

1 **RECORD OF THE PROCEEDINGS**

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3 **OKANOGAN COUNTY**

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5 **JUNE 18, 2018**
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8 9:00 AM Review Commissioners' Agenda and Consent Agenda
9 9:30 AM Briefing Among Commissioners' – Discuss Individual Weekly Meetings & Schedule
10 10:30 AM Discussion – Fairgrounds Hourly Rental Fees Request – Keith Kistler
11 11:30 AM Audit Entrance Conference – State Auditor
12 1:30 PM Update – Planning – Perry Huston
13 *Planning Dept Study Session*
14 4:00 PM Review Meeting Minutes

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16
17 The Okanogan County Board of Commissioners' met for its regular session on June 18,
18 2018, with Chairman Commissioner Jim DeTro, Commissioner Chris Branch,
19 Commissioner Andy Hover, and Laleña Johns, Clerk of the Board, present.

20 **Review Commissioners' Agenda and Consent Agenda**

21 Commissioners' reviewed and discussed items on their consent agenda. The Clerk of
22 the Board updated the board on her meeting with the Housing Coalition on Friday. The
23 group thought of different ways to fund Affordable Housing such as voter approved
24 sales tax. The group had also discussed uses of the funds with the determination to use
25 mostly for bricks and mortar and then maintenance of the bricks and mortar with a small
26 opportunity to fund emerging opportunities or emergent situations. She relayed that she
27 received a request from the Housing Authority for a formal letter of commitment from
28 Affordable Housing funds for the Meadow Point Family Housing Project for \$50,000.
29 The Coalition was in favor of funding the request. Meadow Point Family Housing is
30 designed to provide nine seniors, nine veterans and 28 homeless or very low income
31 families a place they can call home.

32
33 Commissioners' discussed the visible and prevalent drug problem within the towns and
34 cities in the county. Commissioner Branch explained it is a program thing. Need a
35 program the community is part of that works and the other part is these are community
36 members. The coalition is out there providing education to kids.

37
38 **Briefing Among Commissioners' – Discuss Individual Weekly Meetings & Schedule**

39 Commissioners' reviewed their weekly meeting schedule.

40
41 **Discussion – Fairgrounds Hourly Rental Fees Request – Keith Kistler**

42 Stella Columbia
43

44 The hockey group discussed the possible use of the fairgrounds commercial building for
45 indoor roller hockey during summer months. Mr. Kistler explained that a \$50 user fee for
46 two hours use would be affordable. Mr. Kistler said he spoke to the Risk Manager as
47 requested and she would like the hockey activity to be covered by insurance, we cover
48 the liability for the grounds, but we do not cover the activity and so that must be covered
49 by the user. She had suggested the group find their own insurance which would cost
50 around \$1000, but that cost was prohibitive for them. Insurance options were discussed
51 through USA Hockey, where the group creates a hockey team and USA Hockey would
52 work with them to cover the activity; however, the cost is \$40 per person to play and
53 that cost is required. The cost is a huge barrier to recruiting players because they must
54 pay first before even being able to try out. The liability thing is a hitch too. Commissioner
55 Hover explained high school sports costs about as much and \$40 is not that much
56 annually. Mr. Kistler said there is a significant amount of work to set it up and get people
57 to respond to the efforts. Commissioner Hover thought some more research would be
58 needed on the liability insurance requirements as well as the joint and severable issues.
59 He would like to find out what other counties are doing for these types of uses on their
60 fairgrounds. Parks are covered under a specific RCW specifically for parks and the
61 fairgrounds doesn't fall under that RCW. Commissioner Branch stated the parks do not
62 charge a fee and the fact we charge a fee plays into the type of coverage that applies.

63
64 Realistically Mr. Kistler said it would take around six months if he goes through USA
65 Hockey, and it is a lot of work up front in order to go play hockey. Commissioner Hover
66 said he will look into it further to try and find some solutions that are doable for both.

67
68 Mr. Kistler discussed a possible scenario where he would charge a user fee which
69 would cover the cost to use of the property. The county would get the amount of money
70 generated, but the amount collected may not cover the hourly rate. Right now they feel
71 they could get around 8-10 people per session.

72
73 Commissioner Hover explained the Arts & Craft and Home Ec. Building rate is one rate,
74 and he suggested splitting the two up and charging the individual use of each building.

75
76 The insurance issue will be researched some more to identify whether other counties
77 provide for purchased insurance on an individual use basis. Commissioner Hover will
78 have the Risk Manager reach out to him once the research has been completed.

79
80 Ms. Columbia discussed the need for fairgrounds storage containers. Commissioners'
81 discussed use of the Clerk's storage containers once the Clerk is done archiving their
82 files. Pig barn and race horse shade clothes were discussed as there was concern

83 about where those were stored. Commissioners' discussed storage options for the
84 various items that need to be securely stored.

85
86 Ms. Columbia asked what her role is and what the commissioners' vision is for the
87 fairgrounds and what authority she has because it is cloudy right now. Does she need to
88 run purchases by the board or can she just do it. Commissioners' would like the
89 information to be shared with them. They do not want to micro manage the day to day
90 operations, but do want to be well informed.

91
92 **Audit Entrance Conference – State Auditor**

93 Kathleen Lince, Steven Gadd, Laurie Thomas, Cari Hall, Dan Higbee, Tanya Craig

94
95 Mr. Gadd provided the board with the entrance conference documents stating the audit
96 period would be January 1, 2017 through December 31, 2017. (attached) He explained
97 the purpose of the audit and requested input. As always there are three areas to be
98 audited. He went through the entrance letter discussing the audit scope and various
99 areas to be evaluated and provided some detail about why those items are to be
100 audited. Accountability, Financial Statement, and Federal Grant Compliance.

101
102 Normally highway planning grants are looked at but come to find out there was Fire
103 District #15 grant pass through it wasn't understood correctly and was not listed on
104 schedule of federal awards. So now they are looking at the Community Development
105 Block Grants 14.228. Ms. Lince said they are working with Fire #15 to get the records
106 here.

107
108 He further explained the areas to be evaluated. The cost of the audit is expected to be
109 around \$56,000 plus about \$2,000 for travel costs. The audit team will work with Laurie
110 Thomas and Cari Hall as well as various other department staff on the various
111 evaluations. Their team is expected to be here for two full weeks in addition to a couple
112 part time weeks to hopefully finally finish in July.

113
114 Ms. Lince explained the quarterly newsletter, The Audit Connection published by the
115 State Auditor Pat McCarthy. There is a lot of information in the newsletter.

116
117 **Update – Planning – Perry Huston**

118 Char Schumacher, Angie Hubbard

119
120 Isabelle Spohn and Katie Haven members of the public videotaping the meeting.

121
122 *Review Memo*

123 Commissioner Branch stated since the chairman was not present he would open the
124 meeting. Commissioner DeTro did arrive shortly after the meeting began.

125
126 Ms. Schumacher explained she and Ms. Hubbard were filling in for the Director during
127 his absence.

128
129 Ms. Schumacher discussed the various tasks of the planning office staff. Commissioner
130 Hover explained why the information was requested. It will be considered as the board
131 moves forward with the request of the Director for more staffing. Commissioner Branch
132 said it is important to the board to know what individual tasks the planning department
133 staff is involved in as they consider the director's request.

134
135 *Comp Plan Review*

136 Ms. Hubbard explained the draft before the board is the one with the changes
137 incorporated. The big change is the suggestion that it be labelled "timber" rather than
138 resource. The islands of rural in the forest designated lands and some that are out there
139 further away from things and perhaps make those forest as well. The question was
140 asked, are there any areas that can be consolidated in this way, Commissioner Branch
141 stated it depends on what is going to be done with the designations. Also how does the
142 rural get split up for density, Commissioner Brach replied if there are designations
143 resource it will depend on what the designation zone is. There are also the three
144 densities. Determine the designations first, then the outer layers are already.
145 Commissioner Hover said in his opinion there isn't much difference between Ag land
146 and forest land.

147
148 Commissioners' discussed the functionality of the map and what it was for.
149 Commissioner DeTro explained that due to the experience of Commissioner Branch in
150 the field of Planning, he isn't sure the average person looking at the plan is going to
151 understand it as well. Commissioners' believe the map shows the different designations
152 but doesn't show the final designations.

153
154 The Board reviewed the description of the three alternatives and the policies dealing
155 with city expansion areas, unincorporated towns, and the rural designations.
156 Commissioner Branch expressed that the statement that federal agencies must try to
157 make their land management decisions consistent with Okanogan County
158 Comprehensive plan, fulfills his concern.

159
160 There hasn't been much discussion on densities, Commissioner Branch stated.
161 Commissioner Hover explained people growing up in Seattle are now saying Seattle
162 doesn't offer what they want for their retirement years. The trend shows these folks are

163 moving to areas that do offer what they want. There will be options the Planning
164 Commission will need to consider. There is hope they will figure it out. Designations and
165 population growth should be considered in the densities question.

166

167 **Motion Resolution 37-2018 Declaring Surplus Ford Explorer Exchange**

168 Commissioner Hover moved to approve resolution 37-2018 declaring the Coroner's
169 2016 Ford explorer and its accessories surplus to the needs of the county and
170 authorizing it to be exchanged for a 2014 Chevy Silverado owned by another
171 governmental agency, Town of Winthrop. Motion was seconded, all were in favor,
172 motion carried.

173

174 The commissioners' asked Mike Worden to meet and discuss the recently received
175 WaTech software invoice for \$6,000 to discuss where to pay from. The Clerk of the
176 Board noted there was no budget to the misc. line where she paid the 2017 invoice
177 from. Mr. Worden said other departments such as the Auditor, Assessor and Public
178 Works have an interest in using the program. The Board explained since there was no
179 budget to the misc. line item that Mr. Worden work with Cari Hall to provide an
180 appropriate line to pay the bill from.

181

182 **Review Meeting Minutes**

183

184 The board adjourned at 5:00 pm.

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