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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

FEBRUARY 6, 2024

9:00 AM Review Meeting Minutes January 29th, 30th, 2024
9:15 AM Public Comment Period
9:30 AM Legislative Update-Zak Kennedy
10:00 AM Round Table Finance Discussion
10:30 AM Update-Communications/Dispatch-Mike Worden
1:30 PM Update-Human Resources/Risk Management-Shelley Keitzman
2:00 PM Discussion-County Video Tour Update-CGI Digital Government Relations
2:30 PM Approve Meeting Minutes January 29th, 30th, 2024
3:00 PM Approve Consent Agenda

The Okanogan County Board of Commissioners met for a regular meeting at 123 5th Avenue North, Okanogan, Washington on February 6, 2024 with Chairman, Commissioner Jon Neal;; Member, Commissioner Chris Branch; and the Clerk of the Board, Laleña Johns, present.

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

Vice-Chairman, Commissioner Andy Hover was absent today.

Review Meeting Minutes January 29th, 30th, 2024

Commissioners reviewed their meeting minutes.

Public Comment Period

Support what Isabelle said about WATV's decrease brawler jets, decrease use on Twisp river road. Silent recreation is best and will be radically changed and compromised. Letter Julie Hendricks on Libby Creek regarding logging project on Melvin Road on unfrozen ground. Concerned about data of FS for design and restoration is really funds toward timber interest and interest are not centered in the county and don't benefit the county and cause problems. Hoping Commissioner Branch comes out and observe what is going on. They said they would not do what they actually did. They considered the trees as sacrificial and would increase clumping. She discussed this not a as a restoration project but rather maximize Douglas fir. She hoped recognition that this isn't the best available science on the diversity of trees. South slope on dry side and we need to fire harden our towns and represent the needs of the community and not outside timber industry. Look at plans for Twisp river and the impact on the county road and Libby creek to traffic and our tourism economy and trucks and travel trailers and the whole concept on that watershed in that amount of time destroys. Hope to use restoration funding to harden and not just restore the trees.

Isabelle Spohn, member of the public via zoom, asked about the WATV proposal and asked if there were provisions on limiting the routes that will be approved. She said Pete Palmer had brought limiting group sizes. Commissioner Neal stated he didn't think the board had discussed. Commissioner Branch discussed enforcement being an issue. Ms. Spohn said the huge groups have much bigger impacts to wildlife and people. She said the fully enclosed WATV's were not unlike cars as long as they stay on the road. Commissioner Neal said he would make sure these concerns are brought up should this move forward.

Sherankin commented on the restoration project in the Libby creek area. She has seen the litter and images from what has happened with the ground not being frozen creating devastation to the ground

54 and ecosystem and logging in winter prevents that from happening. It is a mono culture with largest
55 trees being taken and far apart. Buttermilk side impacted and has blowdowns of healthy trees due to
56 no blockage. Best way to see the damage in Elderberry canyon is to visit the site. She has observed
57 other restoration areas that were scabbed by excavators at Mission Pond and did not see any
58 restoration but rather the opposite. She believes in hardening the town and that is where the attention
59 to be focused. Wildfire is a great concern and logging out away from the town isn't going to address
60 this. She hoped at Mission Pond there would be more actual restoration and have more oversight of
61 the project to address the mistakes that continue to happen. Commissioner Branch has been out to
62 the Mission project. Commissioners said they would look into this.

63

64 **Legislative Update-Zak Kennedy**

65 Zak Kennedy updated the board via zoom on several bills. (attached) Cutoff for House of Origin is
66 Tuesday, Feb 13. Frontier counties bill 1835 brought forth by Representative Kretz. The wolf bill 2423
67 is not going to move forward but the 2424 cooperating with tribe is. The republicans have about 40%
68 of the seats, and a conversation that they represent 40% and have 40% of the bills going through
69 sponsored by republicans. Trying to increase that numbers but most don't like what the republicans
70 are doing. The republican sponsored bills have a priority list and trying to increase the priority level
71 accepted on both sides of the aisle. The letter of support on the 1835 is a really good bill for us.

72

73 The other one is 5843 election related systems breaches. It is relatively unopposed and one of those
74 things where they could not oppose it.

75

76 Commissioners discussed bills they would like to move forward. Commissioner Neal asked where we
77 are regarding the initiatives. Those are going to run and will hit the ballot this fall. No agreement to
78 gutting. No political wish to take those on. Pulling 75% in the affirmative on average. Commissioner
79 Branch asked about the schedule on the capital budget items as we have some. Zak responded that
80 the budget writers are looking at it saying they do not expect any of the money from capital gains they
81 planned on making. Never discuss shrinking agencies and is an interesting approach. The deal with
82 elections bill is that republicans expect to take some seats back. Where is our money going towards
83 personnel? Commissioner Branch asked Zak to summarize the conversation HB2423 on wolves that
84 created another narrow decision-making group. Zak said it would address the management areas not
85 federally listed and would have involved local authorities that have to deal with, but that one didn't
86 move. The one that did move appears to be better policy for us and puts some money towards the
87 tribe to come in and undertake some of the work with this issue. Commissioner Branch said for him,
88 the big part is hunting and fishing on the north half and it being relatively abundant in game there. Was
89 there a fiscal note attached to it? Zak said it looked like \$800,000 per year but didn't say precisely
90 where it was going. It showed there would be a .8 FTE at \$250,000 per year. He discussed what that
91 employee would actually be doing on this exact issue compared to other issues assigned to them and
92 thought the funds were likely inflated. Commissioner Neal asked about the bill that would increase
93 property taxes and if that one moved on. Went from 1% to 3% optional.

94

95 **Round Table Finance Discussion**

96 Treasurer Pam Johnson, Auditor Cari Hall, Finance Manager Lisa Schreckengost, and Chief
97 Communications Mike Worden

98

99 Treasurer Johnson provided the Finance Committee roundtable agenda and discussed the items listed
100 there. Carryover fund differences between what was budgeted and what was carried over were
101 discussed with the various department heads. Fund 171 had a large difference and that is being looked
102 into and will know what that was. Fund 161 was due to early adopter project moving slower than
103 anticipated and budget adjusted accordingly but then invoices came in at the end of the year. It is a
104 crystal ball.

105

106 Treasurer Johnson will reach back out Public Works about the Parks & Rec fund 125 and Solid Waste
107 fund 405 since those brought over more. Mostly like didn't have the expenditures to pay.
108

109 Were there any questions the board had on the Debt policy draft before adopting it. Commissioners
110 will review for the next meeting. The Sheriff purchased a vehicle and does the Treasurer automatically
111 make the transfers to 197 or does she need an email from the board requesting the transfer. In the
112 past the board requested the transfer. Commissioner Neal said if its in their budget the department
113 head can ask to transfer the budget. Auditor Hall state the commissioners approve the budget and, in
114 that budget, there is a transfer line set up, as a department head they may ask why they need to email
115 to request the transfer. It is already approved in the budget why can't the Treasurer just make the
116 transfer. If a budget supplemental is needed then that would go through the process. Commissioners
117 understood and agreed that the Treasurer could do the transfer as long as staying within that budget
118 and as long as the transfers are easily tracked. Transfers would happen as the checks for things like
119 vehicles are issued.
120

121 Mr. Worden stated a budget supplemental is going to be requested later for a vehicle and asked what
122 the process would be. Auditor Hall explained how funds for vehicles are transferred and what gets
123 triggered to check cash on hand amounts by Treasurer.
124

125 Auditor Hall explained the extra room for elections is really great. Commissioner Neal asked about a
126 school field trip coming in to learn about elections processes. This needs to be rearranged and not
127 during an active election because there just isn't enough room, although she would love to during an
128 active election as it is more visible on how it is done. Larger counties that have more room to provide
129 additional room for observers. The problem with them being in the same room is there are rules about
130 spacing between them. She would love to have a room big enough for 10-15 observers behind glass
131 who can visually view the process. She currently has two live feeds so people can observe online.
132 The presidential primary will be a true test. Running three elections during that time.
133

134 Property tax statements are going out in the mail today.
135

136 **Update-Communications/Dispatch-Mike Worden**

137 Chief Worden provided his update. The early adopters project is about 80% complete. The final setup
138 for the IT network and computer planning is left. It has taken awhile and once all the details are sorted
139 out the work is done for the larger buildout. He explained how the radio groups id works in the network
140 and how our group is authorized to use sites near our county or state resources and controlling access
141 within the systems. He explained the coordination needed between the different agencies using the
142 networks. With us joining the state network it is generating conversations and coming together does
143 take time. Life Line is a good partner as they use these systems and can help us iron out glitches.
144

145 Radio project in general was discussed with Senator Patty Murry for funding purposes and
146 understanding. Discussed request with Senator Short for funding purposed who is targeting the
147 operational side of the budget. She seemed supportive.
148

149 Chief Worden is working on the USDA loan application as it is quite the process.
150

151 If funding is received from Congress it would be used for mobile radios, so he is coming up with a fair
152 and equitable distribution considering agency supplies and the priorities for distributing funds or radios
153 in a fair manner.
154

155 Chief Worden explained a future budget supplemental for ADCOM management costs. He will know
156 more later.
157

158 Mobile command unit is in place, right now he is buying office supplies and the little things to make it
159 a workable space. One question was can they buy a coffee maker and coffee supplies for the space
160 which would need to be approve by commissioner resolution. The space would be used by various
161 agencies. One function is power outlets for public use to be able to charge phones. Commissioner
162 Branch pointed out the people involved in manning the mobile emergency command unit should be
163 alert and refreshed to do their job. There will be several meetings with officials to go over the features
164 and functionality of the unit.

165
166 Cost recovery was discussed and how other mobile command units are mobilized and how cost
167 recovery funds can be applied for if we mobilize our unit during an event.

168
169 Commissioner Branch recognized the amount of progress that has been made. Chief Worden said
170 after this radio project is completed he plans to move forward with a dispatch center in order to keep
171 improving our emergency systems. This will allow us to be ready and shovel ready.

172
173 Commissioner Branch explained some research on open public meetings act and suggested a motion
174 from the Attorney General's site on going into executive session.

175
176 **Motion Executive Session RCW 42.30.110 (1)(i)**
177 Commissioner Branch moved at 11:00 a.m. to go into executive session under RCW 42.30.110 (1)(i)
178 until 11:20 a.m. which is relative to potential litigation and invited Esther Milner Chief Civil Deputy and
179 Pete Palmer the Planning Director. Motion was seconded, all were in favor, motion carried.

180
181 Commissioner Neal extended executive session at 11:20 a.m. for another 10 minutes.

182
183 Executive session ended at 11:30 a.m.

184
185 **Motion Frontier Counties Letter of Support**
186 Commissioner Branch moved to approve the letter of support regarding Frontier Counties legislation

187
188 **Motion Resolution 23-2024**
189 Commissioner Branch moved to approve resolution 23-2024 amending resolution 1-2012 regarding
190 the purchase of bottled water to exempt facility maintenance from the policy because they do not have
191 potable water available. Commissioner Neal discussed the availability of providing cool water. Both
192 commissioners were in favor, but expressed concern about single serve bottles. Motion died for lack
193 of second. The Clerk of the Board modified the resolution to be clear to allow only large 5-gallon
194 reusable water bottles.

195
196 Commissioner Branch moved to approve resolution 23-2024 regarding amendment to resolution 1-
197 2012 to allow the Facility Maintenance to purchase 5-gallon jugs of potable bottled water and
198 dispenser. Motion was seconded, all were in favor motion carried.

199
200 **Motion Resolution 24-2024 Signing Authority Gene Davis**
201 Commissioner Branch moved to approve resolution 24-2024 allowing signature authorization for Gene
202 Davis to sign the Coroner's office expenditure vouchers edit list. Motion was seconded, all were in
203 favor, motion carried.

204
205 **Motion Cooperative Weed Management Area Programmatic Agreement**
206 Commissioner Branch moved to approve the cooperative weed management area agreement
207 between Forest Service, Bureau of Land Management, Department of Natural Resources, Department
208 of Fish and Wildlife, Department of Transportation, USDA Conservation District, Okanogan
209 Conservation District, Okanogan County Noxious Weed, Colville Confederated Tribes Bureau of
210 Indian Affairs, WSU Extension, Parks and Recreation Commission, Army Corp of Engineers and

211 Okanogan County Public Works and authorized the Chairman to sign. Motion was seconded, all were
212 in favor, motion carried.

213
214 **Motion Amendment No 2-to Master On Call Architectural Services Agreement Courthouse**
215 Commissioner Branch moved to approve the Amendment No. 2 to the Master On-Call Architectural
216 Services Agreement for Courthouse feasibility with MJ Neal and Associates that addresses feasibility
217 study for the Superior Court and District Court to stay in the courthouse. Motion was seconded, all
218 were in favor, motion carried.

219
220 Commissioners recessed for lunch until 1:30 p.m.

221
222 **Update-Human Resources/Risk Management-Shelley Keitzman**
223 Ms. Keitzman stated she is sending invitation to employees for sexual harassment training then auto
224 assigned to new employees.

225
226 Ms. Keitzman stated the Risk Pool is requesting commissioners approve a letter of support on the
227 CCGTA funding since it takes so long getting people into the academy and with over 200 on the list
228 waiting and they are supposed to go to academy within six months of hire. The government isn't
229 funding any additional classes so this support will hopefully help with that.

230
231 Commissioner Neal discussed the substantial bill from Pape repair the Fairgrounds New John Deere
232 tractor because it was driven with the parking brake on. The repair was internal and will need to be
233 taken apart. The bill was over \$4,500. Commissioner Branch discussed with staff last year the proper
234 use of equipment. Operators with little education can contribute to the frequent breakdowns.

235
236 **Discussion-County Video Tour Update-CGI Digital Government Relations**
237 Andrea Tempio with CGI Digital Government Relations discussed update and renewal of our Video
238 tour on our website. Entirely new script and update the topics and whatever we feel is necessary at
239 entirely no cost but offers opportunities to business to participate. CGI reaches out to businesses. Not
240 contingent to the number of businesses that part take.

241
242 ADA compliant same styles she shared that if we wanted to utilize the videos for economic
243 presentations and other ways. What could be updated with our current video was discussed. Many
244 cities use the video banner roll to provide a more engaging location. Commissioner Branch was
245 thinking about the calls to businesses who were unsure about who CGI was. The letter of introduction
246 helps businesses know what the interview is about. We can also help by making an announcement.
247 Businesses usually have heard about the video tours and so they are usually more comfortable
248 meeting with CGI. Commissioner Branch stated Economic Alliance could push this out ahead of time
249 and we could do a media push to let folks know ahead of time.

250
251 **Motion Voluntary Stewardship Interlocal Agreement-Okanogan Conservation District**
252 Commissioner Branch moved to approve the Voluntary Stewardship Interlocal Agreement with
253 Okanogan Conservation District for the administration of the Voluntary Stewardship Program and
254 authorized the Chairman to sign. Motion was seconded, all were in favor, motion carried.

255
256 **Motion – Special Voucher Approval - Commissioners**
257 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
258 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a list,
259 and made available to the Board. As of this date, the Board did vote, by unanimous vote, to approve
260 the special voucher in the amount of \$37,995 for sheriff vehicle purchase. Warrant numbers as cited
261 on the attached blanket voucher list. Motion seconded and carried.

262
263

264 **Motion - Voucher Approval - Commissioners**
265 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
266 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a list,
267 and made available to the Board. As of this date, the Board did vote, by unanimous vote, to approve
268 the regular vouchers in the amount of \$1,332,770.42 and Payroll vouchers in the amount of
269 \$1,321,673.15. Warrant numbers as cited on the attached blanket voucher list. Motion seconded and
270 carried.

271
272 **Approve Meeting Minutes January 29th, 30th, 2024**
273 Commissioners would like to consider the approval of their meeting minutes when Commissioner
274 Hover was present. The Clerk of the Board had some changes to be incorporated in terms of formatting
275 and run on sentences.

276
277 **Approve Consent Agenda**
278 Commissioner Branch moved to approve the consent agenda items 1-7 as presented. Motion was
279 seconded, all were in favor, motion carried.

- 280 1. Purchase Approval-Compact Loader from NC Machinery \$96,451.07-Public Works
- 281 2. Employment Agreement-Okanogan County & Brad Craig Medical Services Operator
- 282 3. Letter of Support-Coordinating Low-Income Housing Planning (CLIHP)-Dept. of Commerce
- 283 4. MOU-Ok County & Ok County Sheriff's Employee Assoc.-Non-Commissioned Employees
- 284 5. Resolution 19-2024-Authorization of Radio Tech. Pos. #2, Fund 161-Emergency Comms.
- 285 6. Resolution 21-2024-Advancement to Judicial Assistant II Pos.-Superior Court
- 286 7. Resolution 22-2024-Additional Duties & Salary to Dependency Unit Manger to become Adult Felony
287 Drug Court Program Coordinator-Superior Court

288
289 Commissioner Branch stated that Planning office should have control over the updates to the Hearings
290 Examiner web page instead of having to work through Central Services for each update. The Clerk of
291 the Board stated Central Services gives the department access to individual pages when it is
292 requested.

293
294 The board adjourned at 3:07 p.m.