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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

OCTOBER 20, 2021

9:00 AM Budget Work Session Sheriff Jail etc...

The Okanogan County Board of Commissioners met in Regular session at 123 5th Avenue North, Okanogan, Washington on October 20, 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.

Commissioner Hover attended an OCTA zoom meeting at 9:00 am. He joined the budget discussions at 9:20 a.m.

Budget Work Session Sheriff/Jail

Sheriff Tony Hawley, Undersheriff Aaron Culp, Chief Criminal Deputy Laura Wright, Auditor Cari Hall, Treasurer Leah McCormack

Undersheriff Aaron Culp started off the session to request a 3% increase to the Chief Civil Deputy position as a salary survey showed the position was 82% below six of the comparable counties. Additionally, authorization of 2 new FTE, one records deputy and one exempt nonunion appointed administrative executive position. He explained that grant work plus other fiscal tasks are spread among several positions with a lot of collateral duties falling on the finance clerk and it isn't appropriate. If the board authorizes the administrative executive position it would be at grade 26 due to working with grants and working with division chiefs.

Commissioner Hover explained costs are going up and contracts that bring in revenue have only gone up a little bit. Sheriff Hawley explained this is the infrastructure that would help with bottle neck of services. There is more work load and only so many bodies doing the work. Body cameras and other tools in use create more administrative work to meet the requirements of those files.

Undersheriff Culp explained fleet orders have not been received and he was notified that the county didn't make the cutoff for manufacturing the 2021 F250. He is trying to find another vehicle that meets the department's requirements. It is not clear whether the invoice would be processed in 2021 or 2022. What doesn't get spent in 2021 will need to roll over into 2022. The costs will exceed the budget amount. Commissioner Hover explained how the process then said the county will cross that bridge when we get there. Auditor Hall suggested the unspent funds in vehicle reserve could carryover in the

48 597/397 line. The full amount of the Sheriff vehicle transfers was about \$308,000 with a
49 \$42,000 difference. Undersheriff Culp said the \$25,000 check from Geico for the wrecked
50 vehicle has not yet been received, but it will need to be transferred to fund 197. He will
51 follow up in December when the transfers are revisited.

52
53 The group reviewed and commented on the following funds administered by the Sheriff's
54 office. Fund 106, 124, 017, 132, 145, 109, 193.

55
56 Commissioner Hover noted that only three entities are putting forth funds to fund the Task
57 Force. Most of the burden of the Task Force falls on the county. Undersheriff Culp said it
58 is one of the those issues the county and the cities are responsible for. Commissioner
59 Hover said the cities do bring this up and cities often do not realize what it actually costs.
60 Undersheriff Culp said Omak is the only city capable of participating in the efforts, the
61 others are too small. Commissioner Hover asked if the tribe pays into the annual dues,
62 no they do not. The Border Patrol doesn't either, why would they pay dues in addition to
63 the \$60,000 they contribute? Commissioner Hover said it is hard to look at labor costs
64 and as an entity we are paying more than everyone else. The Treasurer said if the position
65 is being paid full time by Current Expense, why doesn't the Task Force fund get billed for
66 his time doing task force? No, Undersheriff Culp said. It is a complicated situation. There
67 are complications with addressing personal property crimes. People sell drugs from their
68 mobile RV's and then drive somewhere else when they get pegged. He is concerned
69 about that. This budget is a tool. Treasurer McCormack said the Drug Task Force deputy
70 salary is being paid out of Current Expense and that has always been a concern of the
71 hers and Commissioner Hover.

72
73 Additionally, one new FTE records clerk position was requested for the Jail.
74 Commissioner Hover asked about the DOE litter control grant. Undersheriff Culp said that
75 program is being discontinued by the Sheriff and will be taken over by Public Works.
76 There is one records clerk in the jail who tracks billing, booking archives, etc.... There are
77 a bunch of other tasks such as the generation of the files when inmates are transferred,
78 quality control functions, review and correction of time computations and these are tasks
79 that have been done by a collateral of staff but because of that the duty falls on different
80 people and it causes inefficiencies and poor quality.

81
82 Five deputy positions will need to be filled and depending on whether or not they are
83 lateral or entry level will determine pay, said Sheriff Hawley.

84
85 Undersheriff Culp would like to provide a hiring bonus (\$2500) for the unfilled jail positions
86 not to be paid out all at once. Legalities of the proposal were previously discussed with
87 David Gecas and it was found to be within the Sheriff's purview. Commissioner Hover
88 proposed utilization of ARPA funds to pay premium pay for essential workers, which jail
89 workers are. DRS says hiring bonuses would not be considered excessive and
90 incentivizes people who are staying. Commissioner Hover said bonuses are not
91 considered excessive and neither is premium pay as it is temporary. However, bonuses
92 cannot be issued as retro pay. Commissioner Hover said he was in favor of the \$2500
93 hiring bonus and said a resolution would provide the details.

94
95 Undersheriff Culp explained part B of his request, his proposal to pay a finder's fee to
96 employees who find employees to fill positions. The finder's fee would be paid once the
97 new hire accomplishes their probationary period. The idea has not been researched, said
98 Auditor Hall. Commissioner Hover said if it is legal, then a line item can be added later.
99 Undersheriff Culp said there are five deputy positions open, and so that limits the amount
100 of funds that would get budgeted. Commissioner Hover asked if this would work for other
101 departments, the hiring bonus and the finders fee. The problem is we cannot compete
102 with McDonalds increased wages and their sign on bonuses. Undersheriff Culp
103 suggested raising the wage step of the CDA to provide a competitive wage.
104 Commissioner Hover said the board has discussed wage increases and the county is
105 going to have to look at alternatives and proposed the Sheriff look at either raising pay or
106 reducing the level of service for the same pay, we need to have a dept head meeting to
107 discuss these wage issues moving forward.

108
109 Undersheriff Culp discussed the Jail Improvement fund 193 and the billing timelines of
110 when fund payments can be expected.

111
112 Can the ARPA funds be used to improve the Jail HVAC systems? The Jail would like the
113 ability to raise and lower temps, and move the air around. The current system produces
114 less heat and less cool than expected. DIVCO was asked and they suggested installation
115 of VAV boxes that would push the air around better. The Legacy system is pneumatic
116 right now and those systems are obsolete and do not allow proper adjustments of the
117 airflow. DIVCO provided a quote of \$500,080 to pay for and install VAV boxes and another
118 \$300,000 to disassemble the ceilings in order to install the VAV boxes. Environmental
119 controls need to work. Commissioners will revisit this another day. Treasurer McCormack
120 explained with fund 160 being used to pay the bond for Juvenile Dept. move, that the
121 VAV Box installation costs could be bundled with that. The ARPA expenditure timelines
122 were discussed. There was discussion about building another jail. The question is do we
123 do everything we can with the building we have or do build a new one instead.
124 Undersheriff Culp is connecting with Grant County on their jail project and will learn what
125 their process is.

126
127 **Budget Work Session Treasurer Funds 110, 144 and CE**
128 Auditor Hall, Treasurer McCormack

129
130 Both the Treasurers statements need to be revised in 2022 and are paid from the
131 professional services line. Renegotiated banking fees so estimates were lower for 2022.

132
133 The Treasurer noted the affordable housing fee was increased. The group reviewed the
134 revenues associated with the Treasurer's office. There will be no interest collected in 2022
135 for PROPERTY TAX DELINQUENT PENALTY, Ms. Johnson said, this was just for 2022.

136
137 **Budget Work Session Auditor Funds**
138 The Auditors budgets were reviewed. Auditor Hall stated the preliminary budget was
139 posted on the auditor's website. She asked if the current working budget should be

140 updated each week and posted on the website as well. Should anyone wish to provide
141 comment on the budget, they will see the preliminary, working, then final budget once
142 adopted.

143
144 Treasurer McCormack asked what happens when a negative comment is received and
145 how will it would be addressed. Commissioner Branch said folks have a voice and
146 sometimes they just need to vent about something and want to be heard even when there
147 isn't anything that can be done.

148
149 Auditor Hall suggested a transfer from Elections budget to Elections Reserve for the
150 election scanners.

151
152 Auditor Hall said an upgrade of the Eden accounting system still needs to be addressed.
153 Commissioner Hover said the county needs to have to figure it out. Auditor Hall said the
154 gremlins are getting worse and have tripled, so it is not easy to figure out solutions. Eden
155 has been very responsive, but the more gremlins we have the more inaccuracies happen.

156
157 Auditor Hall said there is a Unis meeting on October 27th. Most counties are going with
158 Unis. Commissioner Hover discussed public works helping to pay for the system out of
159 funds from sale of real estate. Auditor Hall said sooner is better since it takes 18-24
160 months before it is operational and so it would be great if the contract was signed this
161 year. Public Works is not its own entity, said Auditor Hall, it is a separate budget. Until a
162 few years ago PW was paying for the maintenance fees of Eden. She doesn't recommend
163 charging PW for half of the system. Treasurer McCormack said if we don't purchase it
164 now we will wish we did. Commissioner DeTro was in favor of purchasing it now.

165
166 The MARC fund was reviewed. Auditor Hall would like to build this fund back up once all
167 records are digitized and there is only one more batch to do. The Clerk, Auditor and
168 Assessor have used the funds mostly for recording and preservation of documents.

169
170 **Budget Work Session Planning**
171 Director of Planning Pete Palmer, Planner Rocky Robbins

172
173 The Planning Department's revenue was reviewed. Director Palmer said the fees will be
174 bumped up in the near future to help fund additional funding requests. Community
175 Development Services revenue is from the Sheriff for the GIS work. Director Palmer said
176 the income is based on the Sheriff's demand, and she feels that will continue to increase.
177 Reimbursement of actual costs for time and supplies was discussed as well as costs of
178 training from 911 funds. Director Palmer requested a third GIS employee who also will be
179 doing the work. The Sheriff would pay for half the wages of the three GIS guys. The third
180 position has not yet been authorized. A new two-year DOE grant for Shorelines will be
181 \$84,000, budget half in 2022 and the rest in 2023.

182
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184

185 Commissioner Hover suggested a finder's fee and signing bonus be allowed to help find
186 the needed planners for the department. A wage comparison on the planning positions
187 said Commissioner Hover. Commissioner Branch stated there is a graduate program
188 through Easterns program and may recommend someone.

189
190 The GIS Tech will need a resolution for the third position. Dan Beardslee, VSP and comes
191 out of the Professional Services line. Mr. Beardslee asked for an additional \$100,000??
192 Fees should take care of the costs of the hearings examiner.

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196 The board adjourned at 4:00 p.m.

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