

**Board of Okanogan County Commissioners  
(BOCC)  
April 2, 2019**

Jim Detro – JD (BOCC)	Leah McCormick – LM (Treasurer)
Chris Branch – CB (BOCC)	Cari Hall – CH (Auditor)
Andy Hover – AH (BOCC)	Stella Columbia – SC (Fair Events)
Josh Thomson – JT (Public Works)	Maurice Goodall – MG (Emergency Mgmt)
Debi Hiltz – DH (HR)	Mike Worden – MW (Dispatch)
Joe Poulin – JP (Maintenance & Fair Grds)	Dan Higbee – DH (Building)
Perry Huston – PH (Planning)	George Thornton – GT (Citizen, County Watch)
Laleña Johns – LJ (BOCC Clerk)	Tony Hawley – TH (Sheriff)
Ben Rough – BR (Public Works)	Randy Clough (Central Service)
David Gecas – DG (Civil Att.)	Larry Gilman (Assessor)
Tanya Craig – TC (Risk Manager)	

*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:** Fiber line between Admin and Public Works, Inter-local agreement with Twisp and County, Civil Service Commission rules, Questions from Treasurer, FutureWise & French Creek issues, **Fair Events:** State Grange summer rental, Change in Fee schedule, Summer temp positions, Premium Books, Vendor apps., CBD vendors, Projected revenue, **Admin & Fair Grds Maintenance:** Sewer project, Taking down Fair arena, ADA compliant arena bleachers, Weed spraying, Fair Maintenance employee, Sewer change order, **Planning & Admin:** Fire District 6 well, Tribal permit to work on the Fair Arena, dog ordinance, **HR, Risk, & Claims:** Risk Pool Conference, Appraiser I position, Chief Appraiser reclassification, NCI Datacom Agreement, Subrogation Demand, Signatory Authority for Claim damage, LRI, Waive requirement for bond, **Dispatch & Sheriff's:** Needed upgrades, DOT project on shared sites, Possible add-on to sales tax for Communications, Staffing, Tonasket service, Wildlife Sheriff's position, Sheriff, Corrections & Prosecutor on trustee usage, **Public Works:** Roads, Open Positions, SAO Office Rental, Upcoming gravel crushing contract, **Miscellaneous Business, Public Comment:** Christa Levine (Tonasket City Council) - potential street project, **Resolutions, Superior Court Clerk's Office report:** Need replace & transfer information on microfiche reels, Odyssey system is running amazingly well, **Consent Agenda approved**

9:05 AH, JD & CB present. Staff present: DG, SC, PH & JP

**DG (Civil Attorney)**

- Reviewing contract with NCI for installing new **fiber line between Admin and Public Works** building.
- Working on **inter-local agreement with Twisp and County** to supply building inspection services for Twisp city. Twisp city council is does not want their signatures on the contract and only the mayor signature. DG feels the signatures are less important but wants them on as a backup. If the council shows agreement to the contract in the minutes it would signify their agreement and the signatures would only further that agreement. Twisp feels in a strong mayor government the mayor is the binding signature and there is no need for any other. DG asking BOCC for input, he did check with MSRC – is arguable either way. Currently city council approves mayor signature so need to check if that vote (agreement) is documented in the

minutes. JD advocates that the County is doing Twisp a favor so just need to communicate to Twisp if the signatures are an issue just look for inspection services elsewhere. PH feels that usually the mayor signs after approval of the council when dealing with contracts in general. DG will accept only mayor signature if it is clear in the minutes that council assents to contract.

- Researching questions for Sheriff. **Civil Service Commission rules** involving transferring from a city to a county position.
- **Couple of questions with the Treasurer.** One person does not believe they have to pay property taxes at all. An AG opinion supports County position. PH discusses similar challenges in Kittitas County were quickly quashed in courts. There is no supporting court ruling anywhere. JD suggest if a person is not willing to pay taxes they shouldn't receive any County services – roads, police, health, jails, emergency, communications or more.
- **Future Wise meeting in the PM. More on French Creek issue.**
- Normal usual issues.

### SC (Fair Events)

- Off last week but came in a little to keep the list from getting too long. Playing catch up.
- A walk through with the **State Grange for summer rental.** One question over use of Jones Hall. Currently being used for offices, but was rented to Grange prior to SC. Concern is possible damage/interference in Jones Hall due to intended use as a center for young kids – various crafts and activities being intended. Would prefer use of the Commercial Building instead but is not in the contract. After some discussion would need to change lease agreement and involve some negotiation as Commercial Hall is at a higher rental rate. PH suggest amending the Fee schedule to allow for the Fair to make changes of halls specified in a contract if necessary but allow the choice of the lower rental fee between the two halls. BOCC in concurrence.
- SC suggests **change in Fee schedule** to remove rentals by the hour of less than a 4 hour duration. Change to allow either Full or Half day rentals including cleanup.
- There are 8 applications for the **summer temp. positions.** Can eliminate two at this time but have some quality applicants.
- All RVs are out of the out at this time.
- **Premium Books** are at the printer (Omak Chronicle) for formatting. Will get to the schools a month before the schools are out.
- Currently 11 **vendor applications** are in.
- How should Fair deal with any possible **CBD vendors?** BOCC feels no. – AH & JD agree. CB agrees with the position as it avoids controversy. PH says need to be consistent, defensible policy – not specific to CBD. Suggest keeping to a family friendly and kid-centered. Avoid conflict with any local, state or federal regulation. SC will make sure this position gets out to all vendors.
- Working on an update of **projected revenue** – there are many more events currently on the schedule.

### JP (Admin & Fair Grds Maintenance)

- **Sewer project** completed, just cleanup on the surface. Only a small part of a 4 ft. section of the sewer line was completely blocked by roots. The tree is now removed. One new clean-out has been installed instead of the planned two, the trade-off was relocating of the two lines at the site to avoid the crossover of one line over another (Sewage and Storm lines). BOCC cautions this should need a “Change Order” to be approved by the BOCC. JP will write this up and bring up for approval.
- Fair Grds head worker (Kyle) has begun **taking down the arena** and sorting for salvage value. Cattle pen on the NE corner are all welded together and will need to be cut apart. AH asks that to

- try and keep the pieces in the largest, usable pieces for salvage as possible. SC mentions picket fence on south side and nearby juniper plantings that are encroaching on the track.
- AH – looking at purchasing **ADA compliant arena bleachers**. Possible race track rails would not involve in ground post but be on the surface and easily moved. Need to investigate to see if they would be suitable.
- **Weed spraying** season coming up – need to look at a spraying system. JD has been looking at a slip-on system for the ATV – JP has seen one at about \$1200.
- Needs a decision on temp **Fair Maintenance employee**. Need to discuss with TC (Risk & HR) as well as situation involving Jail Trustee availability. BOCC want to bring in Prosecutor, Sheriff and Jail for information and developments before a decision on temp position. There is so no provision for position in budget as well as normal position. Many potential trustee people sit in Jail awaiting sentencing and cannot be used before sentencing – are later released on time served. TC will be out of town until April 8.
- Will get **sewer change order** to BOCC.

#### PH (Planning and Admin)

- **Fire District 6** (Upper Methow) wants to have use of an old test well that is already permitted. Discussion of the well log and the “draw down” test under heavy pumping. Well logs give a lot of background info and supports emergency usage. DOE does not object to emergency uses Fire District 6 trying to get a grant to install infrastructure for emergencies.
- Planning ask about possible **Tribal permit to work on the Fair Arena**. AH passes on that he has already received confirmation of the Tribe receiving application and fees for application. Waiting on approval for work.
- SC – Question on possible **dog ordinance**. SC is a resident of Loomis (unincorporated urban area). Finds it difficult to walk around in Loomis without encountering a harassing dog. DG & Sheriff currently reviewing draft and will bring the cleaned-up proposal to the BOCC.

#### 10:00 TC (HR, Risk, & Claims)

- Attended **Risk Pool Conference in Kennewick**, it went well. Sent a pact from AWC to elected officials and department heads. CB also attended, info on current bills in legislature was passed on.
- Sending along a resolution on the **Appraiser I position**. A selection was made, the person is from another department and wants to keep current step in position. Already checked with Auditor and Treasurer. Need to have the person’s name in resolution as need to do background to be specific and not a general resolution. Need a resolution to authorize.
- Working on the **Chief Appraiser reclassification** resolution. Running figures to amend Courthouse Salary Chart.
- Have reviewed the **NCI Datacom Agreement** – have sent notes to BOCC on suggestions, including some language if a default incurred.
- **Subrogation Demand** being sent to paper shredder company for a hydraulic fluid leak – there were cleanup and damage costs. Shredder company was aware of leak and did not take precautions.
- **Signatory Authority for Claim damage** to County property near Tonasket. Contractor damaged irrigation line that did damage to road and guardrail. Generally Public Works has person handling such issues but need to grant authority in this case as usually TC handles these types of claims.
- **LRI** – meeting between “department head” & an employee, will attend.
- An aside: JD need a **motion to waive requirement for bond** on County Newspaper Contract Award (Sound Publications). Done.

- TC wants to apply for a scholarship to attend a Risk Pool training - OK.

#### 10:30 MW (**Dispatch & Sheriff's**)

- Using funds authorized by BOCC to do **needed upgrades**. Will be able to do at least 3 sites, maybe 4. Funds are in .024 Maintenance (\$48,000) and other funds in Capital Improvement (\$48,000). Some spent out of Maintenance already. MW sees about \$82,000 available for equipment upgrades. AH goes over the lines and feels there are more fund available for work.
- Looking at a **DOT project on shared sites** and may be able to share some costs to stretch funds.
- **Possible add-on to sales tax for Communications** and work on getting support from a variety of local EMS, Medical & Fire Districts. MW has been asked for what the cost to the Districts of a full build out might be. Difficult to pinpoint due to a lot of variables. Approached Fire Chief, Aero Methow and hoping for letters of support on tax add-on. AH – requests estimate on capital costs.
  - o Presented to Omak City Council, generally a positive response on sales tax add-on. City seemed to be looking at the issue in a city-centric view and having difficulty seeing the advantages in synergy in a regional upgrade in capabilities.
  - o Have gotten on the COG agenda
  - o Passed on that if not getting the Sales Tax increase received current assessment to sub-districts to other Districts was not sustainable to maintain system.
  - o There is a bill in the legislature to allow an increase in sales tax add-on option from 1/10 of 1% to up to 2/10 of 1%. Would like the BOCC to send a letter of support and comment on an amendment that would limit the bill. Will forward a template in Word for the BOCC to use. *(Later in the morning an update came in that the amendment had failed and the bill was out of the committee and moving on making the letter of support unnecessary).*
- **Staffing** – currently hired two new dispatch positions and training. Considering adding a 3<sup>rd</sup> but looking at impact or having 3 trainees at the same time. A slight change in the wording of the advertisement seems to have generated a lot more applications (mentioning that they are actively hiring, not just doing the civil service testing). Patrol has applicants, Corrections is more difficult – is asking to have typing removed as a Corrections positions as it seems to be a hurdle to applicants and not critical to job performance.
- **Tonasket service** getting up and running. Working on getting training and schedule worked out.
- JD – possible funding is in the works for an additional **Wildlife Sheriff's position** in the County.
- Pleased about the signing of the non-commissioned contract, hoping for less overtime as a consequence.
- AH – wants a **discussion with the Sheriff, Corrections and Prosecutor about trustee usage** and availability. Possible usage of low-level substance abuse offenders (DOI, illegal substances, etc.) with community service requirements if qualified. Will look into both items.

#### 11:06 **Public Works** (BR, JT on vacation)

- **Roads** – fire at landfill last night, no injuries, was quick out and now monitoring. Expecting big wind in the future and will be watchful. Still road closure issues continue from last week. Chewilliken remains the problem area.
- **Open Positions:** Area 1 Supervisor – a lot of great applicants, will be very competitive selection. Interviews Wednesday; Office Manager position – no internal applicants, but a big applicant pool, interviews next week: Summer temps – interviews next week: M2 Truck Driver, Area 2 – one M@ person left, now re-open
- **SAO Office Rental** – State auditor now wants 2 offices to move in by May 1. Maybe not possible to get ready that soon. SAO only needs small offices, 200 sq. ft. in total, would be a

permanent rental. On April 17 a SAO facilities specialist will visit. SAO will have to install their own cable system, they are aware of that need.

- JD – Asking about the contract supervisor for the **upcoming gravel crushing contract** award. Seems that in a past working at the Greenacres site put a hole in the middle of the current site and put in water rock from past work and buried. Will be a problem in future and want to make sure contract oversight people are aware and make allowances.
- Done at 11:20

#### **Miscellaneous Business:**

- AH will be in a meeting beginning at 1:00 pm and does not know when he will be available (Future Wise discussion?).

#### **1:30 Public Comment:**

- **Christa Levine (Tonasket City Council)** – Updating the BOCC on **potential street project** and options being considered. Various options for modifying traffic flow, parking, landscaping and art placements.
  - o Possible concepts is use of back-in angle parking is a few locations.
  - o Are getting a lot of public input and open discussion of possible issues and remedies.
  - o Bump outs at pedestrian intersections, wider sidewalks and possible Smoker Marchand sculptures all under consideration
  - o Parking seems to biggest issue: amount, type & location.
  - o Difficulty of ADA access to sidewalks a current issue.
  - o Will be having more town halls for people to offer input, share info and allow public involvement

#### **1:47 2 Resolutions** from TC

- **Appraiser I** – approved
- **Chief Appraiser reclassification**- approved

Adjourn from BOCC, open as Oroville EMS. Approve payment to Lifeline of \$9,360. Back to BOCC.

#### **2:00 Superior Court Clerk's Office report.** Susan Speaker, assistant Clerk

- Have a nice hard-working staff: comment from a long serving worker – on how far the program has come.
- A hard-working janitor cleaned everything, steam cleaned the carpet – made a big difference, really appreciated
- Still need to be aware of the need to **replace and transfer information on microfiche reels**. The only available reader at the title company is showing its age. When finally dies the County will not have a good alternative. Currently 378 reels, that would cost \$117.30 each to convert, a total of over \$38,000 to replace all. Primarily old adoption and child custody records. They are requested and required to produce copies by the courts. This is not laser fiche. Wants to add the conversion to the budget and do as many as possible each year. JD – need to present to AH as he is the lead on budget issues. SS will need to talk with the Auditor and then come back with more details.
- **Odyssey system is running amazingly well** – get turn around in one day with a submission.
- No complaints from others
- Did not get a grant to digitize records. Will try again in next round. Suggest to talk with Public Works as that department was one of the few in County that submitted a grant successfully.

- After primary work by an employee is completed there is a backup assignment to enter files into Odyssey.
- BOCC will put Reels project on the next Finance Committee agenda for discussion

2:19 **Consent Agenda approved**

2:20 Adjourn