

**Board of Okanogan County Commissioners
(BOCC)
July 30, 2019**

Jim Detro – JD (BOCC)	Cari Hall – CH (Auditor)
Chris Branch – CB (BOCC)	Stella Columbia – SC (Fair Events)
Andy Hover – AH (BOCC)	Maurice Goodall – MG (Emergency Mgmt)
Josh Thomson – JT (Public Works)	Mike Worden – MW (Dispatch)
Joe Poulin – JP (Maintenance & Fair Grds)	Dan Higbee – DH (Building)
Angie Hubbard – AHu (Interim 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 Gechas – DG (Civil Att.)	Larry Gilman (Assessor)
Tanya Craig – TC (Risk Manager)	Annie Lyons (Noxious Weeds)
Shelly Keitzman SK (HR)	Charlene Grooms (Clerk’s Office)
Leah McCormick – LM (Treasurer)	

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:** Ok. Co. & WSDOT, cooperation with communications, new forms from Clerk’s Office, Executive Session review, question from a constituent, **Fair Events:** Office assistant sick, MOU, Track/Arena, Capital improvement thoughts, Possible Fall & Spring rodeos, fee schedule changes, **Interim Planning:** Water summit, Champerty Shores, Census 2020, Changes in Planning Dept., **Exec. Session. –** Ongoing litigation (French Creek), **Risk & HR:** Executive Session w/ Risk Pool Attorney on phone. Current litigation, Job descriptions for BOCC – Planning & Com. Dev., Corrections testing, **BOCC & Admin:** Senior Housing grant, Franchise agreement, **Assessor’s Office:** Assessments on new construction, Adjustment Board hearings, **Misc. Business:** Budget allocation of Public Works fiber line, Statler Bridge Bid opening, **Public Works:** Maintenance & Roads, 2020 budget & priorities, Similkameen Trail, Hwy 7, Tonasket Bridge north, Elmway Levee, Barkley & MVID Ditch, Purchasing Policy, **Public Comment:** none, **Miller Pit Buy: Long-term asset for road material, Visual impact issue, Misc. Admin:** BOCC Admin. Officer, Land use concerns, Superior Court use of BOCC Chambers, **Public Hearing:** Surplus of ER & R Dump Truck & Plow, **Public Hearing (from 7/29) – Supplemental:** Federal PILT to Current Expense Reserve, **Question about Bio-Char, Clerk’s Office:** Domestic Violence Funds

BOCC: JD, CB & AH Staff: Ahu, DG, SC

DG (Civil Attorney)

- Ask for a short Executive Session as time allows.
- Reviewed a contract from Mike Worden - Renewal of a contract between **Ok. Co. & WSDOT on cooperation with communications.**

- Reviewed **new forms from Clerk's Office** – Pro Se attorney forms. Topic was on a fee on forms for entering jail to see prisoners. Probably can't require of attorney's due to interfering with Attorney/Client privilege.
- Reviewed details of **Executive Session** held on Monday
- The Executive Session today is more on the French Creek case.
- CB – **question from a constituent** that had been having trouble entering jail to see grandson. DG will look into.

SC (Fair Events)

- **Office assistant phoned in sick**, pink eye and is contagious. Has left a lot of office duties for SC
- **MOU** with the new AED for the Fair Office and Agriplex. When new mop sink is finished SC will be able lock security closet. AED needs to be available at all times. Will be in a "break to enter" case. Will need to be reset after any use. MOU will need to be on Consent Agenda when finalized.
- SC has not consulted with JT over sign placement and engineering study.
- Not much else due to being much busier due to absence of office assistant.
- AH – will be working on new Announcer's Stand for the **Track/Arena**, outside rails arrive in Aug.
- **Capital improvement thoughts**: N. end campsites need electricity upgrade, this before putting in irrigation in the campground area. No septic in the North Campground.
- WSDA grant opportunity – possible new roofing on barns
- **Possible Fall & Spring rodeos** at new grounds. Need to follow regular government procedures – post fees, rent entire rodeo/arena/track facilities to a group – group sublets components of the facility most simple process.
- Once big events become more often will need to consider **fee schedule changes** – a % of gate & concessions – has been used in the past and in other places.

Ahu (Interim Planning)

- Working on a letter to send out on convening a **Water summit**. AHu has created a list of people for the BOCC to review and add as needed. AH asks for an email copy to be sent.
- **Champerty Shores** – update was on Monday. Rough numbers on costs for the project – from Jake Barker.
- **Census 2020** – need a representative from BOCC for Complete Count Committee. Big PR campaign, possible DB and/or AH. A short brainstorming of possible steps.
- CB wants a conversation about **changes in Planning Dept**. CB wants to meet with AHu and staff to talk about process, their view of job and planning in general. CB not a micro-manager but wants an overview to a direction, professional development; sees that State Planning has good professional development, and resources to train, support. AHu in full support. AH - look at some job descriptions. TC is working with AHu on a work flow chart. AH – each County Dept. should have a structure to serve the people of the County aside from budget issues. What should each Dept. look like to do the job?, then see what a budget can support. AH has concern that need to put serving the public as first step. AHu - A lot of changes lately, shoreline Master Plan, Critical Areas influencing Planning efforts.

DG, BOCC – Exec. Session. – Ongoing litigation (French Creek)

10:05 TC (Risk Management) & SK (HR)

- **Executive Session w/ Risk Pool Attorney on phone. Current litigation.** TC, BOCC & Risk Pool Attorney – done at 10:20
- AH – SK doing an excellent job
- Discussion finishing up from Monday. Only a little more, meant to meet with AHu about Planning situation, AHu got too busy.
- Emailed some **job descriptions to BOCC** about comparable Counties on Planning and Community Development positions.
- CB talked earlier about professional development, getting an overview of the Planning Dept. processes as they exist currently. Sees current Planning as a “permitting” Dept. as compared to a long-term Planning Dept.
- TC – only one employee with any planning background (AHu) – a degree. CB wants SK involved.
- Had a **Corrections testing** last Saturday – only 1 of 2 passed. CB offering help to SK, new HR person.

LJ (BOCC & Admin)

- Wants info/certification for **Senior Housing grant** application. Housing Authority needs authorization to move ahead on Meadowlark Senior Housing project. Meeting is set up for Aug. 19 with the Housing Coalition to discuss a House Bill and conditions for eligibility to submit grant application. CB reads about need to have a qualifying tax in order to apply for grant.
- **Franchise agreement** with City of Okanogan fiber optic line to Public Works Building.

Assessor’s Office

- LG is gone. Are moving forward on getting field devices – in place by next Spring
- Have finished **assessments on new construction** for work from the middle of last year until the middle of this year.
- Starting **Adjustment Board hearings** on Wednesday.

Misc. Business

- Discussing **budget allocation of Public Works fiber line** work. Assign to which Dept., County, Inter-departmental, Public Works? Compare to what would happen in other similar cases where work is adding to a County building. What of need to upgrade windows in Public Works building?

Statler Bridge Bid opening

- 3 qualifying bids, apparent low at \$961,987.66 from N & M Excavating, Mead, WA. Bid will go to P. Works for review & recommendation to the BOCC.

JT (Public Works)

- **Maintenance & Roads:** Finishing bulk of chip seal, on schedule. Will be doing a few small spots to complete

- Will be catching up other work – brush control, ditch and culvert cleanout.
- **2020 budget & priorities** – due in, working on finalizing. Any inputs from BOCC? AH – window work in capital facilities?. Yes. New area shops in for rebuilding and upgrades. Need to keep trucks inside so can hold a sand load overnight without load freezing up in cold. Need a 6-bay shop, would be about \$600,000. Looking at getting a fire closeout that might pay for one shop. Not much grant opportunity for building a shop. Possible sell off of surplus sites such as old, used out pits.
- **Similkameen Trail:** Need to put in budget numbers, not really a Public Works project. Looking at yearly maintenance – culverts & ditch clean out, occasional grading as needed.
- **Hwy 7, Tonasket Bridge north:** Pretty much done, just clean up.
- **Statler Bridge:** See above.
- **Elmway Levee:** Started yesterday – removing rock cap and removing sand. Sand going to landfill for lining new cell. County cost is already done.
- **Barkley & MVID Ditch:** Nothing new
- **Purchasing Policy:** Reviewing and updating, two approaches – build off state law or write referring to state law. If build off state may be easier to read need to amend every time State makes a change in law, otherwise when referencing State law doesn't need to be amended but do need to check law to see if any changes.
- Looking at culvert funds to see if there's enough left over to do more work on Sinlahekin Creek area.

Lunch

Public Comment – none

CB will be gone Sept. 16 & 17. Has been invited as a speaker at joint WA, OR & CA Transportation meeting.

2:00 Continuation of discussion of **Miller Pit Buy** (from 7/29).

- AD wanting a **long-term asset for road material**, always wants to consider cost of alternative sources of material. Goal is finding a long-term solution, 20+ years and located within site usage regulation of slope, property line setbacks, work space.
- AH expresses **visual impact issue**. Sees it a reasonable compromise. Mitigation by appropriate landscaping, berm from top soil removal and digging down of pit.
- JD would see any private source as becoming too expensive and increasing cost over time.
- Public Works (Gary George) goes over cost of permitting, public hearings, reclamation. \$4400 final close out of pit, maintenance of haul road - \$36,000, water truck while hauling about \$1600, regrading of haul road and applying of soil stabilizer - \$967 for total fixed costs for new pit at \$13,312 for \$.0008 per ton.
- Move to proceed with sale agreement. Claude Miller property for pit contingent on CU (Conditional Use) permit.

LJ – Misc. Admin.

- Sees need for a **BOCC Administrative Officer** to oversee Board activities and provide formal support.
- Letter concerning **land use concerns** from a citizen is being forwarded to BOCC
- Possible **Superior Court use of BOCC Chambers** is coming up. Exact date is unsure at this time but soon, maybe next week. This is a re-scheduling of a canceled court session.

3:00 Public Hearing – County Surplus of ER & R Dump Truck & Plow

- No staff, no public, no BOCC comment
- Move to transfer to County Fair Grounds – Rent-to-Own basis. Approved

3:15 Public Hearing continuation from 7/29. Supplemental.

- Moving of **Federal PILT to Current Expense Reserve**. - \$143,000 to Reserve.
- Move to approve. Passed

JD – Question about Bio-Char.

- GT – “Charred wood” of a smaller diameter as a soil amendment. Retains moisture, conditions soil, slower release of nutrients. Many details on productions but not full charcoal process.

CG & SS (Clerk’s Office): Public Hearing – Domestic Violence Funds

- Staff: Recommend a 60/40 split between Support Center and Room 1. DG reviewed and had no problems. No exact amount as dependent on collected fees. A small portion goes to Domestic Violence Fund. A lump sum from past years of approx. \$7000, then about \$500 per year until 2022 at a 60/40 split.
- Tracy Nickelson of Support Center – Center serves all of the County and a larger volume of clients, broader range of services.
- Move to sign contract for services with Room 1. Passed 2-1, CB feels disproportionate distribution of funds between the two agencies.
- Move to approve contract for services with Support Center – passed 3-0