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**RECORD OF THE PROCEEDINGS**

**OKANOGAN COUNTY**

**APRIL 22, 2024**

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**9:00 AM Review Commissioners Agenda and Consent Agenda**

**9:15 AM Public Comment Period**

**9:30 AM Commissioners' Staff Meeting**

**10:30 AM Discussion-Land Trust App, RCO Conservation Easement-Presentation-Martin, Miller**

**11:00 AM Executive Session-RCW 42.30.110(1)(g)-Performance of a Public Employee**

**11:30 AM Briefing Among Commissioners-Discuss Individual Weekly Meetings & Schedule**

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The Okanogan County Board of Commissioners met for a regular meeting at 123 5<sup>th</sup> Avenue North, Okanogan, Washington on April 22, 2024 with Chairman, Commissioner Jon Neal; Vice-Chairman, Commissioner Andy Hover; Member, Commissioner Chris Branch; and the Clerk of the Board, Laleña Johns, present.

AV Capture and Zoom provided audio and video accessibility for public interaction.

**Review Commissioners Agenda and Consent Agenda**

Commissioners reviewed their agenda and asked that Public Works update be moved to 9:30 a.m. on Tuesday. Commissioners confirmed the Planning Commission meeting tonight was to start at 7:00 p.m. not 6:00 p.m. although the Planning Commission website stated it started at 6:00 p.m.

**Public Comment Period**

Sheilah and Jeff Delfeld, Planning Director Pete Palmer

Ms. Delfeld expressed concern about land use permitting options when the land falls on the tribal reservation. She was told by the county planning office she would need to go through the tribe to put another mailbox on Rodeo Trail Drive. She was denied. Ms. Palmer explained the tribe is responsible for issuing new E911 addresses for properties on the reservation. Ms. Delfeld said she did not need a new address she only wanted to install another mailbox alongside two existing mailboxes on the road. A permit is not needed to install a mailbox if an address already exists.

Pete Palmer stated there is an interlocal agreement between the Tribe and the County where property owners have a choice to use the county planning or the tribes planning for certain permitting applications. Ms. Delfeld then asked if the choice to go through the tribe or the county for building permit or some kind of land use permit was still an option. Ms. Palmer said yes. If property is being subdivided has to come through the county but building permit can go either way.

Ms. Jackson asked if the Planning Commission meeting was at 6:00 or 7:00 p.m. tonight. It was confirmed at 7:00 p.m. She asked if zoom will be available tonight as well. Yes, the meeting is in the commissioners hearing room and therefore zoom will be used for remote attendees.

**Commissioners' Staff Meeting**

Fair Manager Nick Bates gave his fairgrounds update. He provided a waiver request from the Jr. Rodeo Association for consideration for use of the North Half from the arena north for \$800 The

49 county may waive costs for any school sponsored event that serves the underserved. There is a lot  
50 of cost involved in preparing the site for this type of event and the fee recoups the county costs only.

51  
52 Mr. Bates explained a 30-foot section of irrigation lines was dug up to be repaired over the weekend.  
53 The hot walker was brought in by a private person that has been stored on the grounds for years,  
54 but county waivers were allowed to use county equipment in the past but not the walker. We no  
55 longer want to allow people to use our equipment. Mr. Bates explained the jockeys using the track.  
56 They must have the proper paperwork and must pay the required fee.

57  
58 Emergency Manager Goodall did not have an update. The fencing panels used by the jockeys are  
59 the county's panels but the walker isn't the county's. When the walker is used large ruts are created.

60  
61 Planning Director Pete Palmer updated the board on several planning items. Set on the Mazama s  
62 Plan update has set up the intern for university classes. Set up a meet and greet with start on June  
63 20 through August 29 and will be the one to stay and live out there and work with community on  
64 their updates. The statistical update will get pushed back. The Planning Commission will hold  
65 elections tonight.

66  
67 Last Friday the Planning Commission and Board of Equalization were set up with county emails.  
68 The individuals will be provided their specific county email address for county business. If the  
69 Delfeld's need to obtain a new address off Rodeo Trail Dr. then that will need to go through the tribe  
70 if their point of access is different. The mailbox and house should match.

71  
72 Ms. Palmer explained the process and compilation of comments and records that will be transferred  
73 to the county commissioners for the zone code update. She suggested another 30-day comment  
74 period be provided by the BOCC.

75  
76 Facility Maintenance Supervisor Tim Meadows provided his facility update. He handed out bid  
77 packets showing bids collected for the courthouse safety project. These improvements will repave  
78 the drive and provide a terraced that will take care of the slope and exposed landscape fabric in  
79 front.

80  
81 *Paving the courthouse drive* Paving from Pine St to Courthouse and create two ADA parking spots  
82 in front of the jail, repair the drive for water drainage and create safe access to the jail. Staff will  
83 take out the junipers for a future sidewalk. Much of the prep work will be accomplished by  
84 maintenance staff.

85  
86 Vendors were contacted on the vendor and small works rosters

87  
88 The front lawn terracing to correct the slope.

89  
90 *Wheels stops* project will extend the parking and repair wheels stops

91  
92 *Retaining wall* by the flag pole

93  
94 Commissioner Hover discussed the contractor retainage and bonding. We do not have to have  
95 bonds for prices under \$150,000 but we do need to retain 10% for 30-days to ensure project is  
96 complete according to specs.

97

98 The timelines for the project were by October 30. Central Washington Asphalt was not  
99 recommended because Proline was cheaper and included the retaining wall and extended curb for  
100 flag pole.

101  
102 **Motion**

103 Commissioner Branch moved to accept the quote of Proline Concrete Cutting LLC for the  
104 Courthouse Front Retaining wall project in the amount of \$23,000. Motion was seconded, all were  
105 in favor, motion carried.

106  
107 **Motion**

108 Commissioner Branch moved to accept Proline Concrete Cutting LLC quote for Re-paving the  
109 Courthouse front drive way in the amount of \$40,900. Commissioner Neal requested Proline  
110 include the full-length depth curb. Motion was seconded, all were in favor, motion carried.

111  
112 **Motion**

113 Commissioner Branch moved to accept the quote of Proline Concrete Cutting LLC for the Parking  
114 lot retaining wall in front of the Courthouse in the amount of \$15,500. Motion was seconded, all  
115 were in favor, motion carried.

116  
117 Next week quotes will be submitted for the Jail outdoor recreation area resurfacing project.

118  
119 Mr. Meadows stated the Auditor's Office wall and counter project is planned to be installed on a  
120 weekend in the next several weeks. Commissioner Hover asked whether the counter had trays or  
121 the window had an opening that would prevent arms from fitting under the window. A sliding window  
122 may be utilized. Mr. Meadows will clarify next week.

123  
124 Commissioners discussed several projects in Commissioner Hover's district and how current county  
125 policy may apply. The commissioners discussed fire.

126  
127 **Discussion-Land Trust Application, RCO Conservation Easement Presentation-Martin, Miller**

128  
129 Kate Miller Michelle Martin discussed an RCO conservation easement and intension of applying for  
130 the RCO grant funds. The project area is S. Pine Creek area.

131  
132 Ms. Martin provided the presentation on zoom showing the Carter Mountain Parcel map. There is  
133 2,312 acres of resource agriculture use property. The project has working lands shrub steppe  
134 habitat supporting the cow/calf operation and provides access to markets.

135  
136 The property has a long-term agricultural viability and ranching heritage. Wayne and Steve Ayers  
137 run about 200 head of cattle that the land supports. The lands have the water to support the  
138 operation that includes hay and pastures. The family is very thoughtful of the shrub steppe wildlife  
139 habitat and is interested in how to successfully conserve the lands for future viability.

140  
141 Commissioner Hover asked how house sites are left out for future development. Ms. Martin  
142 explained how those are negotiated for future operation. Farmland preservation property is meant  
143 to conserve agriculture into the future.

144  
145 Ms. Martin continued to go through the project slides. (attached)

146

147 **Executive Session-RCW 42.30.110(1)(g)-Performance of a Public Employee**  
148 Commissioner Hover moved to go into executive session at 11:00 a.m. until 11:15 am inviting HR  
149 Coordinator Vicky Poole to discussed RCW 42.30.110 (1)(g) Performance of a Public Employee.  
150 Motion was seconded, all were in favor, motion carried.  
151  
152 Commissioners extended executive session at 11:15 for another 10 minutes. Executive Session  
153 ended at 11:25 a.m. no decisions were made.  
154  
155 **Briefing Among Commissioners-Discuss Individual Weekly Meetings & Schedule**  
156 Commissioners discussed the Watershed Plan Addendum draft. Commissioner Branch will draft  
157 something to start with.  
158  
159  
160 The board adjourned at 11:45 a.m.  
161