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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

NOVEMBER 27, 2018

9:00 AM Commissioners' Staff Meeting
10:00 AM Update Assessor's Office –Scott Furman, Larry Gilman
10:30 AM Executive Session RCW 42.30.110 (1)(g) Tanya Craig
11:00 AM Update – Public Works
1:30 PM Public Hearing Current Expense Property Taxes/Revenue Source
2:00 PM Cont. Public Hearing Okanogan County 2019 Budget
2:30 PM Public Hearing Methow EMS District Property Taxes/Revenue Sources
3:00 PM Possible Cont. Public Hearing Okanogan County 2019 Budget
4:45 PM Approve Consent Agenda

The Okanogan County Board of Commissioners met for its regular session on November 27, 2018, with Chairman, Commissioner Jim DeTro; Vice Chair Commissioner Chris Branch; and Laleña Johns, Clerk of the Board, present.

Commissioners' Staff Meeting

George Thornton TV District #1 Board of Director met with KSPS and Technician in terms of keeping the district operational. He understands they want to take over full operation of the district keeping it running with the current programing. They talked about offering an apprenticeship and preserve the district revenue sources. They assured him that the county would retain the rights on Pickens Mountain long term arrangement. Commissioner Hover stated when someone else is locked into a responsibility it's hard to monitor. Negotiation would be necessary to iron out the issues. They have been involved with two other locations in order to keep the programing in the areas they operate.

Perry Huston stated it would need a professional services RFQ vetted processes to perform the services review resumes for need skill sets. What will you do for us for this amount of money? Commissioner Branch stated it would be through the district. Commissioner DeTro stated it might be an opportunity for Chelan. Mr. Thornton stated KSPS runs the Chelan site too. Loss of signal of other channels to other local districts, KSPS said that would not happen. We would not dissolve, but would enter into a management agreement, they cannot assume authority over the district it would still need to operate as Jr. Taxing district, stated Director Huston. Commissioner Hover asked if we do, is a board required to approve payments of the district. Yes, replied Director Huston you have to have a board in order to collect the special assessment. Can the county commissioners be delegated the responsibility of the board? There doesn't appear to be language for this unless the district was formed.

Joe Poulin provided a list of items to consider for the fairgrounds that would need to be budgeted for in 2019. He included a walk behind floor scrubber which would make cleaning the floors more timely. Commissioner Hover asked Mr. Poulin if there was a

49 company that could be hired to clean the floors and compare that cost with the cost of
50 the scrubber. The quote Mr. Poulin provided was \$11,239.24 from SupplyWorks.
51 Commissioner Branch asked if the list has been prioritized. Mr. Poulin replied a griddle
52 and convection oven for the Annex would allow it to be more user friendly and usable.
53 Prices for used were around \$2500-4500. Commissioner Hover stated he would like to
54 see how much the grounds brings in over the winter and would make a decision based
55 on that because the budget is tight.

56
57 Stella Columbia stated the Washington State Grange is scheduled for next year.
58 Commissioners would like to see rental income listed separately. The Clerk of the Board
59 asked about the Para Mutual funds and whether that application has been completed as
60 it provides the Fair with around \$35,000 and she did not want to see the county miss the
61 deadline for it. Director Huston stated Ms. Robbins may have submitted the information
62 already in June for the funds in 2018. It will likely come to the Planning Dept. so Stella
63 should follow up in January as it is due in February. Reaching out to the community to
64 see if there are volunteers willing to put some work into the fairgrounds such as
65 repairing the ticket booth on North end. Working on the cost of the carpet in the Annex
66 where a request for funding can be articulate. Community Christmas Basket groups
67 came in and said they have a standing agreement with them. A resolution would be
68 necessary to outline the use for low income and the infirm.

69
70 **Motion Community Christmas Basket Group**
71 Commissioner Hover moved that the entities involved with the Christmas Basket be
72 able to use the Agriplex at no charge because it directly helps the infirm. Discussion
73 Commissioner Hover asked how long they need the space for, around 5 days and no
74 one else is scheduled, replied Ms. Stella. Motion was seconded, all were in favor,
75 motion carried.

76
77 Commissioner Hover moved to amend the original motion to include direction that a
78 resolution be drafted with the details of the arrangement. Motion was seconded, all were
79 in favor, motion carried.

80
81 Joe Poulin asked if the commissioners have decided to send Kyle to Facility Dude
82 training. Mr. Poulin submitted the proposal for that. The training is in Las Vegas.
83 Commissioner Hover would like Mr. Poulin to do a presentation for them on the program
84 so everyone can understand how it works, including why it is necessary program.
85 Commissioner Hover stated there are department heads wondering why we need to
86 send someone to Las Vegas for training when the county has Union Contracts it is
87 negotiating and the cost for the training to be justified well.

88
89 Temp maintenance workers first started at Fairgrounds on May 1st working through
90 Sept. 1st. Trustee are also utilized when available.

91
92 Director Huston stated he would contact Mr. Hubbard about the commissioners'
93 decision not to repair or replace the well at this time, but would purchase the steel pipes
94 that were purchased for the original bid award to replace the well.

95
96 Director Huston updated the board on the Lifeline Addendum No. 2 because we now
97 have the final information. The details of how Tonasket and Oroville will assist each
98 other or work together is still needed. The county attorney will need to help work out the
99 proper language for it. Commissioner Hover asked that an interlocal or mutual aid
100 agreement be drafted for this purpose.

101
102 Director Huston discussed an issue with DOE and a replacement well that was
103 authorized. A letter was sent to the land owner. Commissioner Hover stated he is tired
104 of defending the Planning Department for things that are not its fault. It might be good to
105 meet with those involved because it does not appear that all DOE staff are on the same
106 page. The Director discussed a conditional use permit conditions being violated in terms
107 of disposing of the remaining solid waste from the bottom of the tanks. He will contact
108 DOE. The Barnholt loop folks are concerned about the water and the waste leaching
109 into the ground.

110
111 Commissioners discussed the additional position for Solid Waste as they believe it
112 should be budgeted for 2019. The position has not been authorized yet by the board, it
113 would be permanent, coordinate with union, set a grade wage schedule, and
114 coordinated with Risk Manager. It will decrease how much time put in by the finance
115 staff but won't drop to zero, we'll need to get through it for a year before we know how
116 much to allocate. Commissioners discussed creating the new position for Solid Waste
117 via resolution then review the job description for either a Finance Tech or Clerk III.

118
119 **Update Assessor's Office –Scott Furman, Larry Gilman**

120 Larry Gilman updated the board the roles are closed crunching numbers and will be
121 available shortly. Dealing with Jr. Taxing district final numbers soon. Locked the roles
122 last week. Will need the Jr. Taxing district levy certification signed by November 30,
123 3018 but still waiting on the numbers from the districts.

124
125 Commissioner Branch updated Mr. Gilman on the TV District #1 status. Ms. Craig asked
126 about leave to be taken in the month of December by the current Assessor and Deputy
127 and payroll and vouchers will need to be approved. Resolutions allowing Larry Gilman
128 and Steve Nearants will be drafted by Ms. Craig.

129
130 **Executive Session RCW 42.30.110 (1)(g) Tanya Craig**

131 Commissioner Hover moved to go into executive session at 10:35 a.m. for 20 minutes
132 inviting Tanya Craig, Risk Manager to discuss or review the performance of a public
133 employee. Motion was seconded, all were in favor, motion carried.

134
135 Executive session ended at 10:55 am no decisions were made.

136
137 Commissioner Branch left to certify the election at 10:55 a.m.

138
139 **Update – Public Works**

140 Engineer Josh Thomson, Admin Officer Ben Rough

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

142

143 *Open Positions*

144 Mr. Rough stated previously open temp snow groomer positions have been filled at
145 Public Works. There are positions open for Solid Waste.

146

147 *Budget Update*

148 Mr. Rough asked if the board had other questions about the solid waste clerk position.

149 The job description is a mixture of admin tech and finance tech functions. Commissioner

150 Hover the lines are already in the budget and figure out later the exact amount and the

151 type of position. Mr. Rough said he has every intent to discuss the position further and

152 won't move forward hiring without the board first approving the authorizing resolution.

153

154 The activity sheet for fund 123 has \$182,000 to be re-allocated. A resolution will be
155 needed after the budget is adopted but won't affect the 2019 budget already submitted.

156 Mr. Rough explained the resolution will still need to be processed in 2018 to get it done.

157 Commissioner Hover discussed that the resolution changes the activity sheet listing

158

159 *Raising Minimum Office Rental Fee*

160 Mr. Rough discussed the minimum fee for small space rental of small spaces. If the rent

161 changes it may affect the BECCA rent and make their annual rent go up by 4x's. He is

162 proposing a change due to the state auditor wanting to rent the space. It doesn't make

163 sense to rent a space for only \$43 per month when the cost to maintain the space is

164 thought to be higher. It is so low that it could be perceived as one fund benefiting

165 another.

166

167 *SW Meeting*

168 Meeting with Tribe to discuss CUP amendment, info from the tribe will be requested.

169

170 *SW Update*

171 A handful of members were notified that terms are ending soon, the names and their

172 terms will be provided to the Clerk of the Board for appointment letters.

173

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

175

176 *Maintenance and Road Conditions*

177 Engineer Thomson updated the board on conditions.

178

179 *Statler Bridge Replacement*

180 Consent agenda lists the agreement for approval. Engineer Thomson relayed the next

181 process and that obtaining the right of way might slow it down, but not likely.

182

183 Snow and ice removal policy says if it snows after hours plows won't be called out

184 unless there is over 4 inches of snow or there are icy conditions. Does the board have

185 any thoughts or comments on the policy? The snow plowing budget is slim due to costs

186 in 2016 & 2017 so overtime will need to be managed well. Perhaps amending the policy

187 for this would be a good idea. Commissioner Hover said knowing the conditions and
188 when rutting with freezing conditions are occurring would be helpful for his district.
189 School bus access needs to be priority. Engineer Thomson stated he is going for
190 consistency for citizens to rely on. Commissioners asked that a discussion with area
191 bus drivers with long routes to learn how PW might address the need to plow earlier
192 than 6:00 am.

193
194 George Thornton, member of the public, taking hand written notes for Okanogan Watch
195 Group.

196
197 **Public Hearing Current Expense Property Taxes/Revenue Source RCW 84.55.120**

198 Commissioner DeTro opened up the hearing up to staff. He stated the purpose of the
199 hearing to consider authorizing the increase in levy in terms of both dollars and
200 percentage from the previous year. The Clerk of the Board explained the hearing was in
201 accordance with RCW 84.55.120. Commissioner DeTro opened up to public comment.
202 Seeing no one he closed public comment and opened up to commissioner discussion.

203
204 Commissioner Hover wondered what the 1% increase over last year collection is meant
205 in terms of dollar per thousand increase. The Assessor's office was called but staff not
206 in the office.

207
208 Commissioners asked that staff from the Assessor's attend so they can explain the
209 numbers in the resolution and certification. Dee Wood, Deputy Assessor was reached
210 and provided some back ground information. Ms. Wood explained the worksheet used
211 for the calculations. She explained the information and the basis she works off of each
212 year.

213
214 **Motion Resolution 130-2018 Current Expense Levy 2019**

215 Commissioner Hover moved to approve resolution 130-2018 which authorizes current
216 expense levy to be collected in 2019 inclusive of a 1% increase allowed by law. Motion
217 was seconded, all were in favor, motion carried.

218
219 **Motion Levy Certification Current Expense**

220 Commissioner Hover moved to approve the Current Expense Levy certification for 2019
221 in the amount of \$5,849,630. Motion was seconded, all were in favor, motion carried.

222
223 **Motion Resolution 132-2018 Solid Waste Fund 123**

224 Commissioner Hover moved to approve resolution 132-2018 a resolution reallocating
225 existing Solid Waste Reserve funds to construction projects. Motion was seconded, all
226 were in favor, motion carried.

227
228 **Resolution 131-2018 Road Levy**

229 Commissioner Hover moved to approve resolution 131-2018 a resolution authorizing
230 the Road Levy to be collected in 2019 and increasing the percentage to be collected as
231 allowed by law. Motion was seconded, all were in favor, motion carried.

232

233 **Road Levy Certification**
234 Commissioner Hover moved to approve the road levy for 2019 in the amount of
235 \$4,790,970. Motion was seconded, all were in favor, motion carried.

236
237 **Continued Motion Budget 2019**
238 Commissioner Hover moved to continue the public hearing to 3:45 p.m. Motion was
239 seconded, all were in favor, motion carried.

240
241 **Cont. Public Hearing Okanogan County 2019 Budget**
242 Commissioner Hover moved to continue the hearing to 2:15 p.m. motion was seconded
243 all were in favor, motion carried.

244
245 **Public Hearing Methow EMS District Property Taxes/Revenue Sources RCW**
246 **84.55.120**

247
248 **Motion Methow Valley EMS District**
249 Commissioner Hover moved to adjourn as the BOCC and reconvene as the Methow
250 Valley EMS District. Motion was seconded all were in favor, motion carried.

251
252 Commissioner Hover opened up the hearing to public comment, seeing no one wishing
253 to comment, he then closed public comment and opened up to commissioner discussion.

254 **Motion Resolution 1-2018 Levy for 2019 Methow EMS District**
255 Commissioner DeTro moved to approve resolution 1-2018 authorizing the levy to be
256 collected in 2019 and increasing the percentage to be collected as allowed by law by
257 Methow EMS District. Motion was seconded, all were in favor, motion carried.

258
259 Commissioner DeTro moved to approve the Levy Certification of Methow EMS District in
260 the amount of \$579,440 to be collected in 2019. Motion was seconded, all were in favor,
261 motion carried.

262
263 Commissioner Hover closed the public hearing and opened up to commissioner
264 discussion. Commissioner DeTro moved to adjourn as the Methow Valley and
265 Reconvene as the BOCC Motion was seconded all were in favor, motion carried.

266
267 **Possible Cont. Public Hearing Okanogan County 2019 Budget**
268 Cari Hall Laurie Thomas

269
270 The group reviewed the revenue sources and expenditure lines for the 2019 budget and
271 made some minor adjustments. They discussed current expense reserve fund and the
272 amount to budget. Some revenue adjustments were made in Current Expense.

273
274 **Motion Continued Public Hearing**
275 Commissioner Hover moved to continue the public hearing regarding the 2019 budget
276 to Monday, December 10, 2018 at the hour of 9:30 a.m..... Commissioner DeTro noted
277 that perhaps another budget work session is best prior to the hearing. Commissioner

278 Hover believed this process is more appreciated by the public. Motion was seconded,
279 all were in favor, motion carried.

280

281 Commissioner Hover left at 3:50 to attend the Public health budget hearing.

282

283 **Motion MOU USFS & Okanogan County-USFS Parking Services**

284 Commissioner Branch moved to approve the MOU with United States Forest Service
285 (USFS) to allow USFS to park up to four service vehicles or USFS employee vehicles
286 on the parking lot adjacent to the Public Works Building. Motion was seconded, all were
287 in favor, motion carried.

288

289 **CANCELLED Public Hearing Oroville Rural EMS District Property Taxes/Revenue** 290 **Sources**

291 Since the Ballot measure did not pass there is no authority to collect levy in 2019. The
292 hearing was not necessary.

293

294 **Approve Consent Agenda**

295 Commissioner Branch moved to approve the consent agenda items 1-4. Motion was seconded,
296 all were in favor, motion carried.

297 1. Commissioners Proceedings – November 19, 20, & 21, 2018

298 2. Agreement-Statler Bridge Replacement-Engineering Services-Nicholls Kovich Engineering PLLC

299 3. Cattle Guard Franchise Relinquishment-#8-77 Harry Knowlton

300 4. Resolution 129-2018 Adopting Solid Waste Management Plan Update

301

302 **Motion - Voucher Approval - Commissioners**

303 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
304 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on
305 a list, and made available to the Board. As of this date, the Board did vote, by unanimous vote,
306 to approve the regular vouchers in the amount of \$84,455. Warrant numbers as cited on the
307 attached blanket voucher list. Motion seconded and carried.

308 The board adjourned at 4:15 p.m.

309