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**RECORD OF THE PROCEEDINGS**

**OKANOGAN COUNTY**

**JANUARY 2, 2024**

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**9:00 AM Organize the Board-Nominate Chair and Vice Chairman**

**9:15 AM Public Comment Period**

**9:30 AM Discussion-Round Table Finance**

**10:30 AM Discussion-National Center for Public Lands Counties Invoice-Commissioners**

**11:00 AM Update-Public Works-Engineer Josh Thomson**

**1:30 PM Discussion-Sheriff's Budget-Sheriff Budrow**

**2:00 PM Review Meeting Minutes December 18<sup>th</sup>, 19<sup>th</sup>, 26<sup>th</sup>, 2023**

**2:15 PM Approve Meeting Minutes December 18<sup>th</sup>, 19<sup>th</sup>, 26<sup>th</sup>, 2023**

**2:30 PM Commissioners to set Wednesday's Agenda if needed**

**2:35 PM Approve Consent Agenda**

**3:00 PM Review Union Proposals-Shelley Keitzman**

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The Okanogan County Board of Commissioners met for a regular meeting at 123 5<sup>th</sup> Avenue North, Okanogan, Washington on January 2, 2024 with Chairman, Commissioner Chris Branch; Vice-Chairman, Commissioner Andy Hover; Member, Commissioner Jon Neal; and the Clerk of the Board, Laleña Johns, present.

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

Ruth Hall, member of the public via zoom.

**Organize the Board-Nominate Chair and Vice Chairman**

The Clerk of the Board opened up the meeting. She called for commissioner nominations for Chairman of the board.

Both Commissioner Hover and Commissioner Branch nominated Commissioner Neal as chairman of the board for 2024. All were in favor, motion carried. Commissioner Neal was elected as chairman of the board for 2024.

Commissioner Neal and Commissioner Branch nominated Commissioner Hover as vice chairman of the board for 2024. All were in favor, motion carried. Commissioner Hover was elected as vice-chairman of the board for 2024.

**Discussion-National Center for Public Lands Counties Invoice-Commissioners**

Commissioners discussed the Washington State Association of Counties Special Assessment supporting the National Center for Public Land Counties in the amount of \$120,000 from the counties Local Assistance and Tribal Consistency Funds. The commissioners discussed the intended use by NACo of the funds collected. Commissioner Hover's viewpoint of public lands and timber harvest is one of proper management do not pillage the land. The idea of 18 trees per acre is pretty light. Commissioner Branch said he has worked in the harvest of tribal DNR and Forest lands and experienced their forest management and what that looked like and saw the diversity and differences all the way through. Everyone has a different idea of what good management of the forest looks like. There are pressures all over the place. Federal forest lands cannot be managed the same as private lands, said Commissioner Branch. There have been studies done and called out returns. DNR did a good job maximizing profits and forest health.

54 Commissioners thought Commissioner Wes McCart with Western Instate Region WIR should weigh  
55 in.

56

57 **Public Comment Period**

58 Ruth Hall commented how difficult it is to reconcile the different forest ideas and private worries her  
59 and something Roosevelt would have worried about it. Congratulations to Commissioner Neal and the  
60 rotation of leadership.

61

62 **Discussion-Round Table Finance**

63 Treasurer Pam Johnson, Auditor Cari Hall, Finance Manager Lisa Schreckengost

64

65 No agenda was provided. The draft Debt Policy was sent previously to the BOCC.

66

67 Update on the Asset Policy. The most updated version was sent out previously. The final draft will be  
68 sent out for final review and suggested adoption at the next Finance Committee meeting.  
69 Commissioner Hover asked for an update of the arbitrage on our bond. We are current earning 5.5%  
70 right now. Once everything is balanced we should know the ending fund balance probably later this  
71 week. Commissioner Hover requested going back through beginning fund balances to look for major  
72 differences in the minuses and plusses especially in some of the really tight funds like law library and  
73 probation.

74

75 State Audit update was provided. Auditor Hall stated they will contact Clerk of the Board. There will be  
76 two separate findings with regards to disbarred members. Everything else was fine. Checking for  
77 disbarred members using the state disbarment instead of Federal. And must be done each separate  
78 issue. There will be recommendations on deposits on fairgrounds, dollar amounts in the contracts  
79 were not the amounts deposited, gate reconciliations, small and attractive assets incomplete,  
80 mentioned that assets are usually tracked in an asset software system not a payable software.  
81 Physical inventory opportunities are usually included in the asset software system. She will discuss  
82 with Karen Beatty of Central Services. The State Auditor really looked at everything. We will need  
83 software agreement renewals and documentation of how that is done it will be entered and determined  
84 for accuracy.

85

86 Munis updated was given. Postposed live until January 2025. There are two major functions Financial  
87 and Human Capital. Auditor Hall discussed the difficulty Munis was having and how it was resolved to  
88 make things work. There will be heavy gearing up in Munis training to go live on time. She explained  
89 2024 financial systems are updated, but still performing the year end tasks.

90

91 Auditor Hall asked for clarification on the SAR part time position that was recently approved. The  
92 resolution does not cover the payroll taxes or the benefits. The difference will be about \$5000 to be  
93 supplemental if the benefits is waived, if not it will be around \$40,000. Fund 124 will have to build up  
94 to cover the costs next year. A budget supplemental will be created accordingly once she finds out if  
95 benefits are included or not.

96

97 Auditor Hall is gone starting January 18, 2024.

98

99 **CANCELLED Update-Public Works-Engineer Josh Thomson**

100

101 **Discussion**

102 Ms. Keitzman explained the insurance company has inquired on the progress of gathering quotes for  
103 the horse barn roof repairs from last years snow load issue. Her recommendation was to turn over the  
104 Horse Barn quote gathering to Fairgrounds Manager Chuck Ford. Commissioners were alright with  
105 that. She will give Mr. Ford the information needed to get this going.

106

107 **Approve Meeting Minutes December 18<sup>th</sup>, 19<sup>th</sup>, 26<sup>th</sup>, 2023**  
108 Commissioner Hover moved to approve the December 18, 19, & 26<sup>th</sup> meeting minutes as corrected.  
109 Motion was seconded, all were in favor motion carried.

110  
111 **Review Meeting Minutes December 18<sup>th</sup>, 19<sup>th</sup>, 26<sup>th</sup>, 2023**  
112 Commissioners reviewed their meeting minutes.

113  
114 **Discussion-Sheriff's Budget-Sheriff Budrow**  
115 Undersheriff Dave Yarnell

116  
117 Sheriff Budrow discussed his departmental requests for Lieutenants to be funded in the 2024 budget.  
118 He stated the budget was posted to the county's webpage to the public before the Sheriff was informed  
119 of what it consisted. He doesn't want to look bad to the public by not knowing what was adopted in  
120 his budget. Commissioner Hover explained the budget process the BOCC takes by statute and the  
121 dates the commissioners strive to adopt the budget by. He said the preliminary budget was posted on  
122 the website prior to adopting it as well. Departments are to be available to discuss with the BOCC any  
123 questions the BOCC has during the process. The budget was exactly the same as what was submitted  
124 by the Sheriff except for the vehicle line and the added SAR position. Commissioner Hover stated the  
125 budget adopted \$600,000 in contingency reserve to go towards public safety requests, another  
126 \$300,000 was budgeted for increased union contracts. Undersheriff said the Lieutenants positions  
127 were already funded in his mind by grants when SSGts' positions are rearranged. He stated how funds  
128 were to be supplanted by grant and current expense. Commissioner Hover explained it will be an  
129 increase to cover the costs. Commissioner Hover explained how the budget is balanced.

130  
131 Commissioner Neal said if the grant goes away is the Sheriff willing to demote the Lieutenant.  
132 Undersheriff stated yes, the position would need to be demoted. Commissioner Hover suggested  
133 discussing a stipend instead for the added duties along with MOU between the Union that lays out the  
134 extra duties and associated grant funds that pays for the work. Commissioner Branch said it would  
135 have been good to discuss this prior to the budget getting passed so the Sheriff did not feel blindsided.

136  
137 Undersheriff wants to look closely at the vehicles and buy one at a time. He doesn't want to put bids  
138 in for 4-5 vehicles at once that creates a delay and causes dealers a problem. He would prefer to work  
139 with the local vendors. Buying vehicles from Seattle area costs 2% more in taxes.

140  
141 Animal Control was not budgeted because we want the cities and towns to help invest in the position  
142 and is one of the more important position the commissioners want to see. Sheriff Budrow will help with  
143 this discussion and will put it on the fast track.

144  
145 Sheriff Budrow said he now understands how the budget considerations work and he said it was  
146 reasonable. He knows now there isn't money for some of the positions asked for. Both appreciated  
147 the opportunity to discuss the positions further as it is part of their retention program to keep employees  
148 from going somewhere else. The lieutenant positions help keep the knowledge and experienced staff  
149 here in Okanogan County long term. Commissioner Hover said that is something else and a different  
150 discussion from the suggested stipend for extra duties. Sheriff Budrow would like to see a promotional  
151 opportunity as a permanent consideration for the purpose of retention of employees.

152  
153 State mandates for public safety should be funded by the state. Sheriff Budrow understands the  
154 insurance costs are going up. His job is to protect the people in the county from liability. Commissioner  
155 Hover stated labor costs are going up, and taxes can only go up a certain amount each year and at  
156 some point, our services will go down.

157  
158 The SAR position wages would be funded by a portion of the Title III \$15,000 and \$20,000 transferred  
159 to Special Projects 124 from Current Expense.

160  
161 The commissioners discussed funding the two nurses through Public Health OBHC said they hired  
162 someone for the jail position and would be in the jail soon.

163  
164 Undersheriff will work with Ms. Keitzman on the language needed for the stipend resolution.  
165

166 **Commissioners to set Wednesday's Agenda if needed**

167  
168 **Approve Consent Agenda**

169 Commissioner Hover moved to approve the consent agenda items. Motion was seconded, all were in  
170 favor, motion carried.

- 171 1. **CDBG Request #16-Public Services/General Admin-Community Action Council**  
172 2. **CDBG Request #34-Admin/Subsistence Payments/Food Banks-Community Action Council**  
173 3. **Ratify Resolution-212-2023 Budget Amendment CECR & CECS-\$9,500**

174  
175 **Motion Resolution 1-2024 Elections Staff**

176 Commissioner Branch moved to approve resolution 1-2024 approving a wage increase to the Elections  
177 staff due to minimum wage increase. Motion was seconded, all were in favor, motion carried.

178  
179  
180 The board adjourned at 11:45 a.m.