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**RECORD OF THE PROCEEDINGS**

**OKANOGAN COUNTY**

**OCTOBER 17, 2022**

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8:00 AM Discussion – Clerks Office Budget – Charleen Groomes  
To Follow Briefing Among Commissioners – Discuss Individual Weekly Meetings & Schedule  
To Follow Review Commissioners Agenda & Consent Agenda  
9:15 AM Public Comment Period  
9:30 AM Commissioners Staff Meeting  
10:30 AM Discussion Code Publishing Legal Review – Esther Milner, Commissioners  
11:20 AM Public Hearing – Budget Supplement – Fair Fund 112  
11:30 AM Update – Fairgrounds – Naomie Peasley  
1:30 PM Discussion - Authorization for Sheriff New Position - Aaron Culp  
1:35 PM Budget Work Session – Dispatch – Mike Worden  
3:00 PM Budget Work Session – Superior Court/Juvenile

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

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

**Discussion – Clerks Office Budget – Charleen Groomes**

Susan Speiker

Clerk Groomes provided a draft resolution to adjust the receipt book due to a receipt for Legal Financial Obligations (LFO) that was entered incorrectly. The resolution would direct the treasurer to issue a \$100 to replenish the Superior Court Odyssey Account Fund. When the state swept the fund and they found the discrepancy. The Clerk does not have a frequent track record regarding these type of issues. The office did implement financial safeguards right away in case the situation turned out to be different. The mistake happened due to a mis entry that should have been \$100 but was \$200.

**Motion Resolution 149-2022 Clerk Odyssey Account Fund**

Commissioner Branch moved to approve resolution 149-2022 regarding the Clerks LFO receipt correction. Commissioner Branch discussed the board will always have questions around these sorts of financial corrections. Commissioner DeTro recommended paying the receipt to AOC under protest since. Motion was seconded, all were in favor, motion carried.

**Discussion Special Voucher Batch**

Auditor Cari Hall explained Prosecutor staff went to training in Las Vegas. Because staff did not bring the county credit card to pay the hotel bill, the hotel bill was paid for with personal funds and now the employee needs to be reimbursed for the room expense.

**Motion Special Voucher Certification**

Commissioner Branch moved to approve the voucher and claim for expense to reimburse Christa (Teagan) Levine in the amount of \$292.32 (warrant #216464) for Hotel costs she paid for while in Las Vegas for county training. Motion was seconded, all were in favor, motion carried.

53 **Briefing Among Commissioners – Discuss Individual Weekly Meetings & Schedule**

54 Commissioner Hover stated the first bridge on 153 out of Pateros, DOT found it to be “structurally  
55 deficient” and put an over weight restriction on the bridge. Producers ships loads of hay out on the  
56 road. This is exactly what the BOCC feared would happen after meeting with DOT earlier to discuss  
57 the issue with the bridges.  
58

59 **Review Commissioners Agenda & Consent Agenda**

60 Commissioners reviewed their agenda and consent agenda. The Clerk of the Board noted  
61 Tuesday’s Finance Committee meeting was cancelled. It can be rescheduled if the board needed  
62 to discuss something.  
63

64 **Public Comment Period**

65 No public comment was given.  
66

67 **Commissioners Staff Meeting**

68 Sheriff Hawley, Undersheriff Culp, Joe Poulin, Alpha Brightly Program Manager Brandon Smith  
69 and Ron Kramps  
70

71 Maintenance Supervisor, Joe Poulin, invited Brightly with Alpha, to go over their recently  
72 performed facility condition assessment of the courthouse. Mr. Smith discussed how the facility  
73 cost replacement for plumbing, wiring, and other equipment behind the walls was based/derived.  
74 Mr. Smith provided an overview, because it is raw data at this point. Commissioner Hover asked  
75 if the jail portion of the report could be discussed.  
76

77 Capital forecasts using building models for cost replacement estimates for each facility. High  
78 priority medium priority, and low priority systems were discussed and how those represent our  
79 needs and the costs associated with the upgrade or deferred maintenance.  
80

81 Commissioner Hover discussed laying out the information in the capital improvement plan.  
82 Commissioner Branch stated the report is prioritized. Using it to determine what we are doing with  
83 the jail in the future, or what things look like from a broader standpoint. The tool should be used  
84 to address the specifics. Commissioner Branch explained the interplay for these studies and how  
85 studies are needed first before any funding can be applied for. Commissioners felt the study was  
86 good and worth the money spent for it.  
87

88 The group discussed infrastructure projects and what we are going to serve. Undersheriff Culp  
89 said we need to look at the deferred maintenance and figure out what makes sense to start  
90 working on. Replacement versus refurbishment should be a community wide discussion and  
91 would drive the results. The Jail doesn’t work for what we need today.  
92

93 **Discussion Code Publishing Legal Review – Esther Milner, Commissioners**

94 Theresa Petry, New Civil deputy, Chief Civil Deputy, Esther Milner  
95

96 Chief Civil Deputy Esther Milner introduced Theresa Petry is a new civil deputy s recently hired in  
97 the prosecutor’s office. She has experience in civil matters and will be helping Ms. Milner with  
98 code update.  
99

100 The code revision discussion continued. Example policies were provided by Ms. Milner of what  
101 some counties have adopted to describe how resolutions and ordinances are used.  
102 Commissioners thought the language should be added to the appropriate section in the update.  
103

104  
105 Commissioners reviewed Chapter 1 of the Okanogan County Code (OCC) and discussed how it  
106 was laid out. Ms. Milner explained consistencies that need to be made as well as definitions  
107 defined and reconciled. Commissioner Branch discussed references to RCW's that have changed  
108 and asked if the code allowed flexibility for changes.

109  
110 The group discussed requirements to determine within Chapter 1.20 regarding District Courts and  
111 whether the committee had to be constituted to weigh in on any updates in that section.

112  
113 Ms. Milner said the chapter is a functional code, but it uses terminology we don't use anymore.  
114 RCW 3.03.30. Commissioners feel this section will eventually need to be updated, but the  
115 committee would likely need to be constituted.

116  
117 Ms. Petry explained the Prosecutor reconvenes the committee. Commissioner Hover asked that  
118 it be laid out. Ms. Petry said she would provide her research to the board.

119  
120 The Board went over OCC 1.28 regarding the three civil infractions. It was suggested this be  
121 repealed and replaced. This should be reviewed to make sure it still makes sense.

122  
123 Chapter 1.32 Right of Entry placeholder section was discussed and Ms. Milner recommended  
124 that it be repealed and let it go and address in the chapter where it is needed.

## 125 126 **Public Hearing – Budget Supplement – Fair Fund 112**

127 Brock Hires, Bryan Forbus

128  
129 Commissioner Hover opened up the public hearing to staff. Ms. Peasley stated the original  
130 proposal asked for \$41,760. She made the county aware of donations received so far in the  
131 amount of \$14,000 which has increased since the public hearing was scheduled. The budget  
132 supplemental will bring in the revenue of the fair and fund expenditure lines.

## 133 134 **Motion Resolution 141-2022 Budget Supplemental Appropriation Fair Fund 112**

135 Commissioner DeTro moved to approve resolution 145-2022 a budget supplemental  
136 appropriation within the Fair fund 112 in the amount of \$41,760. Motion was seconded, all were  
137 in favor, motion carried.

138  
139 Commissioner Hover closed the public hearing.

## 140 141 **Update – Fairgrounds – Naomie Peasley**

142 Emergency Management Maurice Goodall, FAC member Brock Hires, Lloyd Caton, and two other  
143 women

144  
145 Ms. Peasley explained the sewer at the Agriplex is not repaired and she fears events will need to  
146 be cancelled. She said the problem is water pressure. The well was scoped with a camera to help  
147 determine the issue. She hopes EM can help eliminate issues. Commissioner Hover explained  
148 the irrigation well has a larger pump in it, so is there an issue if a back-flow preventer is installed  
149 and then we can use the well to help with the bathroom situation. A water sample would also be  
150 required. This was suggested to Ms. Peasley for now prior to irrigation getting blown out. All valves  
151 are all marked potable and non-potable with tags on everything, said Ms. Peasley. She will move  
152 forward in her determination to use section 8 Emergencies, for the Agriplex sewer remedies for  
153 emergency situation in order to allow events to continue happening at the Agriplex.

154

155 Ms. Peasley read from her original job description Event Coordinator which is now Fair Manager.  
156 A list of everything she does regarding fair. (attached) Consider acting as fair manager, invited to  
157 fac table, provide accountability, taking over all vendor duties. A binder was provided with  
158 everything needed to run the fair currently. Commissioner Hover asked what Fair Manager  
159 definition was to Ms. Peasley. He is curious what would change. She wants to supervise the FAC  
160 and she wants to be at the same level as them. She wants things to be worked through her instead  
161 of commissioners. Commissioner Hover said the board will think about it. No date was provided  
162 for an answer. Commissioner Branch asked if a new position would be created. Yes, so she can  
163 do what is already in her job description. Commissioner Hover explained there is no control over  
164 committees by one person. She wants her word and advise to mean something, she wants to be  
165 allowed to do that. Commissioner Hover stated he is going to continue attending the FAC  
166 meetings to assist. Brock Hires was made FAC chair at the last meeting. Commissioner Branch  
167 stated roles are still up in the air and it has been the most politically charged aspect he has had  
168 to deal with. It bothers him a lot. The FAC is a group of volunteers but it turns political. The  
169 coordinator has to be able to deal with people and their personalities. Commissioner Hover stated  
170 FAC meeting in November will have agenda items to discuss more of the interplay between the  
171 FAC and coordinator.

172  
173 Commissioner Hover reminded her the policy and procedure changes be driven by the FAC. She  
174 said the FAC has been involved all along. Commissioner Hover stated a Facebook posting of a  
175 petition by the Ms. Peasley about her job and wages, was making it more than what she is stating  
176 in this meeting. Commissioner DeTro said the FAC is advisory only, but commissioners have the  
177 final say and authority to go against what ever they say. Trust her to do what is right in order to  
178 guide the FAC for fair.

179  
180 Commissioner Hover will discuss with the FAC what the FAC wants to see the Fair Coordinator  
181 Position to be. Commissioner Branch said in the end, Ms. Peasley works for the commissioners,  
182 and he wondered if she remembers who she works for. She said she works for their constituents.  
183 He responded that if everyone thought that way things would be a mess.

184  
185 Angie Morgan asked why Naomie cannot attend FAC meetings, Commissioner Hover said she  
186 can. Brock Hires said he wondered if the BOCC would adopt the same amount in the Fair budget  
187 as they did this year for entertainment. Commissioner Hover asked that whatever contract gets  
188 generated that it is generated early on.

189  
190 Commissioners thanked Ms. Peasley for marketing the fairgrounds.

191  
192 **Discussion - Authorization for Sheriff New Position - Aaron Culp**

193 Aaron Culp is recommending an additional position for a nurse program to help with the opioid  
194 program which requires a registered nurse. We currently do not have one on staff. Family Health  
195 services was contracted to provide the service but their insurance company won't cover such an  
196 arrangement. He determined the easiest way to provide the service is to add the position to the  
197 county payroll. The position is authorized as long as there is grant funding, grade 55A nonexempt.

198  
199 The county would rehire the RN that Family Health services and an employment contract similar  
200 to the one for Dr. Craig.

201  
202 **Motion Resolution 150-2022 Jail RN Services**

203 Commissioner Branch moved to approve resolution 150-2022 a resolution authorizing the position  
204 of RN within the jail to provide grant funded opioid program services. Motion was seconded, all  
205 were in favor, motion carried.

206 **Budget Work Session – Dispatch – Mike Worden**

207 Mike Worden, Aaron Culp, Lisa Schreckengost, Cari Hall, Leah McCormack

208  
209 Treasurer McCormack stated the county receipted in its first \$6 million of the Local Assistance and  
210 Tribal Consistency Funds, which is the first half of the \$12 million total. Auditor Hall explained why  
211 the money is receipted to its own fund separate from current expense.

212  
213 Commissioner Hover explained what he would like the county to spend the funds on. Purchasing  
214 the fairgrounds tractor was one thing he mentioned using it on. Treasurer McCormack explained  
215 debt policy should be changed because right now it is only month to month. Auditor Hall said the  
216 fund can be created then create the budget later.

217 Expenditures and revenues of Fund 161, 120 and 024 were reviewed and discussed.

218

219 **Budget Work Session – Superior Court/Juvenile**

220 Judges Rawson and Grim, Dennis Rabidou, Kathleen Descoteaux

221  
222 The group discussed the Juvenile expenditure and revenue budgets first. Funds 160 and 001.014.  
223 The group discussed timing of requests for grant reimbursements so receipts are consistent and  
224 timely. The CASA GAL program revenue only provides a portion of the position costs. Mr. Rabidou  
225 explained Evidence Based Expansion revenue changes. University of Washington funding was  
226 discussed it was the Homeless Youth Program. The employee involved in the program receives  
227 a stipend and now we can include Professional Services and FYRE for support services.

228  
229 BECCA fund 113 was discussed. If we keep transferring funds because no enough funds exist  
230 for the function. We pay more out then what we get back in. We need to show we spend the funds  
231 for the specific reason for receiving them. We need to address for 2024 to either move BECCA  
232 into current expense or keep in its own fund.

233  
234 Mr. Rabidou said most courts bailed on OSBI meal program because of how stringent the rules  
235 are and how much work it entailed. He did apply for 2023 funds, but it is something that may not  
236 be worth the time spent to meet the rules. Commissioner Hover stated fund 160 is a constant  
237 revenue source and can be used for bonding a future Juvenile building. The fund can build up,  
238 then we can fund things.

239  
240 Commissioner Hover discussed hiring a project manager to manage the juvenile/courts projects  
241 since the county doesn't have an administrator. Additional budget was added to the vehicle line  
242 for increased costs. Purchase of kitchen equipment was discussed.

243  
244 Superior Court revenue and expenditure budgets were reviewed and discussed. Interpreter  
245 services was discussed because it has been difficult to find a replacement for the pending  
246 retirement. Mr. Rabidou said there are three pending retirements in Superior Court with the  
247 Judicial Assistants and Interpreter. Court Security is also something in the works. Commissioner  
248 Hover asked if the Bailiff position can be utilized as part court security. Mr. Rabidou said it makes  
249 sense to have a bailiff who also provides some level of security. The conversation was started  
250 with the Undersheriff said Mr. Rabidou. The solution, Mr. Rabidou presented, was because the  
251 sheriff is overstretched. Judge Rawson did not see a Judicial Assistant providing the needed  
252 security as there are often more than one court going every day. Two people may need to be paid  
253 from one BARS code.

254  
255 Judge Grim discussed indigencies and the definition. Indigency definition is vague.  
256 Commissioner Hover doesn't want to get into the habit of budgeting for rare expenses.

257 Commissioner Hover said with the raising of the Prosecutor attorney wages now the public  
258 defender contract is going to have issues. Cannot prolong trials if there are not public defenders.  
259 He said wages will need to be addressed. Judge Grim suggested one BARS code for App't'd  
260 Counsel without the distinction of having the additional line for Juvenile cases. Judge Rawson  
261 asked about domestic violence as it applies to both courts.

262  
263 Law Library fund 108 budget was discussed. Attorneys, inmates and staff utilize the library.  
264 Commissioner Hover suggested current expense provide a transfer in to the law library. Build  
265 revenue back with two filing until you get to a point it can run as the legislature mandated it without  
266 adequate funding.

267  
268 Commissioner Hover discussed emails transfers to the Treasurer and when is a resolution  
269 needed?

270  
271 The group went through the Trial Court Improvement fund 195.

272  
273 Mr. Rabidou said the courts haven't been able to use the New Justice building because of the  
274 sound. Would need to use the court recorder if not fixed. Mr. Rabidou said there were many issues  
275 such as the transformer in the back room where all the wires come in at creates feedback. It isn't  
276 doing it now because of a fix. Also, the juror mics were not picking up the jury but they made that  
277 work too. Heating may be the next issue. Commissioner Hover had personal thoughts we as a  
278 county work in small departments with not many people, he gets tired of being limited because  
279 people are doing four different tasks and projects are not able to get done, short of hiring an  
280 administrator, he suggested capacity. Each department has projects that need project  
281 management in some way. The county discussed a third-party administrator who would do.

282  
283 The board adjourned at 5:12 p.m.

284