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**RECORD OF THE PROCEEDINGS**

**OKANOGAN COUNTY**

**JULY 13, 2021**

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**9:00 AM Commissioners' Staff Meeting**  
**10:00 AM Update Human Resources/Risk Management Tanya Everett**  
**10:30 AM CANCELLED Update County Auditor-Cari Hall**  
**11:00 PM Update Public Works- Josh Thomson**  
**1:30 PM Board of Health-1234 2<sup>nd</sup> Ave S [Okanogan County, WA](#)**  
**3:30 PM Public Hearing Dept of Commerce CDBG Grant Closeout -Oroville Housing Authority sewer Project**  
**4:00 PM Approve Commissioners' Proceedings July 6, 2021**  
**4:15 PM Approve Consent Agenda**

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The Okanogan County Board of Commissioners met in Regular session at 123 5<sup>th</sup> Avenue North, Okanogan, Washington on July 13, 2021, 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 meetings held today, while ZOOM provided best audio accessibility and public interaction.

**Commissioners' Staff Meeting**

Naomie Peasley, Joe Poulin

Unbudgeted revenue from CARES ACT money, do a supplemental that raises the expense and revenue number.

Ms. Peasley provided her fairgrounds update. Electrical work is getting done. She will gather bids for that as well. Schmitt will be the assessing the electrical equipment for upgrade first. Fairgrounds RV campgrounds arrangement map is not digital.

Mr. Poulin provided his maintenance update that includes fairground costs and overtime report. He thought if we looked at the budget from two years ago that would be a good picture. Being shorthanded on the grounds will be a need for additional overtime. Commissioner Hover asked if the county has ever hired temp employees just for the four-day fair. Mr. Poulin said two weeks would cover the garbage detail. Mr. Poulin will find out what it would cost to pay someone else to pick up the garbage and making sure common areas are kept clean and garbage cans are emptied. Advertise but limit to FFA Chapters, church groups, school groups and those types of businesses for a certain amount.

Mr. Poulin discussed needed communication between fairgrounds and maintenance regarding events and coordination of the events. He would like to know the needed details of events up front rather than last minute. Commissioner Branch said Commissioner Hover should remain engaged with the fairgrounds since he is indicating his involvement. Commissioner Branch asked Mr. Poulin if it would be better if there was maintenance solely related to the fair. It was like that before, what is nice now is that workers can be relocated to the grounds for extra help. Commissioner Hover said there is not enough direction coming from Naomie to be able to direct what happens with maintenance over there. Communication from her to Joe to Kyle is not efficient. Joe wants to be included in emails between Naomie and Kyle so he is aware of what is going on. Joe explained the communication breakdown and the feeling that maintenance is not

53 treated like a department or with respect to communication. Commissioner Hover asked Commissioner  
54 Branch if he could provide some remedial conversations to the issue. Commissioners charged Naomie  
55 with doing events to pay for itself and it is being done rapidly, but maintenance cannot keep up. He'd like  
56 to leave it alone right now but will work on it with Naomie. Interplay between staff on the same team to get  
57 something done, then people who feel it is too difficult to communicate means commissioners will need to  
58 recognize the problem in order to do something about it. Joe said he requests more people in order to do  
59 what is needed, but commissioners don't provide enough crew to prepare adequately for the fair. There is  
60 no man power. Commissioner Branch suggested Joe go to Naomie and communicate with her. Clear the  
61 slate today and move forward with a goal to make it look nice. If we need to hire people, lets hire some  
62 people, said Commissioner Hover. Revenue from Superior court will be moved over to help with the cost.  
63 Rotary is paying Soroptimists to help set up and tear down their event. Make sure Kyle gets in touch with  
64 Ms. Pendagraf.

65

66 **Update Human Resources/Risk Management Tanya Everett**

67 Shelley Keitzman

68

69 Ms. Keitzman provided a recommendation regarding Maintenance at fairgrounds. Maintenance should  
70 have two full time staff overseen by Naomie and would provide better efficiency on the grounds. Reclassify  
71 Events Coordinator due to supervising maintenance and temp office help and would allow flexibility for  
72 that person. Reclass would cost around \$8,000. Reclassify Kyle from 16 to 18 due to responsibilities and  
73 complexity and directing maintenance staff and would cost around \$1348. Commissioner Branch asked  
74 what the job is worth, and figure out what will keep the person there and that is worth more. Commissioner  
75 Hover said we should look at all the maintenance positions. Ms. Keitzman explained the budget revenue  
76 and expenditures indicating the county has enough to provide for the recommendation.

77

78 Ms. Everett explained the dynamic of the fairgrounds is conducive to having its own facility maintenance  
79 in its budget. Commissioner Branch explained professional development of the coordinator is needed, but  
80 he understands the recommendation. The board should look at it and discuss the recommendation.  
81 Commissioner Hover said he would like to review the wages of the whole department before deciding.

82

83 Ms. Keitzman explained long term care requirement that is effective January 2022. It will take money out  
84 of people's checks. It will be .58% of income to start. They say it is underfunded before it starts so that will  
85 likely increase. She said explained exemption options with an October 31 deadline to submit exemption  
86 application. Only two companies offer long term care. Our State requires three medical events before it  
87 picks up costs. Can she put this out there for staff to consider?

88

89 **Motion Long Term Care Coverage**

90 Commissioner Branch moved to allow the HR to provide the second option to county employees. Motion  
91 was seconded, all were in favor, motion carried.

92

93 Ms. Everett read from resolution 83-2021 regarding HB 1054 regarding the use of tear gas by the Sheriff.  
94 The HB takes the authority from the sheriff on the decision to use tear gas during certain events and  
95 delegated the authority to the chairman of the legislative authority. In order to deploy tear gas the chairman  
96 would have to authorize. This resolution provides the Sheriff sole authority in these matters. Because the  
97 commissioners do not have the proper training and knowledge of the proper use of tear gas they do not  
98 want the responsibility assigned by HB 1054. It is not the right remedy.

99

100 **Motion Resolution 83-2021 Delegation of Authority ESHB 1054 Tear Gas**

101 Commissioner Hover moved to approve resolution 83-2021 regarding ESHB 1054 regarding the use of  
102 tear gas. Motion was seconded, all were in favor, motion carried.

103

104 Lewis County filed a law suit regarding this bill. The BOCC does have the authority to delegate their  
105 authority to others. There is an RCW that allows this. The Sheriff had noted to Ms. Everett after 26 years  
106 in law enforcement Okanogan County has never deployed tear gas in a riot situation.

107 **CANCELLED Update County Auditor-Cari Hall**

108

109 **Public Works Bid Opening North Star Park City**

110 Commissioner Branch stated the time for receiving the bids is here.

111

112 Commissioner Branch opened up the two bids received reviewing each page for total.

113

114 Degerstrom Inc, Spokane

115 Total \$1,549,468.50

116

117 Combined Construction Inc. Mulketeo

118 Total \$1,626,400

119

120 The county engineer estimate was \$1,100,000.

121

122 **Update Public Works- Josh Thomson**

123 Engineer Thomson provided his agenda and discussed the items listed there.

124

125 *Maintenance & road Conditions*

126 Engineer Thomson discussed fires and traffic. There is a fire near Alta Lake. The fire near Mazama has  
127 closed hwy 20, and it may be closed for several days. There have been discussions with staff and fire  
128 crews to prepare for evacuation levels, road diversions, and contingency lines. Engineer Thomson  
129 discussed the Nespelem fire. There are around 100 guardrail posts burned as well as signs, and it hasn't  
130 made it to Buffalo Lake area. Commissioner DeTro said cows and horses have been burned and are  
131 missing. Most burning is on Joe Moses road right now.

132

133 The Chip seal spreader broke down last week, it is fixed now so that project will continue, but one week  
134 was lost due to the breakdown.

135

136 *Tawls-Foster Bridge Footing Erosion*

137 Options to repair temporarily and to fully repair were discussed. Go with temp fix for one year get done in  
138 Sept, then full project happens next year. The cost to protect the bridge will likely be the responsibility of  
139 the county. Commissioner Hover asked that James DeSalvo be contacted to request that an LTAC  
140 application for the cost be submitted. LTAC funds have been spent previously on bridge decking over the  
141 county owned trails.

142

143 *ARPA Funds*

144 Engineer Thomson explained Mazama Water Quality system research that he found. Using it to maintain  
145 sewer systems to prevent pollution. That fund could be used to repair, maintaining operations and then  
146 later the systems were split out into their own fund.

147

148 Liberty Woodlands system would need around \$78,000 for sand filter replacement. Engineer Thomson  
149 explained options to the HOA can explore including the county waiving the assessments to make up the  
150 difference. All manholes, electrical system have all been replaced so the system should need a lot of  
151 maintenance dollars right up front.

152

153 Are the commissioners in favor of waiving the assessments for one year? How does waiving the  
154 assessment work, asked Commissioner Hover? Engineer Thomson explained the agreement allows this  
155 consideration and the exchange. There is enough money in the fund.

156

157 *Sewer Funds & Needs*  
158 ARPA funds can be used on sewer infrastructure.

159  
160 *STBG call for Projects*

161 Engineer Thomson explained application of STBG funds and what those funds could be used for and  
162 where. Rodeo Trail Drive improvements was discussed. We'll be able to apply for that project next year.  
163 City water and sewer lines may be extended by the city during the project. Commissioner Branch  
164 mentioned they did a study on extending.

165  
166 Commissioner Branch discussed Similkameen Trail land exchange for the restroom facility placement.  
167 The group wishes to apply for LTAC dollars for that portion that is within the city and wondered why we  
168 didn't turn that portion of the trail back to the city. It goes back and forth. The city bought it and turned it  
169 over to the county, but the county might quit claim it back to the city. It makes sense since they are set up  
170 to maintain the facility. Engineer Thomson wondered about county owned property near the old county  
171 shop off Oak St that is not contiguous to the shop parcel. There is a parcel in between. If state or federal  
172 funds are applied for it may need to be addressed.

173  
174 **Board of Health-1234 2<sup>nd</sup> Ave S**

175 Commissioners attended the board of health meeting.

176  
177 **Public Hearing Dept of Commerce CDBG Grant Closeout -Oroville Housing Authority Sewer Project**  
178 Sue Edick, project Manager

179  
180 Commissioner Branch opened up the public hearing asking for staff report. Ms. Edick was the on the  
181 ground project manager and she provided a brief summary of the project and wrap up.

182  
183 The Clerk of the Board provided her project over view.

184  
185 Sue Edick stated the project was completed June 15, 2021 which will serve farm workers, and homeless  
186 housing. The project also opens up an additional five acres for future development. The loan through  
187 ecology came through for the portion for connection fees.

188  
189 Commissioner Branch called on public, but saw no public to comment.

190  
191 **Motion**

192 Commissioner Hover moved to approve and authorize the chairman to sign the CDBG Construction Close  
193 out documents for Oroville Sewer Project. Motion was seconded, all were in favor, motion carried.

194  
195 **Approve Commissioners' Proceedings July 6, 2021**

196 Commissioner Hover moved to approve the July 6, 2021 proceedings as corrected. Motion was  
197 seconded, all were in favor, motion carried.

198  
199  
200 **Approve Consent Agenda**

201 Commissioner Hover moved to approve the consent agenda items 1-9. Motion was seconded, all were in  
202 favor, motion was

- 203 1. CDBG Public Services Grant Request #8 No. 20-62210-011
- 204 2. CDBG Public Services Grant Request #6 No.20-6221C-119
- 205 ~~3. Lease Agreement Hancock Building-Economic Alliance (see motion below)~~
- 206 4. Ratify DIVCO Quotes-Admin HVAC \$80,025, Jail Actuator \$5006, and CS HVAC \$21,497
- 207 5. Contracts Fair-Swine Judge Alexis Andrews; Entertainment Sandy Vaughn ET #4; Elaine  
208 Cardenas-Stage Management; Rabbit Judge Doug Sprague; Casey Martin ET #1
- 209 6. Resolution 75-2021 Tax Title Property

- 210 7. Resolution 79-2021 Maintenance Staff Work Wear Allowance  
211 8. Resolution 80-2021 PUD Privilege Tax Distribution  
212 9. Resolution 81-2021 Road Project Loup Loup Canyon Rd

213

214 **Motion - Voucher Approval - Commissioners**

215 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those  
216 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a list,  
217 and made available to the Board. As of this date, the Board did vote, by unanimous vote, to approve  
218 the regular vouchers in the amount of \$1,987,942.36. Warrant numbers as cited on the attached blanket  
219 voucher list. Motion seconded and carried.

220

221 **Motion Public Health Voucher**

222 Commissioner moved to approve the Public Health Vouchers including regular vouchers in the amount  
223 of \$20,417.15. Warrant numbers as cited on the attached blanket voucher list. Motion was seconded,  
224 all were in favor, motion carried.

225

226 The Clerk of the Board read RCW 36.34.160 regarding Notice of Intention to Lease. It was  
227 recommended by Chief Civil Attorney Gecas that it be followed before leasing for the Hancock building.

228

229 **Motion**

230 Commissioner Hover moved to reconsider his previous motion to approve the consent agenda. Motion  
231 was seconded, all were in favor, motion carried.

232

233 **Motion**

234 Commissioner Hover moved to remove item No. 3 from the consent agenda. Motion was seconded,  
235 all were in favor, motion carried.

236

237 **Motion**

238 Commissioner Hover moved to approve the first addendum to the Lease Agreement between  
239 Okanogan County and the Long-Term Recovery Group for use of the Fairgrounds. Motion was  
240 seconded, all were in favor, motion carried.

241

242 The board adjourned at 4:00 p.m.

243