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**RECORD OF THE PROCEEDINGS**

**OKANOGAN COUNTY**

**AUGUST 10, 2021**

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**9:00 AM Commissioners' Staff Meeting**  
**10:00 AM Update Treasurer's Office-Leah McCormack**  
**10:30 AM Update Auditor's Office-Cari Hall**  
**11:00 AM Public Hearing Utility Franchise U03-2021 Chesaw Water Assoc. Jo Ann Stansbury**  
**11:15 AM Public Hearing-Six-Year Transportation Plan 2022-Jo Ann Stansbury**  
**To Follow Update Public Works- Engineer- Josh Thomson**  
**1:30 PM Board of Health- 1234 2<sup>nd</sup> Ave S, Okanogan- [Okanogan County, WA \(revize.com\)](http://Okanogan County, WA (revize.com))**  
**3:30 PM Update Human Resources/Risk Management-Tanya Everett**  
**4:00 PM Approve Commissioners Proceedings August 2 & August 3, 2021**  
**4:15 PM Approve Consent Agenda**

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The Okanogan County Board of Commissioners met in Regular session at 123 5<sup>th</sup> Avenue North, Okanogan, Washington on August 10, 2021, with Chairman, Commissioner Chris Branch; Vice-Chairman, Commissioner Andy Hover; Member, Commissioner Jim DeTro and the Clerk of the Board, Laleña Johns, present.

AV Capture provided audio and video of the meetings held today, while ZOOM provided best audio accessibility and public interaction.

**Commissioners' Staff Meeting**

Planning Director Palmer, Fairgrounds Manager Naomie Peasley, Maintenance Joe Poulin

Director Palmer provided her staff report. Interlocal Agreement with town of Conconully. A letter was sent asking to revise and remove site analysis because they wish to process their own. The agreement was redrafted and they are reviewing it for consideration. A draft of the Building Moratorium ordinance was emailed to the board and she requested direction by the board as to what the board wished to strike or add to the document. The board will review and consider approval today.

Bid solicitations for replacement of the HVAC units on Public Works building were provided. The responses included Kruse Electric-no reply; Cascade Mechanical-Too busy; Divco \$114,749. Commissioner Hover asked if the project could wait until sufficient bids can be received. Mr. Poulin explained the units are old and repairs frequent. Is there a Divco maintenance contract in place for the unit filter replacements. A price for installing the roof hatch is also needed on the Public Works building. Mr. Poulin

Ms. Peasley is in charge of the maintenance crew on fairgrounds. The sand filter was discussed as she and Kyle were working on this. A vendor was worried the sand filter is just a band aide and would cause additional issues with pump later on.

Commissioners discussed hooking into the city water for its domestic water. The Clerk read from the bid request she previously prepared for the well repairs in 2018. Commissioner Hover asked that John Hubbard can give the board some ideas of what he found and what options should be

51 considered. Commissioner Hover stated the options and what information the board was looking  
52 for. Omak Machine Shop and John Hubbard was requested to give their opinion on the well.

53

54 Radar underground project is moving forward.

55

56 The main bathroom behind Country Buns on fairgrounds is not feasible to repair and will need to  
57 be shut down for fair. Commissioners discussed refurbishing reevaluating the building for a  
58 different use in the future. Arrangements have been made to provide the proper number of toilets  
59 for fair. It was suggested by others that it be torn down. Commissioners wish to reconsider the  
60 building uses.

61

62 Ordered gates for north end to replace the gates that are unsafe. Superior Court has changed their  
63 mind and now need the Agriplex for a trial in September before fair. Everything that has been  
64 scheduled in the building must again be moved. Commissioners would like to discuss with Dennis.

65

66 Safety protocols were discussed at the FAC. They would like to purchase food for a pre-fair  
67 meeting on August 26. There is budget.

68

69 **Motion Food Purchase Approval-FAC**

70 Commissioner Hove moved to authorize the FAC to purchase food and beverages for the meeting  
71 not to exceed \$200. Motion was seconded, all were in favor, motion carried.

72

73 Tom Fancher hauls the saw dust to the fairgrounds and no one has gotten ahold of him. FAC will  
74 make the arrangement. 4-ton of small baled straw hasn't been found yet either. Commissioner  
75 Hover knows of some that could be used in an emergency. The checklist of what FAC is  
76 responsible for and what Fairgrounds staff is responsible for was discussed by the FAC.

77

78 Kevin Cunningham has volunteered and is working at the fair office every day. Meeting with the  
79 county Treasurer to go over the tickets and protocol for cash handling at the fair.

80

81 **Update Auditor's Office-Cari Hall**

82 Lisa Schreckengost

83

84 Auditor Hall reminded the board about canvassing board meeting this Thursday. Commissioner  
85 DeTro will attend to it if Commissioner Branch is not free to do so.

86

87 Auditor Hall stated the current status of the State Audit with weekly calls. Financial Statement  
88 CARES ACT Funding is being tested and currently auditing Public Health. Schedule 6 has been  
89 optional but is now required and that is getting balanced.

90

91 There were 8,000 voter pamphlets that went out and folks gave positive feedback on the layout.

92

93 The Elections clerk position has not been filled at this time.

94

95 According to RCW department budgets are due to the Auditor's office by 5:00 p.m. today. There  
96 is one that is expected to be late from the committee. CE has seven missing departments, and big  
97 ones in miscellaneous funds. Five weeks was given to departments for them to provide their  
98 preliminary budgets to the auditor's office. Budget what they had last year and call it good, said  
99 Commissioner Hover. The commissioners have tried very hard to give everyone the appropriate  
100 amount of money without cutting, but this is not going to happen again. When departments are

101 required to get their budgets back to the auditor by a certain time and it doesn't happen, the Board  
102 can take appropriate actions.

103  
104 Junior Taxing districts have always been late turning in their budgets, but the Auditor provided  
105 them a very strong letter so they understand the deadline and what the consequences are if the  
106 deadline isn't met. The auditor will publish the preliminary budget on her portion of the website  
107 under their accounting section.

108  
109 **Update Treasurer's Office-Leah McCormack**

110 Commissioner Branch explained the plan for ARPA funds isn't due until October but he would like  
111 to go over the ARPA framework presentation he prepared. It is uncertain whether or not the county  
112 can use individual pieces to show reduced revenue. The only department that appeared to have  
113 reduced revenue would be the road fund. The Clerk of the Board explained there were several  
114 Infrastructure projects by Municipalities that included county ARPA funds submitted to Economic  
115 Alliance for prioritization. She asked if the county was going to meet with those entities to discuss.

116  
117 Treasurer McCormack explained the PUD called her about use of the county's ARPA funds for  
118 clients in arrears. She thought the funds were for only county uses, not cities or others for their  
119 projects or needs. Commissioner Branch explained the program guidelines. What else is out there  
120 targeting these programs. Treasurer McCormack said the county has its own infrastructure needs.  
121 The funds may be used in part for water, sewer and broadband infrastructure projects.  
122 Commissioner Branch would like to look at the framework in the guidelines and discuss those as  
123 they pertain to the county. Designations and roles of people in the government were read. He is  
124 designated as everything until the required roles can be designated. There are three roles in the  
125 application that he is designated as: County Administrator, Authorized representative, and  
126 Authorized rep for submitting for reimbursement. Assigning roles should be completed by October.  
127 The group will revisit next week during finance committee meeting.

128  
129 **Public Hearing Utility Franchise U03-2021 Chesaw Water Assoc. Jo Ann Stansbury**

130 Commissioner Branch opened up the hearing asking for staff report. Ms. Stansbury gave her staff  
131 report. (attached) This is a renewal of a franchise.

132  
133 Commissioner Branch closed the hearing to staff and opened up to the public. No comments were  
134 provided. The public testimony portion was closed.

135  
136 **Motion Resolution 99-2021 Chesaw Water Association**

137 Commissioner Hover moved to approve resolution 99-2021 ordering a renewal of the franchise  
138 between Okanogan and Chesaw Water Association. Motion was seconded, all were in favor,  
139 motion carried.

140  
141 Engineer Thomson stated a request to provide someone more than 160 hours of donated leave  
142 which requires a resolution of the board for the 80 extra hours requested.

143  
144 **Motion Resolution 101-2021 Donated Leave Above 160**

145 Commissioner Hover moved to approve resolution 101-2021 allowing an employee additional  
146 donated leave above and beyond the 160 allowed. Motion was seconded, all were in favor, motion  
147 carried.

148  
149  
150  
151

152 **Public Hearing-Six-Year Transportation Plan 2022-Jo Ann Stansbury**

153 Commissioner Branch opened up the hearing asking for staff report. Ms. Stansbury gave her staff  
154 report. (attached) This is for the Six Year Transportation Program 2022-2027. This is adopted  
155 annually. No written public comments have been received.

156  
157 Commissioner Branch closed the hearing to staff and opened up to the public. Ruth Hall  
158 commented that she was concerned that the Chiliwist road wasn't listed. The public testimony  
159 portion was closed.

160  
161 **Motion Resolution 100-2021 Six Year Transportation Program for 2022**

162 Commissioner Hover moved to approve resolution 100-2021 adopting the six-year transportation  
163 program. Motion was seconded, all were in favor, motion carried.

164  
165 Commissioner Branch asked that the Chiliwist Road be discussed as it pertains to the six-year  
166 program. Definitions for listing were given. It is not high on the list.

167  
168 Appendix to the Capital Facilities plan and it was suggested that it be updated every fall. Engineer  
169 Thomson stated this program is a one snap shot at the time and it will change on Thursday.

170  
171 **Update Public Works- Engineer- Josh Thomson**

172 Engineer Thomson provided his agenda and discussed the items listed there.

173  
174 *Maintenance & Road Conditions*  
175 *Fires*

176 Engineer Thomson provided his update on roads closed or opened due to fires.

177  
178 *Chip Seal*  
179 Still working on several projects.

180  
181 *B&O West Road Mr. Ralston*

182 Engineer Thomson showed B&O Road map on the screen.  
183 Commissioner Hover explained he drove the road and he now has an idea of where the county  
184 turned around. The gate location was discussed. The intent of 1953 was the road ended at the Y,  
185 said Engineer Thomson. Commissioner Branch asked and Engineer Thomson confirmed that a  
186 memo will be placed in the road file describing this situation.

187  
188 *Mazama Property Well FD #6*

189 Engineer Thomson showed a map of a Mazama parcel where county equipment and staging  
190 happens. There are a few wells on the site, one was found to produce a lot of water. FD #6 would  
191 like to develop the well water for fighting fires. There is an MOU from 2011 that allows this. Fire  
192 District #6 would like to get the well going before winter. Commissioner Hover stated DOE is not  
193 required to be contacted and a permit is not needed since the use is for fire suppression.

194  
195 2022 Preliminary Budgets will be submitted today to the county auditor.

196  
197 Items on the consent agenda were discussed.

198  
199 **Motion Methow Valley EMS District**

200 Commissioner Branch moved to adjourn as the BOCC and reconvene as the Methow Valley EMS  
201 District. Motion was seconded all were in favor, motion carried.

202

203 Commissioner DeTro moved to approve the Voucher certification and authorize the Methow Valley  
204 EMS District vouchers to be paid in the amount of \$58,867.75. Motion was seconded, all were in  
205 favor, motion carried.

206

207 Commissioner Branch moved to adjourn as the Methow Valley EMS District and Reconvene as  
208 the Tonasket EMS District. Motion was seconded all were in favor, motion carried.

209

210 **Motion Tonasket EMS District**

211 Commissioner Branch moved to approve the Voucher certification and authorize the Tonasket  
212 EMS District vouchers to be paid in the amount of \$16,200 to Life Line for July Services. Motion  
213 was seconded, all were in favor, motion carried.

214

215 Commissioner Branch moved to adjourn as the Tonasket EMS District and Reconvene as the  
216 Oroville Rural EMS District. Motion was seconded all were in favor, motion carried.

217

218 **Motion Oroville Rural EMS District**

219 Commissioner Branch moved to approve the Voucher certification and authorize the Oroville Rural  
220 EMS District vouchers to be paid in the amount of \$9,680. Motion was seconded, all were in favor,  
221 motion carried.

222

223 Commissioner Branch moved to adjourn as the Oroville Rural EMS District and Reconvene as the  
224 BOCC. Motion was seconded all were in favor, motion carried.

225

226 **Approve Commissioners Proceedings August 2 & August 3, 2021**

227 Commissioner Hover moved to approve the commissioners' proceedings of August 2 and August  
228 3, 2021 as presented. Motion was seconded, all were in favor, motion carried.

229

230 **Approve Consent Agenda**

231 Commissioner Hover moved to approve the consent agenda items 1-11 as presented. Motion was  
232 seconded, all were in favor, motion carried.

233

- 234 1. Cattleguard Renewals: West CGF#01-16; Marcellay CGF#13-13
- 235 2. Contract -Professional Services-UCSR
- 236 3. Contract-Pitcher Communications & Tower Space Lease-Mid Valley Hospital
- 237 4. Authorization- Call for Bids -Trench Drain-Bridgeport Transfer Station
- 238 5. Agreement Supplement #2-North Star Park City Bridge B-4-Dept of Transportation
- 239 6. Closeout Report -CDBG Public Services No. 20-62210-011-Dept of Commerce
- 240 7. Request #1-CDBG Public Services Grant No. 21-62210-011-July
- 241 8. Request #7-CDBG Public Services Grant CV-1 No. 20-6221C-119-July
- 242 9. Ratify US Treasury Authorizations American Rescue Plan Act Funds-Authorization,  
243 Assurances, & Certificate of Completion
- 244 10. Acknowledge Facility Use Contract- Jockeys Assoc. Races
- 245 11. Acknowledge Facility Use Contract-Employee Appreciation BBQ-PUD

246

247 **Motion Ordinance 2021-8 WRIA #48 Building Permit Moratorium**

248 Commissioner Hover moved to approve ordinance 2021-8 extending the building moratorium for  
249 another six months. Still trying to finalize the dispute and the county asked for clarification and  
250 wouldn't necessarily be the full six months. Progress on the plan is happening. Motion was  
251 seconded, all were in favor motion carried.

252

253

254  
255 **Motion Resolution 102-2021 Elevated Emergency Declaration**  
256 Commissioner Hover moved to approve resolution 102-2021 authorizing a declaration of elevated  
257 emergency due to additional fires in the county. Motion was seconded, all were in favor, motion  
258 carried.  
259  
260 **Board of Health- 1234 2<sup>nd</sup> Ave S, Okanogan-**  
261 Commissioners attended the board of health meeting.  
262  
263 **Update Human Resources/Risk Management-Tanya Everett**  
264 Cancelled  
265  
266 The board adjourned at 12:15 p.m.  
267