

**Noxious Weed Control Board  
Of**

**Okanogan County**

1234 S 2<sup>nd</sup> Ave Okanogan  
P.O. Box 791  
Okanogan, WA 98840  
Office # 509-422-7165

**Anna Lyon, Manager**

**Board Members:** Dave McClure, Mike Rayton,  
Steve Kieffer, Vacant, Jan Asmussen

**REGULAR**

**Monthly Weed Board Meeting  
February 26, 2020**

**Present:** Anna Lyon, Larry Hudson, Darla Dolph, Janet Nelson, Erin Quinlan, Steve Kieffer, Dave McClure, Jan Asmussen, Mike Rayton, Kellie Conn, Gary McDonald

**Flag salute was led by:** Steve Kieffer

**February Noxious Weed Control Board Meeting Called to Order:** 4:00

**Presentation:** N/A

**Old Business:**

**February 20<sup>th</sup> Recertification Class** – The Recertification Class went over well. There were 84 people present for the morning sessions, and 73 present during the afternoon session. Attendance at this class was down compared to our December class, where people tried to cram in their credits before the end of the year. Larry gave a quiz about integrated weed control and everyone seemed to like it. Wilbur Ellis provided some great prizes for the quiz.

**Coordinator Salary** – Larry did a salary survey with different counties, and we are about average with our comparable counties. However, if we look at comparable weed programs, we are in the low range. Since the Okanogan Noxious Weed Manager is the only contracted noxious weed department head in the state, it would be preferred that the position is comparable to other Okanogan County Department heads. We all supervise staff, are responsible for budgets, and may be required to hold specialized licenses, etc. Larry provided the Board a 2020 county pay chart and the salary survey. Historically Anna's position has been on par with the Building Official. There was a lot of discussion about the salary and the Board expressed their support of increasing the salary.

**Motion:** Based on Our Review of Salaries of Other Contracted Okanogan County Department Heads We Move to Bring The Weed Coordinator Salary Back into Alignment With The Building Official.

**Motion Made By:** Dave McClure

**Motion Seconded By:** Mike Rayton

**Motion Carried**

**New Business:**

**Meeting credits** – We don't have credits at the board meeting this month because of new WSDA policy. We are in the process of working with the State Weed Board & WSDA to again get credits for future meetings. Mike brought up the Board writing a letter to WSDA, about getting credits back. There was a lot of discussion about the credits.

**Seasonal Staff** – Darla Dolph is back early this year to fill in as needed. Our field staff from last year may not be returning this year. We are looking to hire 3 or 4 new field staff in April.

**CWMA Meeting** – Anna and Larry went to a Coordinated Weed Management Area meeting on Feb. 10. A couple of the CWMA representatives did give us some feedback about the radio reports. There was talk about the McClure Mountain access, Larry is in the process of arranging a meeting with the other agencies. Diane Thurlow has agreed to come to the meeting. The feedback we are getting back from State and Federal agencies are saying that it is not a legal use of funds for them to pay for last year's treatment bill. There was talk about having a booth at the ATV Jamboree again this year. Darla and Mike went last year and didn't talk to anyone that was in the ATV Jamboree.

**WSU Safety Training** – Kellie with WSU has been taking online classes, about active shooting and other workplace emergency type situations. After Kellie takes those classes our office is going to have a conversation about what to do in the event of a situation.

**Department of Ecology** – Our DOE grant has been approved for this year, however, ecology did lower it to \$50,000 instead of \$75,000 that we had originally requested.

**Motion to Approve the January 22<sup>nd</sup> Meeting Minutes**

**Motion Made By: Jan Asmussen**

**Motion Seconded By: Dave McClure**

**Motion Carried**

**Motion to Approve Control Ledger & Voucher for January 2020**

**Motion Made By: Dave McClure**

**Seconded Made By: Jan Asmussen**

**Motion Carried**

**Adjourn: 5:01**

**Meeting adjourned**

**Respectfully submitted by:**

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**Anna Lyon, Manager**

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Steve Kieffer, Chairman**

2020 BUDGET - BOCC Approved - Adjustments in BLUE		Origin approved	2019	2020	BOCC	FINAL	SUPPLEMENTAL
NOXIOUS WEED 103	REVENUE:	2019	EXPENSES	Department Request	Changes	2020 BOCC	REQUEST
RESERVED BEGINNING FUND BALANCE	#	-	-				
UNRESERVED BEGINNING FUND BALANCE	##	226,450	150,000	175,000		175,000	
NFF TREASURED LANDSCAPES	#	-		0		0	
DIRECT FED GRANTS	#	-		0		0	
TITLE II	#	25,000		0		0	
BLM/WSDA	##	8,500		0		0	
OCD NFWS	##	-		0		0	
BIA: SURVEY	#	-		0		0	
DOA: FH SPURGE FLAX	#	-		0		0	
DOE: Lk. Osoyoos Grant	#	-		0		0	
DOE: LAKES	#	13,000		0		0	
STATE WEED BOARD	#	-		0		0	
DNR: AQUATIC SURVEY	#	-		0		0	
DNR: TERRESTRIAL STATE GRANT	#	-		0		0	
STATE GRANT FROM CONSERVATION DISTRICT	#	-		0		0	
DNR-NAP NRCA PILT	##	6,162	6,162	6,162		6,162	
DNR PILT #2	##	12,372	12,372	12,372		12,372	
STATE PILT-FISH & WILDLIFE	##	17,150	17,150	17,150		17,150	
CONTRACTED SERVICES	#	120,000		0		0	
WEED CONTROL SERVICES	##	3,000	3,000	3,000		3,000	
CARLTON COMPLEX WEED CONTROL SERVICES	#	-		0		0	
PRIVATE DONATIONS	#	-		0		0	
OPERATING ASSESSMENT	##	425,743	425,743	425,743		425,743	
MISC. REVENUE	##	-		0		0	
transfers-in	#	-		0		0	
<b>TOTAL REVENUE NOXIOUS WEED</b>	<b>##</b>	<b>857,377</b>	<b>614,427</b>	<b>614,427</b>	<b>25,000</b>	<b>639,427</b>	<b>59,000</b>
							10,000

\*\*\*Vehicle fund is going to be committed beginning fund -

**EXPENSES:**

**General Weed Control Program**

NOXIOUS WEED MANAGER	##	##	66,366	66,366	66,366	11,000
FIELD SUPERVISOR	##	##	53,031	56,992	56,992	
ASSISTANT MANAGER	##	##	53,031	56,436	56,436	
INSPECTOR I	##	##	31,310	34,266	34,266	
ADMINISTRATIVE SECRETARY	#	#	-	58,000	-	16,000
FIELD STAFF - seasonal	##	##	52,664	0	58,000	
OVERTIME	##	#	-	0	-	
FICA/MEDICARE	##	##	19,391	20,812	20,812	
RETIREMENT	##	##	28,390	34,946	34,946	
MEDICAL/DENTAL/VISION	##	##	40,224	40,224	40,224	
INDUSTRIAL INSURANCE	##	##	14,921	13,087	13,087	
PAID FML	#	#	375	399	399	
UNEMPLOYMENT INSURANCE	#	##	2,000	5,000	5,000	
OFC/OPERATING SUPPLIES	##	##	4,264	7,000	5,000	(2,000)
FUEL	##	##	4,913	7,000	5,000	(2,000)
SMALL TOOLS/MINOR EQUIPMENT	##	##	10,877	6,000	6,000	3,000
PROFESSIONAL SERVICES	##	##	33,459	25,000	25,000	15,000
POSTAGE	##	##	6,554	3,000	3,000	
OFFICE TELEPHONE	##	##	152	300	300	
CELL PHONE	##	##	3,040	6,000	3,500	1,200
TRAVEL	##	##	4,000	5,000	5,000	
ADVERTISING	##	##	187	1,900	1,900	
RENTALS	##	##	5,607	6,000	6,000	
INSURANCE	##	##	7,798	8,000	8,000	
UTILITIES	##	##	2,000	3,000	2,500	(500)
REPAIRS & MAINTENANCE	##	##	4,213	4,000	4,000	
PRINTING & COPYING	##	##	5,000	3,000	3,000	
MISCELLANEOUS	##	##	1,315	2,000	2,000	
SEMINARS/CLASS FEES	##	##	1,840	2,000	2,000	
MACHINERY & EQUIPMENT	##	##	32,273	2,000	-	
<b>Total General Weed Program</b>	##	##	<b>489,195</b>	<b>475,728</b>	<b>468,728</b>	<b>(7,000)</b>
						<b>58,200</b>
<b>Total Operating Budget</b>	##	##	<b>553,239</b>	<b>475,728</b>	<b>468,728</b>	<b>468,728</b>
<b>ENDING FUND BALANCE</b>	##	##				<b>170,699</b>

<b>ELECTED OFFICIALS</b>				<b>SHERIFF ADMIN STAFF - COMMISSIONED</b>			
Assessor	6366			Undersheriff		7588	
Treasurer	6366			Chief Criminal Deputy		7296	
Auditor	6366			Chief Support Deputy		7296	
Clerk	6366			Chief Corrections Deputy		7296	
Sheriff	7891						
Prosecutor	12004			<b>ELECTED OFFICIAL'S CHIEF DEPUTIES</b>			
Coroner	6366			Clerk of the Board - Commissioners		5040	
Commissioner Districts 1 & 2	5700			Chief Deputy Treasurer		5040	
Commissioner District 3	5700			Chief Deputy Auditor		5040	
<b>CONTRACT EMPLOYEES/DEPARTMENT HEADS</b>				Chief Deputy Clerk		5040	
				Chief Deputy Assessor		5040	
				Chief Civil Deputy (Sheriff)		5040	
				District Court Administrator		5040	
Building Official	6550						
Admin. Officer/Planning Director	7460						
Admin. Officer Public Works	6000						
Central Services Director	6218						
County Engineer	9360						
Horticulturist	3269						
Human Resources Dir/Risk Manager	7000						
Juvenile Services Director/Court Admin	8729						
Medical Services Officer (Jail)	6000						
Weed Control Coordinator	5530						
Emergency Management Director	7206						
<b>Longevity</b>							
	<b>AFTER</b>			<b>AFTER</b>		<b>AFTER</b>	
	10 Years			15 Years		20 Years	
	Service			Service		Service	
	1.5%			2.5%		3.0%	



2020 Salary Survey for Coordinators position

Okanogan County Comparables

County	Coordinator Salary	FT or PT	Telephone	Coordinator	Notes
Okanogan	Coordinator Salary \$66,360	Full time			
Douglas	N/A (No Weed Board)				
Jefferson	\$ 61,152.00	FT	360-379-5610 ext. 205	Joost Besihn	
Kittitas	\$53,484 - \$72,108	FT	509-962-7007	Todd Davis	
Klickitat	\$58,068 - \$75,756		509-773-5810	Marty Hudson	\$74,651 right now
Mason	\$51,672 - \$61,345	30 hrs/wk	360-427-9670 ext. 592	Patricia Grover	
Pacific			360-875-9425	Jeff Nesbitt	Message, did not hear back
Stevens	\$ 45,000.00	FT	509-684-7590	Cindy Jennings	
Whitman	\$48,132 - \$57,516	FT	509-397-6261	Scott Watson	

Counties with similar programs

County	Coordinator Salary	FT or PT	Telephone	Coordinator	Notes
Chelan	\$68,772	FT	509-667-6576	Julie Sanderson	
Grant	\$ 63,435.60	FT	509-754-2011 ext. 4710	Craig Hintz	5% increase after 6 months, 1.5% longevity every 5 yrs, and yearlyCOLA
Yakima	\$ 49,920.00	FT	509-574-2180	Jeff Knutson	They have step increases, Jeff is at the lower end right now

