractor selected for the assessment. The commissioners wanted to
314 revisit after the new year once the system had been reviewed and a recommendation provided.

315
316 A 5-year ATS contract was presented for consideration. ATS provides hours for training and
317 system controls. One controller in the courthouse is not connected to the system. Cable will be
318 hooked into the jail so the well can be monitored. ATS will then be able to monitor the well.

319
320 **Motion ATS Service Support Program**

321 Commissioner Hover moved to approve the ATS service support program agreement as
322 presented. Motion was seconded, all were in favor, motion carried.

323
324 Mr. Poulin asked if the seasonal grounds maintenance position could be changed from 8-hours
325 per day for three months. He needs someone permanent for at least 4-hours per day all year
326 round. Hours will flex if more hours are needed.

327
328 Commissioners had no problem allowing the change but to be aware of the L&I and benefit
329 requirements.

330
331 The board adjourned at 3:52 p.m.

332