

Board of Okanogan County Commissioners
3-21-2017 AM

JD—Jim DeTro, BOCC—not present
AH—Andy Hover, BOCC
CB—Chris Branch, BOCC
LJ—Lalena Johns - County Clerk
PH—Perry Huston - Planning and Development/Admin.
L?—unknown
TC—Tanya Craig—Risk Management & HR
JF—Josh Freels -Fair Grounds
LM—Leah McCormick
CH—Cari Hall, Auditor’s Office
AL—Albert Lin—Prosecuting Attorney
DR—Dennis Rabidou—Juvenile/Family Services
JT—Josh Thomson—County Engineer, Roads
BR—Ben Rough—Administrator, Public Works

Summary—

Commissioners’ staff meeting

Sharing jail costs—some people are arrested & jailed in Okanogan Co on warrants from other counties & it may be possible to share costs if we have an agreement. AH & L? will discuss this with Douglas Co.

Active Shooter training

Coordinating press releases

Finance committee meeting

Discussion about how money carried over from the last year is counted as revenue for the current year. Everyone agrees that’s not a good way to do it.

Commissioners can now get reports on departmental spending at the end of each month, and includes the % of money in the budget for that year.

Chris Branch wonders how to figure out what’s been spent in total by the county on litigation.

Public Works update

The Notetaker for the afternoon gives an impromptu report on the condition of McFarland Creek Road. A number of road projects are going well. AH asks JT to research the question of charging landowners who petition to have a road vacated. The scale at Ellisforde Transfer Station has broken unexpectedly and needs to be replaced.

AH—I move we approve PH’s vouchers. (~\$900,000) Passed 2-0.

Methow Watershed Council

AH—I forgot to tell CB about the meeting of the Methow Watershed Council I attended. One member has retired so there’s an opening. There were 5 candidates and the board of the council forwarded 4 to the Commissioners for consideration.

9:10—Commissioners’ Staff Meeting

Incarceration expenses

L? introduces a cost analysis of incarcerator comparing other counties, using data going back to 2014.

Chelan Co—charges cities \$87/day

Ferry Co—costs vary

Okanogan Co—costs vary.

AH—suppose a guy is arrested in Omak and incarcerated in the County jail...

L?—the cost can vary because someone arrested in Omak might have other warrants for other places.

AH—is there a formula to determine what we change?

L?—No formula. I just figure it out, using such factors as the actual sentence and the time actually served. Some people are serving concurrent time for several charges. It takes a long time to figure it out. I do 6 months worth at a time. I also consider the tax contribution formula—money that pays for prosecution and public defender costs.

CB—Is that determined in arbitration?

L?—Yes. The system is not perfect.

AH—We're currently at 100. Look at other counties—Grant Ferry counties. I got a text from a commissioner in Douglas Co. They are ready to talk to us, so L? & I can go & talk to them.

Fairgrounds Clerk Position

L?—Here's the job description for the new Fair Grounds clerk.

LJ—Clerk 2 or 3?

L?—Probably 3 due to marketing duties.

TC—We based it on a Clerk 3 salary. Do Commissioners approve the Job Description? If so, we can get the ball rolling to advertise the position.

AH—Yes.

L?—Does the board want changes?

AH & CB—No.

L?—So when will this clerk be working full time & when part time?

PH—Maybe April 15 or May 1 things get busy. You can advertise as a mix of part-time/full-time.

L?—May 1 through Oct 31 will be full time.

PH—And half-time for the rest of the time.

L?—and if the marketing works, there will be more events and therefore more hours to work.

TC—Let's advertise the job as Permanent/Seasonal.

AH—We don't want applicants to think it's full time.

TC--It's treated as full time for benefits, but premiums are pro-rated if they go under 30 hrs/week.

PH—The work could possibly be at least 30 hrs/week.

L?—I'll work on buttoning this up.

PH—Follow-up on the **Active Shooter training** we had.

L?—We'll see what new capital purchases we need for items we learned about at training.

AH—Have the panic buttons been tested?

L?—Not yet. It's what we're working on now.

PH—We learned a lot. Ex—it's pretty easy to secure the premises with very little expense. If you have a (\$17?) sledge hammer on a lanyard, you can escape out of the window.

L?—People were surprised that a “gun shot” didn't sound like a shot, even if you're listening for it.

Press Releases

AH—How can we coordinate news releases for various things—like the settlement of a court case?

PH—We're talking about it.

AL—I can write some of it.

PH—Do you want a press release concerning the settlement with the Yakama Nation?

AH & CB—Yes.

CB—I got a call from a constituent concerning ambulance service fees. If you get an ambulance ride, you get billed for it. Let's have a press release about this so there are fewer surprises. I tell people about ambulance fees when I get invited to talk to a group.

AH—I got a bill once for an ambulance ride from Twisp to Brewster, including oxygen. \$2,000.

PH—We hope to move ahead with the auditor on the Lifeline Contract.

Employee Issues - Human Resources

TC—Last week was a busy one for Civil Service. We interviewed for 4 positions for Law Enforcement & Corrections Officers. We asked them what they would do in different situations?

PH—This tests their critical thinking skills, so you know if they can think fast.

TC—And they all did very well. The group included 3 from out-of-state, interviewed via Skype. From OH, NC, ND.

AH—How was this advertised?

TC—The test is given anywhere & the applicant chooses where he/she wants to interview. So a test taker gets an email that says, "Are you interested in Okanogan County?" and if so, we arrange an interview. Public Safety Testing combines Law Enforcement & Corrections. Hiring for Corrections is hard everywhere.

CB—Because of salary?

TC—Not so much. Corrections is just a revolving door.

TC—We're starting to look for a Victims' Advocate.

JF—I'll need a new maintenance person for the Fair Grounds. Needs to start May 1 and maybe work through Oct 31.

PH—I know we need the maintenance person until Oct 31. Last year proved that.

AH—Advertise now and we'll get a good pool.

JF—The Vintage Fair is April 28. The space they'll use has lots of stuff in it, junk that didn't sell at the surplus auction. Does cleaning it up come out of my budget?

AH—Would Senior Centers take it?

JF—No. It's all junk.

AH—Ask Joe what the plan is. It doesn't come out of JF's budget. Use the dump trailer.

TC—Here's a pamphlet from Dept of Retirement Services, telling about DRS updates. The employer contribution for PERS is going up from 6.12% to 7.30%.

AH to AL—Do we need an executive session?

AL—we're on course for first hearing. Let's talk next week.

TC—FYI, Washington Educational Association is changing to United Health Care in July. Do we want to consider changing insurance options?

LJ—Premera is awesome. It'd be great to consider a change.

TC—The general consensus is that a change would be great. We changed away from Premera due to price increases. An insurance broker will be here next week for a meet & greet.

JF—We need to buy a new stove.

CB—Try Dept of Enterprise Services (DES). See current contract. Sometimes you can get a good deal with DES.

TC, AH & JF discuss stove size & price options. 36" vs. 48", burners, griddles, ovens.

AH—Let's see if we can put away some money & get one this year. Figure out which stove is the crummiest.

JF—I already have. One doesn't work at all. The others work poorly.

AH—I'll try to get us on the agenda in Douglas County to discuss jail costs.

AL—Do you want to talk to me before Leah's financial meeting?

AH & CB—No

AL—leaves

Financial Update

Treasurer

LM—Cash on hand—after \$1,000,000 loan payoff, we still have \$1,000,000. Property tax money is coming in. By the end of the year, we collect 96% of what's due in the current year, and we get delinquencies, too.

LM—Sympro has \$81,000,000 invested. This includes money invested for the county, school districts, hospital districts, fire districts, etc.

Auditor

CH—Report from the Auditor's department. We are slightly ahead of the ideal situation. At the end of February, we'll be through 16.7% of the year, and we are at 22% of revenue. There are some one-time-only expenses coming up. Why is there less revenue compared to Feb 2016 & Feb. 2015? Because the carryover was less.

PH—Actual carryover is considered annual revenue, but we shouldn't be doing that.

AH—You can count carryover as current expense reserve, so it would be reflected in knowing what we have to spend.

LM—I've been here 34 years & it's been used this way all that time.

AH—We should adjust this with Josh and the road levy shift & get back on track.

LM—Debt policy. We try to maintain 10% reserve (\$2,000,000 in current expenses) but I'd be happy with \$1,000,000. Right now it's \$0.

AH—What's carryover been? \$1,000,000 up to \$1,700,000 until 2016.

LM—We'll point out problems and the commissioners can deal with it.

CH—Lauri might have more insight

AH—If I do a budget, and I do well on spending, there's extra money. Or if I'm crummy, I can still have extra money. So it's weird to base a budget on carryover money when there shouldn't be any.

CH—To help the commissioners, here's a report with line items for December carryovers, etc.

CH—Line items—individual lines can be negative, but the total for a department can't be.

CH—Negative line items show you where you went wrong, but all positives show mistakes, too.

CH—Some budgets are restricted (such as from a grant).

AH—The end of Dec report tell us what a line item budget does thru the year.

LM—Some departments last year used this report. If you're over in line items, you need to look into EDEN to correct the negatives. If the negatives didn't get fixed, then it's still a problem. This information can be used to create next year's budget.

CH—I can do these reports every month if they're useful.

AH—Line items are a pain for everyone, but these reports, with the % used by month, and supplementals & adjustments, are great.

Discussion of Non-Departmental \$1,000,000 increase

LM—Any other questions?

CB—Are all legal services included in "legal services"?

PH & LM—No, some are in professional services in other line items.

CB—Can we find out litigation totals?

CH—Unless it's department specific. So watch department specifics, I can run any report you want.

LM—**Bonding.** We're looking for a prioritized list , so when the commissioners get one, pls let me know.

AH—I've got the 2012 plan for capital facilities. We'll look at it and see what items they were thinking about then.

PH—Dept heads are working on a new, updated list. We'll try to have it in front of Planning Commission in July & then to the commissioners. Planning Commission creates recommendation for BOCC.

AH—Reads from 2014 list. Supposed to be done in 2017—911 dispatch center, jail/detention, replace courthouse windows, paving parking lot at the Fair Grounds, Transportation capital expenses.

PH—Trying to tie plans to actual funding.

AH—There are problems like the grandstands. Risk Manager says they've got to be fixed, to weigh all projects, it's nice to have a list of projects \$5,000 and above. Prioritize. Safety very important, aesthetics less so.

PH—Weak link is planning. With a list of projects, if you'll need a grant or a match, etc. If you plan ahead & prioritize and specify ties to revenue,, cash on hand, grant deadlines. Look at the list every year, not every 7 or 8 years, it's easier to plan.

AH—If we get a tax increase, we need to create a plan, put money away.

LM—And stick to the plan.

LM—**Three Rivers Hospital** bond people need to talk to BOCC. Coast Financial Bank loan. Non-voted bond, payment comes out of general fund and it's "registered".

AH—Can you (LM)do a report of 3 Rivers?

LM—Registered warrants are presented as short-term—3 years. Hospital regular warrants are going down, which is good. Hospital asked to put together a plan so we can all hear it. They have one hour. It's a public hospital in Okanogan Co, so we need to listen to them.

AH to DR—Did you send the info for the jury management position?

DR—yes.

Public Works update. (See also notes for 3/21/17 - AM/PM)

JT—Peter Dam Road is slowly getting worse. Someone with a drone took cool photos of the area. Eventually, we'll have to move more than 100,000 yards of material to fix it.

CB—What about McFarland Creek Rd.

(The afternoon note-taker arrived a little while ago, and she speaks up) I live on that road. Where it's paved, maybe the road is sloughing off and where the road is gravel, the cut is sloughing off onto the road. It's just starting & it's going to get worse.

BR—There's material on the road.

CB—Well, see something, say something.

JT—Thanks the note taker for the report.

JT—26 hrs of OT. Sloughing issues, etc.

AH—How's the OT line looking?

JT—Maybe more than last year, but there's no one cause.

JT—County Roads Admin. Board (CRAB) needs annual certifications BOCC approval. Some are already signed by the Sherriff & the Auditor. One certification concerns fish passage barrier removal funds.

CB—Incidental or planned?

JT—Mostly planned.

AH & CB sign certification

JT—Current road projects

- Hwy 7 Tonasket Bridge—BOCC needs to sign supplemental. Work should get done while school is not in session over the summer
- Conconully Rd. begin Apr 17. Should be done before Memorial Day weekend.
- B-3 bridge gets its girders today. Weather increases the administrative cost a little.
- Gravel crushing project as advertised.
- Indian Dam canyon project is on track.

AH—If somebody petitions to vacate a road, in what scenarios can we charge the landowner.

JT—I'll research it. It depends on how you get the land.

CB—Make sure the code is consistent with the statute.

JT—State code is permissive—"may". County code is restrictive—"shall".

JT—Map of ORV/AWTV is on the county website.

AH—Can you get a list of roads opened in 2014, so we'll know which ones we could/shouldn't open back up?

CB—For all 3 districts, please. Also, the map of roads is very easy to find on the website.

JT—In RCW, it's supposed to be on the county's home page.

JT—I'll be in a meeting in Ellensburg tomorrow.

BR—Solid Waste is busy.

- We've got several temp positions open. A couple are not listed because we'll probably hire internal candidates. We've got the money for the positions.
- We're updating several job descriptions. They're being reviewed by the union. Small changes.
- Conconully is reviewing a MOU concerning utility maintenance. On April 2 the city council will vote on it. It concerns a portion of the sewer line that's owned by the county.
- Recycle Committee will be meeting. It'll consider budget, facilities, market for recycled stuff. Fee increases better have a good reason. I'll report back to BOCC after the meeting. I'll send a list of members of the committee to BOCC. It's hard to get members for this committee.
- Household HazMat coordination has not been great between tribes and HazMat people, but Joaquin is pretty happy about coordination on the Tribe. He wants to spend a day at the HazMat center. Earth Day is coming up.
- We are discussing updates to processing SW landfill. Who can/will take leachates.
- The central scale was failing and scheduled for replacement this year. But then, suddenly, the Ellisforde scale broke. It was all rusty Probably won't last until next year. Maybe the central scale will.

AH—Was it inspected periodically?

BR—Inspected but because of the way it's made, it's almost impossible to see the rust. It's steel braces inside of concrete casts. I'll update you re: bid for Ellisforde scale next week.

AH—Maybe it'd be good to set aside money for replacement for these.

CB—What do you do if it's down?

BR—We build a portable one when Bridgeport failed, but it can't be reused.

JT—A pit scale is cheaper than a platform scale.

BR—The Twisp scale is next to be replaced It's the same age as Ellisforde & Bridgeport.

- We'll know next week if we're able to rent the surplus office space.
- Talked to the treasurer about getting a better return on our investments. Pooled with other investments. Looking into penalties for early withdrawal. We will insist on interest-only penalties.

JT—One more item. We're replacing 4 trucks and we'll have to buy one more sander. ~\$27,000 including tax. Brine tanks are separate. It'll be on next week's consent agenda. The cost is budgeted for already.

Ended at 11:55