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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

JANUARY 25, 2022

9:00 AM Commissioners' Staff Meeting
11:00 AM Update Public Works-Engineer Josh Thomson
1:30 PM Public Comment Period
2:00 PM Update-Human Resources/Risk Management-Tanya Everett
2:30 PM Update-Noxious Weed-Larry Hudson
3:00 PM Approve Commissioner Proceedings- January 10-11, and January 18 2022
3:15 PM Approve Consent Agenda

The Okanogan County Board of Commissioners met in Regular session at 123 5th Avenue North, Okanogan, Washington on January 25, 2022 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.

Commissioner Hover attended a separate meeting at 9:00 a.m. with Douglas County for about an hour.

Commissioners' Staff Meeting

Joe Poulin, Pete Palmer, Maurice Goodall

Joe Poulin Maintenance Supervisor updated on the HVAC units currently serving the new Justice Building are antiquated and obsolete. Does the board wish to repair the old antique units or replace? Commissioner Branch asked for comparison information and an assessment of the systems to inform the commissioner's decision and asked that a recommendation be generated by the professionals based on the short term and long term. Establish for phased approach. The units were put in in the 1980's that only had a 15-year life expectancy.

Commissioner Branch provided the strategic plan to Joe Poulin, Maintenance Supervisor and Laleña Johns, Maintenance Manager.

Director Palmer discussed the moratorium on the Methow Building Permits. Draft a guidance sheet for permitting and allowances and hope to see that soon. When people are asking general questions, they are being told applications are being reviewed on a case by case with the hopes of receiving guidance to relay consistently to landowners.

Director Palmer discussed filling the Sr. Planner position as it was filled in house as a training position over a three-year period. She presented a resolution that approved the situation and a training schedule and the planned steps to obtain Sr. Planner education.

Commissioner Branch asked if the training program could lead to American Institute of Certified Planners accreditation. He would like to see all staff pursue accreditations.

52 Maurice Goodall, Emergency Manager, updated the commissioners on suggested deterrents for
53 buildings and equipment being vandalized. The protocol of what we are doing in our buildings when
54 these things happen should be provided to staff.

55
56 How is the 20-year master plan going. The other is the strategic plan for the new building. Surveys
57 from the architect will be sent to departments and Commissioner Branch volunteered to do this. The
58 plan is only as good as the responses, and if departments don't respond there is no plan. Carlene
59 Andres contacted Mr. Goodall to discuss an application for grant funds on a centralized operations
60 center and she may need a letter of support from the county.

61
62 Commissioner Hover rejoined the meeting at 9:45 a.m.

63
64 Commissioners read through the three-year training program and discussed the ultimate goal to
65 become certified as a Planner. Commissioner Hover thought the training should be offered to all the
66 Planners.

67
68 **Motion Resolution 8-2022 Promotion Sr. Planner & Training Schedule**

69 Commissioner Branch moved to approve resolution 8-2022 promoting Rocky Robbins and providing
70 a three-year progressive training plan for final promotion to Sr. Planner. Motion was seconded, all
71 were in favor, motion carried.

72
73 **Discussion Munis System**

74 Auditor Cari Hall, Lisa Schreckengost, and Karen Beatty

75
76 Auditor Hall provided a new quote from Tyler Technologies that includes the extra scheduling and the
77 hosting services the commissioners requested. (attached) Project and grant accounting modules were
78 suggested by Auditor Hall and not contract management at this time. Commissioner Hover said we do
79 not have a county project manager who will constantly utilize the contract management module.
80 Departments did not believe we need the Purchase order module, but no policy, as it is cumbersome.
81 It is only going to be as good if people use it. Most departments purchase office supplies and smaller
82 purchases. The tool is only good if all departments use it.

83
84 Auditor Hall recommended we do not pull past data into the system. She prefers everything be entered
85 in manually, but still be able to access our historical data. The budget module will make it much easier,
86 but would still have to be done manually. In Munis, we can have people enter their own budgets, but
87 when we work on it there are several options for projection reports. The ability to work out of Munis is
88 there. This is a table driven set up instead of linear.

89
90 If hosted, AP has the ability to scan, store, assign a BARS and it does everything. Hardware costs
91 should also be considered as label printers would be needed.

92
93 Commissioner Hover asked Ms. Beatty about the AV Capture "bugs" and asked if those were our bugs
94 or bugs in the system. It was found an update was needed when videos were not able to be posted.
95 One of their people refreshed the index and during that refresh some things broke on their side, but it
96 is now fixed. She isn't sure of other glitches and there are a lot of moving pieces with it. Commissioner
97 Branch wants to make sure the videos are available with the fewest glitches.

98
99 **Update Public Works-Engineer Josh Thomson**

100 Solid Waste Manager, Kent Kovalenko

101
102 Mr. Kovalenko provided his Solid Waste legislative update. He said HB 1663 regarding reducing
103 Methane gases has a lot of feel good climate control being pushed through. It scares him because no
104 one knows what it actually means. The threshold is 450,000 tons and includes us and Colville as the

105 smallest entities and doesn't matter if closed. Ellisforde landfill is closed, but the volumes don't
106 produce the gases. A letter is needed to request being removed from the requirement, but the RCW
107 needs to change first. HB 5731 is a 38-page food waste bill about reducing gases, composting,
108 extends food expiration dates in order for stores to be allowed to donate the food instead to the food
109 bank. Loosening the rules on the date in order to donate to food banks, reduces liability on stores.

110
111 SB 5837 regarding a plastic bag ban switching back to paper bags as paper is recyclable. The heavier
112 plastic bags that are being purchased take longer to breakdown in the land fill. People are not deterred
113 due to the cost.

114
115 Engineer Thomson provided the public works agenda and the items listed there were discussed.

116
117 *Maintenance & Road Conditions*

118 Engineer Thomson explained the county isn't plowing Leader Lk road, the state repaved it and so they
119 are doing it.

120
121 Working with Michael Beaman to get the shops projects bid out. Within 5-6 weeks we could have those
122 ready to bid. Material wise nothing has gotten better or worse.

123
124 The Sheriff's plan is to tear down the old public works shops in Okanogan. Part of the property is in
125 the floodway and it was recommended they speak to the City before drawing up any plans. An
126 agreement should be drawn up to memorialize the situation if that is going to happen. The Sheriff's
127 office is mostly exclusively using the property, but the sander racks will need to be relocated.

128
129 Engineer Thomson discussed recent House Bills and Senate Bills the legislators will be considering
130 that are related to several issues Public Works handles.

131
132 Engineer Thomson discussed the proposed Munis Accounting system. We would need to hire more
133 people in order to manage the purchasing. He felt Munis was honest about their responses. It would
134 not be as efficient as CAMS.

135
136 Engineer Thomson explained the items listed on the commissioners' consent agenda for approval.

137
138 Commissioner Branch prefers that Commissioner Hover handle the 20-year Master Plan survey
139 management. Commissioner Hover has no problem handling it.

140
141 **Public Comment Period**

142 Isabelle Spohn commented on the attachment on the Comprehensive Plan because there is a wrong
143 title on it. Sub Unit B, but there is no Sub Unit B plan for the Methow Valley Plan. The resolution 121-
144 2014 is included as an attachment to the new plan. She continued to explain the history of the situation
145 with regards to the Methow area. Commissioners reviewed the document to understand Ms. Spohn's
146 concern.

147
148 **Discussion Bid Assessor Vehicle Purchase-Larry Gilman**

149 Bids were presented by Assessor Gilman for purchase of a vehicle for his department. The quotes
150 received were for similar trucks:

151
152 Sunrise Auto

153 ½ ton 2022 Chevy Silverado 1500 4cyl

154 crew cab 4x4 \$35,272.93

155 Extended cab 4x4 \$32,772.83

156
157

158 Jess Ford
159 2022 Ford F-150XL
160 ½ Ton Crew Cab 4x4 \$38,662.63
161 ½ Ton Extended Cab 4x4 \$36,113.61
162

163 2022 Dodge Tradesman
164 ½ Ton Crew Cab 4x4 \$47,749.95
165 ½ Ton Extended Cab 4x4 \$44,760.70
166

167 **Motion Authorize the Purchase of Assessor Vehicle**

168 Commissioner DeTro moved to approve the quote for ordering of the ½ ton crew cab 4x4 Chevy
169 Silverado in the amount of \$35,272.93 which includes tax and everything. Motion was seconded, all
170 were in favor, motion carried.

171
172 Assessor Gilman will work with the auditor on the needed budget supplemental before the vehicle
173 arrives.
174

175 He proposed allocating funds over time towards another purchase. The vehicles last about 15-17
176 years. Assessor Gilman thanked the commissioners and left the meeting.
177

178 Commissioners discussed the draft LTGO Bond resolution that was prepared by the bond agent Lee
179 Marchisio with Foster Garvey.
180

181 The Board went over and answered the questions posed by the agent before considering the bond
182 resolution.
183

184 David Gecas was asked to join an executive session to go over legal matters.
185

186 **Motion Executive Session RCW 42.30.110 (1)(i)**

187 Commissioner DeTro moved to go into executive session at 2:15 for 20 minutes inviting Chief Civil
188 Deputy David Gecas to discuss matters concerning RCW 42.30.110 (1)(i). Motion was seconded, all
189 were in favor, motion carried.
190

191 The Prosecutor's last day is January 28, 2022 and the commissioners need to consider appointing an
192 interim prosecutor. David Gecas was the Board's first choice, but he indicated he did not wish to fill
193 the interim position. Commissioner Hover left the meeting to consult with the HR Director at 2:30 p.m.
194

195 **Motion Economic Alliance Infrastructure Contract Amendment #1**

196 Commissioner Branch moved to approve Amendment #1 to the Economic Alliance contract that was
197 signed October 27, 2020, for 2022 funding. Motion was seconded, all were in favor, motion carried.
198

199 **Motion Resolution 12-2022 Long Term General Obligation Bonds**

200 Commissioner Branch moved to approve resolution 12-2022 authorizing Okanogan County Long Term
201 General Obligation Bonds through bond agency Foster Garvey. Motion was seconded, all were in
202 favor, motion carried.
203

204 **Motion - Voucher Approval - Commissioners**

205 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
206 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a list,
207 and made available to the Board. As of this date, the Board did vote, by unanimous vote, to approve
208 the regular vouchers in the amount of \$657,655.24. Warrant numbers as cited on the attached blanket
209 voucher list. Motion seconded and carried.
210

211
212 **Motion Public Health Voucher**
213 Commissioner moved to approve the Public Health Vouchers including regular vouchers in the amount
214 of \$41,446.41. Warrant numbers as cited on the attached blanket voucher list. Motion was seconded,
215 all were in favor, motion carried.
216
217 ~~Update Human Resources/Risk Management-Tanya Everett~~
218 Cancelled
219
220 ~~Update Noxious Weed-Larry Hudson~~
221 This meeting happened last week.
222
223 **Approve Commissioner Proceedings- January 10-11, and January 18 2022**
224 Commissioner Branch moved to approve the meeting minutes.
225
226 **Approve Consent Agenda**
227 Commissioner Branch moved to approve the consent agenda items 1-12, as presented. Motion was
228 seconded, all were in favor, motion carried.
229
230 1. Authorization to Call for Bids-Re-Bid 2022 Gravel Crushing Project
231 2. Authorization to Call for Bids- 2022 Soil Stabilizer
232 3. Authorization to Call for Bids-2022 Liquid Asphalt
233 4. Cattle Guard Renewals: Delfeld CGF#1-74; Tupling CGF#N-154; Whitley Farm CGF#82-73;
234 Cunningham CGF#74-73
235 5. Certification Road Levy to Count Road Administration Board
236 6. Agreement LTAC 22-008 Methow Trails Cap Improvements
237 7. Agreement LTAC 22-016 Oroville Initiative
238 8. Agreement LTAC 22-009 Methow Trails Marketing
239 9. Agreement LTAC 22-025 Winthrop Rink Marketing
240 10. Agreement LTAC 22-024 Winthrop Ice & Sports Cap Improvements
241 11. Resolution 7-2022 Creating Mechanic II Position Public Works
242 12. Resolution 9-2022 Amending Pest Control 2022 Assessment
243
244 Commissioners will hold a meeting on Wednesday, January 26 to see about appointing the interim
245 prosecuting attorney. Commissioner Branch noted that he would consult with the Prosecuting Attorney
246 Association and HR is checking with the Attorney General's Office to make sure the process is being
247 addressed correctly.
248
249 The board adjourned at 10:15 a.m.
250