

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53

RECORD OF THE PROCEEDINGS

**OKANOGAN COUNTY
JANUARY 17, 2024**

- 10:30 AM Finance Committee Meeting-Treasurer Pam Johnson**
11:30 AM Update-Public Works-Engineer Josh Thomson
1:30 PM Executive Session-RCW 42.30.110(1)(i)
2:30 PM Update-Noxious Weed-Larry Hudson
3:00 PM Update-Building-Dan Higbee
3:30 PM Discussion-County Wildfire Protection Plan Core Group Attendance-Eli Loftis
OK. Conservation Dist.
4:00 PM Approve Meeting Minutes January 2nd,8th 9th, 2024
4:15 PM Approve Consent Agenda
-

The Okanogan County Board of Commissioners met for a regular meeting at 123 5th Avenue North, Okanogan, Washington on January 17, 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.

Due to county servers being down the Tuesday meeting was moved to today, Wednesday January 17th.

Finance Committee Meeting-Treasurer Pam Johnson

Pam Johnson, Auditor Cari Hall, Finance Manger Lisa Schreckengost

Treasurer Johnson provided as required by RCW 36.48.010 the financial institutions designated for depositories of public funds. (attached)

Auditor Hall explained the current expense carryover was around \$5.209 million. Commissioner Hover stated there is no extra contingency reserve that is not already allocated to something known. If we need to get into contingency reserve we would need to transfer it back from current expense reserve Fund 198. Everything is very tight. The revenue and expense comparisons and revenue and balance statements were reviewed.

The finance committee agenda items were discussed. (attached) Commissioner Hover went through the funds with carryover and asked to discuss these again during the next finance round table. Josh Thomson, Kent Kovalenko, and Mike Worden will be invited to discuss their budgets.

Treasurer Johnson provided in accordance with RCW 84.69.020 the acknowledgement of receipt for board approval and signature.

Motion

Commissioner Hover moved to approve the PDC treasures annual statement T1, Commissioner Branch seconded the motion, all in favor, motion carried.

Commissioners discussed the State Auditor's audit. Auditor Cari Hall explained the two findings were related to EPLS checks for federal funds not having the date stamped of when the check was made to be sure it was prior to county payment. Also, Public Works checked the states website rather than SAM.GOV that is the federal check. It was discussed that the county has in place a policy that

54 contractors be checked for debarment prior to any county payment being issued. It could be part of
55 the contracting process and what is submitted to the county auditor along with the first invoice. There
56 are very few counties not getting a finding due to disbarred checks, said Auditor Hall. All in all, the
57 county's audit went very well.

58
59 **Motion**
60 Commissioner Hover moved to approve the acknowledgement of receipt and attached Treasurer's
61 report in support of the list of refunds made to taxpayers during the year of 2023. Motion was
62 seconded, all were in favor, motion carried.

63
64 Assessor Gilman asked a commissioner to sign his advance for payment Claim for Expenses.
65 Commissioners briefly discussed tribal property and property taxes. Commissioner Neal approved and
66 signed the Claim for Expenses.

67
68 **Update-Public Works-Engineer Josh Thomson**
69 Engineer Thomson provided his agenda and discussed the matters listed there.

70
71 *Maintenance & Road Conditions*
72 The Tonasket and Winthrop shops are most of the way done with drywall doing plumbing and electrical
73 for lights. These projects are moving, but do have some supply chain issues.

74
75
76 *Zone Code, Impact on Gravel Pits*
77 We own 15 gravel pits and an additional four pits with agreements. Engineer Thomson said seven are
78 in r1 and become r2, two are in r20 minimum review and one in valley floor five, to put into perspective
79 of what the change will do, 15 pits will not be allowed now due to the zone code change. Commissioner
80 Branch speculated as to how this may have happened with the planning consultant's understanding
81 of what uses would typically be in an R2 district. These are areas identified in historical work mapping
82 mineral resource lands which may have been used for reference. However, he wasn't certain if the
83 maps were still being used, and gravel pits are so site specific.

84
85
86 Prosecutor Albert Lin stated an overwhelming odor was created today in his office that caused an
87 issue with his staff, it was discussed that the HVAC work was the cause. He asked the board to
88 approve admin leave for those affected.

89
90 **Motion Resolution 7-2023 Admin Leave Odor**
91 Commissioner Branch moved to approve resolution 7-2023 regarding administrative leave for
92 employees affected by odor on January 17, 2024. Motion was seconded, all were in favor, motion
93 carried.

94
95 **Executive Session-RCW 42.30.110(1)(i)**
96 Commissioner Branch moved to go into executive session at 1:30 until 2:00 p.m. inviting Albert Lin,
97 Esther Milner, Planning Director Pete Palmer, Jenna Rise and Charlene to discuss RCW
98 42.30.110(1)(i). Motion was seconded, all were in favor, motion carried.

99
100 Commissioners extended executive session at 2:00 until 2:15 p.m.

101
102 Commissioners extended executive session at 2:15 p.m. until 2:30 p.m.

103
104 Commissioners extended executive session at 2:30 until 2:35 p.m.

105
106 Commissioners extended executive session at 2:35 until 2:45 p.m.

107
108
109
110

Commissioners exited executive session at 2:39 p.m. Open session started at 2:45 p.m.

111 **Update-Noxious Weed-Larry Hudson**

112 Mr. Hudson provided an update on grants. BLM is going to provide funds and put out information on
113 new grants. The request was for \$150,000 over the next five years for wildfire recovery weed control.
114 Eagle Bluff area would receive treatments. DNR agreement expires in April to provide \$5,000 per year
115 on non-grazing lease properties. Meeting with Kyle Pomranky to reup the agreement and increase
116 funds available and discuss ways to better work together. One grazing permit holder did not get musk
117 thistle controlled. And finally, an enforcement was made and it was the first time an enforcement has
118 been done on DNR property so feathers were tussled. Part of the lease agreement requires week
119 control.

120
121 USFS title II grant application for a couple years and trying to get a RAC committee approved. Hoping
122 for a committee this year for Wenatchee/Okanogan areas. Commissioner Branch suggested a letter
123 to USFS Robin Demario to accomplish the RAC since that is holding up good work/projects. That one
124 would provide weed control in the Walker Creek and Spur area.

125
126 The Colville Tribes had some issues due to split contracts one was for surveying and spraying and the
127 other was to have another company come in and do the work. A lot of work was undone and funds
128 unspent. Met with tribe to rectify the contract and last years issues and will provide further update on
129 the results.

130
131 Wilbur Ellis has a new product that provides about five years of control on cheat grass, so the
132 coordinated weed area will hold a meeting to learn more about it in February. Hopefully we can get
133 funded to tackle our major cheat grass issue.

134
135 There was a brief discussion about the Lake Management District.

136
137 Ballots went out in December and Commissioner Neal said the vote passed by 2/3rds and a hearing
138 to adopt the corrected roles will be held next week.

139
140 Meeting with White Stone Reclamation district to discuss plans for next season to treat Spectacle Lake
141 with WDFW to chip in as well as the irrigation district.

142
143 Coming up in March Mr. Hudson will be attending the Noxious Weed Conference in Chelan.

144
145 Annual noxious weed listing hearing coming up next week prior to the regular meeting to adopt the
146 noxious weed list and other weeds selected by the board. Three selected weeds puncture vine,
147 spurgflax, long spine sandbur.

148
149 **Update-Building-Dan Higbee**

150 Building Official Dan Higbee provided the board with his building report for year ending 2023. The
151 reports go back four year.

152
153 Building Official Higbee updated the board on the energy code that is not yet finalized but set to be
154 adopted March 15. A lot of phone calls have been received but it isn't known yet how the update will
155 impact builders. The wildland interface code has been optional but now March 15 it will be required.
156 There is a map that shows urban areas, urban interface, and what we would be in is urban mix, which
157 we will have the most stringent requirements. Commissioner Branch asked if he has discussed with
158 Emergency Management as the CWPP is being drafted and has some language about this.

159 Conservation District needs to be aware of this. It has always been optional and it was assumed that
160 it still would be, but now it is going to be required. The code book is on back order.

161
162 Building Official Higbee stated adopted county codes for the updated state codes allow the county to
163 enforce the code.

164
165 A salary survey was conducted, but the GWI brought everyone up to 100% except Melissa she is at
166 82%. Her wage should be at 100% for the work she performs and she knows enough to be the building
167 official. Commissioner Hover asked if a salary survey could be conducted. One was done and after
168 the GWI she is at 82% of other counties base salary. Another increase would be supported by the
169 department. Commissioner Hover stated there has been the fact we haven't been at 100% of other
170 counties we are at 85%. But if the department needs a grade adjustment for the position the board
171 may consider that.

172
173 **Discussion-County Wildfire Protection Plan Core Group Attendance-Eli Loftis OK.**
174 **Conservation Dist.**

175
176 The conservation district staff went over the CWPP and the efforts to update it. The group went over
177 a power point presentation and the points addressed were Collaboration, Prioritized Fuel Reduction
178 and Structural Ignitability. Since the plan has to do with wildland interface code the board invited Dan
179 Higbee to the discussion.

180
181 Mr. Loftis stated this is a non-legally binding document. He explained what required components it
182 will contain, the recommended components, and the optional components. Commissioner Hover
183 asked if residents can have reduced insurance rates due to the county having the adopted plan. No,
184 it is based on risk analysis and but not on response times or loss volumes, insurance rates are
185 totally dependent on the amount of and type of equipment each fire district has.

186
187 The 2024 process timeline was discussed.

188
189 Commissioner Branch started a discussion about the MOU between Okanogan County and NPS
190 and FWL.

191
192 **Motion**
193 Commissioner Branch moved to approve the MOU between Okanogan County and NPS and FWL
194 regarding cooperation between agencies regarding the Grizzly Bear. Motion was seconded, all were
195 in favor, motion carried. The Clerk will send the signed copy to NPS and FWL.

196
197 Commissioners discussed marketing the county and their thoughts on LTAC, DMP and visitor
198 information centers purpose in marketing the countywide tourism opportunities to visitors.

199
200 **Motion - Voucher Approval - Commissioners**
201 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
202 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a
203 list, and made available to the Board. As of this date, the Board did vote, by unanimous vote, to
204 approve the regular vouchers in the amount of \$655,166.77 and Payroll vouchers in the amount
205 of \$1,184,434.26 Warrant numbers as cited on the attached blanket voucher list. Motion seconded
206 and carried.

207
208 **Motion State Auditor Exit Letter**
209 Commissioner Hover moved to authorize Chairman to sign the exit letter to the State Auditor.
210 Motion was seconded, all were in favor, motion carried.

211

212 **Approve Meeting Minutes January 2nd, 8th 9th, 2024**
213 Commissioners reviewed their meeting minutes and offered some changes.
214
215 **Motion**
216 Commissioner moved to approve the meeting minutes of January 2, 8, 9, 2024 as corrected. Motion
217 was seconded, all were in favor, motion carried.
218
219 **Approve Consent Agenda**
220 Commissioner Hover moved to approve the consent agenda items as presented
221 1. Letter to Methow Valley Fund Grant-Comprehensive Plan-Upper Methow Valley (subunit A)
222 2. LTAC Contract-24-005 Conconully Chamber of Commerce YR-\$7,500
223 3. LTAC Contract-24-026 Town of Conconully CAP-\$78,000
224 4. Agreement-No. GRT24065 WA Office of Public Defense & OK County-SPAR Funding
225 5. Special Occasion Liquor License-OK Athletic Booster Club 03/02/24-OK Fairgrounds
226 6. ARPA Request #4-Gaybeal Signs, INC MCV Decals \$3,695.23-OK County Communications
227 7. Resolution 4-2024-Pay Probation Employee from split BARS Codes-DC Probation
228
229
230 The board adjourned at 4:45 p.m.