

1 **Record of the Proceedings**

2
3 **Okanogan County**

4
5 **October 16, 2018**

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7		
8	9:00 AM	Discussion – Civil Service Board – Debi Hilts
9	9:30 AM	Public Hearing - Supplemental Appropriation – Vehicle Reserve Contingency Reserve
10	9:35 AM	Public Hearing-Supplemental Appropriation–Edelweiss Sever Fund
11	9:40 AM	Discussion Broadband Planning & Agency Partners for Rural Washington-M Villanueva
12	11:00 AM	Budget Work Session – Central Services
13	1:30 PM	Public Hearing–McKinney Ridge Planned Development Agreement–Char Schumacher
14	To Follow	Update – Planning – Parry Huston
15	4:00 PM	Budget Work Session- Coroner – Dave Rodriguez
16	4:30 PM	Executive Session – RCW 42.30.110 – Tanya Craig

17
18
19 The Okanogan County Board of Commissioner’ met for its regular session on October 16, 2018,
20 with Commissioner Jim DeTro, Chairman, Commissioner Chris Branch Vice-Chairman;
21 Commissioner Andy Hover, Member and Laleña Johns, Clerk of the Board, present.

22
23 Commissioner’ Staff Meeting

24 David Gecas, Stella Columbia, Joe Poulin, Perry Huston, Ben Rough and member of the public
25 George Thornton were present.
26
27

28 Debi Hilts explained it is time to review employee evaluations and set the schedule for
29 interviews. She provided each commissioner with a packet to review. She would like to have it all
30 ready prior to the end of the year. She asked for edits to be provided, if any are recommended.
31

32 Flu shots were discussed. She received 120 responses from those wishing to participate. She
33 did some research and under most insurance the shot is covered but the co-pay is still required.
34 It would be free to employees if the county paid for the shots as it has done in the past.
35 Commissioner Branch said there is some responsibility to provide the shots so employees are
36 more apt to get one and not get the flu. The Non-Departmental Miscellaneous Personnel
37 services was the line used to pay for the shots last year.
38

39 Commissioner Hover would first like to see if there are extra funds. Ms. Hilts will see if that
40 information can be provided during Finance Committee Meeting later today.
41

42 The fairgrounds new tractor needs to go to the shop because it does not start in cold weather. An
43 estimate from B&O Repair LLC was provided for the repair of the old Massey Ferguson gas
44 tractor was provided. It is a good running tractor but needs some TLC. The old Ford tractor leaks
45 oil real bad and may be suggested as surplus. If it were fixed it could be an auxiliary tractor on
46 the fairgrounds. Enough insulation was found to insulate all the walls in the Fairgrounds shop
47 plus they found some extra wood to cover it with. Left over paint was used to paint the walls. The
48 ceiling will be done next. North Cascades is putting in a portable heater to be able to operate a
49 forced air heater in there as well as use in Agriplex. It takes care of both those heating issues
50 with a quick connect. Commissioner’ were in agreement with the heater options.
51

52 **Motion Authorization to Go Forward**

53 Commissioner Branch moved to authorize Joe Poulin to purchase the proposed heater system
54 for the Fairgrounds. Motion was seconded, all were in favor, motion carried.

55
56 Director Huston reminded the commissioner' about resolutions reciting the reasons.
57 Commissioner Branch explained reasons why action minutes are a good idea. He wanted to
58 discuss with the note takers because action minutes do not document the discussion that led up
59 to the decision. It could address the issue of what was decided.

60
61 Ben Rough explained a template that is used by the Planning Commission which includes all the
62 action taken at the end of the today. Commissioner Hover stated the UCSRB takes action
63 minutes so he knows what those look like. It reduces the amount of information available to the
64 public on what the board is doing. Unless we record it we won't get verbatim. Everyone spends a
65 lot of time over the minutes and has been a BIG deal for those in Okanogan Watch group. Mr.
66 Thornton replied they try to be as factual as possible. No one is 100% accurate. Commissioner
67 Branch would like to speak to him further about the action minutes but the commission should be
68 clear about what they are deciding. Mr. Thornton will follow up as he intends to discuss with his
69 group the possibility of the county changing its format to action minutes versus the more detailed
70 version currently being used.

71
72 Ms. Columbia stated the tables were ordered to replace the broken ones. They won't get here in
73 time for the Taste of Two Valleys. She and Joe have discussed things that go on at the
74 fairgrounds, but she would like to come up with a plan in terms of where we want to go with the
75 grounds. Commissioner Hover stated that is something the board should discuss and
76 memorialize. Ms. Columbia said it seems like if we want to market the grounds then we need an
77 overall vision we can follow. Right now it is a hodge podge of things that are left over no one else
78 wants. Commissioner Hover said the North end should be an equestrian center for travelers with
79 horses. The rest has to be multi-use, but the problem is people do not want to pay for it. Ms.
80 Columbia said the wedding party was very happy with the venue and prices are very competitive.
81 People may complain, but....Curb appeal plays into the rent ability of the grounds and buildings
82 and is very important to people as they consider the venue. Commissioner Hover said if she
83 thinks of things that would sell the grounds better great, but he would likely only consider the
84 costs not colors of blinds or floor. Commissioner Branch said curb appeal is good as well as
85 signs near the road. He knows from a business standpoint there are certain things that can be
86 done that helps generate the revenue both safety and appeal. Commissioner Hover would like all
87 the extra costs of the fair put into a spreadsheet that shows costs above and beyond the rental
88 fee charged.

89
90 David Gecas has information to update the board on but thought it best to relay via executive
91 session.

92
93 Ben Rough said at the last SWAC meeting the question came up on participation via telephone
94 during meetings. Legal research was conducted to see if it was supported. He found the
95 commissioner' passed a resolution to allow mobile phone participation under strict rules as it is
96 not ideal. He said there was some concern about being able to verify the identity of the person
97 on the phone. Mr. Gecas said in some circumstances it may be ideal for the particular situation.
98 The by-laws would need to be amended to allow. Commissioner Hover did not see an issue with
99 this. Commissioner Branch stated in some instances it would allow a quorum during inclement
100 weather. Mr. Rough said they are an advisory board and provide recommendations to the
101 commissioner'.
102

103 **Motion Executive Session RCW 42.30.110 (1)(i)**
104 Commissioner Hover moved to go into executive session at 9:55 a.m. for 10 minutes inviting
105 David Gecas to discuss matters relating to agency litigation or potential litigation to which the
106 county may be a party. Motion was seconded, all were in favor, motion carried.

107
108 Executive session ended at 10:05 a.m. no decisions were made.

109
110 A new law passed via 2057 regarding abandoned properties and requires counties to respond.
111 But it does allow a response like due to hardship we are not able to provide the information, but
112 we still have to respond within 10-15 days.

113
114 Finance Committee Meeting – Leah McCormack
115 Cari Hall, Perry Huston and George Thornton were present.

116
117 Treasurer McCormack provided her agenda and discussed the items listed there.

118
119 The group discussed supplemental appropriations and funds that can be used. There is
120 unallocated funds around \$500,000 in current expense and there is county assistance funds that
121 are not allocated either. Jail and Dispatch overtime costs were discussed. A supplemental from
122 Dispatch was discussed. Ms. Hall will send that to the Clerk of the Board for advertising. The
123 Clerk of the Board mentioned the Homeless Housing fund is short about \$1200 budget for
124 remaining contracts, so a supplemental is needed.

125
126 Treasurer McCormack went over the cash on hand spreadsheet. She suggested waiting until
127 December to make the loan payment because of cash flow. The payoff is less than \$500,000. It
128 has come to her attention, that when fund 122 406 created she isn't sure where those figures
129 came from for the startup nothing is being done with those two funds. She needs the
130 commissioner' to check on those as she understands nothing is being collected. Fund 122 and
131 406 have no activity and she wondered if those funds could be dissolved it is around \$260,000
132 and would that go back to current expense if it was generated by current expense.

133
134 Investments were discussed and what constitutes residual funds are not needed for immediate
135 use. The Solid Waste Closure fund was discussed as the cash on hand balance is over 10
136 million. The tipping fees were discussed. There is a spreadsheet at Ecology that tells how much
137 is to be reserved for closure. We might inquire of Parametrix and Ecology what that rule says.
138 This has been an issue with other counties, stated Treasurer McCormack. She will provide the
139 commissioner' with information regarding the GO bond.

140
141 **Motion Flu Shots**

142 Commissioner Hover moved to authorize the provision of flu shots to employees for the 2018 flu
143 season via Public Health that will be paid for by the county. Motion was seconded all were in
144 favor, motion carried.

145
146 Update – Public Works
147 Engineer Josh Thomson, Admin Officer Ben Rough and George Thornton were present.

148
149 Josh Thomson provided his agenda and discussed the information listed there.

150
151 Engineer Thomson provided update on road and maintenance conditions and what is being
152 addressed before the snow flies.

153

154 *Annual Construction Program*
155 Must be adopted before the county budget is adopted and he will see if the Statler Bridge repairs
156 get funded prior to submitting the program for approval. He expects it to be funded.

157
158 Still monitoring the Statler Bridge weekly.
159

160 *Peter Dan*

161 Still working on this repair. Engineer Thomson explained some settling that occurred and was
162 repaired. Springs coming from the bank is a concern. There are several springs above the
163 second bench and springs are seeping out creating instability thereby creating a similar issue as
164 before. Solutions are being considered that will help hold the soil behind the slope. A plan has
165 been worked out. Other than that the project is going well.

166
167 *Hwy 7 Tonasket Bridge South Project*

168 Engineer Thomson stated that project is on tract.
169

170 *Bridge Inspections*

171 Bridge decks need to be sealed. There is some epoxy sealant that should be used.
172

173 Black Canyon Snow Park was discussed. Usually, Forest Service provides funds to the county to
174 plow the road to the snow park, but they informed the county they do not have funds for this this
175 season. Mr. Rough said there are residents who live on the snow park road and they depend on
176 the county to plow the road so they can get in and out. If the Forest Service does not provide the
177 funds the county cannot plow to the snow park road. Mr. Rough wondered if a notice should be
178 sent to the residents letting them know. Should we contact the Forest Service office to ask them
179 to notify the residents about the lack of funds to plow the road? Yes, the commissioner' would
180 like him to contact Forest Service about this.

181
182 *Pits for road materials*

183 Engineer Thomson explained the funds needed for purchasing pits for road materials.
184 Commissioner DeTro wished to ensure the county considered its needs and prepare to finance if
185 potential pit land becomes available.

186
187 The Secretary of State Document preservation and scanning grant has allowed Public Works to
188 digitize over 43,000 documents.
189

190 **Motion Taste of Three Valley's Security Waiver**

191 Commissioner Hover moved to waive the security requirement of the Taste of Three Valleys
192 event happening October 2018 as the group provided sufficient information and plan to provide
193 their own security for the event. Motion was seconded, all were in favor, motion carried.

194
195 Ben Rough provided his agenda and discussed the items listed there.
196

197 Mr. Rough updated the board on recruitments and open status positions. He explained some
198 back fill needed for the M1 truck driver. The commissioner' said fill it.
199

200 The finance division "new" position was discussed. It really is an issue he will personally going to
201 help out and he is fully capable to help with the work load. Can Solid Waste and Public Works
202 position be split between the two? Mr. Rough said the Solid Waste and Public Works are two
203 separate union groups. He proposed creating a clerical/finance position within Solid Waste. An
204 assistant to Kent Kovalenko with an expanded finance role and assist in the main office during

205 vacation and fill in. It might be better to focus on a position in Solid Waste rather than finance
206 manager in the main office. There hasn't been office staff in Solid Waste because the Public
207 Works administration office has taken on a lot of that. This position would solve the issue of lack
208 of support staff for Solid Waste as well as provide the finance office some relief. Engineer
209 Thomson explained the need to be able to reconcile the cash drawer in Solid Waste and
210 separation of duties to ensure proper cash handling practices are used.

211
212 *CDL Training*

213 Mr. Rough explained some employees are beginning to utilize the CDL program. He explained a
214 recommendation to amend the policy and provide a 5% training reimbursement.

215
216 *Apple Maggot Update*

217 MR. Rough updated the board on this issue. He is hoping the Dept. of Ag spearheads the final
218 order. The heat treatment testing was done as a test and it was successful. It would be around
219 \$60,000 but individual components costs may not have been included. Right now the green
220 waste is taken to gravel pit and burned. The options are still being considered. Some additional
221 figures will be gathered to see if something more is needed.

222
223 Engineer Thomson updated the board on the sale of surplus. Overall it appears the sale was
224 successful.

225
226 Commissioner Hover stated the county's wish to purchase a small dump truck for the
227 fairgrounds. Engineer Thomson stated the ER&R could rent one to the fairgrounds if one is
228 needed only a couple times a year. He thought if one was surplussed in the next year or so that it
229 be separated on the list.

230
231 Commissioner Hover will not be returning for the afternoon meetings as he will be attending the
232 Killer Whale task force meeting in Olympia.

233
234 CANCELLED Citizens Comment Period

235
236 Board of Health – 1234 S 2nd Ave, Okanogan
237 Commissioner' attended the Board of Health meeting.

238
239 Discussion Potential Budget Supplemental

240 Auditor Thomas requested a brief discussion on the payouts of the upcoming elected retirees.
241 There is a possibility those costs will need a special voucher run to pay out by December 31,
242 when normally it would accrue into January, but Ms. Hall explained we must actually process
243 prior to January within 2018 fiscal year. The personnel policy should be amended to provide for
244 these challenges. Commissioner' should consult with the Risk Manager on those changes and
245 policy status.

246
247 A budget supplemental should be worked out to identify the costs involved with the payouts and
248 where the revenue would come from.

249
250 Budget Work Session – Assessor – Scott Furman
251 Scott Furman, Dee Wood, Larry Gilman and George Thornton were present.

252
253 The assessor's budget was projected for presentation. Assessor Furman informed the board of
254 some changes due to staff promotions. Mr. Gilman explained there are classes required for the
255 appraiser accreditations. The budget reflects the increased costs for travel and training.

256 Assessor Furman explained what annual software costs are expected in 2019 as he added 3%
257 to the software maintenance line to account for increased cost. It was thought a new field device
258 would be required that has the software loaded. The iPads the department currently have should
259 support the additions to the software. Treasurer McCormack suggested fund 144 REET/REVAL
260 fund could help pay for costs. The Treasurer stated treasurer pays for their hardware/software
261 maintenance. The fund is restricted though so only certain expenses can be paid from the fund.
262 There is some money building up there, the treasurer noted. If the REET funds can reduce the
263 burden on Current Expense then we should look at that, stated Auditor Thomas. Treasurer
264 McCormack stated it is a 250/250 split.

265
266 Ms. Hall will ensure the proper budget is entered for the training Dee will provide in 2019 for her
267 successor. Treasurer McCormack thought the department vehicle repair line could be reduced
268 since they purchased a newer rigs. Mr. Gilman said one vehicle still goes to the shop regularly as
269 it was not replaced.

270
271 **Discussion – TV District #1 Viability – Lisa Olson, Kevin Chevalier**
272 Kevin Chevalier, Victoria Velategui, Bill Black, Pam Johnson, Nichole Moore.

273
274 The three networks (ABC, CBS, and NBC) are going to be lost January 1 and those are the most
275 attractive features the District offers. Shaw doesn't provide satellite feed as they used to.
276 Originally they provided through Spokane but now the fee requires a whole new infrastructure
277 and the fee is out of Calgary and no local info would be transmitted.

278
279 To date the district has spent over \$15,000 negotiating with the tribe and the bar changes every
280 time. Mr. Chevalier hauled garbage to accommodate them and now they require the building be
281 inspected and everything brought up to code. The building and the tower would not pass. #3 lack
282 of support in terms of technicians anyone willing to devote time to help out. Mr. Chevalier has
283 been dealing with medical challenges and has been out of county for the past several months
284 and now they are moving soon. He has tried to gather support in terms of membership to the
285 board but it has been difficult. Commissioner Branch stated the number one item is the real
286 critical one as it does away with the main product. There has been minimal payments of the
287 membership assessment.

288
289 Mr. Chevalier explained the district has equipment on each of the sites, they are Fox, Pickens,
290 Olive, and Omak Mountain. They only have one license left. The equipment is helping to serve
291 Chelan. KSPS acquired a license to provide KSPS to Chelan and using our fee to do that. The
292 district has received no compensation for that. They claimed the previous board took that on but
293 there is not corresponding paperwork in the file. KSPS should have the paperwork but they are
294 not producing. Can our TV district provide services to Chelan without compensation?

295
296 The District provides space and electricity for radio broadcasting. The building challenges were
297 discussed in terms of the tribe's requirements such as receiving half the revenue the district
298 receives. The district also needs a vehicle as the district has been using personal vehicles and
299 the roads are tearing them up.

300
301 Ms. Velategui is the newest member and said Twisp and Winthrop will not lose their
302 broadcasting. She sees some possibilities that will take money to place a tower. For many
303 constituents increasing the cost is not the answer. All the people served by the district could
304 receive a letter explaining the issues. She doesn't see they have to quit, but rather enlist those
305 who are using the service but it will take energy audacity and some imagination. To attract the
306 technical knowhow the district needs money. Ms. Velategui said John Andrist has made it work

307 for some of his services. District #2 has a tower with a path to Spokane. There is a chance Omak
308 Mountain could receive a signal with a tower. Commissioner Branch stated there are many other
309 services providing TV with other technologies and wondered if this is a dying service. There are
310 many options for TV out there. The District was created when there weren't many options. There
311 are only two counties providing TV services through a TV district.

312
313 The first thing explored was the merging of TV #1 and TV #2 and they were not interested.
314 Commissioner DeTro asked if there is a signal from Tunk Mt. that hits Spokane that might be a
315 possibility. This might be explored further. The District is no longer a general service provider,
316 they are actually subsidizing those that cannot afford other services. Ms. Velategui asked how
317 the county provides for low income people in providing information to citizens. There is AM FM
318 radio that blankets the county.

319
320 Commissioner Branch explained there is a study on providing broadband to the public in the
321 Methow Valley. The commissioner' are looking at it like a pilot. There is no timeline yet, but the
322 investigation is going forward to look at where service is provided, speed, and who gets to
323 access it for how much money. The next phase would be to have an engineer look at what it will
324 take monetarily and what the service area would be, and then looking at cost to the people.

325
326 Treasurer McCormack commented that she has worked for the county for 32 years and this TV
327 district has been difficult through the years. What is the timeline? Tentative date to have a letter
328 out to each of the businesses announcing the challenges and what needs to happen in order to
329 keep them. Mr. Chevalier stated he did not see any options and thought dissolving the district by
330 December would be best.

331
332 A letter to the commissioner' about dissolving the district with the understanding all the ducks are
333 in a row before using the funds to remove the equipment for the various sites. Pickens does
334 generate revenue as they own it and around \$25,000 revenue is derived from that.

335
336 Commissioner Branch stated there is some research yet to be done to make sure we understand
337 what the options really are. Look at what processes need to take place to dissolve the district
338 because the loss of those stations is critical.

339
340 The commissioners' would need to determine the district is no longer viable then the assets of
341 the district would be the responsibility of the county. How the personal property is dealt with
342 would be the commissioner'' responsibility.

343
344 The date of the letter to the commissioner is important to consider. Nichole Moore asked how the
345 customers will be notified of the district dissolving. Newspaper or radio announcements would be
346 cost effective.

347
348 Commissioner DeTro stated the civil deputy will help determine the next step in accordance with
349 the RCW 36.95.020. A hearing will set in the near future. Treasurer McCormack thanked the
350 group for their work keeping the district viable so far and was sorry to see the district needing to
351 have this conversation.

352
353 Kevin Chevalier and Michael Madden submitted letters of resignation stating they will endure 30
354 days more to wrap things up.

355
356 **Approve Consent Agenda**

357 Commissioner Branch moved to approve the consent agenda items excluding item #1. Motion
358 was seconded, all were in favor, motion carried.

359
360 ~~Commissioner' Proceedings October 8, 9, 2018~~
361 Operational Agreement - North Central Washington Narcotics
362 Agreement-Lenel Software Upgrades-Aronson Security Group
363 Agreement-Lenel System Renewal-Aronson Security Group
364 Application Hazard Mitigation Grant Program (HMGP) Grant – D19-003 Emergency
365 Management
366 Application Hazard Mitigation Grant Program (HMGP) Grant-D19-004- Emergency Management
367 Contract –2019 Infrastructure .09 Funding - Economic Alliance
368 Contract – OK Professional Fair Services – Horse Judge
369 Contract – OK Professional Fair Services - Photography
370 Resolution 106-2018 – Global Entrepreneurship Week

371
372
373 **Motion Letter of Support MVBCH & Methow Ranger District Grant Application**
374 Commissioner Branch moved to authorize the letter of support a RCO NOVA grant application to
375 complete Phase II work on the North Summit Horse Campground project. Motion was seconded,
376 all were in favor, motion carried.

377
378 **Motion - Voucher Approval - Commissioners'**
379 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
380 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on
381 a list, and made available to the Board. As of this date, the Board did vote, by unanimous vote,
382 to approve the regular vouchers in the amount of \$1,035,096.95. Warrant numbers as cited on
383 the attached blanket voucher list. Motion seconded and carried.

384
385 Motion Public Health Voucher
386 Commissioner Branch moved to approve the Public Health Vouchers in the amount of \$108.15
387 Warrant numbers as cited on the attached blanket voucher list. Motion was seconded, all were in
388 favor, motion carried.

389
390
391
392
393 The board adjourned at 4:40 p.m.
394