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**RECORD OF THE PROCEEDINGS**

**OKANOGAN COUNTY**

**OCTOBER 18, 2023**

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**10:30 AM Budget Work Session Clerk-Susan Speiker**  
**11:30 AM Budget Work Session Emergency Management-Maurice Goodall**  
**1:30 PM Budget Work Session Planning-Pete Palmer**  
**2:30 PM Budget Work Session Building-Dan Higbee**  
**3:15 PM Budget Work Session Assessor-Larry Gilman**  
**4:00 PM Budget Work Session Treasurer-Pam Johnson**

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The Okanogan County Board of Commissioners met for a regular meeting at 123 5<sup>th</sup> Avenue North, Okanogan, Washington on October 18, 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.

**Budget Work Session Clerk-Susan Speiker**

Clerk Speiker explained one of her asks is more overtime budget for the times staff are required after hours. A change in the bench is expected for next year, it is challenging to staff afterhours. This will enable staff to be here longer.

Small tools minor equipment increase was discussed. A special camera is needed in order to take photos and print on film paper for passports.

Commissioner Hover stated the Clerks vehicle was passed from the Sheriff's office to the Clerk's office to transport from here to the justice building and asked if vehicle maintenance would be in ER&R or something else.

**Budget Work Session Emergency Management-Maurice Goodall**

The Emergency Management 2024 preliminary budget was reviewed expenditures and revenues were discussed and adjustments made.

Emergency Manger Maurice Goodall discussed his request to authorize another emergency response coordinator to cover his department. Commissioner Branch discussed the cross over between public health and other agencies. The board wants to know what the particular roles would be. Public Health is looking to fill a position like this, but the BOCC would like to know where the two collide in the emergency system.

Auditor Hall suggested another meeting to go over the budget due to adding a new assistant and changing senior assistant wage changes and grant info unknowns and the numbers to be allocated. The commissioners have the personnel responsibilities.

Changing job description name  
EM-I Grade 16  
Create a job description  
EM-II Grade 27

53 Commissioner Hover stated we need to look at all our salary grades since minimum wage is going up  
54 in 2024.

55  
56 **Motion Direct HR to Work with Emergency Management on the Job Name and Wage Rate**  
57 **Changes**

58 Commissioner Hover moved to have the EM to work with HR on the preparation of  
59 documents/resolutions for the EM assistant I and EM assistant II job descriptions as well the pay grades  
60 associated with those. Commissioner Hover stated this is not a promotion, it is a realignment of job  
61 description. Motion was seconded, all were in favor, motion carried.

62  
63 Commissioner Hover discussed how a 5% wage increase to non-bargaining would affect the budget  
64 since minimum wage is increasing and would allow position still be aligned. Additionally, the Sheriff  
65 department has wage increases to calculate into a document the commissioners can look at. There is  
66 also a 13% retro to be considered for Sheriff's Commissioned Officers.

67  
68 At 12:17 the board adjourned until 1:30.

69  
70 **Budget Work Session Planning-Pete Palmer**

71 The group discussed the Planning Department preliminary 2024 budget and went down the different  
72 budgets. Director Palmer explained requested increased funds. Professional Services line was  
73 discussed and it pays for Hearing Examiner, VSP reimbursable, Aspect there are two contracts one for  
74 hosting riverbank and another for water banking, Oneza, Modis hosting Cloud, and Feldman.

75  
76 Commissioner Hover said Planning is a huge part of the county and lately it has grown more difficult  
77 with people, deadlines, training etc... and so if the office needs another employee than the board should  
78 have the conversation. Director Palmer said they are meeting their deadlines and keeping up and busy  
79 and getting things done, but if another person is added there would not be enough work for them all  
80 the time. They do need an enforcement person however. Commissioner Branch wanted to work with  
81 the department to figure some things out. Director Palmer stated hiring has been very difficult and  
82 creates more stress through the process. Commissioner Branch wants to make sure the department  
83 has the resources it needs to get the added work done.

84  
85 **Budget Work Session Treasurer-Pam Johnson**

86 The Treasurer's preliminary 2024 budget was reviewed and the group discussed the various line items.

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88 **Budget Work Session Assessor-Larry Gilman**

89 Chief Deputy Jan Million  
90  
91 The assessor's preliminary 2024 budget was reviewed and the group discussed it.

92  
93 Assessor Gilman discussed the DOR changes to open space open space and the new increased  
94 recording fees. The county fee schedules associated with these need to be updated to follow the new  
95 legislation.

96  
97 The group discussed revenue sources from state sales taxes.

98  
99 **Budget Work Session Building-Dan Higbee**

100 The Building department preliminary 2024 budget was reviewed including revenue and expenditures.

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102 The board adjourned at 4:45 p.m.

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106 Dated at Okanogan, Washington this \_\_\_\_ day of \_\_\_\_\_ 2023.

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**BOARD OF COUNTY COMMISSIONERS  
OKANOGAN, WASHINGTON**

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Chris Branch, Chairman

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**ATTEST:**

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Andy Hover, Member

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Laleña Johns, CMC Clerk of the Board

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Jon Neal, Member

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