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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

NOVEMBER 28, 2023

9:00 AM Review Meeting Minutes for November 20th, 21st, 2023
9:15 AM Public Comment Period
9:30 AM Update-Human Resources/Risk Management-Shelley Keitzman
10:00 AM Update-Assessor-Larry Gilman
10:30 AM Budget Work Session-WSU Extension-Kayla Wells Yoakum
11:00 AM Update-Public Works-Engineer Josh Thomson
1:00 PM Budget Work Session-Coroner-Dave Rodriguez
2:00 PM Certify the Election
2:30 PM Budget Work Session-Fair-Mike Egerton
3:00 PM Budget Work Session-Veterans-Tom Even, Mike Stewart
3:30 PM Discussion-WATV Proposal-Forest Ranger Chris Furr
4:00 PM Approve Meeting Minutes for November 20th, 21st, 2023
4:10 PM Approve Consent Agenda

The Okanogan County Board of Commissioners met for a regular meeting at 123 5th Avenue North, Okanogan, Washington on November 28, 2023 with Chairman, Commissioner Chris Branch; Vice-Chairman, Commissioner Andy Hover; Member, Commissioner Jon Neal; and the Clerk of the Board, Laleña Johns, present.

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

Review Meeting Minutes for November 20th, 21st, 2023

Commissioners reviewed their meeting minutes.

Public Comment Period

Ruth Hall, member of the public via zoom, wished Commissioner Branch a happy birthday.

Mr. Rabidou stopped in to say hello to the board, and clarified that he was appointed to the primary representative position for the BOCC on the Opioid Abatement meetings. He asked about the form with signatory authorization by the chairman. Mr. Rabidou explained the stakeholders are getting organized and starting to meet. Mr. Rabidou said he feels there will be a lot of projects and funds will come up for those. The funds will get larger as it goes to smaller. He did not see revenue sharing among the counties in the contract for project launching in an area. He explained interlocal agreements that would allow. Mr. Rabidou will make time to go through the draft contract.

Undersheriff Dave Yarnell clarified the discussion Tonasket pays the county for vehicles and a budget supplemental is scheduled December 5 for \$50,000 for a different truck. The 2022 vehicles were paid for out of 2023 budget so now playing catch up and getting the best vehicles at the best price that we don't have to wait for. Commissioner Hover stated the issue today to get the cash into the budget takes two weeks.

Motion

54 Commissioner Hover moved to ask the auditor to create a budget supplemental in the amount o
55 \$55,000 from contingency reserve for the Tonasket Law Enforcement services provided by the
56 county. Motion was seconded, all were in favor, motion carried.

57

58 **Motion**

59 Commissioner Hover moved to authorize the chairman to sign any paperwork necessary to purchase
60 the Ford Explorer vehicle from Pierre Ford 2022 in the amount up to \$55,000. Motion was seconded,
61 all were in favor, motion carried.

62

63 Undersheriff Yarnell stated the Durango is being repaired but parts are unavailable due to the
64 nationwide parts issue. There should be a recall of the Pentastar engine timing chain as it is either
65 breaking a tooth or jumping a tooth then dumping oil into the intake manifold. If the issue can be caught
66 beforehand and the defective timing chain pieces replaced then the damage isn't catastrophic. This
67 damage happened with all three Sheriff Durangos. Two are waiting for repair and the third one is at
68 the shop with parts issues.

69

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

71 Ms. Keitzman updated the board on the task force truck. The fairgrounds can purchase the truck. It
72 is being checked over and parts for snow plow assessed for the vehicle to be transferred to
73 fairgrounds. She said a new plow will likely be needed. It is a 2004 Dodge 2400 4x4 with about
74 180,000. The insurance payout on the wrecked truck would be sufficient to pay for this truck.

75

76 Department head evaluations are being prepared for commissioners. Ms. Keitzman was fit into the
77 scheduled tomorrow to discuss the Public Defender Contract tomorrow

78

79 **Update-Assessor-Assessor Larry Gilman**

80 Assessor Gilman explained the difference between levy shifts and diversions. The specific uses of the
81 funds must be in the resolution if the county shifts or diverts funds. The last date to approve a levy
82 shift resolution is December 15. The county auditor keeps track of the diversions because those are
83 all budget. Take from public roads and transfer to specific BARS of where it is going. There is no pay
84 back on levy shifts.

85

86 Assessor Gilman said his appraisal staff is working hard. His office was not on time with appraisals
87 last year, but they got caught up and were on time this year. They are set to be on time next year as
88 well. We were one of six counties that were on time this year. He explained the amount of travel time
89 involved in the appraisal process. The iPad's are very helpful in the field and provide date stamps and
90 documentation of visits to the properties. It allows current photo taking for upload.

91

92 His office has four vehicles even though they have five appraisers. One appraiser is always in the
93 office so only four vehicles are actually needed and having one in the office helps with work flow.

94

95 Three newer vehicles are in ER&R. The 2009 Explorer is running and functioning but should be moved
96 over to ER&R. The Assessor is conducting interviews for an open position as that person moved over
97 to Public Works.

98

99 The Assessor stated RCW requires a fee for open space and forest designation applications. His office
100 would like to collect both recording fees and this fee all at one time. The Clerk of the Board said county
101 commissioners usually adopt departmental fee schedules via resolution.

102

103 Assessor Gilman requested that his office receive all county approved resolutions. He suggested all
104 Department Heads and assistants receive them via email even though the resolutions are posted
105 online for everyone as well as available via Laserfiche.

106

107 **Budget Work Session-WSU Extension-Kayla Wells Yoakum**
108 Auditor Hall, Treasurer Johnson, Finance Manager Schreckengost

109
110 Ms. Wells-Yoakum went over the Extension Agent Office's 2024 budget the group reviewed the
111 revenue and expenditures and adjusted as needed. She explained the benefits of having an
112 Extension office here. It would really affect 4-H clubs and farmers who are helped by the office.
113 There are kids waiting to be able to join 4-H clubs but due to lack of leaders there are less clubs in
114 areas. There are three new adults making their way through the training system which will result in
115 two new clubs. Commissioner Hover requested that virtual clubs be allowed due to distance to drive
116 to physical club meetings and other functions kids attend.

117
118 Ms. Wells-Yoakum explained an open Nutrition position paid for with grant funds is being processed
119 to be refilled. The position has not been filled since 2020 and it teaches food education in the schools.

120
121 **Update-Public Works-Engineer Josh Thomson**

122 Engineer Thomson provided his public works agenda and discussed the items listed there.

123
124 *Maintenance and Road conditions*

125 Engineer Thomson updated the board on county road maintenance and road conditions.

126
127 *2024 Budget Shops and Tawlks Foster Bridge*

128 The Clerk of the Board provided the proper form for requesting reimbursement and went over the
129 payment process.

130
131 *Gravel Pits*

132 Engineer Thomson explained where he is looking for good gravel pits for county supply.

133
134 *Mazama Bridge Project Surplus WSDOT Parcels*

135 This seems to be progressing with the needed paperwork and expects those next week for signature.
136 Ms. Milner is involved in the process and document review. Engineer Thomson is also discussing this
137 with the Assessor to add this in Mapsifter.

138
139 *USFS*

140 Engineer Thomson will attend the WATV meeting this afternoon with Ranger Chris Furr.

141
142 **Budget Work Session-Coroner-Dave Rodriguez**

143 Coroner Rodriguez and Deputy Coroner Davis

144
145 Coroner Rodriguez explained how he estimated his 2024 budget to include the Deputy Coroner
146 expenses. The group discussed the proposed budget and adjusted line item numbers. It was
147 explained which costs went up this year. They would like to get a county cell phone plan as they have
148 been using their personal phones and no longer want to do that. Training budget was to send Mr.
149 Davis to training but the state is paying for those costs.

150
151 The coroner has two newish vehicles, but repairs and maintenance expenses were due to damage
152 caused by someone who did not have insurance.

153
154 The Coroner's storage building and use of ARPA funds in the amount of \$500,000 was discussed.
155 The process was discussed. A list of what the funds would be used for was requested. Once it is
156 received the Clerk of the Board will draft a resolution.

157

158 Coroner work wear was discussed. A resolution stating a uniform allowance was requested that say
159 Coroner such as a jacket. Commissioners discussed having a supply of over booties that are worn
160 over good boots to protect them. Commissioners asked the Clerk of the Board to draft the resolution.

161
162 **Certify the Election**

163 Commissioners recessed until 2:30 p.m. in order for Commissioner Hover to certify the election in
164 the auditor's office.

165
166 **Budget Work Session-Fair-Mike Egerton**

167 Mike Egerton did not attend. Members of the FAC Brock Hires and Charlayne Knapp. Fairgrounds
168 Manager Chuck Ford

169
170 The group discussed the proposed 2024 fair budget and adjusted. It was noted that the Fair
171 Convention was not really worth attending and so the travel budget was reduced to zero.

172
173 The FAC requested a children's play area in 2023 but Brock said not all sponsorships were realized
174 and county portion went to headliner and other expenses. Buckles and trophies were requested for
175 horse races and rodeo.

176
177 **Budget Work Session-Veterans-Tom Even**

178 The group went over the veteran's office budget and adjusted where needed.

179
180 **Discussion-WATV Proposal-Methow District Forest Ranger Chris Furr**

181 Engineer Josh Thomson, Assessor Larry Gilman, Spencer King NCATV Club and Rosemary
182 Seifried, Ruth Hall, and a guest on the phone via zoom.

183
184 Commissioner Hover stated the same process for consideration opening up WATV routes in the
185 Methow as proposed by the ATV Club.

186
187 Ranger Furr explained a subset of the proposal would still need to go through a public process and go
188 through a mixed-use analysis by an engineer. He thinks the hard truth is with their priorities and wildfire
189 crisis he does not have the capacity to do that. If the county and its partners want to find a way to do
190 that with these proposals to look at routes then he is willing to talk about that. Commissioner Hover
191 said the travel management plan had verbiage in it and it changed without public process. A public
192 document was changed without public process. Engineer Thomson showed the proposed mapped
193 routes.

194
195 A skilled person to help facilitate the process is what Ranger Furr said would be needed. Emphasis
196 on fire crisis provides FS opportunities to work with others. Commissioner Hover said WATV do not
197 make up a lot of the traffic on roads and asked if he has seen a lot of off-road usage. Ranger Furr said
198 it is hard to tell based on this area not being opened to ATV use as compared to areas that are like
199 Conconully. In general, the other side of the issue, people have expressed concerns with noise and
200 dust and people driving off road with their machines.

201
202 Commissioner Hover stated Okanogan opened up back roads years ago end of 2014. He discussed
203 the different options for considering this: spend county funds to facilitate or keeping going through the
204 same process as was done for previously opened roads. Commissioner Neal said the reasons for not
205 doing it are ridiculous since larger vehicles kick up even more dust on the road. Commissioner Branch
206 said there are a few trails that the public does not want motorized use on but he has seen motorcycles
207 on the trails that are opened up. That trail is typically a walking trail and people are offended by
208 motorcycles using the trail. He gave examples of when this happens and the kind of enforcement
209 expected. The points will be made through the SEPA NEPA process and comments will be gathered.

210 Commissioner Hover explained the public hearing process and that the county wants to meet with the
211 different agencies regarding the proposed.

212
213 The group discussed ways to move the facilitation of the proposal into the next step.

214
215 **Approve Meeting Minutes for November 20th, 21st, 2023**

216 Commissioners reviewed their minutes.

217
218 **Approve Consent Agenda**

219 Commissioner Hover moved to approve the consent agenda as presented. Motion was seconded, all
220 were in favor, motion carried.

221 **1. Appointment Letter-Steve Kieffer-Okanogan County Noxious Weed Control Board Area#3**

222 **2. Appointment Letter-Stephen Clark-Solid Waste Advisory Committee-Pos.#3**

223
224 **Motion Economic Alliance 2024 Contract**

225 Commissioner Hover moved to approve the contract for services between Economic Alliance and
226 Okanogan County in the amount of \$150,000. Commissioner Hover noted that the additional
227 \$50,000 was specifically for a study the contractor was going to do.

228
229 **Motion Resolution 176-2023**

230 Commissioner Neal moved to approve resolution 176-2023 authorizing a change from Senior
231 Planner position to Compliance Coordinator Planner. Motion was seconded, all were in favor, motion
232 carried.

233
234 **Motion Resolution 177-2023**

235 Commissioner Hover moved to approve resolution 177-2023 authorizing out of class compensation
236 for Bonnie Little. Motion was seconded, all were in favor, motion carried.

237
238 **Motion Resolution 178-2023**

239 Commissioner Hover moved to approve resolution 178-2023 granting Coroner and staff a boot
240 allowance. Motion was seconded, all were in favor, motion carried.

241
242 **Motion Resolution 179-2023**

243 Commissioner hover moved to approve resolution 179-2023 amending resolution 62-2023 section 9
244 to include Thanksgiving eve early closure. Motion was seconded, all were in favor, motion carried.

245
246
247 The board adjourned at 4:00 p.m.