

1 **RECORD OF THE PROCEEDINGS**

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3 **OKANOGAN COUNTY**

4
5 **OCTOBER 23, 2018**
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8 9:00 AM Commissioners' Staff Meeting
9 10:00 AM Update –Human Resources & Risk Management
10 10:30 AM Budget Work Session-WSU Extension Office
11 11:00 AM Update – Public Works
12 1:30 PM Citizens Comment Period
13 2:00 PM Budget Work Session – Public Works- Josh Thomson, Ben Rough
14 4:30 PM Approve Consent Agenda
15

16 The Okanogan County Board of Commissioners' met for its regular session on October 23,
17 2018, with Chairman, Commissioner Jim DeTro, Commissioner Andy Hover, Member and
18 Laleña Johns, Clerk of the Board, present.

19
20 Commissioner Branch Vice-Chairman absent due to attending the IACC conference in
21 Wenatchee.

22
23 Commissioner DeTro will be absent later today due to travel.
24

25 **Commissioners' Staff Meeting**

26 David Gecas, Perry Huston and Stella Columbia were present.
27

28 Commissioner Hover would like to review historical documents with Attorney Gecas later today
29 in Director Huston's office.
30

31 Director Huston received compliments on the performance of Joe Poulin and Stella Columbia as
32 they provided exemplary service provided to customers during a recent event.
33

34 Joe Poulin explained the battery was bad on the new tractor so that was replaced and a block
35 heater installed. The clutch went out in the small pickup truck and the brakes are going bad too.
36 The leaf vacuum invoice was submitted which showed the trade-in value of the John Deere
37 forks.
38

39 Ms. Columbia updated the board on Fairgrounds administrative tasks. She recommended that
40 the carpet in the Annex be replaced with some other material that can be mopped. Mr. Poulin
41 explained some inexpensive epoxy coatings that could be applied to the cement floor that can
42 be cleaned. The kitchen floor should also be included to continue the flow. If the floors were
43 done in the Annex, carpet removed and the kitchen made functional with a new stove the space
44 would be more attractive to customers to rent. The stove could be purchased used with a
45 griddle, six burners and two ovens for around \$3500. Commissioner Hover explained the LTAC
46 did recommend the full \$2,000 award to the Fairgrounds for marketing the grounds. The rate
47 schedule should also be reviewed. Ms. Columbia discussed storing the Fair stuff in the sheep
48 barn to keep it out of the weather as there is no other storage space to put it that would not
49 require moving it again and again. This way the stuff can be moved once in and once out for the
50 fair.

51 David Gecas updated the board on legal matters he is dealing with.

52

53 Director Huston updated the board on his visit to the Oroville City Council. They are working on
54 the situation and he believes November 19 is still set for the special meeting. He will attend via
55 conference call. We received a comment on the final decision on domestic.

56

57 Commissioner Hover left to attend Union Negotiations at 9:30 a.m.

58

59 **Update –Human Resources & Risk Management**

60 Commissioner DeTro

61 No Quorum.

62 Ms. Hilts provided the Chairman with an update on medical insurance.

63

64 **Cancelled Budget Work Session-WSU Extension Office CMRS**

65 No Quorum

66

67 **Update – Public Works**

68 Engineer Josh Thomson, Admin Officer Ben Rough, Commissioner DeTro

69

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

71

72 *Open Position Status*

73 Mr. Rough informed the board about positions seeking recruitments and recent resignations.

74 There are several seasonal positions open which will be slow to be filled. A meeting with the

75 Risk Manager, Auditor and Treasurer will need to take place first to discuss the entire

76 framework of Solid Waste cash handling, computer use, and the other components for

77 considering another finance position or assistant. This meeting will help resolve some of the

78 cash handling questions and gaps in processes to be used at the landfill by the department.

79 This process will be used as an example for cash handling policy then come back to

80 commissioners' to determine if the finance position should be created.

81

82 *WUTC Letter cost of recycle programs*

83 A letter was received just as all jurisdictions will about the cost of recycling. We do not have

84 proposed changes regarding our recycling

85

86 *Snow Grooming Program begins November 6*

87 Advisory meeting is set for November 6 as well.

88 Snow grooming will begin December 1.

89

90 *Building Vandalism*

91 Mr. Rough stated the Public Works building has been the target of vandalism over the years

92 with gas lines being cut tampering with and vehicles prowls. The Public Works storage units

93 have recently been broken into with minimal equipment being taken. He'd like to address this

94 issue in the most cost effective way. He is looking into the amount of investment needed to

95 bring the building up to better standards, so he believes better video surveillance might help, but

96 the vandals come at night so the surveillance should be adequate to capture night scenes.

97

98 Engineer Thomson provided his and discussed the items listed there.

99

100 *Maintenance & Road Conditions*

101 Engineer Thomson explained the budget snow plowing.

102 *Salmon Creek Road Statler Bridge*
103 Looking at getting the funding for this project. It looks positive.

104
105 *The Peter Dan Road*
106 The slide area project was discussed. A change order will be used for additional changes. The
107 guard rail was completed last week.

108
109
110 *Tonasket Bridge North*
111 The bridge project is the next construction project and will be published soon for construction
112 next year.

113
114 The over lay on Omak Riverside Eastside Road project will likely happen as the bridge needs a
115 structural fix.

116
117 Barkley & MVID ditch project was discussed.

118
119 Black Canyon snow park plowing was discussed. Maintenance to the road will happen this fall
120 and before it snows too much. There is a commercial firewood sale that is staged there.

121
122 *Pits for Road Materials*
123 This topic will be saved for this afternoon's budget discussion as it is part of the budget ask.

124
125 Consent Agenda items were discussed and questions answered.

126
127 **Motion - Voucher Approval - Commissioners'**
128 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080
129 and those expense reimbursement claims certified as required by RCW 42.24.090 have
130 been recorded on a list, and made available to the Board. As of this date, the Board did
131 vote, by unanimous vote, to approve the regular vouchers in the amount of \$506,982.47
132 and Payroll vouchers in the amount of \$903,816.57. Warrant numbers as cited on the
133 attached blanket voucher list. Motion seconded and carried.

134
135 **Motion Public Health Voucher**
136 Commissioner Hover moved to approve the Public Health Vouchers certified and audited
137 by the Auditing Officer as required by RCW 42.24.080 and those expense
138 reimbursement claims certified as required by RCW 42.24.090 have been recorded on a
139 list, and made available to the Board. As of this date, the Board did vote, by unanimous
140 vote, to approve the regular vouchers of Public Health in the amount of \$8,031.17 and
141 Payroll vouchers in the amount of \$33,676.95. Warrant numbers as cited on the attached
142 blanket voucher list. Motion seconded and carried.

143
144 Commissioner DeTro left the meeting at 2:00 p.m. to attend to personal business.

145 **Citizens Comment Period**

146
147 **Budget Work Session – Public Works- Josh Thomson, Ben Rough**
148 Josh Thomson, Ben Rough, Leah McCormack, and Cari Hall, Commissioner Hover

149

150 Commissioner Hover explained the board may consider a \$400,000 road levy shift.
151
152 Mr. Rough provided a summary of the Solid Waste budget status and timeline for fund 405 and
153 fund 123. (attached)
154
155 The group discussed long term and short term investments of the solid waste. It should be fair
156 and equitable. Mr. Rough explained his recommendation to invest the funds in order to stay on
157 schedule. Stay on schedule and show we are fiscally responsible and yet earn interest that can
158 be used by current expense for other things. Commissioner Hover discussed how the
159 calculation would get us to a realistic number. The Solid Waste is projected to have \$10.95
160 million at the end of the year. Mr. Rough explained some things to keep in mind so that we have
161 access to funds in the event of emergency closure. It is really unknown how much it will actually
162 cost to close.
163
164 Engineer Thomson stated CRAB recommended that the ending fund balance not go below what
165 our construction expense budget is.
166
167 Engineer Thomson discussed sewer funds.
168
169 Treasurer informed Commissioner Hover that LEOFF insurance is going up around 10%
170 amounting to around \$245,000 for 2019. In two years cost was increased by 23%.
171
172 Engineer Thomson stated the Public Works building does need some maintenance as they
173 have deferred building maintenance for many years, so costs should be considered for building
174 improvements in 2019 as there are tenants that have noticed where improvements can be made
175 such as windows.
176
177 Engineer Thomson explained some increased costs for culverts that hit the county and won't be
178 funded by other dollars.
179
180 Another thing is the chip seal and bridge deck sealing. Commissioner Hover stated if the Public
181 Works budget is somewhat finalized and submitted November 1 then that would be great.
182
183 Plowing and sanding budget was not increased for the winter's season over last year's season.
184
185 The group discussed Elmway Levee repairs and the portion of the cost that might be paid by the
186 Infrastructure fund. The Clerk of the Board reminded the group about resolutions that state how
187 the infrastructure funds are used.
188
189 Conconully and Edelweiss sewer systems need funding sources for needed repairs. The
190 funding source for Edelweiss will need to be in the form of a loan. Commissioner Hover stated
191 the county just signed an MOU regarding onsite septic systems.
192
193 Mr. Rough provided revenue figures. He discussed the following items that are requested for
194 2019 funding Twisp scale (55K) and Ellisforde (5K) electric work (20K) fencing (20K Doors (10
195 and shop improvements (100K). The shop is too small to make equipment repairs on site and
196 so \$100,000 was requested for design phase to add on to the shop so it can accommodate
197 equipment for repairs on site.
198

199 Another request for the Solid Waste is a conveyor for the bailer. Purchase of a used one was
200 discussed. If purchased it would save a lot of staff time feeding the cardboard into the bailer.
201 Also a request to purchase a leaf vacuum for \$20,000 was requested by Solid Waste.

202

203 **Approve Consent Agenda**

204 Commissioner Hover moved to approve the consent agenda items 1-4 excluding the October 15
205 & 16 proceedings. Motion was seconded all were in favor motion carried.

206

- 207 1. Commissioners' Proceedings October 8, 9 and ~~October 15, 16~~, 2018
208 2. Application SHSP E19-112 Grant – Emergency Management
209 3. Contract-Countywide Guardrail Safety Project-Frank Gurney
210 4. Resolution 109-2018 NeoPost Lease Agreement

211

212

213 The board adjourned at 5:00 p.m.

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