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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

SEPTEMBER 20, 2021

9:00 AM Review Commissioners Agenda and Consent Agenda
9:30 AM Briefing Among Commissioners-Discuss Weekly Meeting & Schedule
10:30 AM Discussion-Bonding County Funds-Treasurer McCormack Jim Nelson
11:30 AM Update Fairgrounds-Naomie Peasley
1:30 PM Review RFQ Responses-Methow Watershed Council Administrative Services
2:00 PM Executive Session RCW 42.30.110 (1)(i)
2:30 PM Discussion ARPA Funds-Chief Communications Mike Worden
3:00 PM Tentative Discussion Employee Benefits-Part Time Employee Auditor-Cari Hall
3:30 PM Review Meeting Minutes September 14, 2021

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

Review Commissioners Agenda and Consent Agenda

Commissioner Branch relayed that COVID information on the MRSC website clarifies that speakers at a public meeting may remove their mask while speaking. He had been reprimanded at the Public Health meeting for taking his mask off to speak.

Briefing Among Commissioners-Discuss Weekly Meeting & Schedule

Commissioner Hover discussed holding the departmental budget work sessions on Wednesday's and asked the Clerk of the board to schedule the biggest budgets first then work on the smaller ones.

Discussion-Bonding County Funds-Treasurer McCormack Jim Nelson

Assessor Gilman, Treasurer McCormack, Auditor Hall, Chief Deputy Pam Johnson

Mr. Jim Nelson is a bond underwriter with DA Davidson. He provided Okanogan County's Bond Financing Information for commissioners to consider as a way to pay for the Forest Service Building for the courts. (attached) The information provides what the county's bonding capacity is. A committee was suggested to include Economic Alliance Director, Roni Holder Diefenbach.

The county will need to identify the revenue source for the Non-voted commissioner bond to identify the revenue that would pay it back. The county may bundle other bond needs into one Bond to achieve lower financing costs.

The county's bond rating is considered a high investment grade AA- by S&P. Mr. Nelson said the county should consider an update of the county's financial management policy which could affect our rating in a good way.

51 Commissioners would like to consider the Bond resolution next week. Mr. Nelson has already talked
52 with the Bond attorney who will put together the bond resolution by next Monday. Commissioner Hover
53 said the money is cheap but the material costs are high. Mr. Nelson explained the resolution language
54 that would consider this circumstance.

55
56 The commissioners explained they would like to secure the Forest Service building with the lease
57 option using the county's ARPA funds since it is a COVID issue then work on what will be bundled
58 with the Bond. Mr. Nelson said 90% of the project function will need to be for public purpose.

59
60 The commissioners thanked Mr. Nelson for meeting with them today.

61
62 Commissioner Hover said the board would like to go over the budgets to be used for the Bond
63 payments at the Finance Committee meeting tomorrow.

64
65 Larry Gilman asked what the process is to surplus a vehicle. He will work with the Clerk of the Board
66 on the resolution and determine if a public hearing is needed.

67
68 Mr. Goodall said staff capacity is the issue to be able to utilize the available beds. The extra space
69 that was prepared is not going to be used as additional hospital beds. Mr. Goodall explained staffing
70 issues and how the alternate care facility was to be used to give the hospital some breathing room. It
71 was not set up as a field hospital.

72
73 **Update Fairgrounds-Naomie Peasley**
74 Ms. Peasley provided her fairgrounds update. She reiterated the need for the board to approve the
75 final fair contracts for replacement services, vendors, and judges. Commissioner Branch asked Ms.
76 Peasley to explain why she doesn't wear a mask. She said it was due to a medical exemption.

77
78 Commissioner Hover stated the board should review the Fairground's safety grant applications that
79 have been prepared. Ms. Peasley explained she is moving forward with a summary of what the grants
80 will pay for. She asked the board to review and provide feedback before October 1. Match is from in
81 kind from several sources that have agreed to help. The Clerk of the Board suggested the grant
82 application note both in-kind and cash match as either or both have been used in the past and provides
83 flexibility.

84
85 Ms. Peasley asked the board to consider a full-time office assistant in the fairgrounds office as she is
86 feeling overwhelmed on her own. Ms. Peasley said there are events scheduled every weekend except
87 for two. Commissioner Branch suggested review of the budget before deciding. Commissioner Hover
88 asked if revenue was received that would contribute to the cost of the staff. He suggested the Board
89 go over the Fairgrounds budget at a budget work session. He asked what the assistant would be doing
90 precisely.

91
92 Commissioner Hover reminded Ms. Peasley of the public works project threshold that requires going
93 out to sealed bid for projects over \$300,000. He said a project cannot be broken up into smaller parts
94 in order to avoid the bid process. Commissioners would like to discuss the USDA grant applications
95 further next week before they are submitted.

96
97 Commissioner Branch would like to discuss with Public Health what masking protocol employees are
98 to follow and under what conditions changes to the protocol is allowed.

99
100 **Review RFQ Responses-Methow Watershed Council Administrative Services-Commissioners**
101 Director of Planning, Pete Palmer

102 Director Palmer stated she received one response to the requests for qualifications that was published
103 in the county's newspaper of record pertaining to the Methow Watershed Council with one response
104 from the Methow Foundation. Commissioners will review the statement of qualifications. (attached) The
105 contract would be between Methow Foundation non-profit and Okanogan County. The points of the
106 request were addressed well in the Foundation's response, said Director Palmer.

107

108 **Motion Methow Foundation Administrative Work for Methow Watershed**

109 Commissioner Hover said with only one qualified response he moved to select Methow Foundation to
110 provide the administration work for the Methow Watershed and directed negotiations ensue for the work
111 to be provided. Motion was seconded, all were in favor, motion carried.

112

113 The Board agreed that Director Palmer and Commissioner Hover conduct the negotiations for the
114 position. Funds will be budgeted in the Planning Budget and Planning will administer the contract.
115 Commissioners discussed whether or not the contract would be a reimbursable contract and how that
116 would work. Commissioner Branch stated the results will always relate to planning and the work needs
117 to be connected to that in the long term. No sub contracts will be allowed.

118

119 **Motion Resolution 120-2021 Repealing 443-2009 regarding French Creek Rd**

120 Commissioner Hover moved to approve resolution 120-2021 a resolution regarding French Creek
121 Road. Motion was seconded, all were in favor, motion carried.

122

123 David Gecas explained he called for the executive session to discuss legal matters with the board and
124 Director Pete Palmer and present resolution 120-2021 for commissioners' consideration.

125

126 **Executive Session RCW 42.30.110 (1)(i)**

127 Commissioner Hover moved to go into executive session at 2:02 p.m. for 30 minutes inviting David
128 Gecas and Pete Palmer to discuss legal matters under RCW 42.30.110(1)(i). Motion was seconded,
129 all were in favor, motion carried.

130

131 **Motion Authorize Stay of Litigation**

132 Commissioner Hover moved to authorize Attorney Derek Little from Karr Tuttle to sign the Stipulation
133 and Proposed Order Staying Litigation regarding the Yakama Nation suit over the county's
134 Comprehensive Plan. Motion was seconded, all were in favor, motion carried.

135

136 Mr. Gecas explained the progress and new deadlines that Okanogan County and the Yakama Nation
137 have agreed to.

138

139 **Discussion ARPA Funds-Chief Communications Mike Worden**

140 Auditor Cari Hall

141

142 Mr. Worden attended the meeting via Zoom. He provided the board with a request for use of ARPA
143 funds. He discussed the value of the proposed projects. (attached)

144

145 **Discussion Employee Benefits-Part Time Employee Auditor-Cari Hall**

146 Tanya Everett and Shelley Keitzman

147

148 Auditor Hall explained a situation where the Personal Manual is not consistent with our current practice
149 regarding part time employees and insurance cap calculations. The particular section has not been
150 updated since 1998.

151

152 Full time employees are based on cap and it makes more sense to treat everyone the same. Part time
153 employees' cost is based on 50% of premium. Auditor Hall thought and HR agreed the county's practice
154 and policy should be consistent.

155

156 Ms. Keitzman stated the county's insurance increase is around 7% and it.

157

158 **Motion Staff Direction**

159 Commissioner Hover moved to direct HR to create a resolution to make the changes in the personnel
160 policy to address the issue discussed today. Motion was seconded, all were in favor, motion carried.

161

162 **Review Meeting Minutes September 14, 2021**

163 Commissioners reviewed their meeting minutes.

164

165 The board adjourned at 3:10:00 p.m.

166

167 Dated at Okanogan, Washington this ____ day of _____ 2021.

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170

**BOARD OF COUNTY COMMISSIONERS
OKANOGAN, WASHINGTON**

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Chris Branch, Chairman

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ATTEST:

Andy Hover, Member

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Laleña Johns, Clerk of the Board

Jim DeTro, Member

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