

1 **RECORD OF THE PROCEEDINGS**

2  
3 **OKANOGAN COUNTY**

4  
5 **OCTOBER 10, 2022**  
6

---

7  
8 **9:00 AM Review Commissioners Agenda and Consent Agenda**  
9 **9:05 AM Briefing Among Commissioners – Discuss Weekly Meetings & Schedule**  
10 **9:15 AM Public Comment Period**  
11 **9:30 AM Commissioners Staff Meeting**  
12 **10:30 AM Budget Work Session – Extension Program**  
13 **11:00 AM Budget Work Session – Clerk Charleen Groomes, Susan Speiker**  
14 **1:30 PM Budget Work – Sheriff’s Office**  
15 **4:30 PM Executive Session RCW 42.30.110(1)(i)**  
16

---

17 The Okanogan County Board of Commissioners met for a Public Hearing at 123 5<sup>th</sup> Avenue North,  
18 Okanogan, Washington on October 10, 2022 with Chairman, Commissioner Andy Hover; Vice-  
19 Chairman, Commissioner Chris Branch; Member, Commissioner Jim DeTro; and the Clerk of the  
20 Board, Laleña Johns, present.

21  
22 AV Capture and Zoom provided audio and video accessibility for public interaction.

23  
24 **Review Commissioners Agenda and Consent Agenda**

25  
26 **Briefing Among Commissioners – Discuss Weekly Meetings & Schedule**

27 Commissioner Hover updated the board on the Fair meeting last week he stated Brock Hires is  
28 chairman, Cutter Rains is vice-chairman, Chantry Leslie is secretary. A list of barn  
29 superintendents will be provided to the BOCC for future reference. He said Shauna Beaman  
30 discussed how bad the concrete is in the Quonset huts and how bad the animal cages are.  
31 Commissioner Hover suggested redoing the concrete and buying new cages since so many little  
32 kids attend. Facilities condition assessment was discussed.

33  
34 Commissioners discussed the Barnholt Loop group that will meet tonight. The discussed what  
35 could come out of the meeting and the potential zone changes they may expect.

36  
37 **Public Comment Period**

38 Mrs. Jackson and Emily Sisson, members of the public, had no comment.  
39

40 **Commissioners Staff Meeting**

41 Maurice Goodall, Joe Poulin, Pete Palmer, Naomie Peasley  
42

43 Emergency Manager Maurice Goodall updated the commissioners about the burn ban being lifted  
44 to allow campfires under certain circumstances. The public notice did create confusion since we  
45 haven’t received any rainfall which normally signals conditions are alright to burn.

46  
47 Planning Director Palmer explained the purpose of the Barnholt loop area residents meeting  
48 tonight. There are some disgruntled about having to meet.

49  
50 Meeting with to share our survey, come up with a game plan moving forward.  
51

52 An October 18 meeting is set to discuss the Lake Management District tax assessment roles and  
53 how those who participate will be handled. The public notice will go out the beginning of November  
54 from Treasurer's office with the objection timeframe. Commissioner Hover would like additional  
55 notices to go to those who are delinquent to include info on how to be removed from the roles.

56  
57 Commissioner Branch discussed the advisory committees and how those are constituted. Ms.  
58 Palmer explained the main purpose of the Barnholt Loop advisory board was to address the  
59 landfill issues residents were complaining about.

60  
61 Maintenance Supervisor Joe Poulin provided facility maintenance update. He discussed the  
62 facility assessment. Commissioner Hover had some questions about where those numbers came  
63 from since we are hooked into the city sewer. The sewer costs are for replacement of the sewer  
64 system in the building. The Jail was included in the assessment. Commissioner Branch discussed  
65 priorities and how those priorities for replacement happen. It is programmatic and identify what is  
66 in the worst shape, then identify funding of those and how remodeling a building could affect how  
67 the county addresses those issues.

68  
69 Public Works building electric furnace \$9,243, Admin Building four units \$94,746, plus tax.

70  
71 Mr. Poulin provided a quote for an older electric furnace HVAC unit that was found in the Public  
72 Works building when the other units were replaced. It works, but it is older. A DIVCO proposal  
73 was provided as well as a quote for the Admin building. Commissioner Hover said the county  
74 spends a lot of money on HVAC replacements. He would like to address deferred maintenance  
75 of the courthouse complex buildings. The 20-year Master Plan moves buildings and offices, plus  
76 we have regular maintenance, but we need to look at a comprehensive review of our HVAC  
77 systems and put them on a schedule. Instead of addressing the equipment as they break, why  
78 not put these on a replacement schedule. The Brightly Program (the dude) put BAR codes on all  
79 our equipment and the program would provide replacement years. A replacement program for our  
80 items would be best. It suggested that funds to be set aside in a replacement fund for future  
81 equipment replacements.

82  
83 Fairgrounds Manager Naomie Peasley discussed fairgrounds needs. Have the name of the family  
84 who originally donated money to purchase the starting gates who would like them dedicated to  
85 those who paid for them. October 19-20 is scheduled for Fair Convention. Commissioner Hover  
86 explained the winterization of the fairgrounds and which valves are to be shut off and drained.  
87 Walls were damaged at the annex from an event, lift to take down banners & solar lights. Doing  
88 best to clean carpet, but suggested replacement. She has quotes and plans to replace, not with  
89 carpet.

90  
91 She provided a proposal to the chairman, to adopt the new 2023 fairgrounds lease contracts and  
92 a new fee schedule. Changes to fee schedule included raising damage deposit fees in the fee  
93 schedule and contracts, adjusted horse stall usage fee, credit card is required for stall rentals.  
94 Both contracts will be translated to Spanish. Commissioner Hover asked that resolutions be  
95 created to adopt the rental contract, table & chairs contract, and fairgrounds fee schedule.

96  
97 Foods for the headliner were purchased as a result of the entertainment contract, but other types  
98 of foods must be pre-approved by the BOCC. Over \$28,000 in fair expenditures is to be  
99 processed.

100  
101  
102

103 **Budget Work Session – Extension Program**

104 Kayla Wells-Yoakum, Auditor Cari Hall, Treasurer Leah McCormack, Lisa Schreckengost  
105 Commissioner Hover and Ms. Wells-Yoakum discussed the 4-H Coordinator to push communities  
106 to join 4-H. COVID hit WSU programs hard, and vaccination mandates have not been lifted by  
107 the university for volunteers. This hinders people from joining the 4-H program. The 4-H and  
108 Master Gardeners have decreased participation. Recruitment of adults is affecting the numbers  
109 of children joining.

110  
111 The group went through the Extension program expenditure and revenue budgets. The changes  
112 were discussed. A salary compensation structure used by WSU was provided. (attached)  
113 Commissioner Hover said all employees in Okanogan County deserve a pay raise, but he would  
114 like to see a range for the WSU position that is comparative to bargaining and non-bargaining  
115 employees as that would be a better comparison.

116  
117 Ms. Wells-Yoakum will come back by mid-November after she receives the budget information  
118 from HR.

119  
120 **Budget Work Session – Clerk Charleen Groomes, Susan Speiker**

121 Auditor Cari Hall, Treasurer Leah McCormack, Lisa Schreckengost

122  
123 The group reviewed the Clerk’s 2023 expenditure and revenue budgets and discussed the  
124 changes noted there.

125  
126 Clerk Groomes discussed hiring and paying two people from the same BARS code for training  
127 purposes. She wanted to start the person grade 14 step 2. A budget supplemental will be needed.

128  
129 **Motion Approving Process to Pay Two Employees from the Same BARS Code**

130 Commissioner Branch moved to approve going forward with a resolution for two people to be paid  
131 from the same bars code for training purposes and allowing the person to be hired into grade 14  
132 step 2. Motion was seconded, all were in favor, motion carried.

133  
134 **Motion Executive Session RCW 42.30.110**

135 Commissioner Branch moved to go into executive session at 11:40 until 11:50 a.m. under RCW  
136 42.30.110 (1)(b) regarding selection of a site or acquisition of real estate. Motion was seconded,  
137 all were in favor, motion carried.

138  
139 Executive session ended at 11:46 a.m. no decisions were made.

140  
141 Commissioner Branch discussed Oroville Housing Authority and the projects they are involved in.  
142 They will no longer provide homeless housing during the winter months as the ag trailers will be  
143 replaced with permanent affordable housing.

144  
145 **Budget Work – Sheriff’s Office**

146 Auditor Cari Hall, Treasurer Leah McCormack, Lisa Schreckengost  
147 Sheriff Tony Hawley, Corrections Chief Tammi Denney, Undersheriff Aaron Culp

148  
149 The group reviewed the Jail’s revenue and expenditure budgets 001.017 & 160.

150  
151 The booking and boarding revenue was reduced due to doing away with the Douglas County  
152 contract. COVID also played significant role in reduction. DOC booking and board revenue was  
153 reduced. Divide prescription costs across the budgets and reimburse and bill all the reimbursables

154 from the appropriate fund. Reimburse the fund that paid the expenditure. Ballot language on  
155 resolution 61-2017 needed to be clarified because the ballot question did not have an end date  
156 where one was intended. The date that ended up on the ballot was requested.

157  
158 Discussed hiring another Jail cook because overtime is so high with only two of the three positions  
159 filled. A pay roll change notice is all that is needed to move one cook position currently paid from  
160 fund 109 to be paid from the cook bars line within current expense. Commissioners were alright  
161 with that.

162  
163 Ms. Denney said the Jail needs a whole new kitchen. Kitchen equipment need many repairs due  
164 to age and use. Commissioner Hover stated that could be something to put into the Capital  
165 Improvement plan. Inmate TV cable is provided by Spectrum at \$5500 annual cost. Treasurer  
166 McCormack explained possible loans to pay for replacement kitchen equipment.

167  
168 Commissioner Hover noted that many special funds were created that paid for themselves and  
169 now they aren't.

170  
171 Sheriff Hawley and Undersheriff Culp went over the Sheriff's budgets looking at revenue first then  
172 expenditures of the various funds. Mr. Culp said three cars were budgeted for purchase in 2023,  
173 five this year with four pending delivery in November, once paid for, there should be \$46,000  
174 extra. Around 9-10 vehicles will be placed in the surplus auction.

175  
176 Undersheriff explained the plan for transitioning the radios to the communications multi band in  
177 2023 due to function requirements. Can we piggy back through another contract to save money.  
178 Sheriff to check on savings and price.

179  
180 Commissioner Hover noted that for budget 124 all revenue is being allocated to expenses.

181  
182 Funds 013, 017, 106, 109, 124, 132, 143, 145, 197, & 160, budget was reviewed.

183  
184 The board adjourned at 4:20 p.m.

185