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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

JANUARY 31, 2023

8 **9:00 AM** Review Meeting Minutes January 23 & 24, 2023
9 **9:15 AM** Public Comment Period
10 **11:00 AM** Bid Opening – 2023 County Wide Guardrail Safety Project – PW Shasta Stidman
11 **To Follow** Update – Public Works – Josh Thomson
12 **1:30 PM** Commissioners to set Wednesday’s Agenda
13 **1:45 PM** Public Hearing – Budget Supplemental Appropriation – Fairgrounds
14 **2:00 PM** Department Head Meeting
15 **3:00 PM** Approve Commissioner Proceedings January 23 & 24, 2023
16 **3:05 PM** Approve Consent Agenda

18 The Okanogan County Board of Commissioners met for a regular meeting at 123 5th Avenue
19 North, Okanogan, Washington on January 31, 2023 with; Vice-Chairman, Commissioner Andy
20 Hover; Member, Commissioner Jon Neal; and the Clerk of the Board, Laleña Johns, present.

22 AV Capture and Zoom provided audio and video accessibility for public interaction. There were
23 some technical difficulties with zoom due to no sound.

25 Chairman, Commissioner Chris Branch attended via zoom.

27 **Review Meeting Minutes January 23 & 24, 2023**

28 Commissioners reviewed their meeting minutes and offered corrections which the Clerk
29 incorporated, prior to board adoption.

31 **Public Comment Period**

32 Tina Hollan, member of the public, commented that she is normally happy with roads in Aeneas
33 Valley, but this year the road was really bad. November 6 brought 12 inches of snow then another
34 24 inches the next day. Many drove the road anyway and it created a mess. Then when the plows
35 came the road was packed with snow and ice and it couldn’t be properly plowed. Then in
36 December an accident. From a liability stand point she thought the county should do a better job
37 plowing the road. Commissioner Hover stated it snowed so early this year the county had not yet
38 put the sanders and plows on the trucks before the snow happened. After the accident the roads
39 were cleared better.

41 1. Pam Leslie commented that Chesaw Road has been getting outstanding plow service.

43 Mark Herr commented that the roads department in Oroville are doing a great job keeping the
44 road cleared and sanded. The roads are clear and snow is removed in that area. Thank you.

46 Sherri Martin commented that Havillah plowed has been great.

48 The Clerk of the Board asked for and received direction on the County’s RFQs for On-call
49 Architectural Services and On Call Engineering Services. Commissioners made some
50 adjustments to the scoring criteria and approved March 7 at the return date for the SOQ’s.

52 Commissioner Hover said he had previously spoken with the Conconully Mayor who provided
53 points on the town's request for ARPA Funds to cover Conconully Services Complex Fire Hall
54 project and what is going on with the effort. (attached)

55
56 Commissioners provided the Clerk of the Board with direction on a resolution for the transfer of a
57 Journey vehicle from the Assessor's office to the Fairgrounds and another resolution for
58 Fairgrounds to purchase a previously surplussed Building Dept. pick-up truck for \$3,000.

59
60 The Clerk of the Board stated she had received an email from Kyle Landry of WA Courts about a
61 letter of support that the Washington Judiciary is requesting for ongoing annual funding for
62 security personnel and equipment for small and rural courts that do not meet General Rule 36
63 minimum standards for court security. Shelley Keitzman had also received additional information
64 about the program and told the Clerk she was consulting with Dennis Rabidou on the opportunity.
65 The Commissioners directed the Clerk of the Board to draft a letter of support for consideration.

66
67 **Motion Tonasket EMS District**

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

70
71 Commissioner Hover moved to approve the Voucher certification and authorize the Tonasket EMS
72 District vouchers to be paid in the amount of \$66.04 to Auditor for postage. Motion was seconded,
73 all were in favor, motion carried.

74
75 Commissioner Hover moved to adjourn as the Tonasket EMS District and Reconvene as the
76 Oroville EMS. Motion was seconded all were in favor, motion carried.

77
78 **Motion Oroville Rural EMS District**

79 Commissioner Hover moved to approve the Voucher certification and authorize the Oroville Rural
80 EMS District vouchers to be paid in the amount of \$66.08 to Auditor for postage. Motion was
81 seconded, all were in favor, motion carried.

82
83 Commissioner Hover moved to adjourn as the Oroville Rural EMS District and Reconvene as the
84 Lake Management District. Motion was seconded all were in favor, motion carried.

85
86 **Motion Lake Management District**

87 Commissioner Hover moved to approve the voucher certification and authorize the Lake
88 Management District vouchers in the amount of \$17,256.51. Motion was seconded, all were in
89 favor, motion carried.

90
91 Commissioner Hover moved to adjourn as the Lake Management District and Reconvene as the
92 BOCC. Motion was seconded all were in favor, motion carried.

93
94 **Executive Session RCW 42.30.110 (1)(i)**

95 Commissioner Hover moved to go into executive session at 10 inviting Sheriff Budrow, Esther
96 Milner, and Shelley Keitzman to discuss legal matters until 10:30 a.m.

97
98 **Bid Opening – 2023 County Wide Guardrail Safety Project – PW Shasta Stidman**

99 The time for receiving bids for the 2023 Countywide Guardrail Safety Project has passed.
100 Commissioner Hover stated three bids were received on time. He read the bids and what was
101 included.

102

103 Frank Gurney, Spokane
104 Total Base Bid \$449,972.80 and doesn't appear to include tax.

105
106 Dirt & Aggregate Interchange, In. Fairview Oregon
107 Commissioner Hover stated this vendor submitted a sealed bid and another packet with
108 Disadvantaged Business Enterprise (DBE) with a Good Faith Efforts packet. Both envelopes were
109 opened and read into the record.
110 The Bid packet Total Base Bid \$489,975.00

111
112 The DBE packet was opened and items reviewed. Item #8 was noted as a good faith effort to find
113 a DBE, if they were not able to meet the percentage then they would need this info included.

114
115 M2 Industrial Inc., Ellensburg
116 Total Base Bid \$380,203.00

117
118 **Update – Public Works – Engineer Josh Thomson**
119 Solid Waste Manager Kent Kovalenko and Josh Hunter

120
121 Solid Waste update o Legislative update
122 Mr. Kovalenko discussed a bill regarding battery recycling and what that would look like and who
123 is involved. Commissioner Hover doesn't object to recycling batteries and commented on EV and
124 the mining involved and carbon burned in the process. What is the conversion rate from recycled
125 batteries to new batteries? Mr. Kovalenko said alkaline was lumped in with everything else due
126 to an assumed confusion between the types by the public. Commissioner Branch discussed the
127 issue and would like to learn more about it. He thought Mr. Kovalenko was on the right track in
128 discovering the true costs and the funding for it. There are many unknowns and it was thought
129 the bill would not pass as it looks today.

130
131 Surcharge for waste leaving the county
132 Mr. Kovalenko explained the utility tax not covering all costs and whether we are considering a
133 surcharge to stay whole. Commissioner Branch said we are going down the right track in lieu. Mr.
134 Kovalenko asked if a policy document with these charges outlined there would memorialize it
135 best. Commissioner Branch asked if this has been well thought out, and asked if there is incentive
136 for anyone else to do this. Mr. Kovalenko doesn't see any businesses in Okanogan County that
137 wants to pay. This isn't improving the environment it only improves the image these items aren't
138 going into our landfill. It needs to be more than a handshake deal and outline why we are doing
139 this and put the responsibility on them to do this. Commissioner Hover stated his theory is they
140 are actually increasing their carbon footprint. He believes the county should protest.
141 Commissioner Branch is inclined to question whether or not they are really reducing their carbon
142 foot print. He questioned the environmental soundness of the decision. Commissioner Neal would
143 like to see something releasing the county from liability from anything due to them hauling the
144 trash. The viability of our system depends on what we allow in and so we need to be
145 compensated. Engineer Thomson stated he thought an ordinance would discuss the particulars
146 and require an agreement to allow waste to leave the county and the other would be an agreement
147 to separate any issues that come down the road.

148
149 Maintenance and road conditions
150 Engineer Thomson said it is the dog days of winter, just trying to get through it. Commissioner
151 Hover discussed public comments made this morning regarding snow plowing of Aeneas Valley
152 Road and the Oroville Area roads and the compliment that Public Works crew got in the Oroville
153 Area.

154 A report, with the CRAB certification of the road levy, needs to be signed.

155

156 **Motion CRAB Certification of Road Levy**

157 Commissioner Hover moved to approve the CRAB Certification and authorize the Vice Chairman
158 to sign. Motion was seconded, all were in favor, motion carried.

159

160 Commissioner Hover stated the group should discuss Hunter Mountain. He doubts they will go
161 through the process again to get the money. Do we want to sell or wait until someone else comes
162 along with a better offer. Commissioner Branch said the interest in the property would have to be
163 specific. There is expectations of the landowners that the county would sell to Forest Services.

164

165 **Motion Executive Session 42.30.110 (1)(c)**

166 Commissioner Hover moved to go into executive session at 11:47 a.m. under RCW 42.30.110
167 (1)(c) until 12:00 inviting Josh Thomson and Josh Hunter. Motion was seconded, all were in favor,
168 motion carried.

169

170 Executive session ended at 12:00 noon. No decisions were made.

171

172 Upcoming projects

173 The group did not discuss.

174

175 **Commissioners to set Wednesday's Agenda**

176 Commissioners have no BOCC business to attend to Wednesday.

177 Planning

178 Legislative Agenda

179 Joint meeting that includes the Planning Commission on a Monday in the evening.

180

181 Commissioner Hover said a Monday should be set aside to discuss goals and commissioners
182 meetings.

183

184 **Approve Commissioner Proceedings January 23 & 24, 2023**

185 Commissioner Hover moved to approve the January 23 and 24, 2023 as corrected. Motion was
186 seconded, all were in favor, motion carried.

187

188 Commissioner Neal explained his wish to provide assistance to the Oroville Senior Center for
189 operating capital. Commissioner Branch will check on how the centers receive their funding.
190 Commissioner Hover said the county should look into it, but would like to hear specifically what
191 their needs are. Commissioner Branch suggested Aging and Adult Care meet with the county to
192 discuss.

193

194 **Public Hearing – Budget Supplemental Appropriation – Fairgrounds**

195 Commissioner Hover opened up the public hearing. Ms. Peasley explained the funds are for the
196 Annex floor and the RV bathrooms being totally over hauled. These funds will be used for those
197 purposes. Commissioner Branch said the bathroom should be torn down and rebuilt new that
198 meets the standards of other RV parks that provides ample space and facilities.

199

200 Closed to staff and opened up to public. Karen Harris had no comment. Chief Worden had no
201 comment. Opened up to the board.

202

203

204

205 **Motion Resolution 15-2023 Budget Supplemental Appropriation Fairgrounds**
206 Commissioner Hover moved to approve resolution 15-2023 a budget supplemental appropriation
207 within current expense Contingency Reserve and Fairgrounds in the amount of \$46,000. Motion
208 was seconded, all were in favor, motion carried.

209
210 **Approve Consent Agenda**
211 Commissioner Hover moved to approve the consent agenda items 1-6. Motion was seconded, all
212 were in favor, motion carried.

- 213 1. **Interlocal Agreement – Building Inspection Services – Town of Riverside**
- 214 2. **ARPA Req #1 A19 – Equipment Community Action Council**
- 215 3. **Appointment Letter – SWAC Position #4 – Eric Lind**
- 216 4. **Approve – Postage Machine Contract Renewal – Quadient Leasing USA Inc**
- 217 5. **Approve – EMPG E23-179 Contract – Emergency Management**
- 218 6. **Resolution 14-2023 – ARPA Allocation Okanogan Fire District #6**

219
220 **Motion MOA Okanogan County & Okanogan Sheriff’s Association-Non-Commissioned**
221 Commissioner Hover moved to approve an MOA between Okanogan County and Okanogan
222 County Sheriff’s Employees Association-Non Commissioned regarding the staffing of Dispatch
223 Communication Center. Motion was seconded, all were in favor, motion carried.

224
225 Commissioner Hover is signing items for Commissioner Branch due while he is out of the office.

226
227 **Department Head Meeting**
228 Naomie Peasley, Dan Higbee, Maurice Goodall, Josh Thomson, Jamie Grooms, Susan Speiker,
229 Pete Palmer, Albert Lin, Esther Milner, Shelley Keitzman, Paul Budrow, Beth Barker, Mike
230 Worden, Larry Hudson, Joe Poulin, Tim Meadows, Karen Beatty, Kayla Wells-Yoakum, Lisa
231 Schreckengost, Pam Johnson, Rick Balam

232
233 Member of the public Karen Harris had no comment.

234
235 Commissioner Hover went around the room and asked department heads to provide their update.

236
237 Fairgrounds, Emergency Management, and Sheriff provided their update.

238
239 Commissioner Hover would like to discuss changing some of the criminal penalties in the code to
240 a civil infraction.

241
242 Ms. Keitzman said the state is going to fund Courthouse security for distressed counties. A letter
243 of support will be drafted for commissioners’ approval. Ms. Keitzman is reconvening the
244 Courthouse Security Committee on February 15 in the Sheriff’s conference room. She explained
245 other training county employees may attend for sexual harassment and surviving active lethal
246 shooter threats.

247
248 Commissioner Hover asked for the architect renderings of the single point entry designs.

249
250 Ms. Palmer said the 30-day window on the city permit for Sheriff’s Equipment shed project. She
251 explained the timeframe for the pieces she is involved with.

252
253 Commissioner Hover said if departments need skill building training to be implemented for
254 employees let the commissioners know.

255

256 Commissioner Hover stated the letter for \$3 million support for Mike Worden's project he got a
257 call from Conconully about their fire hall which they have secured funding for but not enough. Mr.
258 Worden replied that he gets it and looks forward to working out another way.

259
260 North Central Washington initiative with a lot of traffic here and the state Senator Short will look
261 at funding opportunities for commissioners to follow up on.

262
263 Noxious Weed is holding town hall meetings to gather feed back from the communities and the
264 notice will be sent as soon as the dates are secure.

265
266 Commissioner Hover said a new kitchen is budgeted for and he asked if we should go out to bid
267 for construction or would maintenance be able to do the work. Tim Meadows said he has skills.
268 Commissioner Hover would like to see some improvements in the jail. Coordinate with the Sheriff
269 on these renovations.

270
271 Karen Beatty said Microsoft 365 is up and running. It comes with TEAMS and One Drive so policy
272 is being created with input from the department heads. Commissioner Hover said TEAMS is not
273 as easy to work as ZOOM and asked if there was some training. She said there is a lot of
274 functionality.

275
276 Commissioner Hover said ADOBE program would help convert pdf text to word.docx. Karen
277 Beatty will look into it. Phone system upgrades are being processed as many upgrades were
278 skipped in the past so there will be some slight interruptions. Central Services is getting busier
279 and busier so they cannot jump on things as quickly, please schedule and give more time for
280 central service's staff to respond to requests.

281
282 Ms. Wells-Yoakum said we need 4-H adult volunteers to help youth. Heavy recruiting will be
283 published. The Washington State University has applied for a grant that would fund up to 10 sites
284 with fully equipped remote classrooms. Working with Broadband Action Team and she is a
285 regional support person for our region. She works with Economic Alliance and has been for about
286 4-years. We are leaps and bounds ahead of other counties with three feasibility studies and
287 various other elements.

288
289 Commissioner Hover discussed Okanogan County having Administrative Services person
290 because we are getting more into construction projects and all sorts of stuff the commissioners
291 need to figure out the most appropriate situation. He would like people to start thinking about the
292 pros and cons of the position and get some feedback. Someone who can be liaison to do all these
293 types of things.

294
295 Pam Johnson asked what the scope and direction was. The last person in the position felt like the
296 stance taken was one sided and the position had many responsibilities but no one knew what
297 power the position had and what kinds of things they were empowered to do. Commissioner
298 Hover is talking about someone who can work directly with county departments. Pam Johnson
299 said in other counties they have their administrators dealing with their budgets. It is all in how the
300 commissioners decide the scope and direction. Commissioners are not here for ever and if they
301 are doing all these things and if they aren't voted back in what do we do? Continuity of government
302 that outlasts elected officials. She doesn't have a problem with it. Looking for someone to
303 coordinate what is going on in the county.

304

305 Mike Worden has taken on a lot of projects, how well is he doing? He is busy already and not sure if
306 he is checking all the boxes. Is that person a facilitator or a gate person and depending there could be
307 a downside.

308
309 Please think about those things and discuss with commissioners. Shelley Keitzman would like to know
310 what the commissioners are envisioning.

311 Commissioner Branch said we can set some standards the administrator can be involved in to combine
312 the views of the three commissioners that is beneficial to the county. He discussed his views of the
313 benefits of an administrator and the level of involvement needed.

314
315 Commissioner Neal introduced himself and discussed it is crucial for departments to weigh in on the
316 administrative services person.

317
318 The county commissioners are still working on the big move, but will need to find the money to do so.

319
320 The bond was \$9.8 million and its \$550,000 payment for 30-years and is what our capital improvement
321 fund receives per year. Shops, storage, and Forest Service building, but now the shops will cost more.
322 Costs have increased 100% and makes it hard to find the money to carryout the plan.

323 The group dissolved when the meeting ended.

324 Commissioner Hover stated the Romeo Entertainment Agreement has been reviewed by all parties.

325
326 **Motion Romeo Entertainment Fair Entertainment**
327 Commissioner Hover moved to approve the 2023 Agreement between Romeo Entertainment and
328 Okanogan County for this year's fair entertainment and authorized the vice chairman to sign. Motion
329 was seconded, all were in favor, motion carried.

330
331 Commissioner Neal and Commissioner Branch discussed the project on Kernan Road near Oroville
332 trailhead. Commissioner Branch explained his position on the project and the group's wish to start.
333 The city could take the property back and then county and city work together on it. Permitting was
334 discussed and which agency would be the permitting lead. It is on county property right now. Permitting
335 would be through the county and Commissioner Branch can follow up with the Building Depart.
336 Commissioner Neal will discuss with those involved on Oroville's side.

337
338 The board adjourned at 3:13 p.m.

339