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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

OCTOBER 19, 2021

9:00 AM Commissioners' Staff Meeting
10:00 AM Finance Committee Meeting- Leah McCormack
11:00 AM CANCELLED Update Public Works
11:00 AM Bid Opening Refrigerant Removal Services-Public Works-Shasta Stidman
1:30 PM Public Comment Period
2:00 PM Update Human Resources/Risk Management-Tanya Everett
2:30 PM Update-Noxious Weed- Larry Hudson
3:00 PM Update-Building Department-Dan Higbee
3:30 PM Public Meeting on Title III Proposals-Commissioners
4:00 PM Approve Commissioner Proceedings
4:05 PM Approve Consent Agenda

The Okanogan County Board of Commissioners met in Regular session at 123 5th Avenue North, Okanogan, Washington on October 19, 2021, with Chairman, Commissioner Chris Branch; Vice-Chairman, Commissioner Andy Hover; Member, Commissioner Jim DeTro and the Clerk of the Board, Laleña Johns, present.

AV Capture provided audio and video of the meetings held today, while ZOOM provided best audio accessibility and public interaction.

Commissioners' Staff Meeting

Director Pete Palmer explained the Planning office is getting bombarded with public records requests because of the mis-information being posted to the Okanogan Watch website. The requests are eating up valuable staff time who are trying to fill the requests. The draft plans and notes of changes by the county attorney are considered attorney client privilege information and not disclosable. Director Palmer said time line is on track for the comp plan except for the DEIS.

Naomie Peasley will be attending the Fair Convention this week. She is prepping grounds and irrigation systems for winter. The fairground's well is now fixed, but there is a Chloroform issue that needs to be dealt with. The grounds purchased a backup pump if needed. Ms. Peasley noted that if Chlorine was being poured over the pump it could have caused the problems. Ms. Peasley asked for permission to deal with trees that are causing problems. The cost will be more than \$4,000. Commissioner Hover stated there was budget in the fairgrounds budget after the budget supplemental. There is also \$100,000 of additional revenue and another \$130,000 due to fire camp the week. Commissioners said yes, move forward with the tree removal. Commissioner Branch said if needed he can help identify trees that need to be upgraded.

Ms. Peasley is applying for grants for needed funds for the different projects.

Ms. Peasley said there are big projects in the works such as the sprinkler system upgrade, which she would like to put out to bid to prepare for spring installation. Commissioner Hover explained the specs for the Bid request that Engineer Thomson said he could draft.

Ms. Peasley asked if she could move forward with the RV camping pedestal upgrades to be installed before the RV park opens in spring. Commissioner Branch said go forward and

53 Commissioner Hover said with the full-blown design and costs. Commissioner Branch discussed
54 development of a capital facilities plan for the fairgrounds that is prioritized. Proposals will provide
55 the cost estimates that can be put into the capital facilities plan update.

56

57 **Finance Committee Meeting- Leah McCormack**

58 Leah McCormack, Cari Hall, Pam Johnson

59

60 The Clerk of the Board asked for direction on resolving the issue with the CARES ACT Funds the
61 Public Health Dept received from the county. Auditor Hall replied the SAO was coming up with a
62 number and she will talk to Cynthia about it then Public Health should be able to determine the
63 final amount to pay back. Cari and the Clerk of the Board will work on the number Public Health
64 will need to pay back.

65

66 ARPA funds were discussed and the process to offset costs of COVID public safety measures on
67 the fairgrounds in the amount of \$10,000. Pam Johnson stated invoices provided by the
68 fairgrounds were less than \$10,000, so that is exactly what would be reimbursed.

69

70 Commissioner Hover said the board was thinking about hiring someone to manage the county's
71 ARPA funds. Auditor Hall said ultimately, that firm should not be making the decisions about what
72 the funds are to be spent on the BOCC is responsible for that. The group would like to meet about
73 this again before November 8 to discuss the use categories of ARPA. The pros and cons to hiring
74 someone outside the agency versus assigning staff to handle the ARPA Funds were discussed.

75

76 **CANCELLED Update Public Works**

77

78 **Bid Opening Refrigerant Removal Services-Public Works-Shasta Stidman**

79 Shasta Stidman

80

81 At 11:00 a.m. Commissioner Branch noted one bid was received. Ms. Stidman stated vendors
82 were allowed to submit bids via email or postal mail. This request for bids is for refrigerant removal
83 services at the Okanogan County landfill.

84

85 Apollo Mechanical Contractors

86 \$97.56 per unit including sales tax.

87

88 The bid will be reviewed and a recommendation will be provided at a later date.

89

90 Commissioners requested executive session with Chief Civil Attorney David Gecas.

91

92 **Motion Executive Session RCW 42.30.110(1)(i)**

93 Commissioner DeTro moved to go into executive session at 11:10 a.m. for 15 minutes inviting
94 David Gecas to discuss matters under RCW 42.30.110(1)(i). Motion was seconded all were in
95 favor, motion carried.

96

97 Commissioners ended executive session at 11:30 a.m. no decisions were made.

98

99 Commissioners decided from now on they will state their reasons for going into executive session.

100

101 Commissioner Branch said he wished to discuss COVID protocol for individuals directly exposed
102 to COVID when the individual is told an inconsistent protocol from the health officer that puts other
103 individuals at potential risk in the office. There is no process to address individuals exposed to

104 COVID and what safety protocol they are to follow in the office prior to being tested. Consistency
105 in applying a standard guidance of safety measures is what is being asked for.

106

107 **Public Comment Period**

108 Heather Findlay, via zoom and Ruth Hall present

109 Ruth Hall commented about her difficulty in joining ZOOM and AV Capture today. She said she
110 has an old Mac computer and an old cell phone and thought that was the reason for not being
111 able to join those platforms. She took notes in person the rest of the day.

112

113 **Approve Consent Agenda**

114 Commissioner Hover moved to approve the consent agenda items 1-3 as presented. Motion was
115 seconded all were in favor, motion carried.

116 1. Contract- Homeland Security Grant- Okanogan County Emergency Management

117 2. Re-appointment Letter- BOE- Salley Bull

118 3. Re-appointment Letter- FAC- Rick Hamilton

119

120 **Motion - Voucher Approval - Commissioners**

121 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
122 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a
123 list, and made available to the Board. As of this date, the Board did vote, by unanimous vote, to
124 approve the regular vouchers in the amount of \$112,190.75 and Payroll vouchers in the amount
125 of \$958,499.33. Warrant numbers as cited on the attached blanket voucher list. Motion seconded
126 and carried.

127

128 **Motion Public Health Voucher**

129 Commissioner Hover moved to approve the Public Health Vouchers including regular vouchers in
130 the amount of \$24,492.67 and payroll vouchers in the amount of \$42,511.50. Warrant numbers as
131 cited on the attached blanket voucher list. Motion was seconded, all were in favor, motion carried.

132

133 **Motion Reappointment Letter-SWAC-Dion Gotti**

134 Commissioner Hover moved to approve the reappointment letter of Dion Gotti to the Solid Waste
135 Committee. Motion was seconded, all were in favor, motion carried.

136

137 **Motion Resolution 133-2021 Authorizing Superior Court Use of Sick Leave**

138 Commissioner Hover moved to approve resolution 133-2021 allowing the use of sick leave during
139 leave of absences due to Superior Court vaccine mandate. Motion was seconded, all were in
140 favor, motion carried.

141

142 Commissioners discussed the invitation they received to attend the CCT celebrating the acquisition
143 of a large track of land in the Tunk Valley known as Figlenski ranch.

144

145 **Motion Commissioners Proceedings October 11, 12, 2021**

146 Commissioner DeTro moved to approve the commissioners' proceedings of October 11 and 12,
147 2021. Motion was seconded, all were in favor, motion carried. discussed their review of the
148 meeting minutes.

149

150 **Update Human Resources/Risk Management-Tanya Everett**

151 Ms. Everett asked if the District Court judge vacancy can be published. Commissioners were in
152 favor of the posting. It is a non-partisan office.

153

154 Ms. Everett stated a notice of resignation was received from Kyle Haugen who is the maintenance
155 lead at the fairgrounds. October 29 is his last day on the grounds as he was hired to fill a position
156 at the landfill. So, that maintenance position will also need to be posted.

157

158 Commissioner Hover was excused at 2:20 p.m.

159

160 **Update-Noxious Weed- Larry Hudson**

161 CANCELLED

162

163 **Update-Building Department-Dan Higbee**

164 Building Official Dan Higbee provided the Building Department update and building permit trends
165 spreadsheet. (attached) Expenditures and cost recovery data was discussed. The departments
166 truck build date is being pushed out further and further. Project predictions were discussed and
167 revenue is up. The budget supplemental for the Permit Tech position may be submitted. Winthrop
168 found their own building inspector. A salary survey provided additional salary data which showed
169 building staff are not at 100% of comparable counties. Commissioner Hover said the office
170 employees were given a bump this year. Commissioner Branch stated the board will also need to
171 consider other non-bargaining positions that are not at 100%.

172

173 The City of Brewster adopted the fee rates as the county, but Winthrop charges a bit less. The
174 Town of Twisp was given a heads up about the inconsistent fee.

175

176 Building Official Higbee reminded the board that one inspector, one building examiner, and the
177 administrative assistant plan to retire soon. He will have some updated budget numbers prepared
178 for the Department's budget work session.

179

180 **Approve Commissioner Proceedings**

181 Commissioner DeTro moved to approve commissioners' proceedings of September 27 and
182 September 28, 2021. Motion was seconded, all were in favor, motion carried.

183

184 **Discussion Re-Districting-Auditor Cari Hall**

185 Auditor Hall explained the process for re-districting. She thought the BOCC would need to meet
186 with GIS to go over the boundaries, keeping in mind they cannot adopt anything until the
187 congressional and legislative lines are complete, November 15. Once the commissioner districts,
188 congressional and legislative boundaries have been drawn then the commissioners adopt all
189 three. RCW 29A.76.010 was provided.

190

191 There are many precincts (500+) in Okanogan County. Auditor Hall would like to look at the
192 precincts afterward the election to see if the number of precincts can be reduced. Okanogan
193 County has the most precincts out of any other in Washington State.

194

195 **Public Meeting on Title III Proposals-Commissioners**

196 Craig Nelson, Mindy Untalan, from Conservation District and member of the public Ruth Hall

197

198 There were two Title III proposals received one from Search and Rescue and one from Okanogan
199 County Conservation District. Commissioners agreed to provide \$20,000 to Search and Rescue
200 and \$116,000 to the Conservation District for the work they identified in their proposal. Mr. Nelson
201 Title III funds really help keep the fire wise program going. Other funding is going away in
202 November. It is about delivering a consistent program and having the money to do so. The Clerk
203 of the Board relayed the county prefers annual contracts instead of multi-year as was done in the
204 past. The contract would run from January 1 through December 31, 2022. Ms. Mindy discussed

205 DNR involvement in the program. None of these funds are involved in their program. A
206 subcontract between OCD and Team Rubicon is in place to pay for fuel treatments and OCD will
207 help coordinate the treatments and use of their chipper.
208
209 The board adjourned at 3:48 p.m.
210