

48 Ms. Columbia said the RV campground attendance is slow. She thought additional
49 advertising would help. Commissioner Hover asked if the camp hosts have a phone.
50 Yes, but not fairgrounds phones. She stated the third cell phone is missing. Online
51 payment options for the RV campground was discussed. Commissioner Hover urged
52 Ms. Columbia to discuss the gate ticket ideas with the Treasurer.

53

54 Joe Poulin updated the board on the fairgrounds maintenance. He created a list of
55 tools needed to complete the work to be done. (attached) Commissioners discussed
56 the options and requested that the best prices be obtained. Kyle Haugen has been on
57 the fairgrounds providing the maintenance and irrigation work on the grounds. The new
58 well system was discussed.

59

60 The tractor was ordered and set up for annual payments due July 1st each year. The
61 old John Deer tractor could be surplussed. The old gas Massey tractor will be looked at
62 to see if it is worth fixing. It has no bucket or hydraulics. The old Ford tractor does work.
63 Commissioners requested a list of surplus items that are no longer needed on the
64 fairgrounds. Commissioner Hover asked that inventory be taken at the fairgrounds of
65 small and attractive items as well as a capital asset items and ensure all items are
66 marked. Commissioner Branch noted that a separate inventory list of both small and
67 attractive and capital assets be taken.

68

69 Mr. Poulin explained Pete Peterson is schedule to put a camera down the pipes of the
70 Juvenile admin to see where the sewer problem is. The carpet will be removed that
71 was soaked with sewer backup and new carpet will be placed.

72

73 Mr. Poulin explained applicants will be interviewed soon for the maintenance tech
74 positions. He explained the situation with the interpreter moving into the old Probation
75 building. He is taking up the whole building, Mr. Rabidou had offered the upper floor for
76 maintenance use. There are six people in the Maintenance Dept. and only one
77 interpreter. Director Huston reminded the Commissioners that they are responsible for
78 providing employees with office space. It was suggested that Mr. Poulin, Mr. Rabidou
79 and commissioner take a look at the space.

80

81 Attorney Gecas explained he revised the interlocal agreement for building inspections
82 and plan reviews for cities requesting assistance. He added clarity to the code
83 enforcement section. There have also been a few times where the Building Official has
84 been asked to attend meetings, but he was not compensated. The contract was
85 amended to allow compensation consideration for attending meetings. Commissioner
86 Branch asked about the provision that excludes code enforcement and asked whether
87 that included enforcement of the building code in the inspection process. Mr. Gecas
88 further explained other changes. The draft was provided for commissioners' review.

89

90 Yakama Nation attorney Ms. Voelkers contacted Mr. Gecas about which policy issues
91 the county will be addressing. The Yakama's commented and the County responded.
92 Mr. Gecas went over the issues relayed to him by Ms. Voelkers. Yakama Nation will

93 draft a response to our response. Commissioner Hover provided his perspective on
94 responses.

95
96 **Update Clerks Office – Charleen Groomes**

97 Susan Speiker

98
99 Clerk Groomes explained the Portal is up and running and \$1,600 has been collected
100 so far. She relayed that staff is being trained. There are openings to be filled with many
101 on vacation, so they are bogged down right now.

102
103 The Odyssey program is up and running. It is a much different program than the
104 previous program, so employees needed to attend training. The State Archives grant
105 was not awarded, but the Clerk did discuss language with the Dept. of Archives about
106 what is needed for future grant applications. File archiving was discussed and the plan
107 to send off files to archive. Ms. Clerk stated it is her plan to become paperless. Work
108 Source job training program has provided workers to help with the files. Ms. Speiker
109 explained the files get audited and certified and after reaching the proper retention
110 schedule the files can be destroyed. There are approximately two shred bins being
111 filled each month. It is a process but they are getting there. The hard copies may be
112 destroyed once the process is completed.

113
114 Ms. Speiker thanked the Commissioners and Risk Management for visiting the Clerk's
115 office to appreciate all the hard work that went into the conversion. It meant a lot to
116 everyone.

117
118 Ms. Speiker said they are still working on reimbursements for the scanners. The Clerk
119 put in budget for overtime but didn't need to use it so those extra funds were used to
120 purchase the scanners. She explained eight scanners were purchased, but still short
121 one. Ms. Speiker said they did get an upgrade for the printers because Odyssey isn't
122 compatible with all systems.

123
124 The Clerk thanked the commissioners for making time today.

125
126 **Vendor Demo - Website – Randy Clough, Steve Rowe, Tanya Craig**

127 Maurice Goodall, Karen Beatty, Debi Hilts

128
129 The website demonstration was presented by Central Services via projector.

130
131 The web presenter was Philip Carselowey with CivicPlus Zoom, based out of Kansas.
132 Mr. Carselowey, via telephone conference call, explained he would our contact through
133 the process. He then went through the Municipal Web Design & Software Built for
134 Local Government. All products are government related with government in mind with
135 one stop shopping being their goal.

136

137 Subscribers can received pushed information. Emergency management Everbridge
138 website can be integrated with this program. Many third party software vendors can be
139 eliminated by using just CivicPlus product.

140
141 The calendar fields were displayed and what field information shows up on the site.
142 Tools for the different modules are drag and drop so building our new website is easy
143 where we can drag and drop from our old site to the new site builder which builds
144 cohesive pages across the site. The cost is affordable, but price factors include how
145 many users, how much info to be transferred, and an amount would be arranged based
146 on that. Commissioner Hover asked what we get for the \$30,000. We would get
147 unlimited support, receive any updates they push out, servicing, hosting, security, and
148 all the above. Mr. Rowe asked about SSL security certificates. Phil said, yes that is
149 taken care of as part of their all-inclusive package. Ms. Craig stated other vendors offer
150 the intranet, does CivicPlus. Phil said for the entire site it is included with some
151 differences to be selected, s the FTP available. No, they do not allow that due to
152 security reasons. Transferring or uploading... it would be uploading of information such
153 as public records requests. That is not allowed, but they do have some other options
154 for some uses. Is there a limit on the amount of data stored on the website? Yes, there
155 will be an agreed amount of storage available, with the option of purchasing more?
156 Archiving once retention schedule has been met. Archiving options were discussed as
157 well as how that works for retaining and retrieving the information Meta data. We can
158 set it to be automatic. The normal storage is about 20-25 gigabytes. The time frame for
159 activating the site is by reservation. 16-24 weeks from the date of the contract with 24
160 being the more realistic timeframe. Does initial cost get our website into the CMS? Yes.
161 A-Z everything.

162
163 Mr. Clough asked if there is a list of other municipalities that use the product and can
164 we receive the list. Yes, one will be provided. Ms. Craig stated she knows Whatcom
165 County uses the product. The group thanked us for our time. They will be in touch.

166
167 **Update – Public Works – Josh Thomson & Ben Rough**
168 Perry Huston

169
170 Director Huston explained he would set a date for an open house around three weeks
171 from now. He relayed what information he will need prior to that meeting.
172 Commissioner Hover thought the ORV signs should be placed on the ORV open roads.
173 Doing this will bring in recreation and people who stay at RV parks and hotels.
174 Mr. Rough recommended the board discuss with Engineer Thomson the enforcement
175 issue and this situation.

176
177 Ben Rough provided his agenda and discussed the items listed there.

178
179 *Recruitments-Open Position*

180 The Engineering Tech/Assistant still open.

181 Mr. Rough explained the plan to leave the M2 truck driver open until a sufficient
182 experience pool is gathered then interviews will be scheduled.

183 *State Auditor*

184 The State Auditor appears to be focusing on cash flow at Solid Waste. Mr. Rough is
185 looking at this as a good thing as we have made significant changes already and it
186 would be good to see how those changes are viewed by the auditor. A gas card policy
187 would be a good thing to address. He said there is a draft but it was thought the
188 Administrative Policy be completed first. Each vehicle is assigned a gas card and each
189 employee who uses the vehicle is assigned a pin #. Commissioner Hover asked how
190 those are audited. The odometer readings are reviewed regularly internally and every
191 area has a list of vehicle and every month the odometer readings are taken and then
192 reviewed by management staff. There isn't an actual policy to follow.

193

194 *Landfill Break-in & Improvements.*

195 Mr. Rough explained that in January the Landfill was broken into. The doors were
196 damaged, computer stolen, and various other smaller items taken. He relayed the
197 items stolen, and listed those for the insurance claim, but it would increase our
198 insurance premiums so it was recommended that we not claim the loss. We do need to
199 get some new doors with reinforcements, Kent's computer replaced, and the various
200 other affordable items.

201

202 *Solid Waste Management Plan-Status*

203 Preliminary approval from DOE was received. There were zero issues except for the
204 Apple Maggot area. Para Metrix is working on adding that section as well as the SEPA
205 review section. We continued the hearing out so a comment period will be put in the
206 notice. DOE will need to approve the changes and the process for county adoption
207 followed.

208

209 *Apple Maggot Quarantine Area Update*

210 July 19 is the apple maggot hearing. Is there anything else the board would like him to
211 cover besides the three main points for Dept. Agriculture: Support implementation to
212 support commercial tree fruit industry, Request allowing a limited grace period, request
213 common sense approach to enforcements and Commissioner Hover said to support
214 private industry.

215

216 *Taber Land Purchase*

217 Mr. Rough explained addition request to boundary line adjustment which may or may
218 not require us to move our fence line. The other issue through conveyance documents
219 originally there is a small strip of land that extends into the Taber property and he
220 would like the county to convey that as well. Commissioner Hover stated he wants to
221 ensure the proper process is done we cannot just do a boundary line adjustment for
222 someone regarding our property. Director Huston explained the surplus process would
223 need to be used depending on the value. This is not tax title property it is just county
224 property. Mr. Rough called it a Dog leg adjustment. It is in the best interest of the
225 county to hold a public hearing to make sure all bases are covered.

226

227

228

229 *Consent Agenda items*

230 Mr. Rough asked the commissioners if they had questions on the items listed on the
231 consent agenda. They are the landfill scale replacements authorization and the Pateros
232 Solid Waste Disposal Service agreement.

233

234

235 *Woody Debris*

236 In considering Twin lakes gravel pit to divert woody debris from transfer station, it can
237 be considered composting under zoning which is outright permitted. It is wiggly when
238 definitions are in the application. It would be good to conduct the SEPA review on it. It is
239 a matter of processing. He isn't sure how it will be received by those in the quarantine
240 area.

241

242 A cheaper tipping fee was suggested for the taking in of the wood debris brought into
243 the Pit site. An employee would be needed to collect the fee.

244

245 Commissioner DeTro attended to another matter and was absent until 2:50 p.m.

246

247 **Citizens Comment Period**

248 No citizen wished to provide a comment.

249

250 **Motion Methow Valley EMS District**

251 Commissioner Hover moved to adjourn as the BOCC and reconvene as the Methow Valley
252 EMS District. Motion was seconded all were in favor, motion carried.

253

254 Commissioner Branch moved to approve the Methow Valley EMS District vouchers in the
255 amount of \$56,296.50. Motion was seconded, all were in favor, motion carried.

256

257 **Motion Oroville Rural EMS District**

258 Commissioner Branch moved to adjourn as the Methow Valley EMS and Reconvene as the
259 Oroville Rural EMS District. Motion was seconded all were in favor, motion carried.

260

261 Commissioner Hover moved to approve the Oroville Rural EMS District vouchers in the
262 amount of \$9,680. Motion was seconded, all were in favor, motion carried.

263

264 Commissioner Hover moved to adjourn as the Oroville Rural EMS and Reconvene as
265 the BOCC Motion was seconded all were in favor, motion carried.

266

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

268 Ms. Craig provided her department update.

269

270 Ms. Craig summarized the meeting she had last week with Alliant. She explained self-
271 insurance and what that looks like. She is running the reports from EDEN to see what it
272 would look like for us. It will take some time to gather all the information for the report.
273 Alliant will give us a report that will give us and idea of costs. She is also discussing a

274 Trust account scenario with Franklin County to see what that looks like. It isn't self-
275 insurance, but there is a rating system for experience.

276
277 Ms. Craig will contact Civic Plus about narrowing down the cost of the website remodel.
278 She will work with Central Services and the vendor on what module would work best
279 for us. Commissioner Hover would like to know the costs of the individual modules and
280 add-ons. What is the cost of a stand-alone website and the individual add-on's.

281
282 Ms. Craig met with Melissa MacDougall with the public defender's office. The client
283 meeting room is prepared for public defenders to meet clients.

284
285 Risk Pool conference is 18-20th. Ms. Craig explained the Janice decision which says
286 in part that employees should pay union dues.

287
288 Ms. Craig provided dates she would be out of the office. She further relayed the
289 projects that are in progress.

290
291 **Discussion – Fire and EMS Service Agreements – Mike Worden, Cari Hall**
292 Mr. Worden explained fund 161 and build into CE a transfer out to the fund and
293 incorporate the fund billing to current expense. You have to bill the same way across
294 the board. The BOCC can transfer the revenues that would be coming into current
295 expense to another fund. Commissioner Hover explained the contract would outline
296 where the funds would go to. It would provide the tightest way to ensure, Ms. Hall
297 stated. It would be written into the contract. It must go first to Current Expense then
298 transferred to a special fund. The downside of the conversation is that per capita cost
299 has been collected from the city. The fair and equitable would require establishing a
300 way to calculate populations. Commissioner Branch considered call volume a more
301 equitable approach. Commissioner Hover asked if the fee could be based on assessed
302 value that is the worth that district would have to protect. Both the cities and districts
303 make up both halves of this scenario and both have to be fair and equitable.

304
305 Mr. Worden and Ms. Hall discussed how the fee could be based on assessed value of
306 the individual districts and cities. Mr. Worden asked about Life Line as they are not a
307 district or city. Commissioner Hover explained how that would work.

308
309 Do we need to back out of the situation as it is in order to fix the global situation?
310 Commissioners think we should. Ms. Hall said the State Auditor is happy we are
311 addressing this as long as it is applied the same across the board.

312
313 What happens when an entity provides mutual aid, how is that calculated. That will
314 create a burden on some fire districts. Mr. Worden replied the problem throughout the
315 cities and district, his ability to tell the difference between county versus city calls. The
316 challenge is that he can only go so far. The city formula is based on per capita for
317 dispatch. Commissioner Hover asked if other dispatchers bills according to call volume.

318

319 Yes, Mr. Worden replied. Mr. Worden explained both EMS and Fire is dispatched when
320 a fire call comes in. Commissioner DeTro explained a scenario where someone's
321 vehicle hit a telephone pole and Malott, Okanogan, Omak, five Sheriff Deputies, and
322 Omak fire was all on the scene.

323
324 Mr. Worden explained some options to figure it out.

325
326 The commissioners agree this should be dropped for this year but worked out for next
327 year.

328
329 **Approve Consent Agenda**

330 Commissioner Hover moved to approve the consent agenda items 1-8 as
331 amended. Motion was seconded, all were in favor, motion carried.

- 332 1. Commissioners Proceedings June 25 & 26, 2018
333 2. Approval Reimbursable Work Request – Chip Seal Project – City of Okanogan – Public Works
334 3. Interlocal Agreement – Solid Waste Disposal Service – Town of Pateros – Public Works
335 4. Contract – Landfill Truck Scale Project – Correll's Scale Service – Public Works
336 5. Contract – Peter Dan Repair CRP No 3532-04 – Selland Construction – Public Works
337 6. Resolution 68-2018 PUD Privilege tax payment for 2018
338 7. Resolution 69-2018 Budget Adjustment – Current Expense, Jail, & Maintenance - \$91,356
339 8. Resolution 70-2018 Fairgrounds Bid Award

340

341

342 The board adjourned at 5:00 pm.

343