

**Board of Okanogan County Commissioners  
(BOCC)  
August 28, 2018**

Jim Detro – JD (BOCC)  
Chris Branch – CB (BOCC)  
Andy Hover – AH (BOCC)  
Josh Thomson – JT (Public Works)  
Ben Rough – BR (Public Works)  
David Gecas – DG (Civil Att.)  
Tanya Craig – TC (Risk Manager)  
Leah McCormick – LM (Treasurer)  
Cari Hall – CH (Auditor, Finance Mgr)

Debi Hilts – DH (HR)  
Joe Poulin – JP (Maintenance & Fair Grds)  
Perry Huston – PH (Planning)  
Lelanie Johns – LJ (BOCC Clerk)  
Laurie Thomas – LT (Auditor)  
Stella Columbia – SC (Fair Events Coord.)  
Maurice Goodall – MG (Emergency Mgmt)  
Mike Worden – MW (Dispatch)

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- **Summary: Fair Events:** Satellite internet, Insurance for people using the new tractor during the Fair, Security, LTAC grant, **Fair Grounds & Admin Maintenance: Job description of a lead maintenance position:** Pulling weeds, Heat Pump compressors, Working hard to get ready for the Fair, “Overhead” fill pipe, Write down and chronicle all ideas and efforts, **Civil Attorney:** Ballot language on the Lake Management District, Property foreclosure issue, Brief on a seizure of vehicles, HR & Risk Management on ADA issues, E-messages onto a publicly available archive, **Admin & BOCC:** Items listed on the Public Works surplus list, **Planning:** Details on Lake Management District levy and vote, 3 resolutions/ordinances, **Assessor & Treasurer:** Lake Management District, Possible port district, Re-assessment, Training successor, Commercial business sales – personal property, Honesty in reporting personal property, **Public Hearing on 6 Year Transportation Program, Public Works Engineer:** Maintenance & Roads, RAP final prospectus, Buffalo Lake Rd CCT project, Methow River – Town of Twisp concerns, Peter Dan slide repair, Hwy 7 - Tonasket Bridge South project, Auction, **Public Works:** Authorization to purchase culvert for Sinlahekin Rd, **Public Comment: None, Bid opening for auctioneer services, Water Bank:** Conference phone call, Discussion is over terms of Letter of Intent on obtaining potable water, Limits of a legal agreement, **Resolutions:** Cannabis Operation Interim Control, Interim Land use Control, Establishment of Lake Management District at Osoyoos District #1, National Recovery Month, **Human Resources:** Open positions, Medical Insurance broker, Verbal SWAT training, Exit interviews, **Miscellaneous Business**

9:00 JD & CB present, AH absent all day. PH, SC @ 9:03, DG @ 9:07

**SC (Fair Events):**

- **Satellite internet** was brought in the past on a temporary basis at \$215 plus a fee for this year. A permanent installation would be \$500 plus a monthly fee. The permanent system could be shut off during the offseason. Century Link is currently the telephone service but will be switching over to ShoreTel soon. At least 3 events use credit card and need an internet connection. Other events could use a

connection – it might bring in more business – worth it? Not sure what options are out there now but we need a decision by Friday for an installer to get the work done before the Fair. After discussion of options BOCC OKs a permanent installation. PH – currently on wire or antenna to connect to main County System?

- **Insurance for people using the new tractor during the Fair?** Risk Pool or outside insurance? There is a need to clarify to understand. SC was asked by AH to look into the issue. JD – why not Fair Board as opposed to County? SC – need a solid, in writing, agreement as to who is on the tractor. Currently not covered under Risk Pool, need to look a supplemental insurance. A lot of volunteer during Fair – raises the question if any are covered for anything?
- **Security:** What is the County liability if a renter breaks the contract conditions? During an event there were too many people in attendance and many minors present while alcohol was being served. Twice the number that was authorized by the contract so not enough security was contracted. Sheriff's can intervene by private security request, Phoenix was the security agent, but Sheriff's has a limited ability to intervene. County might be a "deep pocket" in a joint & severable liability issue. DG – private security may be able to do a Civil Arrest if a clear crime has occurred. Over serving of alcohol – can just cut off and ask to leave? Phoenix is hired to keep the numbers within limits & alcohol within the bounds of the property. Sheriff needs to be invited in or have a search warrant unless in a public area. PH – does a banquet permit allow the Sheriff's entry? DG – don't know. SC – needs a clearer contract for rental to a private party. Allow a right of entry to Sheriff's in rental contract? Regulate hours of alcohol availability? Contract needs review. Maybe meet with sponsors to find a workable solution?
- Still working on a **LTAC grant**. Has had some comments about sound quality at the Agriplex. Washington State Grange has booked for a whole week next summer. Maybe could get more large events with a better sound quality? JP – possible install a drop ceiling & lower the lights to the drop level would make a big acoustic difference.

#### JP (Fair Grounds & Admin Maintenance):

- AH had asked for a **job description of a lead maintenance position**. JP hands out a draft of the position. BOCC will review when AH is present.
- **Pulling weeds** at the Fair Grounds after Weed Board inspection
- Changing out electrical plugs where needed.
- **Heat Pump compressors** will be installed before Fair.
- There is a leak in the **Juvenile sewage pipe**. Cracks in the pipe and a root problem. The roots have been treated with copper sulfate as a temporary fix. Will call after the Fair to look into a more permanent solution. Will look for bids to replace two sewage lines that are having root problems and some cracks.
- **Working hard to get ready for the Fair**. BOCC feels there are big improvements over the past.
- JP looking to have an **"overhead" fill pipe** installed in the track interior to fill watering truck. This would be a much more efficient operation from that location.

- There is a need to **write down and chronicle all ideas and efforts** before the ideas disappear into the fog of busy days. Will have a post event debriefing to look for improvements and planning for next year.
- Have received a **“Certificate of Occupancy”** for the Fair BR!! Will notify contractors. Possible ceremonial opening?

#### DG (Civil Attorney):

- Out of town last week. A lot of emails asking for explanations and wording had accumulated.
- **Ballot language on the Lake Management District** on Lake Osoyoos. What is the voting majority? Votes cast? Majority of possible votes? Or what? No language about a need for enough votes to validate election. Most likely simple majority of votes cast but DG is researching.
- Filed a brief, hearing set for Sept. 4 on **property foreclosure issue**.
- Another **brief on a seizure of vehicles**. Asking for attorney fees and return of vehicles.
- Some work for **HR & Risk Management on ADA issues**.
- CB: had a discussion with an open meeting advocate. Some people moving all emails, texts and other **E-messages onto a publicly available archive** to ease FOIA requests. Concerns over management of the archive, privacy issues, HIPPA issues. DG does a lot of work to narrow FOIA requests to what is really necessary as requesting party not sure of exact need or how to narrow. If not narrow enough amounts to a fishing expedition and undue volume. Statute leans toward all being open. Law is evolving. Some resent rulings point to fines down to 0\$ for violations. If documents withheld are not fully explained for each block of exempt documents there could be large fines.

#### LJ (Admin & BOCC Clerk):

- Appears to be a lot of **items listed on the Public Works surplus list** that will not be available for the surplus auction. JT will has relayed that some items will be used for a different purpose. LJ – asked JT to discuss with the BOCC. The problem is that the whole list was presented to the auctioneers for bids – a large number of items off the list might affect the bids. Discussion of why items are pulled and need to notify auctioneers of changes. JD responds that those “boys” have take large items to public auction in Spokane to enjoy the trip and activities in the past and may need to trim feathers on action like this. CB – will be talking to JT in less than an hour.

10:00 SF: (Assessor) & LM (Treasurer) arrive.

#### PH (Planning)

- Oroville & Tonasket representatives will call in for a 2:30 conference call on a water bank acquisition discussion.
- Treasurer and Assessor are here and can work out **details on Lake Management District levy and vote**.
- Need action on **3 resolutions/ordinances**:

- Establishing Interim Control in Upper & Lower Tunk, Tamarack Spring sub-basins pending water availability studies. This is separating those basins from WRIA 49 analysis for specific study. Public Hearing on action set for Sept. 17.
- Cannabis Interim Control using current ordinance as presented to BOCC. Pending clarification on some language.
- Establishing Lake Management District on Lake Osoyoos
- LJ will prepare resolutions for consideration later in day.

**10:10 SF: (Assessor) & LM: (Treasurer) – regular update**

**- Lake Management District**

- How to get out assessments, there are 229 billings – same as the ballots. Some have multiple ballots at \$160 X the number of parcels owned. BOCC set rater (in the ordinance). Bill are for 2019, Treasurer needs info no later than Nov. 1 to prepare statements.
- Can Treasurer charge the Lake District fees at the same rate as Irrigation districts - \$1.75 per parcel? – BOCC yes.
- Who would Treasurer contact if there is a problem or complaint? – PH says probably him.
- What happens if some refuse? – SF – reads law stating that same foreclosure process as any tax lien – 2 years then begin foreclosure sale process.
- Treasure is waiting on particulars for a mailing along with the billing. Once draft is sent to PH. PH will need to have it certified by BOCC. Treasurer will then have the statements printed, then to be mailed out after Feb. 1, 2019 same as other statements. Collection due by April date same as other taxes.

**- Possible port district in County is being discussed.**

**- SF: Omak & Okanogan SD re-assessment** is completed. New construction done by Aug. 31. Value is a bit up from last year. Now working on Oroville SD.

**- SF training successor.** Treasurer looking forward to cooperative working opportunity. Generally Assessor has no problems with complaints.

**- When a commercial business sells** then the personal property tax is due immediately at the time of final closure of the sale not at the usual time. Title companies are not handling the tax correctly and/or consistently. A major confusing issue.

**- Assessor relies on honesty in reporting personal property**, do spot checks and also send out a list of items from previous years to be checked and verified.

**- CB: wants to be sure not business sector is being treated differently i.e. – Cannabis compared to other business sectors referring to personal property taxation.** SF – no proof but feels Cannabis is non-complaint at a much higher rater than other sectors. CB – wants to be sure about equal treatment. SF – won't amount to a lot of tax dollars but a matter of equal treatment. There is a shaking out in the industry as a lot of “disappearing” operations.

**10:45 Public Hearing on 6 Year Transportation Program – Public Works.**

**- Jo Ann Stansbury: Planning tool for the time period.** No comments were received. Final plan is out, appeal time period ends on Aug. 31. Feds & CRAB funding requires

being listed. Includes projects already with secure funding and proposed – proposed may be done if funding is found. If not Federally funded or of no regional significance not on the list. BOCC moves to approve, Passed.

#### 11:00 JT (**Public Works Engineer**)

- CB: Franchise agreement not clear and needs to be worked on. Elmer City and East Oroville lift stations for sewers. Cities are operating on County areas (County right of way).
- **Maintenance & Roads:**
  - o Still focusing on grading where water available. Weed spraying will finish next week. Working on striping.
  - o Waiting on a bid for a culvert on Sinlahekin Rd @ Blue Lake. Then will ask for an authorization to purchase. Bid comes in later at \$64,400, will get paper work to BOCC after lunch.
- **RAP final prospectus:**
  - o 5 projects: 2 reconstructs – Old 97 by Comsat, Loomis-Oroville RD near Spectacle Lake to be submitted, likely to get one. Request needs to be submitted by next Tuesday. CB – want some flexibility for JT to make an interim purchase or submittal from BOCC. OKed. 3 projects: Hwy 7, Salmon Cr. Drainage, Loomis-Oroville culverts – all flood issues. BOCC OK to apply.
- **Buffalo Lake Rd CCT project:**
  - o CCT awarded contract of work – 5.7 million, Tribal Company out of Spokane. Work is waiting on a letter from County to proceed.
- **Methow River – Town of Twisp concerns**
  - o No contact with organizer for Twisp meeting. There is an understanding that anything Twisp does affects others.
- **Peter Dan slide repair**
  - o Traffic now open, still working on slide repair
- **Hwy 7, Tonasket Bridge South project.**
  - o Still dealing with irrigation line problem. While installing guard rail irrigation line was broken, was not properly located by irrigation people.
- **Auction:** some surplus items got accidentally rolled into auction list. Grader – wanted to put on an online auction list to see if could get a better price. Backhoe was surplus to ER & R to be used at SW landfill. Radios had to be destroyed and sent to landfill as they could not be cleared of data. Distributors (oil) – one has a blown engine so of little value other kept as a backup. JD – checking auction list to see if list that went to auctioneers for bidding. Once list out to auctioneers then big ticket items should be kept on the list as that's what auctioneers are bidding to sell. Need to be careful in the future. Could/should differentiate surplus list from auction list or other items to be disposed of otherwise.

11:40 JD leaves, no quorum

**Lunch**

1:30 JT brings in **authorization to purchase culvert for Sinlahekin Rd.** Move to approve, Passed.

1:35 **Public Comment: None**

2:00 **Bid opening for auctioneer services** for County surplus sales.

- JD explains difficulty with some items being removed from auction list.
- 2 bids: Campbell Auctions – all licenses – 14.9% of gross; D & D Auctions – all licenses – 14.9%
- As both identical will consult with Civil Attorney about how to proceed. Suggestion that the sale be shared between the two bids.

2:30 **Conference phone call** with representative of Oroville Tonasket Irrigation District, Twisp City and other?

- **Discussion is over terms of Letter of Intent on obtaining potable water** for a water bank. Whether is sale, lease or otherwise and if that satisfy needs of a potential water bank. Everyone understands all water access is subject to worst case issues when all bets might be off due to extreme circumstances. Irrigation and other entities need some action to ensure keeping water availability for sales/lease.
- PH: Not any history of a Bank loaning based on a lease of water availability – would be something like a certification of long-term water agreement.
- **Limits of a legal agreement** of various parties to supply water to Okanogan County
- OTID needs to move forward due to use of lose on water rights
- Mitigation, draw water out of reserve. County to get water for its usage in a water bank.
- \$10,000 for County Agreement for water contingent on obtaining an adequate inter-local agreement.

LJ: **3 Resolutions to be considered.**

- **Cannabis Operation Interim Control** – Public Hearing set for Sept. 17, 2:00. Resolution 2018 - 12. Passed
- **Interim Land use Control** – Upper & Lower Tunk, Tamarack Spring sub-basins. Public Hearing set for Sept. 18, 3:30. Resolution 2018 – 13. Passed
- **Establishment of Lake Management District at Osoyoos District #1** – Resolution 2018 – 14. Passed. Levy for operation discussed earlier.

2: 55 Move to approve proclamation: **National Recovery Month**

3:00 DH (**Human Resources**)

- **Open positions**
  - o Planner 1 – 6 applications
  - o Senior Clerk – 2 apps already
  - o Med. Svc. Officer – needed to revamp job description- originally a Civil Service Corrections position. Not needed to have that designation any more.

Interview, polygraph & appropriate medical certification still needed. 3 apps so far

- **Medical Insurance broker** was here last Friday – looking for an alternative to medical insurance
- Went to a class: **Verbal SWAT training**
  - o Body language
  - o Defusing situations
  - o What to do and not do
  - o Mostly useful in a 1-on1 situation, CB: any group tactics?
  - o Good for any public clerk or public interface position. CB maybe bring training up to Okanogan Co?
  - o Will include in all employee orientation in the future
- Are starting **exit interviews**
- Public Works are doing exit interviews and evaluations for all temps.

### 3:31 **Miscellaneous Business:**

- Review of minutes from Aug. 20 & 21 prior to Consent Agenda approval.
- Move to approve County vouchers – approved. Public Health vouchers – approved.
- Move to approve Consent Agenda – approved.
- Move to approve a few more Fair Contracts – approved.

3:58 Adjourn.