

**Board of Okanogan County Commissioners
(BOCC)
November 5, 2019**

Jim Detro – JD (BOCC)	To Be Filled – (Fair Events)
Chris Branch – CB (BOCC)	Maurice Goodall – MG (Emergency Mgmt)
Andy Hover – AH (BOCC)	Mike Worden – MW (Dispatch, Sheriff's)
Josh Thomson – JT (Public Works)	Dan Higbee – DH (Building)
Joe Poulin – JP (Maintenance & Fair Grds)	George Thornton – GT (Citizen, County Watch)
Angie Hubbard – AHu (Interim Planning)	Tony Hawley – TH (Sheriff)
Laleña Johns – LJ (BOCC Clerk)	Filled – (Central Service)
David Gechas – DG (Civil Att.)	Larry Gilman – LG (Assessor)
Tanya Craig – TC (Risk Manager)	Annie Lyons – AL (Noxious Weeds)
Shelly Keitzman SK (HR)	Charlene Groomes - CG (Clerk's Office)
Leah McCormick – LM (Treasurer)	Susan Speaker - SS (Clerk's Office)
Cari Hall – CH (Auditor)	Arian Noma – AN (Prosecuting Attorney)

Notes are impressions and interpretations of the note taker. Every attempt is made to assure accuracy. Specific comments by the note taker are in italics and not part of the official record or intended in any way to be other than the impressions of the note taker.

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Summary: Civil Attorney: Risk Pool Attorney on the Federal Case, Similar issue at Jail, Records requests, French Creek issues, Dispatch concerns, OBHC agreement, Future Wise is OK with a delay, **Fair Events:** SC has left, Agriplex booked, Contract next year's rodeo, Consider an overall fee, **Admin & Fair Maintenance:** Prosecutor's Building, Surplus auction, Capital Facilities Plan revision, Aging and Adult care, **Building Dept.:** Building inspection services, Additional workload, 2020 Building Dept. budget, Building Dept. enterprise fund, **BOCC:** Public Health items, **Prosecutor's Office Budget Session, Treasurer & BOCC:** Interfund loans, **Public Comment:** Okanogan County TV District, **Community Action:** Youth Homeless grants, Dept. of Commerce, Food & nutrition program, Homeless Fund, Lighting/Heating program, Succession plan

9:10 BOCC: JD, AH, CB Staff: LJ, JP DG, Kelly (BOCC Clerk)

No AHu, (**Interim Planning**), report this morning – nothing to present.

DG (Civil Attorney)

- Has been in touch with the **Risk Pool Attorney on the Federal Case**. The Attorney and one other Risk Pool representative are asking for an executive session next Tuesday. DG will check to see if a conference call would be adequate, similar to last week. If they drive it would have to be later in the day than the Staff 9:00 time. AH replies that the BOCC can be flexible with what is needed. LJ – goes over schedule for next Tuesday to see when and how it can be fit in. DG will call back and discuss timing and if a conference call would be adequate.
- **Similar issue at Jail**. DG has talked with the Under Sheriff. Apologies have been made, working on a policy agreement to avoid future problems.
- **Records requests**
- **French Creek issues**
- Mike Worden, **Dispatch concerns**

- **OBHC agreement** - there are a few details. LJ needs regular, timely billing from them. Not a lumping of a few month's bills being set occasionally.
- **Future Wise is OK with a delay** until the next step completed – end of November?

Kelly (Clerk's Office) **Fair Events report** – she will be handling for now until the position is filled.

- **SC has left**, turned in keys and a bill.
- Refund checks need to be sent.
- **Agriplex is booked every weekend** until the end of the month.
- SC has left all passwords for everything and where things are put.
- There are going to be phone calls, emails, bills to be paid. Need to take care of these and forwarded as needed. Kelly will work on an interim basis. Phone calls will be forward to BOCC office and schedule will be take care of there for now.
- For any renter there needs to be an initial walk-through. Need to keep Kyle (Maintenance) informed – he is the best contact for keeping schedule and on the contracted events.
- SC left good instructions on RV storage. AH asks to make sure all RV contracts include that the County is not responsible for any damage during storage and are signed.
- **Contract for next year's rodeo** – need to get done. AH – need to adjust contract for parking or use of the track infield. Need to limit numbers and avoid the compacting of the track from traffic. Need to make sure everyone who comes in pays. AH – How to monitor? JP – the people running the event need to monitor, AH wants to have oversight and especially over the track and emergency access to the track in case of a need.
- AH – **Consider an overall fee for all areas?** Set fee or all usage? Other places do this.
- Need to consider profit or non-profit - need to define carefully (No winnings, no vendors, no entry fees?)
- Walla Walla track has shortened their track, no longer have para-mutual betting, no longer use the infield, no problem. Maybe not using the “sled” to protect track during access to the infield. Call and check? Need a space around the infield to provide access for emergency vehicles.

JP – (**Admin & Fair Maintenance**)

- Checking on the back door of the **Prosecutor's Building** about installing a panic bar on the inside of the door. A couple of possible vendors are looking into the possibility. D & R and another are coming.
- Has contacted vending machine people for refund for JD
- AH – no **surplus auction** this Fall, need to set up for next Spring. In looking at the surplus list for the Fair did not see left over materials from the Track/Arena rebuild. JP fees he sent a separate sheet with that information. (Panels, bucking shoots, metal railings, pipe, etc. from the old tract/arena.) JP will send out the sheet again later today.
- Keep spare pieces from new railing for repair as needed.
- AH need to get **Capital Facilities Plan revision** info into a resolution as an update from the 2012 plan. PH got this together (?) and need to complete by the end of this year for adoption. Would be good to have a draft by Dec.1 for budgeting purposes.
- CB – **Aging and Adult care is interested in the Old Hancock Building** for rental. What needs to be done to make usable? Basement has water issues during high ground water, seeps from walls and floor. New coating or sump pump?

DH (**Building Dept.**)

- BOCC talked about the interim town contracts for **Building inspection services** since Chris Johnson was injured in the fire. Going into the new year this affects the Building Dept. budget and needs to be resolved.

- CB contacted Oroville, they will be down later today for a further conversation.
- With Chris Johnson deceased there is a real dilemma. Ok. Co. may need to take over all inspections? Need to have a conversation with Oroville, Tonasket & Okanogan about their intentions. AH – if go to a multi-year situation there would need to be an additional hire and also a long-term commitment from the cities.
- DG – **additional workload can be handled on an interim basis** but will cause service delays.
- Cities are inquiring about enforcement, short plat design and more. These are Planning items and Building Dept. is not able to do those services. AH – would need to serve the County first, if the County would need to hire someone there would need to be a long-term commitment from the city for the duration of the hire contract to ensure the cities would not pull out and leave the County holding the employee contract.
- DG would **prefer not to do the city inspections long-term**. Does not want the Planning aspects of what is being asked for by the cities.
- All this does **affect the 2020 Building Dept. budget** and that needs to be addressed.
- CB – will get out an email to all concerned cities to have a formal discussion of the issues.
- Brewster and other currently contracted cities agreements are working well.
- Chris Johnson did so much more than what the County is capable of doing (Planning tasks). DH feels it would be better to have the 3 cities to have their own person that would do the tasks they need done.
- AH – as **Building Dept. moving to an enterprise fund** for 2020 there will need to be a rental charge for use of their office. DG need to determine square footage to calculate. Combine utilities into the footage plus a portion of the liability and car self-insurance. – probably not a major cost.

BOCC

- Discussion of **Public Health items**. Budget analysis by Treasurer is looking at a lower 2020 carryover for Public Health. The Public Health reserve needs to be at least 10% of annual budget by the State Auditor's standards. Looks like Public Health could afford to move \$10,000 a month into reserve at this time.

10:30 Prosecutor's Office Budget Session

- TC, AN, LM & Treas. Asst.
- Review of revenue & expenses line by line
 - o Efforts to forecast legal cost for outside attorneys
 - o Definition & application for out of town travel and obtaining interviews, best budget lines
 - o AN asking for raises for attorneys. Discussion of budget constraints by BOCC in response but understanding of retention and hiring/training costs.
 - o BOCC understand the impact of low comparative wages and retention/hiring across the board.

11:20 JD leaves for the day.

- **Treasurer & BOCC: Interfund loans** for rolling purchases of Sheriff's cars to support a regular, scheduled purchase of new vehicles to be researched and considered.

11:35 Break for Lunch

1:30 Public Comment

- GT – for **Okanogan County TV District**: There is a draft contract from the CCT for review. DG is reviewing. Copies of the draft contract are out to several people. Hope to finalize before the

TV District meeting next Wednesday. FNX – Native American content is now available. Several maintenance and upgrades made by KSPS.

2:00 **Community Action (OCCAC)**

- Lael Duncan: **Youth Homeless grants** of > \$480,000 (Press Release available)
- Met with Housing Coalition today – RFP response & recommendation by Nov. 18 to BOCC (For Homeless funds).
- **Dept. of Commerce Requirement** to look for any gaps in serving underprivileged, minorities. Looking for racial equity.
- BOCC would like to see RFPs – OK
- **Food & nutrition program** has a lot of staples being distributed.
- **Homeless Fund** – several applications - (Bldg suitable housing) – for providing apprenticeships classes and employment for homeless low skill are in.
- **Lighting/Heating program** is going to fund purchase of wood, electricity, propane. Can also do woodstove, insulation and heating replacements.
- CG – need to developing a **Succession plan**, either emergency or planned departure

Notetaker leaves @ 2:50