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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

AUGUST 28, 2023

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 .09 Policy Draft-Economic Alliance-Roni Holder-Diefenbach
11:30 AM Executive Session-RCW 42.30.110(1)(i)
11:55 AM Briefing Among Commissioners-Discuss Individual Weekly Meetings & Schedule
1:30 PM ~~Update-Fairgrounds/2023 Fair-Commissioners~~

The Okanogan County Board of Commissioners met for a regular meeting at 123 5th Avenue North, Okanogan, Washington on August 28, 2023 with Chairman, Commissioner Chris Branch; Vice-Chairman, Commissioner Andy Hover; Member, Commissioner Jon Neal; 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

Commissioner Branch asked if there were any changes to the agenda. He then discussed there is an Emergency Management meeting Wednesday at 6:00 p.m. Commissioner Branch would like to look through the Multi Hazard's Mitigation plan. There are several tasks and goals to speak about in the Community Wildfire to community wildfire protection plan.

Public Comment Period

Emily Sisson and Isabel Spohn via zoom.

Ms. Spohn commented on the Multi Hazard Mitigation Plan and comments on the 700+ plan. She believes she was the only one who managed to provide comment because the comment period was only five days long. She thought the final copy of the consultant's comments was removed. Commissioners will check into it. She asked about the meeting on Wednesday, which entities would be participating and if it was going to be open to the public. She discussed Tribal Action and what was suggested at a meeting in Twisp with more logging with the thought fewer trees mean less fire. Barrier and removal of ladder fuels like smaller trees and prescribed burning with mixed intensity. There is a lot of science behind it. It would be good to have more information on that.

Commissioners' Staff Meeting

Planning Director Pete Palmer discussed the following items. The city of Okanogan requires a new form to be filled out for the Building permit for Sheriff's Storage and Coroner's Equipment building. An email was provided to the Board regarding the permitting of ag buildings that turn into residences. Director Palmer stated the permit plan said the building did not have water or plumbing and the Assessor should notice this as well since he assesses the improvements to buildings on property. This is a cash only owner contract and permitting issues may not come out until property was insured. Commissioner Branch said to address that today, there is some implications that the board should take interest in. Some of it is monitoring from the beginning to do due diligence and if enforcement actions are taken that we do all of them. If there is an

52 approach to that it would be reasonable. Director Palmer stated she will consult with Esther Milner.
53 Purchasers may purchase property not knowing the improvements are not permitted.

54
55 Treasurer Johnson is asking for the Planning Dept for property addresses for foreclosure and
56 posting purposes but there are some properties that never obtained a legal 911 address before
57 Sept 1. Director Palmer asked if the county is going to issue 911 addresses to those that have
58 never been addressed and not charge fees? Commissioner Branch asked for suggestions.
59 Director Palmer thought the department request and pay the fee.

60
61 1. *Amendment 2, Oneza & Associates contract for the zone code update. This amendment will*
62 *add another \$10,000.00 to the contract bringing the not to exceed amount to*
63 *\$80,000.00. The additional amount will be absorbed by the Planning department budget*
64 *savings.*

65 Director Palmer explained the additional contract amount that is in the Planning budget. The
66 additional funds of \$10,000 would help with the zone code update.

67
68 **Motion Agreement Oneza & Associates**
69 Commissioner Hover moved to approve Amendment 2 between Okanogan County and Oneza &
70 Associates for an additional \$10,000 bringing the contract amount up to not to exceed \$80,000.
71 Motion seconded, all were in favor, motion carried.

72
73 2. *Methow Watershed Contract #2, an extension of an existing agreement for water bank*
74 *planning/administration by the Methow Watershed Foundation. This will extend the existing*
75 *agreement for another two years at \$19,800/yr totaling \$39,600 for two years. This funding*
76 *will come from the Methow Water Quality account administered under Public Works.*

77 Director Palmer explained an extension of the Methow Watershed Foundation contract #2 using
78 the amendment clause in the existing contract and scope of work to extend the contract two years
79 and adding additional funding for those two years.

80
81 **Motion Methow Watershed Foundation Contract #2**
82 **Extension-Water Banking Planning & Administration**
83 Commissioner Hover moved to approve the contract #2 between Okanogan County and Methow
84 Watershed Foundation extending the existing agreement for another two years in the amount of
85 \$19,800 totaling \$39,600 for the two years until December 31, 2025. Motion was seconded, all
86 were in favor motion carried.

87
88 3. *Approval to pay the VCERT for the Lake Management District in the amount of \$40,879.62.*
89 Commissioner Hover moved to adjourn as the BOCC and reconvene as the Lake Management
90 District. Motion was seconded, all were in favor, motion carried.

91
92 Commissioner Branch asked about the budget. A budget supplemental is needed first before
93 processing the VCERT.

94
95 **Motion**
96 Commissioner Hover moved to adjourn as the Lake Management District and reconvene as the
97 BOCC. Motion was seconded, all were in favor, motion carried.

98
99 4. *Discussion on Assemblies/Festival code Chapter 5.25*
100 There have been complaints about festivals in the Methow that may or may not have permits. The
101 timelines are not set up to allow staff time to process the permit to give people time to appeal.
102 Once applications are received and processed commenting agencies are given time to comment,

103 but not until the property owner mails it back is a 54-day process. At day 26 the notice is published
104 in the newspaper that gives neighboring property owners 21 days to appeal. The OCC 5.25 gives
105 applicant an opportunity 30 days prior comment or appeal but that doesn't give enough time for
106 the appeal process. She will be returning with a code amendment to adjust the application timeline
107 to 60-days in order to meet permitting timelines. Permitting for events with music with 100's of
108 people does not have adequate time to provide notice to neighbors due to the festival already
109 starting before the neighbors get the notice. Commissioner Branch would her to work with Esther
110 Milner on this. Commissioner Branch does have a concern when it spills over. A difference
111 between a family event and a commercial event that happens every weekend throughout the
112 summer advertises a venue and is a for profit festival.

113
114 Emergency Management gave an update on the fire situation. There is potential for heavy rain
115 this week, watching for lightening. The state route 20 is closed again due to Blue Lake fire but
116 should reopen tomorrow. A small fire started of about 2500 acres and is now subdued on
117 Chelan/Okanogan County line. A small fire burned near Lost Lake area with a truck and small
118 trailer burning and the fire did not spread.

119
120 Commissioner Branch reminded of the annual review of the Community Wildfire Plan to look at
121 the action items and tasks. There was the issue of marking roads for egress and ingress and
122 asked what the time line was for funding. The partners are involved with the review of the plan
123 and he would like to encourage them to review. Mr. Goodall asked if there needs to be something
124 submitted when review is completed. Commissioner Branch would like comments and review
125 noted in the meeting minutes. Some tasks are noted in the plan as cities' tasks and cities may
126 comment on their particular task status. Commissioner Branch asked if SEPA was done on the
127 plan and whether a DNS was done there would likely be comments and a legislative action. Find
128 out to answer some questions.

129
130 **Discussion .09 Policy Draft-Economic Alliance-Roni Holder-Diefenbach Kurt Danison**
131 Ms. Holder-Diefenbach provided an outline of the updated Infrastructure Prioritization Process of
132 the changes made this year. (attached) She went over the highlights and changes made. Included
133 was the additional draft policy of funding projects from the county's Infrastructure fund 117.
134 (attached)

135
136 Ms. Holder-Diefenbach discussed this process is not in Okanogan County Comprehensive Plan
137 but it is in the Economic Development Recovery Strategy. She went over project definitions and
138 what is eligible to be considered for funding. Return on investments, job creation and what outside
139 funding was leveraged and by whom by the entities was discussed.

140
141 Recovery strategies are identified items and addressed in plans so we can make sure applicants
142 fall within those guidelines to be eligible to apply. County Commissioners would have to approve
143 agency grant applications for pass-through of such as for CDBG grant applications and funds and
144 so those entities would need to have that approved through the county. This allows the county to
145 monitor the applications and funding requirements. Added the requirement that speaks to the
146 Schedule 20 the county requires and provides information about how the dollars are used and
147 numbers of jobs created.

148
149 The last thing to discuss is the amount of funding available for entities to apply for. The group
150 thought leaving funds in reserve is a good idea. The 40/40/20 split was discussed. Commissioner
151 Hover would like input from the cities and to have some consultation with them as required before
152 awarding for a project. He'd like to set a policy for that and make sure to follow it. Available funding
153 would be in a three-year cycle so it can be bonded.

154 Ms. Holder Diefenbach would like to know asap since the public process is beginning soon. Mr.
155 Danison stated the cities may not expect consultation and he thought whatever the county decides
156 is what they have to work with. Commissioner Branch said the policy states we consult with them.
157 Ms. Holder Diefenbach said many don't come to the table even if they are asked to. There is
158 currently \$2,551,089 in the fund. Commissioner Hover would like to meet again Sept 11, 2023 to
159 further discuss the dollars available.

160
161 Commissioners discussed adoption of the policy via resolution. The emerging opportunities is a
162 separate policy. Commissioners discussed this being an annual funding consideration when there
163 are applications. These types of projects are emergent when an entity has a gap in funding and
164 the timeliness of the funding is emergent and funding the gap is expedited. A set amount for each
165 year is set and does not roll over and increase annually.

166
167 Ms. Holder Diefenbach explained the cost of updating the plan. Commissioner Hover suggested
168 language and cost be added into the Economic Alliance contract scope of work for the update
169 every three years.

170
171 The group discussed that the .09 funds that are set aside be used for application for agency
172 feasibility studies, planning stages and engineering stages of those agency infrastructure projects.
173 Preliminary studies and plans are important elements of projects, projects can't get done without
174 them.

175
176 Leveraging the dollars was also discussed, such as for our Broadband Action Team that is now
177 covering the Methow Valley, the Colville Reservation as well as the rest of county. She discussed
178 the money awarded that will be coming into Okanogan County for broadband projects and is a
179 result of the work Economic Alliance has been doing. There is over 46 million recently awarded.
180 OCEC Greg Mendonca is to submit a letter to the county for the \$500,000 county ARPA
181 contribution. The group looked forward to continuing the discussion on September 11.

182
183 **Executive Session-RCW 42.30.110(1)(i)**
184 Commissioner Hover moved to go into executive session at 11:35 a.m. until 11:50 a.m. inviting
185 Chief Deputy Esther Milner and Risk Manager Shelley Keitzman to discuss RCW 42.30.110 (1)(i).
186 Motion was seconded, all were in favor, motion carried.

187
188 Executive session ended at 11:50 a.m. no decisions were made.
189
190 Commissioner Hover stated he would be attending the Fair Advisory Committee special meeting
191 tonight. It will be held at the fairgrounds annex.

192
193 **Briefing Among Commissioners-Discuss Individual Weekly Meetings & Schedule**
194 Commissioners discussed various business items.

195
196 **Update-Fairgrounds/2023 Fair-Commissioners**
197 Maurice Goodall Lori Caswell, Pete Palmer, Stella Columbia

198
199 Ms. Columbia explained she was asked to step in to help with the fair and has stepped in for the
200 interim. Her first day was last Wednesday. She trying to catch up and learn her responsibilities in
201 a short time frame. She discussed her priority for sweeping up the cobwebs and needed general
202 cleaning.

203

204 Mr. Goodall, Ms. Columbia and commissioners discussed the more immediate things to be
205 accomplished before the fair. It appeared Mr. Goodall was willing and able to take on the grounds
206 work and organize the needed work groups for the outdoor work. Many had signed up to help and
207 he is willing to head up and organize who is going to do what and when. The group discussed
208 getting a head start on watering down the parking lots, roadways, track and various dry spots to
209 get a good wet base started. The grounds are extremely dry and dusty and the water system has
210 a lot of catching up to do, but working the system correctly will help green things up.

211
212 Mr. Goodall asked about his time as he is exempt and doesn't get overtime. He would like
213 compensation of some sort for putting in over 20 hours a week at the fairgrounds. Commissioner
214 Hover asked him to keep track of his time in order for the commissioners to figure out some sort
215 of compensation for work above and beyond emergency management work he does for the
216 county. Commissioner Hover said this needs to be figured out so he is compensated for his time
217 in the way of a stipend for fairgrounds management support.

218
219 Commissioner Branch briefly discussed the county commitment to the community regarding the
220 CWPP with Mr. Goodall. Commissioner Hover stated a public meeting of the commissioners
221 should be held annually to take public comments on the MHMP and CWPP plans.

222
223 Commissioner Hover stated the new lights for the fairgrounds be paid for from fairgrounds budget.
224 A budget supplemental will be needed.

225
226 **Motion**
227 Commissioner Hover moved to direct the Clerk of the Board to pay the lighting invoice from PUD
228 from fairgrounds small tools minor equipment line. Motion was seconded, all were in favor, motion
229 carried.

230
231 **Motion Production Agreement Okanogan County Fair 2023-Lighting**
232 Commissioner Hover moved to approve the Production Agreement between VIP Production
233 Northwest and Okanogan County for Okanogan County Fair Lighting in the amount of \$4,099.13
234 and authorize the chairman to sign. Motion was seconded, all were in favor, motion carried.

235
236 **Motion Production Agreement Okanogan County Fair 2023 -Audio**
237 Commissioner Hover moved to approve the Production Agreement between VIP Production
238 Northwest and Okanogan County for Okanogan County Fair Audio in the amount of \$6,554.48 and
239 authorize the chairman to sign. Motion was seconded, all were in favor, motion carried.

240
241 **Motion Production Agreement Okanogan County Fair 2023-Staging**
242 Commissioner Hover moved to approve the Production Agreement between VIP Production
243 Northwest and Okanogan County for Okanogan County Fair Staging in the amount of \$10,825.80
244 and authorize the chairman to sign. Motion was seconded, all were in favor, motion carried.

245
246 **Motion Okanogan County Fair Contract-Preston Ray-Steers**
247 Commissioner Hover moved to approve the contract between Preston Ray for providing steers for
248 the Okanogan County Fair in the amount of four (4) fair passes. Motion was seconded, all were
249 in favor, motion carried.

250
251 **Motion Fair Contract Entertainment Nicole 38.Unser.23**
252 Commissioner Hover moved to approve the contract between Nicole Unser and Okanogan County
253 for fair entertainment in the amount of \$1500 and two Saturday passes. Motion was seconded, all
254 were in favor, motion carried.

255
256 **Motion Fair Contract Roy Todd Jackson, Roy's All Star Band**
257 Commissioner Hover moved to approve the contract between Roy Jackson and Okanogan County
258 for fair entertainment in the amount of \$2794 and that includes three rooms for 1 night at \$294 and
259 8 Saturday passes. Motion was seconded, all were in favor, motion carried.

260
261 **Motion Fair Contract Lisa Thonney Horse Barn Judge**
262 Commissioner Hover moved to approve the contract between Lisa Thonney and Okanogan County
263 for horse barn judge in the amount of \$600 plus \$192 for hotel rooms and 1 weekend fair pass.
264 Motion was seconded, all were in favor, motion carried.

265
266 Commissioner Branch stated the county should follow up on the discounted passes.

267
268 The board adjourned at 3:45 p.m.