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# RECORD OF THE PROCEEDINGS

## OKANOGAN COUNTY

JANUARY 29, 2018

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7 9:00 AM Review Commissioners Agenda & Consent Agenda  
8 9:30 AM Briefing Among Commissioners – Discuss Individual Weekly Meetings & Schedule  
9 10:00 AM Update – Human Resources/Risk Management – Tanya Craig and/or Debi Hilts  
10 11:00 AM Update – Public Works – Josh Thomson, Ben Rough  
11 1:30 PM Continued Public Hearing – Lake Management District  
12 To Follow – Update Planning – Perry Huston  
13 4:00 PM Discussion – Grant Application – Cari Hall  
14 4:30 PM Review Meeting Minutes

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16 The Okanogan County Board of Commissioners met in regular session on January 29,  
17 2018, Chairman Commissioner Jim DeTro, Commissioner Chris Branch, and Laleña Johns,  
18 Clerk of the Board, present.

19  
20 Commissioners convened the board at 9:00 a.m.

21  
22 **Executive Session RCW 42.30.110 (1) (i) Potential Litigation**

23 Commissioner Hover moved to go into executive session at 9:30 a.m. for 20 minutes  
24 inviting David Gecas, Dan Higbee, and Tanya Craig to discuss potential litigation to  
25 which the county may become a party. Motion was seconded, all were in favor, motion  
26 carried.

27  
28 Commissioners exited executive session at 9:50 a.m. no decisions were made.

29  
30 Commissioners asked Mr. Worden to come and discuss the state funding bills for the  
31 E911 communications. When Mr. Worden arrived he stated he met with Senator Steele  
32 and explained to him what our issue was as he is involved with the funding board. The  
33 federal budgets have not been disclosed yet. Commissioner DeTro stated they knew  
34 our request was to include the \$400,000, but it was unclear whether that funding was  
35 taken care of outside the \$5 million dollar budget consideration. Mr. Worden replied yes  
36 it was in addition to that capital operations allocation request. Commissioners discussed  
37 proposed legislation and the chances of the bill passing which include the various  
38 funding requests for capital operations projects.

39  
40 **Review Commissioners Agenda & Consent Agenda**

41 Commissioners reviewed the consent agenda items.  
42  
43  
44  
45

46 **Briefing Among Commissioners – Discuss Individual Weekly Meetings &**  
47 **Schedule**

48 The commissioners discussed their individual activities and schedules

49

50 **Update – Human Resources/Risk Management – Tanya Craig and/or Debi Hilts**

51 The update was CANCELLED by Ms. Craig.

52

53 Commissioner Branch exited the meeting at 10:55 a.m. due to a telephone call.

54

55 **Update – Public Works – Josh Thomson, Ben Rough**

56 Engineer Thomson provided his agenda. He discussed the various items listed there.

57

58 *Road Log*

59

60 *Gravel Crushing Project*

61 Engineer Thomson discussed the project and noted contractor showed up a month  
62 early. They found some clay that must be removed beforehand. It appears a water line  
63 was broken that came off the landfill well. Engineer Thomson explained there is an  
64 agreement with the cat shelter to provide water to the shelter. The broken pipe cannot  
65 be repaired now due to the soil conditions. The water main also supplies water to the  
66 Sheriff's Range. They have been informed the water is off. There are three users of the  
67 well and there is no group B system designation.

68

69 *Elmway & Mazama Levees*

70

71 *Radio Communications for Public Works*

72 Engineer Thomson explained why radios would help public works.

73

74 *Secretary of State Grant Document Preservation*

75 Engineer Thomson discussed the Grant and said only one award per agency would be  
76 granted. He further explained that Public Works would be considered its own agency  
77 and therefore if he applied other county departments could still apply. The grant is 100%  
78 reimbursable.

79

80 *Consent Agenda Items*

81 Engineer Thomson discussed the items on the commissioners consent agenda. He  
82 gave some additional information and asked the board if there were further questions.

83

84 The Engineer said Cattle guard renewals were starting to come through. He said  
85 several are listed on the consent agenda. Commissioner Hover asked about other

86 agencies (Forest Service) being required to clean out the guards and how that is  
87 handled. The standard maintenance routine for the guards is that they be cleaned and  
88 maintained annually. Commissioner Hover asked if there are requirements for the  
89 owners to perform regular maintenance on the guards? Engineer Thomson explained  
90 Public Works cleans them out, but he will need to review the documents to determine  
91 the level of maintenance required.

92

93 Member of the public Salley Bull arrived at 11:25 a.m.

94

95 Ben Rough provided his agenda and he discussed the various items listed there.

96

97 Mr. Rough discussed the status of the open positions.

98

99 Under the Solid Waste grant, we can claim reimbursement for costs associated with the  
100 ecology. He will further explore as to what can be reimbursed.

101

102 Mr. Rough explained a loss that occurred when a duplicate gas card was found to have  
103 unauthorized charges to it in the amount of \$11. Because the card was duplicate, the  
104 department did not know right away that it was missing.

105

106 Mr. Rough provided a snow grooming update. The trails are being groomed reliably in  
107 part because there is now staff coverage. The new groomer is working well.

108

109 Mr. Rough discussed why the upcoming supplemental appropriation was needed. He  
110 said a new budget line was created in 123 to replace the code that was not accurate.  
111 The bottom line is the same but how it is captured in Eden is different.

112

113 CDL reimbursements were discussed. The union does support it and they hope to  
114 memorialize via MOA.

115

116 Engineer Thomson is working with Ms. Craig to draft a policy that would address Public  
117 Works crews assisting people when stuck in the snow. Commissioners are in favor of  
118 considering a policy that would allow the county to assist when people are stuck in the  
119 snow. He has been working with Ms. Craig on the policy.

120

121 **Continued Public Hearing – Lake Management District**

122 Leah McCormack, Randy Clough, Anna Lyon, Dan Higbee, Angie Hubbard,

123

124 Commissioner DeTro opened up the hearing to staff. Director Huston gave his staff  
125 report.

126

127 He explained the issue of determining the assessment on agriculture or undeveloped  
128 lands on the lake. What constitute development? There are a number of parcels that do  
129 not have a house but do have sheds, parking lots, and appear to be used for something  
130 like recreation lots. The other question is lots that are later subdivided and how to apply  
131 the assessment on those. There is nothing in statute that speaks specifically to that.  
132 But, language could be created to specifically call out how that is to be done.  
133 Commissioner Branch suggested when land is sub divided in the area you are placed  
134 on the tax rolls and it would be easy to justify that way. The concern of the Canadians  
135 was the use of 24D which isn't something we would use anyway.

136

137 Mr. Ford Waterstrat commented that discussions with Canada on the proposed district  
138 are still needed. It was stated that on the eastside of the lake burlap can be used on the  
139 north east side next to the border to reduce weeds as well. On the other side there is  
140 about 600-800 feet where there are no residents. It has taken some time to get  
141 everyone in place so he could talk to them. Most of the Canadians he spoke to said they  
142 had no problem with our proposed treatment of milfoil on the lake. The right people  
143 have to say it is okay though.

144

145 Anna Lyon explained she discussed the administration and management of the district  
146 with her weed board and they were in favor of helping with the situation. Director Huston  
147 stated an interlocal agreement with the weed board to manage the district would be  
148 needed or the commissioners could manage it.

149

150 The commissioners discussed ways to collect additional fees and what that system  
151 would look like. Commissioner Branch said people testified that there were many more  
152 beneficiaries than those parcels adjacent to the lake and they suggested looking into a  
153 means to collect a fee relative to boats for invasive species. Director Huston explained  
154 those plans he looked into had built in a more robust fee collection. Ms. Lyon doesn't  
155 know who would have the authority to do that. Director Huston reminded the board of  
156 his suggestion about creating a Parks & Recreation District that would perhaps have a  
157 mechanism for collecting fees. He will continue to look into that.

158

159 Commissioner Hover stated the hearing has been published twice and yet there are still  
160 questions about who should be in and who shouldn't. There are many questions still  
161 evolving about how it would work, so he asked if the board was willing to put that forth  
162 on the ballot. No parcels may be added without going back out for public hearing, no  
163 clear plan is demonstrated on who would manage the district, and so if we were to start  
164 over again, what things need to be in place in order to come up with the precise plan  
165 knowing what the issues are. Director Huston reminded the board the decision is to put

166 the issue on the ballot then let the voters to decide. A resolution that lays out all the  
167 answers could be drafted in terms of developed versus undeveloped lots and how the  
168 agriculture lots would be handled. Everything could be built into the resolution as to how  
169 things are to be applied.

170  
171 Commissioner DeTro asked if the board is comfortable to put the issue on the ballot.  
172 Commissioner Branch replied he would like to include Veranda Beach due to boat ramp  
173 access and the boat traffic related to the resort. He discussed planned developments  
174 and how those might be handled. Would they be assessed as a whole? Commissioner  
175 Branch suggested it could be assumed every residence on Veranda Beach has a boat.  
176 Determine the number of units then apply a multiplier so the development itself would  
177 be assessed. It is done with water systems.

178  
179 Mr. Waterstrat said some lots are not large enough for sewer systems and water, but  
180 may have the ability to hook into a community system. Director Huston explained many  
181 of the lots are used in some way or another even if there is not a residence built. He  
182 suggested including them into the district then deferring the assessment until triggered.  
183 He suggested defining development as having a structure.

184  
185 Commissioners discussed how Veranda Beach would be charged if those properties  
186 were part of the district.

187  
188 Commissioner Hover is not comfortable moving it forward yet, he would like to have a  
189 study session devoted to developing the plan refining the map on how we do this.  
190 Commissioner Branch said it needs to be clear.

191  
192 Mr. Waterstrat commented that initially they wanted to make it a fair assessment and  
193 process for everyone on the lake. The other part they are interested more in lake  
194 quality. It has more failing septic system and more effluent which creates blue green  
195 algae. If they have a plan for the whole lake the cost of the herbicides is given a  
196 discount. He thanked the board for the work and thought that has gone into the  
197 proposed so far. He is concerned about Veranda Beach being a voting block if they vote  
198 against it.

199  
200 Staff will be directed to create a map that includes PD and Veranda Beach, do outreach  
201 to Veranda Beach and Noxious Weed board. Discuss/create a more refined budget  
202 which will be calibrated based on the first year's collections. A new resolution to  
203 consider the new proposal would be drafted.

204

205 The commissioners discussed agriculture lands that are in the ag classification. Also  
206 discussed were the undeveloped lots would be those without a house. The board would  
207 like to include everything, but defer some of the assessments until the lot is developed.  
208

209 Mr. Waterstrat recommended creating an advisory board with members from the  
210 different sides of the issue.

211  
212 **Motion Denying Proposed District on Ballot**  
213 Commissioner Hover moved to not move forward with putting the proposal to form the  
214 district on the ballot as it is. Motion was seconded, all were in favor, motion carried.  
215

216 **Motion Staff Direction**  
217 Commissioner Hover moved to direct staff to perform the outreach and schedule a work  
218 session to create a more precise plan for the district. Motion was seconded, all were in  
219 favor, motion carried.

220  
221 Commissioner DeTro closed the hearing.

222  
223 Commissioner Branch commented that the particular scheme must be perfected.  
224 Commissioner DeTro agreed. All the ideas should be aired before putting it to a vote, so  
225 we don't set it up for failure.

226  
227 **To Follow – Update Planning – Perry Huston**  
228 Angie Hubbard, Dan Higbee Isabelle Spohn member of the public taking notes.

229  
230 *OCC 20*  
231 Director Huston discussed SSB 6091 and how our code might be updated to  
232 accommodate the new rules. Existing wells connected to a building: follow WAC 173-  
233 548 if they have a well log in hand then process per any other building permit. That is  
234 not what title OCC 20 says.

235  
236 Building permits title 19.27.097  
237 In WRIA 48 we will have to take an extra look at the well logs, but legislation directs us  
238 and it is distinct ESSB 6091 and review WAC 173-549.

239  
240 There are rumblings by land owners who have heard something different from DOE  
241 regarding domestic uses. We would adhere to 3,000 gallon per day exemption, but title  
242 20 requires something different.

243

244 Title 20 draft was stripped out of any language having to do with water leaving only  
245 permit processes relative to RCW 36.70B regulatory language.. If we do not use the  
246 Public Hearing processes with appeals for land development permitting then we could  
247 do away with much of title 20 and adopt another for the interim.  
248

249 Director Huston explained with the possibility of applying for grants they could provide  
250 funds to do the following: water rights, reconcile wells to houses, buildable lands  
251 analysis, and permit tracking software. Does the board want to apply for grants? Yes,  
252 the commissioners were in favor of applying for grant funds. It is unknown how many  
253 hours would be spent on the grant research and writing. It may be expensive if we pay  
254 someone, but keeping it in house may be costly too in time. Commissioner Hover asked  
255 about what specifically would be removed from Title 20. Director Huston explained what  
256 notification requirements would remain.  
257

258 Commissioner Branch discussed the reliance on ecology in our determination for water  
259 adequacy for development. Commissioner Hover said the climate has changed with  
260 ecology and now they are actually following the rules. Commissioner Branch would like  
261 our basic goals and objectives to be in our comp plan tying in water, power grid, and  
262 critical areas those speak to the density zone map. A resolution will be drafted outlining  
263 the changes for commissioners' review.  
264

265 Mt. Hull restoration project resolution is still being drafted and reviewed.  
266

267 Director Huston discussed the resolution that would place the fairgrounds under current  
268 expense. The Clerk of the Board will prepare it for commissioners' consideration  
269 tomorrow.  
270

### 271 **Discussion – Grant Application**

272 Laurie Thomas, Cari Hall, Risk Manager Tanya Craig, Perry Huston  
273

274 Commissioner Hover asked if the county applies for the Document Preservation Grant  
275 do we need to show we are spending the funds collected per RCW 36.22.170. Auditor  
276 explained there is an expense line that off sets the revenue line but nothing has been  
277 spent in the last several years. It has never been an issue with our audits because of  
278 the way the RCW is written. It isn't a huge amount of money (\$8,000 annually) but it  
279 could be used to preserve documents for other departments. The commissioners want  
280 to ensure the funds are receipted and used accordingly. The expenditure line currently  
281 has \$0.00 budget to it for 2018. The auditor is careful to ensure the funds are handled  
282 properly. The RCW is ambiguous. The funds have not been used in many years.  
283

284 Commissioner Hover stated he has to take the auditor's advice on the issue. It would be  
285 good for county departments to apply for the Grant and utilize it. He said Engineer  
286 Thomson inquired and found out Public Works is considered a separate entity.  
287

288 Distribution of the \$5.00 recording fee, collected per RCW 36.22.170, was discussed.  
289 \$2.00 goes to the state archive and is distributed to the counties accordingly. It is not  
290 known how much of that comes back. Whatever that is goes to the MARC fund. Auditor  
291 explained what she has been doing with the funds is to primarily digitize and scan all the  
292 old books in the auditor's office and then send the original books off to archives. There  
293 are a few left to do. In the past money was provided to and others to preserve old files.  
294 This year both the Clerk (\$20,000) and Treasurer (\$10,000) asked for funds.  
295 Commissioner Hover said departments should know they can ask her for use of the  
296 funds for their preservation projects. There is one line in MARC for professional services  
297 and if there isn't enough budgeted there, she asks them to wait until the following year.  
298 Commissioners Hover just wants everyone with a need for preserving documents to be  
299 able to use the funds for their preservation needs. Departments must work with the  
300 Auditor in order  
301

302 Ms. Craig explained the Grant application has three types of application with up to  
303 \$45,000 available. Auditor Thomas said if the county applies for the grant we should  
304 take care of the Clerk's office first. Commissioner Hover stated the county has no grant  
305 writer to write the grant. Ms. Hall said the application is very simple and a grant writer  
306 should not be necessary. Commissioner Hover asked if a temporary employee could be  
307 hired to file and scan for the several departments that have a need. The grant is a  
308 reimbursable grant and preservation work must be completed within 14 months by May  
309 9, 2019. Reimbursement would be submitted at that time.  
310

311 Commissioner Branch asked if the county had a grant policy and whether it spoke to  
312 how handle the application. Yes, the policy requires departments to receive  
313 commissioners' approval on all new grant applications.  
314

315 Commissioner Hover asked the Clerk of the Board to work with the Clerk's office to help  
316 them apply for the grant and then to help the Clerk manage it if awarded.  
317

318 **Motion - Voucher Approval - Commissioners**

319 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080  
320 and those expense reimbursement claims certified as required by RCW 42.24.090 have  
321 been recorded on a list, and made available to the Board. As of this date, the Board did  
322 vote, by unanimous vote, to approve the regular vouchers in the amount of  
323 \$828,184.02. Warrant numbers as cited on the attached blanket voucher list. Motion  
324 seconded and carried.



325 **Motion Public Health Voucher**

326 Commissioner Hover moved to approve the Public Health Vouchers in the amount of  
327 \$8,117.98 Warrant numbers as cited on the attached blanket voucher list. Motion was  
328 seconded, all were in favor, motion carried.

329

330 **Review Meeting Minutes**

331 Commissioners reviewed meeting minutes.

332

333 The board adjourned at 5:00 p.m.

334