

1 **RECORD OF THE PROCEEDINGS**

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3 **OKANOGAN COUNTY**

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5 **OCTOBER 4, 2022**  
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8 **9:00 AM Review Meeting Minutes September 26 & 27, 2022**  
9 **9:15 AM Public Comment Period**  
10 **9:30 AM Public Hearing Budget Supplemental – Noxious Weed**  
11 **9:40 AM Public Hearing Budget Supplemental Appropriation - Law Library**  
12 **10:00 AM Update - Human Resources/Risk Management – Shelley Keitzman**  
13 **10:30 AM Update - Communications/Dispatch – Mike Worden**  
14 **11:00 AM Update – Public Works**  
15 **1:30 PM Commissioners to set Wednesday’s Agenda**  
16 **2:00 PM Department Head Quarterly Meeting**  
17 **3:00 PM Discussion – Task Force Reclassification Resolution – Aaron Culp**  
18 **4:00 PM Approve Commissioner Proceedings September 26 & 27, 2022**  
19 **4:30 PM Approve Consent Agenda**  
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21 The Okanogan County Board of Commissioners met for a Public Meeting at 123 5<sup>th</sup> Avenue North,  
22 Okanogan, Washington on October 4, 2022 with Chairman, Commissioner Andy Hover; Vice-  
23 Chairman, Commissioner Chris Branch; Member, Commissioner Jim DeTro; and the Clerk of the  
24 Board, Laleña Johns, present.

25  
26 AV Capture and Zoom provided audio and video accessibility for public interaction.

27  
28 **Review Meeting Minutes September 26 & 27, 2022**

29 Commissioners were provided their proceedings for review and edits.  
30

31 **Public Comment Period**

32 Member of the public, Ruth Hall, did not have public comment.  
33  
34

35 **Motion WFEA Certification**

36 Commissioner DeTro moved to approve and authorized the chairman to sign the letter WFEA  
37 regarding Festivals and Events Grant Program Cost Certification for the grant program to offset  
38 lost revenue due to the cancellation of the fair in 2020. Motion was seconded, all were in favor,  
39 motion carried.  
40

41 **Public Hearing Budget Supplemental – Noxious Weed**

42 Commissioner Hover opened up the public hearing to staff. Larry Hudson was not present but the  
43 budget supplemental would appropriate revenue from service contracts and grants.  
44 Commissioner Hover opened up the hearing to the public, seeing no one wished to comment, he  
45 closed the hearing to public and opened up to the board.  
46

47 **Motion Resolution 136-2022 Budget Supplemental Appropriation Noxious Weed Fund 103**

48 Commissioner DeTro moved to approve resolution 136-2022 a budget supplemental  
49 appropriation within the Noxious Weed fund 103 in the amount of \$281,104. Motion was  
50 seconded, all were in favor, motion carried.  
51

52 Commissioner Branch discussed an email from

53

54

55 **Public Hearing Budget Supplemental Appropriation - Law Library**

56 Commissioner Hover opened up the public hearing to staff. See no staff, Commissioner Hover  
57 closed the hearing to staff and opened up the hearing for public comment, seeing no one, he  
58 closed the hearing to public and opened up to the board. Commissioner Hover discussed why the  
59 supplemental would fund professional services rather than a good. The law library is likely a  
60 service, said Commissioner Branch. Commissioner Hover after reviewing the budget that it was  
61 allocated to professional services.

62

63 **Motion Resolution 137-2022 Budget Supplemental Appropriation Law Library**

64 Commissioner Branch moved to approve resolution 137-2022 a budget supplemental  
65 appropriation within the Current Expense & Law Library funds in the amount of \$6,500. Motion  
66 was seconded, all were in favor, motion carried.

67

68 **Update - Human Resources/Risk Management – Shelley Keitzman**

69 Ms. Keitzman provided an update that L&I is raising minimum wage to \$15.74 per hour. Risk Pool  
70 invoices will be split among the departments. Leaving to attend Labor Law and Arbitration  
71 conference in Seattle afterward.

72

73 Ms. Keitzman requested an executive session regarding legal matters.

74

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

76 Commissioner Branch moved to go into executive session at 10:00 a.m. until 10:15 a.m. under  
77 RCW 42.30.110 (1)(i) inviting Chief Civil Deputy Esther Milner and HR Director Shelley Keitzman.  
78 Motion was seconded, all were in favor, motion carried.

79

80 Executive session was extended for another 10 minutes at 10:15. Executive session ended at  
81 10:23 a.m. no decisions were made.

82

83 **Motion Meeting Minutes September 26, 2022**

84 Commissioner Branch moved to approve the changed meeting minutes of September 26, 2022.  
85 Motion was seconded all were in favor, motion carried.

86

87 **Update - Communications/Dispatch – Mike Worden**

88 Chief Worden joined the meeting via ZOOM. He provided a staffing update stating 10 of the 13  
89 positions are filled. An issue is finding housing for new employees.

90

91 Chief Worden is going through a list of work to identify work that needs to be done to deploy the  
92 project. We need to find what we can afford. He described timelines for funding to achieve  
93 objectives. What we need to do and what we can afford is the thought process right now. State  
94 or federal funding will be researched in order to reduce what we need to finance. Working through  
95 those details and how we can afford it.

96

97 Commissioners thanked Chief Worden for his update.

98

99 **Approve Consent Agenda**

100 Commissioner DeTro moved to approve the consent agenda items 1-5 as presented. Motion was  
101 seconded, all were in favor, motion carried.

102 1. Letter of Support – DAHP Grant – Capital Budget

- 103 2. Agreement – LTAC# 22-018 – 2022 Lodging Tax-Capital Imp. - Tonasket Chamber of Commerce  
104 3. Agreement – LTAC# 22-017 – 2022 Lodging Tax-Marketing & Promoting-Tonasket Chamber Agreement  
105 – Molson Repeater Site Survey - BDK Engineering  
106 4. Agreement – CDBG Public Services Grant 22-62210-011 – Dept. of Commerce  
107 5. Agreement – Special Response Team Services – Brewster  
108

109 **Motion September 27, 2022 Commissioners Meeting Minutes**

110 Commissioner Branch moved to approve the September 27,2022 meeting minutes as edited.  
111 Motion was seconded, all were in favor, motion carried.  
112

113 Commissioner Hover discussed the Fairgrounds Tractor replacement and cost with trade in would  
114 be \$35,868+ from Pape. They would give us \$10,440 Mahindra trade in value for it. Does the  
115 Board want him to get quotes for replacement with lease to own options or outright purchase?  
116

117 The Clerk of the Board asked what the Board wanted to do with the email from the Fairgrounds  
118 Manager with a new fairgrounds fee schedule and contracts. Commissioner Hover said not to  
119 worry about those right now.  
120

121 **Update – Public Works**

122 Engineer Thomson provided his agenda and discussed the items listed there.  
123

124 *Road & Maintenance*

125 Waiting for rain in order to grade roads, sealing bridge decks tomorrow.  
126

127 *Salmon Cr Rd Drainage project.*

128 Starting on this one.  
129

130 *Cameron Lake Rd Project* Making progress on the right of way and the process changed. Tribe  
131 owns 2/3 of the allotment and will decide.  
132

133 *Greenacres Rd @ Johnson Cr TU (Trout Unlimited)* box culvert is scheduled to start last week  
134 of October with road open the first week in December, but that is cutting it close.  
135

136 Commissioners discussed overtime in the jail due to staffing shortages and the difficulty filling  
137 those positions. Public safety training was discussed.  
138

139 **Motion Resolution 140-2022 ARPA Fire District #6**

140 Commissioner Branch moved to approve resolution 140-2022 regarding Okanogan County  
141 allocating \$75,000 of its ARPA funds to Fire District #6 for water system development. Motion  
142 was seconded, all were in favor, motion carried.  
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144 **Motion Resolution 141-2022 ARPA Community Action**

145 Commissioner DeTro moved to approve resolution 141-2022 regarding Okanogan County  
146 allocating a portion of ARPA funding in the amount of \$250,000 for Food Bank purposes. Motion  
147 was seconded, all were in favor, motion carried.  
148

149 Commissioners recessed until 1:30 p.m. Commissioner Hover attended union negotiations and  
150 returned at 2:58 p.m.  
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152 **Commissioners to set Wednesday's Agenda**

153 Commissioners won't meet tomorrow.

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**Department Head Quarterly Meeting**

Dave Rodriguez, Cari Hall, Jamie Grooms, Leah McCormack, Kayla Wells-Yoakum, Charleen Grooms, Susan Speiker, Maurice Goodall, Larry Gilman, Tony Hawley

Assessor Gilman provided his departmental update. He explained the appraisal process and how difficult it is to keep up with market value. We got very close but we used year old sales.

Coroner Dave Rodriguez explained the pre-design work on the sheriff/coroner equipment storage shed. He said tracking for suicides, overdoses, homicides, and total number of cases. The numbers are the highest ever this year. Two things, a lot more people are moving here and a lot more are dying at home instead of hospital. Everyone seems to be reporting high deaths with a lot from overdoses due to fentanyl. Commissioner DeTro said Lincoln County Prosecutor recently has to deal with his first murder in 44 years in the county.

Emergency Manager Maurice Goodall stated a lot of water calls, but really not much activity. Burn Ban on Friday and resolution will cancel out following. Fire Chief discussion is tonight.

Central Services Director Karen Beatty updated on battery backups. These should all be replaced. She would like departments to purchase as they go out. We need a fresh start on those.

We are very close to going to Microsoft 365 and there will be different functionality. Putting teams together to do certain things. Anything teams wise will automatically log on. More information will be sent before rolling out the software. The department's new employee is learning and jumping right in.

Sheriff Hawley provided his update and explained why some staff were not able to attend today. Looking at funding to lower costs for somethings. Patrol staffing is looking good with several laterals lined up. Academy isn't until February and people would not be fully trained for six months. The training wait is impacting how the department can hire and the time frame. Two are returning from Law Enforcement academy.

Clerk Charleen Grooms updated the group on her office work. Right now, they are validating arrest warrants to be in compliance. Ms. Speiker explained they no longer have the capability as it was not cost effective to subscribe to an efilng system. Research for that is happening for Odyssey to make available in 2023. Going back to efilng straight from AOC for the public to use for free.

Auditor Cari hall pointed out we are going into the 2023 budget season. She thanked everyone for returning their budgets on time. She has been working with Munis accounting software team for the training. There is a lot of behind the scenes work before end users get involved. Elections is November 8, will ask the Sheriff to provide security.

Extension Agent Kayla Wells-Yoakum explained extension has asked the University to address their vaccination mandate for their volunteers. Master Gardeners are gathering names for volunteer trainers. She explained open positions and efforts to fill them.

Treasurer McCormack explained she is lucky to get three applications. The jobs are key and important to the county. The offices running short staffed are getting exhausted. The county needs to do something. Interest rates for government is rising. Next 15 months it is going to be 2.14% which is higher than last time, but not as high as 6% before COVID.

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206 Fairgrounds Manager Naomie Peasley said things are busy right now. Down employees. Lots of  
207 changes going on right now. Taking reservations for 2024.

208  
209 Commissioner Branch updated the group on the ARPA and discussed county projects.

210  
211 Commissioner DeTro discussed the additional \$6 million coming to the county this year and next  
212 year for distressed purposes fire, mine closing, federal lands, etc....it goes right into current  
213 expense with recommendation that is goes to something that counts not to hire more people or  
214 provide raises. Commissioner Branch said the commissioners are focusing on housing availability  
215 because that can be a barrier for people to work here.

216  
217 Clerk Groomes said people cannot work for just above minimum and then pay for daycare. She  
218 suggested the county provide daycare to employees. Ms. Speiker asked what the status of the  
219 new Justice Building is. Commissioner Branch stated the architect is working on the designs and  
220 layout of water, sewer, utilities. The architect is also working on public works two shops,  
221 coroner/sheriff storage/equipment building as well as the justice building but he didn't think it  
222 would be anytime soon on a second 20-year master plan. He encouraged departments to express  
223 their concerns when they come up.

224  
225 Ms. Beatty stated the county guest wireless should be better across the campus now that  
226 upgrades have been arranged.

227  
228 Commissioner Hover discussed the 20-year master plan design included changes the Clerk  
229 requested. Because of construction costs right now, the utilities will be put in with the bond. It  
230 wasn't going to be done to move everyone within 3-years with everything finished.

231  
232 **Discussion – Task Force Reclassification Resolution – Aaron Culp**

233 Undersheriff Culp explained a proposal from the Task Force regarding (4<sup>th</sup> resolution)  
234 reclassification of the single employee. When the position was reclassified, he applied due  
235 diligence as though the position was a county position as compared to county job classifications.  
236 Over the last several months, they re looked at it and it seemed unfair to compare with other  
237 county employees before looking at counterparts. So, the employee did that with 17 task forces  
238 across the state. The comparatives were substantially higher. The task force voted to make her  
239 job comparative to the low end of her counterparts with an \$8 per hour jump from grade 18 to  
240 grade 30. There is no impact to Current Expense due to this change. He explained what her  
241 function is for the task force. Undersheriff explained what work it includes. Everything operational  
242 and administrative is what she does for the executive board. She is a special employee based on  
243 state auditor stating she had to be a full-time employee rather than a contracted employee.  
244 Commissioner Hover discussed the county's portion and asked if it was proportional to others  
245 contributing. No, Okanogan County pays \$8800 a higher amount than most. Due will not need to  
246 be increased right now, but a major crimes task force could not be manned or afforded by one  
247 municipality. Opening up means organizations can come work out of the task force building. None  
248 of the following resolutions do not require additional funding.

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250 **Motion Resolution 138-2022**

251 Commissioner Branch moved to approve resolution 138-2022 reclassifying the Task Force  
252 Administrative officer from grade 18 to grade 30. Motion was seconded, all were in favor, motion  
253 carried.

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257 **Motion Resolution 120-2022 Sheriff's Office Hiring Bonus - Pilot Program**  
258 Commissioner Branch moved to approve resolution 120-2022 regarding the Sheriff's office hiring  
259 bonus pilot program. Motion was seconded, all were in favor, motion carried.  
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261 **Motion Resolution 139-2022 Sheriff's Office Retention Incentive- Pilot Program**  
262 Commissioner Branch moved to approve resolution 139-2022 regarding the Sheriff's office  
263 retention incentive pilot program. Motion was seconded, all were in favor, motion carried.  
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265 Commissioner DeTro hoped these would help the situation.  
266  
267 **Motion Resolution 142-2022**  
268 Commissioner Branch moved to approve resolution 142-2022 giving the Emergency Manager  
269 authority to lift the burn ban upon recommendation of the Fire Advisory Group. Motion was  
270 seconded, all were in favor, motion carried.  
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272 The board adjourned at 3:50 p.m.  
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