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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

JULY 26, 2022

9:00 AM Review Commissioners Meeting Minutes July 18 & 19, 2022
9:15 AM Public Comment Period
9:30 AM Discussion Dispatch Staffing-Mike Worden & Shelley Keitzman
10:00 AM Update-Human Resources/Risk Management Shelley Keitzman
10:30 AM Commissioners to set Wednesday's Agenda
10:35 AM Approve Commissioners Proceedings- July 18 & 19, 2022
10:45 AM Approve Consent Agenda
11:00 AM Update -Public Works Engineer Josh Thomson

The Okanogan County Board of Commissioners met for a Public Hearing at 123 5th Avenue North, Okanogan, Washington on July 26, 2022 with Vice-Chairman, Commissioner Chris Branch; Member, Commissioner Jim DeTro; and the Clerk of the Board, Laleña Johns, present.

Chairman, Commissioner Andy Hover was absent due to personal reasons.

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

Commissioner DeTro arrived at 9:09 a.m.

The pledge of allegiance was stated and then the meeting was opened up.

Review Commissioners Meeting Minutes July 18 & 19, 2022

Commissioner Branch mentioned a call he received regarding crime in the Legion park of the City of Okanogan. He was very adverse about the situation. Sheriff Hawley knows about it.

Commissioner DeTro stated he got a call from the City of Omak as they were moving their Farmers Market to the Eastside Park due to the homeless and others causing problems at the Civic League Park in downtown Omak.

Commission DeTro also shared that he got a call from people up on the north end of the county and explained the situation and they wondered what their options were for Okanogan River Ranch because they do not have a homeowner's association anymore. They were very cordial.

Public Comment Period

Ruth Hall asked if Commissioner Hover was away on vacation. The Clerk replied he was away for personal reasons. Ms. Jackson said he was at his daughter's college then asked if Commissioner Branch could call her. He attempted to call while traveling but lost connection.

Discussion Dispatch Staffing-Mike Worden & Shelley Keitzman

Sheriff Hawley, Undersheriff Aaron Culp

Chief Communications Deputy Mike Worden provided snippets from the union contract regarding dispatch employees was provided. Dispatch staffing is reducing with three moving on to other work. Total of 13 positions and after this he'll be down to seven. The eight position is covering and has heavy overtime and rarely having time off. Civil Service rules allows reserve deputies to do work and pay them Reserve capacity is outside the scope. The RCW 41.14.060 was provided that provides additional support of the temporary appointment that addresses the need up to 120 days. The collective bargaining unit also provides 120 days temporary appointment. The deputies

56 who are leaving can be temporarily appointed to fill the gap and pay them during this time until
57 the positions are filled. Payroll has been notified.
58

59 Take on and pay up to three temp employees to cover one shift per week. Sheriff Hawley stated
60 it would benefit staff greatly. The staff used are the former ones leaving and who will fill in on their
61 off days of other employment. The project is to stay afloat. One concern is is that the reserve
62 would be paid less than overtime rates that would cut into other employee's ability to earn
63 overtime. It is to maintain existing staffing levels.
64

65 A resolution will be created and submitted for consideration that would allow the special temporary
66 situation.
67

68 **Update-Human Resources/Risk Management Shelley Keitzman**

69 Ms. Keitzman discussed liability insurance increase of 40% across the board based on
70 information from the Risk Pool conference. Our increase is around 21% in liability insurance and
71 due to the number of open positions, which affect our worker hours. There are many large
72 judgements being paid out and when those go to court judgements are much higher than a
73 settlement. Risk Pool will now be paying up to \$3 million due to reinsurers not wanting to pay out
74 when claims are above that so Risk Pool has to increase its dues. It was discussed that number
75 will go up to \$5 million due to seeing judgement around \$20 million. Commissioner Branch said
76 the reserve is like a deductible and reserve in the account that pays a portion of the settlement. It
77 is like raising our deductible as a whole pool. Last year's premium was \$532,000? And 2022/2023
78 increase total is \$752,248. We could pay last years premium and then defer the additional amount
79 until may of 2023. A plan is being worked out with the Auditor for payment and increase. We didn't
80 get billed until October last year and was part of the reason we did not have enough budget for
81 this year since we were going on an estimate.
82

83 Commissioner Branch knows a strategy will be worked out. Ms. Keitzman said the Risk Pool is
84 providing online training situations to supervisors to help mitigate.
85

86 **Commissioners to set Wednesday's Agenda-No Meeting**

87 **Approve Commissioners Proceedings- July 18 & 19, 2022**

88 The Board clarified the July 18 meeting minutes because their project award to Quality Custom
89 Fencing was not the lowest quote for the fairgrounds fencing project.
90

91 Commissioner DeTro moved to approve the proceedings of July 18 & 19, 2022. Motion was
92 seconded, all were in favor motion carried.
93
94

95 **Approve Consent Agenda**

96 Commissioner DeTro moved to approve the consent agenda items 1-6. Motion was seconded, all
97 were in favor motion carried.
98

- 99 1. Appointment Letter Methow Valley Communications District-Becky Studen
- 100 2. Reappointment Letter Methow Valley Communications District Mike Shirley
- 101 3. Agreement-Engineering -Foster Creek Bonneville Power Administration
- 102 4. Agreement -Professional Services-Jail HVAC Review-MW Engineers & Consulting
- 103 5. CDBG Public Services Request #12 Contract No. 21-62210-011
- 104 6. CDBG Public Services CV-1 Request #18 Contract No. 20-6221C-119
- 105

106 **Motion Special A/B Batch-VISA**

107 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
108 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a
109 list, and made available to the Board. As of this date, the Board did vote, by unanimous vote, to
110 approve the regular vouchers in the amount of \$3,536.78. Warrant numbers as cited on the
111 attached blanket voucher list. Motion seconded and carried.

112 **Motion - Voucher Approval - Commissioners**
113 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
114 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a
115 list, and made available to the Board. As of this date, the Board did vote, by unanimous vote, to
116 approve the regular vouchers in the amount of \$224,020.84. Warrant numbers as cited on the
117 attached blanket voucher list. Motion seconded and carried.

118
119 **Motion Public Health Voucher**
120 Commissioner DeTro moved to approve the Public Health Vouchers including regular vouchers in
121 the amount of \$64,939.05. Warrant numbers as cited on the attached blanket voucher list. Motion
122 was seconded, all were in favor, motion carried.

123
124 Commissioner Branch asked Josh Thomson to come early for his update.

125
126 **Update -Public Works Engineer Josh Thomson**
127 Engineer Thomson provided his agenda and discussed the items listed there.

128
129 **Solid Waste**
130 A small brush fire happened on Thursday and the fire was put out with good response.

131
132 *Maintenance & Road Conditions*
133 Chip Sealer had a repair issue, but it was fixed and is up and going. Evaluating different options
134 that are a better because it is costing us a lot in down time. Bearcats are being purchased by
135 other counties.

136
137 Public Health had a gas tank drilled out of one of their vehicles and another vehicle broken into.
138 The shop would need to be cleaned up that would allow all vehicles to be under cover in a locked
139 space. Mr. Rabidou was going to check on things. He is also looking into key management.

140
141 Testing DOT network of the hand-held radios and the system, where it worked, it worked great,
142 but on 155 Nespelem Moses Meadows and Aeneas valley, it did not work. Coverage could get
143 better, however with the coverage should be better than it is now. Additional testing and
144 coverages will be determined for the digital functions. It will cost \$200,000-\$300,000 for radios.
145 The engineer suggested the McClure site be transferred to the Sheriff's office at some point.
146 There are a few renters generating some income.

147
148 New L&I rules on heat and smoke were discussed. We are required to supply one quart of water
149 per employee per hour. Purchasing ice makers is a better way to go rather than purchasing the
150 ice since it is expensive. Ice used to cost \$1.89 per bag and now it is \$5.00-\$6.00 per bag.

151
152 The auditor will discuss a topic next week with the Engineer regarding needed BARS codes.

153
154 The new software program has many hiccups.

155
156 August 30 is scheduled for the public hearing on the 6-year TIP. Some projects were discussed
157 and which roads need an asphalt overlay.

158
159 Focus has been on budgets.

160
161 **Update Fairgrounds-Naomie Peasley**
162 Fairgrounds Manager Naomie Peasley provided documents to Commissioner Branch but did not
163 make copies for anyone else, however Commissioner Branch shared his copy with Commissioner
164 DeTro.

165 She provided quotes for a chain link fence for around the perimeter of the fairgrounds. She stated
166 quotes were received from Quality Custom fencing \$42,553 including tax, Overland Fencing
167 \$71,544 including tax, and Duane Hall LLC \$63,964.56 including tax. Prevailing wage was quoted
168 and includes all phases of the fencing project. The vendors were added to our small works roster.
169 The quotes were discussed. The funding will come from the safety grant.
170

171 Ms. Peasley stated the Air conditioning unit is up and running temporarily in the Fair Office. A
172 Quote to replace the whole centralized unit at \$10,000 plus, which is not in her budget. She wants
173 to wait until it dies completely. Just got the air vents cleaned out this year in the office. Office staff
174 is only there for half a day now.
175

176 Ms. Peasley said she has reviewed security tapes and someone attempted to break into the
177 maintenance shop this week and since there is no fence, people are walking through the grounds
178 and trying to break into different buildings. The fairgrounds owned copy machine is also down,
179 Kelly Connect is bringing a copier for fair office use.
180

181 **Motion 2022 Perimeter Fence for North End Fairgrounds Project**

182 Commissioner DeTro moved to approve the quote of Quality Custom Fencing in the amount of
183 \$42,553 which includes applicable sales tax. Motion was seconded, all were in favor, motion
184 carried. This vendor was previously awarded the 4-foot pedestrian fence.
185

186 Ms. Peasley plans to work with HR on the approval of the part-time office staff to increase hours
187 to full time.
188

189 **Motion Noxious Weed Agreement for Parcel # 3326250001**

190 Commissioner DeTro moved to approve the contract to allow Noxious Weed department to
191 mitigate Scotch Thistle on county tax title property parcel number 3326250001 and authorized the
192 vice Chairman to sign. Motion was seconded, all were in favor, motion carried.
193

194 Commissioner Branch discussed ARPA funds noting that the county has not received its second
195 Tranche. WSAC was contacted to see if they knew the order in which counties were receiving
196 their funds. It was found the US Treasury was trying to release second Tranches on the
197 anniversary of the first Tranche and ours was August 13, 2021.
198

199 The board adjourned at 11:30 a.m.
200