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**RECORD OF THE PROCEEDINGS**

**OKANOGAN COUNTY**

**JUNE 19, 2018**

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8 9:00 AM Commissioners' Staff Meeting  
9 11:00 AM Bid Opening – Peter Dan Road Repairs CRP No. 3535-04 – Public Works  
10 11:10 AM Update – Public Works – Josh Thomson & Ben Rough  
11 1:30 PM Citizens Comment Period  
12 3:00 PM Update Human Resources/Risk Management – Tanya Craig and/or Debi Hilts  
13 4:00 PM Approve Consent Agenda

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

19 Members of the public were present, George Thornton and Robert Fuchs, taking hand-  
20 written notes.

21 **Commissioners' Staff Meeting**

22 Shauna Field Larson, Brandon Platter, Stella Columbia, Dan Higbee, David Gecas

23  
24 Prosecutor Platter discussed the chief criminal salary. Going back he noticed the  
25 increase to the chief civil deputy salary and the numbers the board relied on when they  
26 considered that salary. The comparison data shows that position was 86% based on the  
27 survey.

28  
29 He explained the comparison differences. He is asking that the two position be equal  
30 the difference between the work is that the chief criminal has more of a work load then  
31 the chief civil deputy. The chief civil deputy is currently at \$7754 per month at 97% of  
32 those surveyed. The Chief Criminal is at 86% of those surveyed. He is asking for it to be  
33 around 96%. Commissioner Hover said all the information is there but he would not  
34 personally want to change the salary range this year. Commissioner Branch thought  
35 right now the budget outlook is not real clear. Mr. Platter said it should have been  
36 budgeted for this year, but they were not given the okay to increase. Right now, there  
37 are a lot of positions that are well below 86% with some at 65%, while there is value in  
38 keeping people at par to keep status quo on the budget impacts and then readdress the  
39 request when the preliminary budgets are considered. Mr. Platter asked that this  
40 position increase be approved for next year with the expectation that it bump to the  
41 same grade as the Chief Civil Deputy effective January 1, 2019. The commissioners'  
42 thought that would be agreeable. It is an important position. Commissioner Hover asked  
43 that the numbers be recalculated, budget impact of the difference between what the  
44 position is at now and the proposed grade and step for next year. Commissioner Branch

45 suggested a draft resolution be drafted to memorialize. The Prosecutor thanked the  
46 board for their time.

47  
48 On a different matter, Mr. David Gecas explained a request he received from the  
49 Building Official to review all agreements with the cities for building inspection work.  
50 There are several agreements in place right now to help with coverage while the city  
51 building official is away. Mr. Gecas explained a new contract would be the easiest to  
52 redraft. He suggested a redraft rather than an amendment of the original agreement. He  
53 explained how amendments can be missed later on.

54  
55 Commissioners' would like consistency with the contracts and will only consider an  
56 annual contract or shorter. Mr. Higbee explained what assistance the county would  
57 provide to the other municipalities such as Twisp and Pateros.

58  
59 Mr. Gecas discussed options for opting into the class action suite regarding PILT and  
60 what that would entail if we did opt in and what we could expect to get out of it.  
61 Commissioner Hover would like to know the two different PILT rates. The lawsuit is  
62 regarding the federal PILT funds.

63  
64 Mr. Gecas further discussed the water availability code that was submitted to the land  
65 use attorney Mark Johnson. There were some legal opinions discussed about the use of  
66 wording like "shall" versus "may". He further discussed the draft agreement language  
67 from the agreement between Douglas County and Pacific Security for their courthouse  
68 security. Commissioner Hover does not wish to tie to the CPI due to what is happening  
69 in Seattle pricing people out of their homes. Housing costs have gone up six times  
70 faster than wages. He wondered if any of the company workers live here or close by. Or  
71 will the company charge for round trip travel in addition to wages to travel to and from  
72 the city they work from? Mr. Gecas would find out what the full costs would be.

73  
74 Public Works asked Mr. Gecas to look into a contract where the contractor has not  
75 fulfilled their end of the agreement. He said Public Works still wants the product and so  
76 Mr. Gecas will write a letter to the company. The company has various contact  
77 addresses with an agent out of Spokane, another being a residential address and  
78 another is to a rental unit and another out of New York. Commissioner DeTro thought  
79 he would find that the product is being brokered and that is why it has not been  
80 delivered.

81  
82 Mr. Gecas will be attending training the rest of the week, but will be back in the office  
83 Monday.

84  
85 Invite FAC to go over the grant and the purchases that need to be made. The Richard  
86 Cook of the Sawdust Makers union had come back to discuss the project with  
87 Commissioner Hover several weeks ago. There will be a \$40,000 match from the  
88 Sawdust Makers Trust. Various other funds will need to be coordinated for the  
89 purchases. Make sure the proper bidding process is used.

90

91 Stella Columbia gave her update on the Fairgrounds. The commissioners' gave her  
92 direction on the advertising mural ideas she's been thinking about. The interview for the  
93 temp Clerk will be done this week.

94  
95 Mr. Thornton commented on a contact he knew of who paints murals and stated that  
96 person was not able due to timing.

97  
98 The camp hosts are on site and they do walk around the grounds but do not collect the  
99 money. Mr. Columbia handles the money. The FAC discussed with Ms. Columbia  
100 relocating the main fair gate by the Jones Hall. There was some thought the FAC would  
101 be utilizing the Jones Hall differently this year.

102  
103 **Bid Opening – Peter Dan Road Repairs CRP No. 3532-04 – Public Works**  
104 Public Works Josh Thomson, Amanda Moody, and Ben Rough.

105  
106 Commissioner DeTro announced the time and stated the bids would be opened and  
107 read for the Peter Dan road repair project CRP No. 3532-04.

108  
109 Engineer estimate for the project was \$4,363,374

110  
111 Selland Construction, Inc. Wenatchee  
112 Total base bid amount \$1,986,479.50

113  
114 Reclaim Company, Yakima  
115 Total base bid amount \$5,247,777.77

116  
117 Scarsella, Seattle  
118 Total base bid amount \$2,896,013.00

119  
120 J&K Earthworks, LLC, Rock Island  
121 Total base bid amount \$3,076,765.00

122  
123 Delhur Ery Industries  
124 Total base bid amount \$2,179,041.40

125  
126 **Update – Public Works – Josh Thomson & Ben Rough**  
127 Engineer Thomson provided is agenda then discussed the items listed there.

128  
129 Culvert repairs were discussed as there are many little bridges constructed in the 70's  
130 that are now needing to be replaced and options were considered.

131  
132 Sinlahekin Rd washout repair was discussed. PUD selected the contractor Cates and  
133 Erb for the repairs. The trail is closed for two weeks. There is a wooden structure where  
134 additional repairs will be made to the trail.

135

136 WSDOT trail easement agreement amendment was discussed. The DOT will hand  
137 deliver the agreement and it will be placed on the consent agenda once it is received.  
138 The agreement has been reviewed by the parties and attorney Gecas.

139  
140 CCT access to the shop at Brewster was discussed. That agreement will be  
141 forthcoming.

142  
143 Conconully Sewer project is coming along well.

144  
145 WATV routes information is on the public works website. He will discuss the maps with  
146 Forest Ranger Matt Reidy.

147  
148 Purchase of weed spray products is for products on an as needed basis.

149  
150 A budget amendment for the additional SRS funds has not been initiated. They only  
151 funded two years. Last year's money has been received now, then in June next year we  
152 will get 2018 money. The budget was discussed and what might still be needed for  
153 these receipts.

154  
155 The levees Corp did a quick review with a full review every two years. The Elmway  
156 levee will receive some work. Mazama levee looks good, but would like to see about  
157 mitigation of some small items without having to do the whole project. Commissioner  
158 Hover stated the HOA of Lost River sent a letter of appreciation.

159  
160 Hwy 7 Bridge South project is underway.

161  
162 Ben Rough provided his agenda and discussed the items listed there.

163  
164 Mr. Rough gave the open position status. There is the engineer tech assistant position  
165 posted, interviews were conducted, and decided to repost to see if someone with  
166 professional technical experience. The M2 truck driver in area three, received one  
167 application, and will keep posted for another two or three weeks. The salary is  
168 comparable to what other drivers are making doing the same work.

169  
170 Twisp transfer station Tech request is due to the Apple Maggot Quarantine area and the  
171 work that entails to ensure proper enforcement and a second transfer attendant is  
172 needed. Also in general there should be two at all transfer stations for safety reasons.  
173 He would like to post the position now and give time for recruitment. The  
174 commissioners' were good with that.

175  
176 Woody debris and what is green waste versus what is not was discussed. We will have  
177 to separate waste so the non-green waste can be transported leaving all the green  
178 waste behind. He confirmed with the health district and they will conduct the SEPA  
179 review on that and is within their jurisdiction. Department of Ag prefers this arrangement  
180 anyway. Commissioner Hover suggested getting together an informational sheet that  
181 talks about the maggot and what can and cannot be allowed and the public hearing

182 date. Mr. Rough spoke to Marcy Stamper who is a Methow News Reporter and he  
183 wrote up a summary for her article. Commissioner Hover would like something that can  
184 be handed out. We have two months to get the information out to the people before  
185 harvest and we want people to be aware of the situation before harvest. Mr. Rough said  
186 he would.

187  
188 July 15<sup>th</sup> is the hearing and Mr. Rough would like to draft some comments. He asked for  
189 direction from the board as to whether or not they wished the comments to come from  
190 them. Yes, the board would like the comments to come from the board.

191  
192 Need to retrofit the roll off bins so they are compliant. Staff at the landfill will perform the  
193 retrofit because they know how to weld.

194  
195 Woody debris was discussed and the possibility of chipping it but a CUP or TUP might  
196 be needed. His plan is not to proceed in that direction of a Conditional Use Permit, if we  
197 move forward with the plan he would more likely apply for a temporary use permit. If the  
198 heat treatment is successful that could be done onsite.

199  
200 *CCT meeting recap.*  
201 Commissioner Hover stated the tipping fee is business. The 1994 tipping fee probably  
202 covered the costs at the time but it no longer does. Commissioner Branch thought more  
203 discussion will be needed to work through this with the tribe. The board is in favor of  
204 proceeding with the tipping fee. SWAC said there is no representation in Methow Valley.  
205 The position that would be held by the tribe is alternate, and based on attendance that  
206 position would likely be voting every time. Commissioner Hover needs to understand  
207 how much authority SWAC actually has. They make recommendations to the  
208 commissioners'. They review the budget, new programs and policies, revise solid waste  
209 comprehensive plan. The SWAC is advisory. Is there another avenue that would  
210 address the CCT concerns as perhaps the SWAC might not be the appropriate venue?  
211 Mr. Rough replied since the issue of solid waste enforcement came up, he received lots  
212 of questions from the CCT about what they would get out of it.

213  
214 The Salmon Creek property clean up disposal fees were waived by the county to help  
215 CCT and other clean up. Why don't we take in a certain percentage of funds based on  
216 the tonnage to put aside for these types of issues? Where we can assist with clean up.  
217 It will show that same net affect, but we can put some boundaries on it.

218  
219

## 220 **Citizens Comment Period**

221 Michael Howe Government Affairs Director Central Washington Home Builders Association

222 Mr. Howe introduced himself stating his jurisdiction which is broad 206 square miles.  
223 There is a lot going on here in Okanogan County with the Comp Plan, SMP, and other  
224 plans in motion. He stated he is available to members, just let him know.

225  
226

227 **Motion - Voucher Approval - Commissioners'**  
228 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080  
229 and those expense reimbursement claims certified as required by RCW 42.24.090 have  
230 been recorded on a list, and made available to the Board. As of this date, the Board did  
231 vote, by unanimous vote, to approve the regular vouchers in the amount of \$42,522.13  
232 and Payroll vouchers in the amount of \$943,721.93. Warrant numbers as cited on the  
233 attached blanket voucher list. Motion seconded and carried.  
234

235 **Motion Public Health Voucher**

236 Commissioner moved to approve the Public Health Vouchers in the amount of  
237 \$46,169.06. Warrant numbers as cited on the attached blanket voucher list. Motion was  
238 seconded, all were in favor, motion carried.  
239

240 **Motion Oroville Rural EMS District**

241 Commissioner Branch moved to adjourn as the BOCC and reconvene as the Oroville  
242 Rural EMS District. Motion was seconded all were in favor, motion carried.  
243

244 Commissioner Branch moved to approve the Oroville Rural EMS District vouchers in the  
245 amount of \$9,860. Motion was seconded, all were in favor, motion carried.

246 Commissioner Branch moved to adjourn as the Oroville Rural EMS and Reconvene as  
247 the BOCC Motion was seconded all were in favor, motion carried.  
248

249 **Motion Housing Authority Letter of Commitment Meadows Housing Project**

250 Commissioner Branch moved to approve the letter of commitment committing \$50,000  
251 of the Affordable Housing funds for the Meadows Housing Project of the Housing  
252 Authority of Okanogan County. Motion was seconded, all were in favor, motion carried.  
253

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

255  
256 Tanya Craig provided elected official salary comparison (attached) and discussed the  
257 percentage of average compared to other counties. Commissioner Hover would be  
258 interested in knowing the average compared to the median because a low and high  
259 wage could skew the totals. Ms. Craig would like to know if they want to throw out the  
260 low and high. The compensation board wanted to know what the law said about  
261 changing the elected officials' salaries. Ms. Craig read the law, district 3 in election  
262 cycle, so district 3 would remain the same until after the election for example. Meaning  
263 if an increase was decided District 3 would stay the same until January 1<sup>st</sup>. Districts 1 &  
264 2 would see it in 2021. Commissioner Hover said that the calculated median would be  
265 \$6,052 per month. Commissioner Hover does not believe that a raise for themselves  
266 could be justified because they are already at 95% while others are less. Commissioner  
267 DeTro in agreement. For any future comparisons, the board would like to see the  
268 median included. Ms. Craig discussed the existing resolution that established the  
269 salaries and indicated that it expires December 31, 2018. Discussed a potential  
270 resolution, will not include prosecutor or sheriff. Prosecutor set based on state and

271 sheriff under their administration. The BOCC would like Ms. Craig to draft a resolution  
272 effective 2021 that will be reviewed by a future board. Asked confirmation if they had  
273 the authority to change salary mid-term for another elected official. Ms. Craig will email  
274 the RCW that provides more clarification.

275  
276 Ms. Craig said that John from the roller hockey group came to see her. She discussed  
277 conversations with Risk Managers from other counties and the risk associated with the  
278 use of the fairgrounds and the liability that the county could assume for these types of  
279 activities. Commissioner Hover would like to make sure that we are looking at the risk  
280 versus reward.

281  
282 Employees would like to be able to attend the compensation committee meetings and  
283 would like to receive notification of the meetings. Ms. Craig believes that they want to  
284 be present because they want proof that the board and Ms. Craig are following through  
285 on promises that they are looking into it. Commissioner Hover believes that they should  
286 be able to attend, but this meeting is not for the participation of a debate or an  
287 argument. The purpose is to look at the math and the vision that Okanogan County  
288 wants for longevity and retention. Ms. Craig reiterated that there are several issues that  
289 they are trying to address, recruitment and retention and there are many ways to go  
290 about it. Commissioner Hover explained the premise: If hire a base pay employee,  
291 how long should it take them working for the county to be at 100% of the pay scale for  
292 that job title? Most counties have multiple steps, city of Bremerton is a good example.  
293 Ms. Craig stated she is drafting what if scenarios to plug in to see the differences.  
294 Commissioner Hover said this meeting is not a negotiation. At what point in their  
295 devoted career can an employee expect to get automatic increases. Commissioner  
296 Hover said another thing was not to have subjectivity in hiring process. There is almost  
297 always someone who fits the pay offered. Qualifications should be shown on a scale  
298 and that was discussed. A matrix for the job description allows plug in responsibilities to  
299 see where that person qualifies on the pay scale. Each job description should show the  
300 minimum qualifications. Ms. Craig replied that job descriptions her office processes do.

301  
302 **Approve Consent Agenda**  
303 Commissioner Hover moved to approve the consent agenda items as presented. Motion  
304 was seconded, all were in favor, motion carried.

- 305  
306 1. Commissioners' Proceedings May 29, June 11 & 12, 2018  
307 2. Special Occasion Liquor License #093991 – Methow Valley Music Festival 2018 (Various Dates) – Liz Johnson  
308 3. Interlocal Agreement – Solid Waste Disposal System – Town of Riverside – Public Works  
309 4. Authorization to Purchase Weed Spraying Products – Public Works  
310 5. Letter of Agreement-Teamsters Local Union –Public Works Admin  
311 6. Agreement –Fairgrounds Security Services-PPC Solutions  
312 7. Resolution 62-2018 Authorizing Purchase of Mahindra Tractor on Credit for the Fairgrounds  
313 8. Resolution 65-2018 Declaring Hazardous Fire Conditions-July 1  
314 9. Resolution 66-2018 Amended Fairgrounds Fee Schedule

315  
316

317 Engineer Josh Thomson came in and requested the board consider awarding the Peter  
318 Dan repair project to Selland Construction so the project can get underway.

319 Engineer Thomson submitted his recommendation for bid award of the Peter Dan  
320 Repair project 3532-04 to Selland Construction Inc. for the amended amount of  
321 \$2,011,679.50. The original amount of the Selland bid was incorrectly calculated for  
322 item number 5 at \$3.77 per cubic yard as \$1,332,000 but was corrected to \$1,357,200  
323 which changed their total bid. The corrected bid amount was still the lowest bid.

324 **Motion Bid Award Peter Dan Road Project**

325 Commissioner Branch moved to award the Peter Dan repair project to the lowest bidder  
326 who is Selland Construction LLC in the amount of \$2,000,679.50.

327

328

329 The board adjourned at 5:00 pm.

330