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**RECORD OF THE PROCEEDINGS**

**OKANOGAN COUNTY**

**AUGUST 9, 2021**

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9:00 AM Review Commissioners' Agenda and Consent Agenda  
9:30 AM Accept Applications for Hancock Building Lease-Courthouse Lobby  
9:45 AM Briefing Among the Commissioners  
10:00 AM Public Hearing Property Management Program New Code Chapter 2.06  
11:00 AM Assign Hancock Lease Resolution 98-2021  
11:30 AM Public Hearing Budget Supplemental Appropriation Building Fund 423  
11:30 AM Public Hearing Budget Supplemental Appropriation REET Fund 144  
1:30 PM Executive Session RCW 42.30.110 (1)(i)  
2:30 PM Review Meeting Minutes

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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 9, 2021, with Chairman, Commissioner Chris Branch; Member, Commissioner Jim DeTro and Deputy Clerk of the Board, Crystal Hawley, present.

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

**Review Commissioners' Agenda and Consent Agenda**

Commissioners reviewed their agenda. Commissioners went over the process on accepting applications for the Hancock building. The board will meet in the courthouse main lobby at 9:30 a.m. and accept applications until 9:45. The board will then be reconvened back at the Commissioners' Hearing Room to go over all applications. At 11:00 a.m. the Commissioners will assign Hancock Lease Resolution 98-2021.

The Board adjourned at 9:25 to accept applications for the Hancock building at the courthouse main lobby and will be the for 15 minutes.

**Accept Applications for Hancock Building Lease-Courthouse Lobby**

The Commissioners reconvened at 9:48.

Commissioner Branch stated that they received one application to the Hancock building. Economic Alliance put in a bid for .445 cents per square foot with a ten-dollar deposit. Included in their application is their commitment for Rental/Bidder Bonding that was also required in the application provided by VIP Insurance.

**Public Hearing Property Management Program New Code Chapter 2.06**

Commissioner Branch opened up the public hearing for the Property Management Program at 10:00 a.m. Exhibit A is Chapter 2.06 Rules for sale, disposition or lease of county surplus real property. Commissioner Branch said that there was some staff changes to chapter 2.06 by replacing the words county administrator with the board of commissioners. The chapter goes over establishment of comprehensive procedures for management of the county property authorized, policy, definitions, authorized transfers, special disposition, surplus property resolution, sale

51 procedure, transfer of surplus property for consideration other than cash and lease of surplus  
52 public property.

53  
54 There were no public comments and no staff discussion. Commissioner Branch closed the  
55 hearing to comments and opened up to commissioners discussion.  
56

57 **Motion Ordinance 2021-7 Property Management Program New Code Chapter 2.06**

58 Commissioner Hover moved to adopt Ordinance 2021-7 authorizing a new Chapter as 2.06 within  
59 the Okanogan County Code establishing a comprehensive property management program under  
60 the authority of RCW 36.34.005. Motion was second, all in favor, motion carried.  
61

62 **Briefing Among the Commissioners**

63 Commissioner Branch provided the assurances of compliance with civil rights requirements for  
64 ARPA funds as required by US Treasury. The assurances apply to all federal financial assistance  
65 from or funds made available through the Department of the Treasurer, including any assistance  
66 that the Recipient may request in the future. The Civil Rights Restoration Act of 1987 provides  
67 that the provisions of assurance apply to all of the operations of the Recipient's program(s) or  
68 activity(ies), so long as any portion of the Recipient program(s) or activity(ies) is federally assisted.  
69

70 Finance Manager Lisa Schreckengost provided the Commissioners a budget adjustment request  
71 for the Planning Department. Commissioner Hover said that the Planning Department doesn't  
72 need to take funds out of their budget for software.  
73

74 Emergency Manager Maurice Goodall provided his emergency management update. Mr.  
75 Goodall explained that Cedar Creek State Route 20 remains closed from Mile Post 165 to 177.  
76 (Just east of Early Winters) with evacuation at 0, 1, or 2. The fire is still active along the Road  
77 Wolf Creek on the west side is still closed.  
78

79 Cub Creek all evacuations have been dropped. The areas labeled as Eight Mile and Chewuch  
80 that were at Level 1 have reduced to no evacuation Levels. North Creek Road is closed, there is  
81 a lot of cattle along the road.  
82

83 Mr. Goodall is working with the Sheriff's Office and National Guard to get man power out there to  
84 help. The Muckamuck Fire is burning in the area of Pelican Pass and Muckamuck Mountain,  
85 Northwest of Conconully. Whitmore Fire, a Level 2 has been issued for persons living along the  
86 SR155 corridor (on both sides of the road) from Colville Agency at the Columbia River Road and  
87 SR155 intersection, to Nespelem, to the Mission turnoff. The fire is very active and moving east  
88 at this time.  
89

90 Level 3 immediate evacuation was issued for persons East of Bonaparte Lake Road along State  
91 Route 20 to Toroda Creek Road, then North to Bunch Road in Wauconda. Level 3 immediate  
92 evacuation was issued due to the Walker Creek Fire spotting South of the main fire.  
93

94 Commissioner Hover expressed that the Fairgrounds should be a shelter for the animals affected  
95 by the fire.  
96

97 **Motion**

98 Commissioner Hover moved to allow the Fairgrounds to be used as a shelter for the animals  
99 affected by the Wetmore Fire. Motion was second, all in favor, motion carried.  
100

101 Mr. Goodall said at there will be a meeting at 6:00 p.m. this evening, at the town hall regarding  
102 the fires.

103

104 **Discussion Assign Hancock Lease Resolution 98-2021**

105 Commissioner Hover announced only one application was received for lease of the county's  
106 Hancock building. The application/bid was from Economic Alliance who put in a bid for .445 cents  
107 per square foot with a ten-dollar cash deposit. Included in their application is their commitment for  
108 Rental/Bidder Bonding that was also required in the application provided by VIP Insurance.

109

110 **Motion**

111 Commissioner Hover moved to adopt Resolution 98-2021, authorizing a 5-year Lease Agreement  
112 between Economic Alliance and Okanogan County for lease the County's Handcock Building per  
113 RCW 36.34. Motion was second, all in favor, motion carried.

114

115 **Motion**

116 Commissioner Hover moved to sign the Lease Agreement between Economic Alliance and  
117 Okanogan County for leasing the County's Handcock Building Motion was second, all in favor,  
118 motion carried.

119

120 **Public Hearing Budget Supplemental Appropriation Building Fund 423**

121 Commissioner Branch opened up the public hearing at 11:30 a.m. for consideration of authorizing  
122 a budget supplement appropriation within the Building Dept. Fund 423 in the amount of \$7,000.  
123 Building Official Dan Higbee said that the Building Department did not have enough budget for  
124 professional services and miscellaneous expenses.

125

126 **Motion Resolution 96-2021 Budget Supplemental Fund 423**

127 Commissioner DeTro moved to approve Resolution 96-2021 a Budget Supplemental  
128 Appropriation within Building Fund 423 in the amount of \$7,000. Motion was second, all in favor,  
129 motion carried.

130

131 **Public Hearing Budget Supplemental Appropriation REET Fund 144**

132 Commissioner Branch opened up the Public Hearing to the public at 11:34 a.m. Hearing no one  
133 wishing to comment, public comment was closed and the hearing opened up to commissioner  
134 discussion.

135

136 There were no comments.

137

138 **Motion Resolution 97-2021 Budget Supplemental REET Fund 144**

139 Commissioners Hover moved to approve Resolution 97-2021 to authorize a budget supplemental  
140 appropriation within the REET Fund 144 in the amount of \$28,000. Motion was second, all in  
141 favor, motion carried.

142

143 Commissioner Branch adjourned at 11:40 and will reconvene back at 1:30 p.m.

144

145 **Motion Executive Session RCW 42.30.110 (1)(i)**

146 Commissioner Hover moved to go into executive session at 1:33 for 30 minutes inviting David  
147 Gecas, Tadas Kisielius, Jenna Mandell-Rice, and Pete Palmer to discuss legal matters to  
148 which the county may be or become a party and when public knowledge of the discussion is  
149 likely to result in an adverse legal or financial consequence to the agency. Motion was  
150 seconded, all were in favor motion carried.

151

152 Executive session was extended at 2:03 for another 10 minutes.

153

154 Executive session was extended at 2:13 for another 10 minutes.

155

156 Executive session was extended at 2:23 for another 10 minutes.

157

158 Executive session ended at 2:33 p.m. Commissioners made no decisions.

159

160 **Review Meeting Minutes**

161 Commissioners reviewed their meeting minutes of August 2<sup>nd</sup> & August 3<sup>rd</sup>.

162

163 The board adjourned at 3:00 p.m.