

**Board of Okanogan County Commissioners
(BOCC)
Jan. 2, 2018**

Jim Detro – JD (BOCC)
Chris Branch – CB (BOCC)
Andy Hover – AH (BOCC)
Josh Thomson – JT (Public Works)
Debi Hilts – DH (HR)

Perry Huston – PH (Planning)
Lanie Johns – LJ (Absent – Substitute Clerk)
Ben Rough – BR (Public Works)
David Gechas – DG (Deputy Civil Att.)
Tanya Craig – TC (Risk Manager)

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Re-election of BOCC officers, HR & Risk Manager, Fee Schedule for the Fairground’s Facilities, Fair Grounds issues, Discussion of Wolf management, Current Expense Reserve, Update PWorks. (BR - Admin: Open Position Status, SWAC, SW Budget, CDL Training & Waiver, Snow Grooming, Public Health Bldg, Shared Leave, 2018 Goals), JT - Operations: (Salt Piles, Roads, Levees, Conconully Sewer, SRS (Safe Rural Schools \$), Purchasing policies, ER&R Vehicle), Revised Fair Fee schedule. S. Furman, Assessor, WSU Extension meet & greet, Approve Consent Agenda, Financial Review (Carry over from 2017, Some budgets are under funded, Elections, Consolidated Budgets, Property tax statement)

9:05 Re-election of BOCC officers: JD Chair, CB Vice, AH Commissioner. CB at doctors will arrive later. JD has an afternoon doctors appt.

HR & Risk Manager: there have been various accidents lately, largely weather related but it would be good if BOCC issues a safety first advisory. New W-4s will be going out reflecting changes in tax withholding.

AH – has a problem with confusing email with a person in Auditor’s office, a person scheduled to leave County employment. AH emails sometimes go to this person but they have been good about forwarding the emails to AH. Wants an automatic forwarding of the emails when this person leaves County. These are all outside sources who do not know AH’s specific email.

DG – **legal doings:** Has responded to a prosecutor issue on an issue against county. He has filed a response. There is a discussion on the nature of the response. DG is working on two other different issues: 1) French Creek Rd court date from a motion seeking a summary judgment due to lack of timely response.

PH – He is working on a comprehensive **Fee Schedule for the Fairground’s Facilities**. He wants to separate out some fees for Agriplex – heat, cleaning, rental, damage deposit are examples. He expects more water applications now that the Holidays are over. Hopes to get various letters and responses back on track. 9:20 – Osoyoos Lake Management District – looking at no spray zones in the lake and varying assessments due to property uses and location. AH – asks about how County should respond to Canadian actions, how to pick up current contracting under the new legal umbrella – there will need to RFPs (Requests For Proposals) to cover current operations. *(In general they are referring to using weed sprays to control milfoil populations. Canadian procedures impact many areas near the border and influence what controls can be used in adjacent US.)* Discussion of boating and boat launches and need to control spread of milfoil due to boat contamination. PH suggests there is an old County boat licensing provision that may be useful but there is no elaboration.

9:35 **Fair Grounds issues:** Executive Session of employee performance: 15 minutes. HR, Risk Mgmt, PH, AH & JD. Return at 10:04 – no action or decisions reported. PH – needs direction to bring Fair under Current Expense budgeting, dismiss current staff and open a position for Event Coordinator for the fair. AH – this is a process to change current Fair facilities from an enterprise fund that requires balancing revenue and expenditures to a normal County Current Expense fund. This will ease the use of multiple county resources to work on the Fair facilities and grounds. None of this affects the annual County Fair but pertains only to the Fair and Grounds, which are multiple use and open for a variety of rentals. Motion to eliminate current staff and establish a new position, Event Coordinator for the Fair. HR expresses need to take control of current assets including Petty Cash & inform current staff of transition.

Discussion of Wolf management: - CCT has moved to some control by issuing a limited number of hunting permits. (6 tags?) This includes all lands currently and in the past in the CCT boundaries. Traditionally this is all lands north of the Lake Chelan/Stehekin & Columbia River in Okanogan and Ferry County. There will be a presentation on “Living with Wildlife” at the CCC in Tonasket, on Friday, Jan. 6 @ 6:30 pm. Undoubtedly wolf issues will come up. Tribe has the capacity to react more quickly and responsibly to management needs than other entities operating in the County (?).

10:30 Motion to approve Contract for Ben Rough – PWorks, approved.

CB arrives @ 10:37. AH updates CB on business done so far: Fair, etc. Motion to move Fair into current expenses, dismiss current staff, open event coordinator position, re-organization of BOCC with JD Chair, CB Vice. AH comments that guidelines say County should have about 2.1 million in **Current Expense Reserve** but does not know of any time this was actually true. This is a good goal to work towards – a reserve of this size would allow for normal fluctuations and delays in revenue versus expenditures as they seldom match up. This eliminates need for short-term borrowing to keep budget in balance.

10:50 PH asks AH about how much is in budget for income from Fair fees & rental.

10:54 Ben R. & Josh T. arrive for **regular update on PWorks.**

BR Admin: Open Position Status: there will be an Engineering Tech offering made on Tuesday afternoon & interviewing for Financing Tech. will be on Wednesday. **SWAC** - there will be a special meeting regarding by-laws, tipping fees – there will be a meeting to give various disposal companies and cities a heads up about fee proposals. – SWAC is seriously looking at increased fees at SW. BR agrees that this is in the works. Have had a \$74 fee from when County took over. Simply has not kept up with actual costs. CB – needs to come from the point that need to keep up with costs and keep viability of the programs or all will benefit. \$10 county increase ends up being a lot smaller at the city or individual level. CB cautions that a flat haul fee across county would be much more acceptable than a different fee for each transfer station based on distance. JD mentions that he has very good things about new employee, **SW Budget** – there is a mix-up that is being cleared up about two budget lines, **CDL Training & Waiver** – reviewing if this is possible legally - civil attorney is reviewing before going to the Union. They are making comparisons with various standards, **Snow Grooming** – has begun, there has not been enough snow until now, **Public Health Bldg** – County Maintenance did work on better insulation on windows, was not able to get to two windows. Also checked ceiling insulation – appears that there is no need for more but there are a couple of “holes” that could be filled. One heat pump was not turning on – with maintenance it is now working. Discussion of using Plexiglass inserts versus installing updated vinyl windows, **Shared Leave** – all offices in county have 300 hr shared leave pool Cap except PWorks, which is at 500 hrs, general yearly usage is 250 hrs. There is a move to normalize across County, **2018 Goals** - New Scale Software in process, Debit Readers being considered at Transfer Stations, Finally close Old Ellisforde landfill (May require a new monitoring well), Review road standards & road vacation regulations.

JT Operations: Salt Piles – state currently requires putting salt piles in sheds or covering to prevent runoff issues. There is no current need for County to do this but likely will and JT is looking at costs and options, **Roads** – snowed on Friday so a lot of overtime storm. Was maybe 10% of total for year, **Levees** – Need to make sure the County is part of discussion with land owners, right of ways, environmental and various services, **Conconully Sewer** – 2nd interview, will make a selection today for contract, they need to fix a check valve, lift station that is not working right now., **Consent Items** – Resolution to allow periodic usage restrictions during Spring breakup, **SRS (Safe Rural Schools \$)**– still in limbo in Congress. Looks like it will be attached to a CR (continuing resolution). A CR is constant subject to political issues & delays. It is much better if SRS would be part of a full bill that doesn't require constant renewal. **Purchasing policies**, – currently is unclear and conflicting at times. State procedure is less difficult than county, needs streamlining. Two projects did not fall into 2017 due to delay, funds will come into 2018 budget. There is no change in overall money just that there will be a timing issue. It will show up in the numbers but it isn't really a big deal, **ER&R Vehicle**, – Discussion of vehicle budgeting using the ER&R procedure for purchasing of some vehicles, Fuel bids being consolidated with Sheriff's (This is speculation at this time). JT will look into advantages of common processes

Lunch

1:30 No action, JD at doctor's, reviewing on computers.

2:30 PH – new **revised Fair Fee schedule:** Propane, Daily heat fee, Deposit limited to damage & cleaning, rental fee, new language for waiver of fees. PH will put on agenda for next week. AH & CB review changes of new schedule for discussion next week.

S. Furman, Assessor, reports that real estate tax revenue is the best since 2008 boom – height of last bubble. This will help out current budget.

3:00 **WSU Extension meet & greet**

. Introduce new interim director, Kayla Wells. She was head on Colville Reservation and is extending duties to whole county. There is an ongoing evolving of the role of Extension Functions and 4-H direction. WSU Extension head gives notification of intent to some changes

in current contract for 2018. Staffing on Extension program will change by lumping Professional Services with ½ salary of 4H director into paying for full salary of 4H Director. *(Left open is what is happening to past Professional Services under new decision – will disappear?, will need to pay for on as needed basis?).*

4:00 Approve Consent Agenda

4:05 Financial Review: some good news at least. *Carry over from 2017 will be close to 1.7 million. Still have an inter-fund loan to be paid back. **Some budgets are under funded** and will need to be adjusted: elections, Sheriff's vehicle are examples. **Elections:** Looking at new elections software update at maybe \$200,000. There will need to be new ballot boxes as requires by state – this is more of an immediate need compared to software update. **Consolidated Budgets:** Discussion of billing & what budget BARS code for Bldg maintenance & meds regarding Jail & BOCC facilities. There will need to be coordination between LJ, Jail to help transition between BARS code changes. Doable just need to coordinate. **Property tax statements** may be delayed due to changes at state level that are pushing back sending the statements to printer from County. This will delay revenue from taxes possibly causing current expense issues.*

4:30 Adjourn