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RECORD OF THE PROCEEDINGS

**OKANOGAN COUNTY
JANUARY 23, 2024**

9:00 AM Discussion/Follow Up-Long Plat Lazy Lightning Approval-Char Schumacher
9:15 AM Public Comment Period
9:20 AM Review Meeting Minutes January 15th, 16th, 2024
9:30 AM Discussion-Departmental Justice Building Design Proposal-MJ Neal & Associates
1:30 PM Discussion-County Courthouse Architectural Plans, Proposals, etc....-MJ Neal & Associates
4:00 PM Approve Meeting Minutes January, 15th 16th, 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 23, 2024 with Chairman, Commissioner Jon Neal; 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.

Vice-Chairman, Commissioner Andy Hover was not present due to prior obligation for union negotiations.

Member of the public, Karen Harris, attended the meeting via zoom.

Discussion/Follow Up-Long Plat Lazy Lightning Approval-Char Schumacher

Ms. Schumacher provided her staff report. (attached)

All conditions have been met by the applicant. Commissioner Branch asked about the water adequacy. He thought the water was shared between the two other plats, and mentioned in the application process for the preliminary plat.

Ms. Schumacher stated water adequacy was demonstrated at the plat and Public Health approved it. The plat is served by an exempt well, thought Commissioner Branch. Ms. Schumacher stated there are irrigation water rights but she wasn't sure about domestic. She was not sure what the requirements were, but the applicant was approved by Public Health. Commissioner Branch stated a water agreement was submitted to the auditor's office and as stated on the face of the plat and asked to review it. Ms. Schumacher submitted the agreement. (attached) Once the plat was finalized by the board it will be noticed.

Motion

Commissioner Branch moved to approve the Lazy Lightning Long Plat as presented. Motion was seconded, all were in favor, motion carried.

Commissioner Branch moved to approve the findings of fact. Ms. Schumacher stated those were previously approved by the board and didn't need to be reapproved. Commissioner Branch withdrew his motion.

Public Comment Period

Ms. Harris had no public comment today.

Review Meeting Minutes January 17, 2024

55 **Discussion-Departmental Justice Building Design Proposal-MJ Neal & Associates**

56 MJ Neal Associates Mark Neal, Luis Rodriguez, Justin Borst, and Korrine, County staff Assessor Larry
57 Gilman, Clerk Susan Speiker, Treasurer Pam Johnson, Sheriff Paul Budrow, SC Judge Robert Grim,
58 and Dennis Ravidou, other attendees via zoom for MJ Neal Associates Erlandsen Associates, Griffin,
59 Jeff Romans, Ron Carlson for mechanical, structural, and electrical engineers.
60

61 Mr. Rodriguez went over the Justice Building site plan. Going forward with the idea the steel building
62 will be removed and add to the existing building on the north side and sally port on the east side. Far
63 north is the retaining wall and pull it out and push back into the easement for more parking and utilities.
64 This has been communicated with Cortner and Associates and placing the walls to the future building
65 in the annexed area. To be determined is the removal of the storage building and if MJ Neal would
66 provide a proposal. MJ Neal will keep that in mind when the time comes to take it out. What happens
67 with slab that is left there could be left for the later stages of the project
68

69 Sheriff Paul Budrow was approached by staff and judges and asked why superior court is being
70 pushed down to this location. Security risk is too high it should either sheriff office moves down there
71 and make it a one level kiosk to go through all entities and leave courts to courthouse. Major felons
72 need continuous supervision. We don't have the man power and he doesn't see that changing in the
73 next five years, people just don't want to work in these fields. If it was up to him it should be reevaluated
74 who moves down there. moving superior court down there is very detrimental and two judges do not
75 believe it is the best move. Commissioner Neal doesn't want to create potential liability to the county.
76 Judge Grim stated he needs a secure building for court staff that meets modern equipment and this
77 seems like the most feasible option. Mitigate majority of calendars current jail courtroom, he
78 understands the risks. Commissioner Neal said if it isn't going to work, now is the time to stop it. Clerk
79 Susan Speiker she forwarded information to the BOCC and would prefer not to move and prefers the
80 courthouse. Agree cannot co mingle and there are problems. Building was a great purchase but the
81 wrong departments are moving service departments make better sense, then revamp the courthouse
82 for the courts whether the jail is where the sheriff's office is. Dealing with face of the public and would
83 rather be where security is close by. There is no replacement to a law enforcement officer. Albert Lin
84 said having the experience to trying a high-profile case down there was challenging transporting the
85 offender to and from the court posed safety issues. There is a huge challenge to taking offenders back
86 and forth. It could be mitigated through electronic conferencing but for trials there is an issue. In
87 fairness a lot of the decisions were made prior to him coming back here and he would have seen the
88 practical impacts taking place. He concurs with his colleagues to change course and preserve the
89 facility here with the jail here. The law enforcement is closer and serves the public and his employees
90 better. A lot cheaper to preserve his office where it is. Commissioner Neal stated updating the IT to
91 the building and that is something challenging to that upgrade and can be something the BOCC looks
92 at. Commissioner Branch stated now is the time to make those changes and if there isn't an obligation
93 established, it isn't just a county commissioners' decision. The challenges in the courthouse are safety
94 related with the interface with the public. Future spaces as the county grows is a challenge in the
95 courthouse. This is not cast in stone. Larry Gilman came to listen. His stance is what is most
96 economical for the tax payers. If the judges don't want to move then he agrees. He said it is what is
97 best for the county, and the tax payers and there is the bond for this building in place. Commissioner
98 Branch said there have been alternatives discussed and nothing has been done. That was a concern
99 of the last architect and the county hasn't landed on anything, but it doesn't mean with have to go with
100 this route. He expects someone will be moved there and the design will be for that. Designing for the
101 assessor and auditor and treasurer could be done. Sheriff Budrow said if that is the case he suggested
102 the main door in a circle to allow easy access to every office and the offices in a circular design. .
103

104 Dennis Ravidou said it sounds like the judges and commissioners need to decide. Commissioner Neal
105 discussed the single point entry for the courthouse. Commissioner Branch would like to discuss with
106 all three commissioners here. Mr. Luis said he has gained a lot of information from the county.
107 Changing direction, a lot of that information gathered could be utilized in the current planned design.

108 Commissioner Branch said a bit of a revision would need to be discussed in order for commissioners
109 to decide. Commissioner Neal agreed it could take a couple hours. The hope is that everyone would
110 state their case and step up and speak and make their feelings known earlier would be better.
111 Commissioner Neal stated an email to all the department heads to hear what they have to say.
112 Commissioner Branch said a short survey for their opinion would be best before getting into a
113 conversation.

114
115 Mark Neal stated one thing we should look at is building out does that leave space for the courtrooms
116 we need and security with the existing courthouse structure. Certain sizes that have changed over the
117 year to see what that looks like. Is the courthouse viable. Commissioners agreed that would need to
118 be assessed before we get anymore detailed. This would be a good time to do that since we are
119 beginning some courthouse renovations. There may be opportunity to preserve existing courthouse
120 or enhance it. Mr. Neal said the question is what can we do with the existing facility to address the
121 courts capacity and security concerns. Be objective and keep our minds open. Korrine stated the
122 addition of the Juvenile Detention, we would still need that and would it still work with the facilities that
123 move over there. There are moving pieces that have been visited in the past. Keep an open mind to
124 arguing their points. The comment that this is a commissioner's thing, they don't operate in a vacuum.
125 The more communication the better. The next Department Head quarterly meeting might be a good
126 time to discuss further.

127
128 Clerk Speiker thanked the commissioners for hearing this out. From her perspective it was challenging.
129 Her hope is that they stay in the courthouse, the public is confused about the move. The problems to
130 navigate the disservice we do them because they go to the wrong court happens all the time. Staying
131 closer to the jail, the courthouse holds a lot of respect to the courthouse building and that is important
132 to the public whose courthouse it is.

133
134 Which departments would be included if we went a different direction. Mr. Gilman said building,
135 planning, assessor, treasurer and auditor are the service departments and public health is already
136 over there. If one can do all their business in one spot. Clerk Speiker said Co-mingling those service
137 departments with the courts just isn't appropriate. Dennis stated this plan was the phase I priority and
138 it needs to be figured out. Keeping juveniles separate from the adults. Transportation of the juvenile
139 to the other facility would need to be figured out. Commissioner Branch said the building they are in
140 now would become vacant if moved to a new building. Commissioner Neal said he would rather stop
141 now and deal with it. There was a sense of frustration coming from Mr. Rabidou. If we changed course
142 after it is all done then find out that it flat didn't work functionally then it is good we have time to
143 reconsider now. Mr. Neal said being able to what they know to plug into an existing structure is
144 important to the process. If it fits better to have courts stay where they are at and move the other
145 service departments down to the new building that would free up the needed space for the courts.
146 External issues such as access would need to be considered. What we wind up doing with our jail
147 facility upgrades or relocation is also to be considered. Commissioner Branch stated a group in the
148 state is also exploring jails. Talking with other counties on joint efforts for jail facilities and thinking
149 about issues of treatment and evaluations that create problems in how mental illness is handled.
150 Looking at all those factors. Mr. Neal said the jail didn't see the jail as being that old and thought
151 modernization might be considered to interface with the courts. Commissioner Branch takes it as a
152 positive outlook. Commissioner Neal appreciated the candidness of those in attendance. We have to
153 come together on this.

154
155 Pam Johnson stated she has been with the county 29 years now and she said this is version ten of
156 plans to move the offices and employees around and considering what our tax payers need. We need
157 something functional and worthwhile that would help our tax payers. She would like to look at whatever
158 is economical and safe for the county overall. Whatever that means, whatever in the long run
159 addresses security to staff and addresses tax payers feeling safe coming into the offices. Judge Grim
160 didn't expect to have this discussion when he came up today. He is coming into this new situation after

161 initial discussions happened by previous judges. He was under the understanding all this had been
162 looked at in the feasibility study. Now, what he is looking for is we need something that accommodates
163 two judges. In the hallway isn't not appropriate. Courthouse is not adequately secure for two judges
164 as they have to walk down the same hallway with those they are hearing. What will it take to revamp
165 the courthouse and wondered why that hasn't been done. Something that is safe and suitable, and
166 this move to the Justice building is the most logical to him. Elected officials change and there will
167 always be a difference in opinion. Commissioner Branch stated there have been a lot of changes in
168 technology that were not around ten years ago. There may be somethings we can do today, but not
169 then. If we drag it out the studies that have been done become irrelevant. If we go forward now we
170 don't need finger point backwards. We need to make sure the serving of the public is addressed, it
171 isn't just about us. MJ Neal could do the work and if modification of the contract be made so they can
172 address these other options. Looking at the history the commissioners' office was in the Admin
173 building along with planning and building departments. Describe our objective and mission would be
174 helpful make it convenient and not redundant. If there is an effort to keep the juvenile separate, then
175 state those reasons. Security has been one of the biggest reasons, so let's make sure we identify our
176 end game. In the mean time we need to come together on those sooner the better and common
177 interests identified. Mr. Neal said it is easier to achieve the safety and needed standards for courts
178 and staff. Provide safety and security for all offices and make sure all of it is accommodated. Can all
179 of it be accommodated in the existing structure.

180
181 Space is also an issue for offices like the auditor's office and people need a place to sit comfortably
182 while waiting. Mr. Gilman said the courts have a higher risk, but services also have security concerns.
183 Tax payers are just as mad with service offices as they are with courts. Intermingling of staff and
184 customers is a safety concern. Commissioner Neal stated we will explore this new direction.

185
186 Justin Borst discussed logistics about what we need to evaluate and examine in order to go down this
187 new route. Some departments that would move are in the VG building planning and building. The
188 assessor, auditor, and treasurer are in the courthouse. We would need to look at the VG building as
189 part of the move. Moving departments while spaces are renovated also poses question of how that
190 will work. MJ Neal will need to know the amount of space the various staff take up and what is their
191 need for special spaces. Of the three courtrooms in the courthouse only one is adequate, what do we
192 do to accommodate those services

193
194 Summary of staff personnel in the departments. Number o staff in each department square footage of
195 courthouse and what space do we have to work with and how much space is needed. Planning is
196 understaffed, so current space is not a best representation of what they need. How much growth space
197 is needed for those departments. Adding conference rooms and what is the standard for the space.

198
199 Dennis Rabidou left the meeting at 10:51 a.m.

200
201 Mr. Gilman stated, year-round, the Auditor has the most public coming and going and the need for
202 that is great. ADA compliance in the Treasurer's office is needed as they cannot get passed the hallway
203 to come into her office, counters are too high for them to sit and sign things. The study of what she
204 must have she has to have a vault to lock up money and important documents. Auditor needs a vault
205 for her department, space for elections, space for department of licensing, and the other functions the
206 auditor does. One big vault would work but it would need to be divided so each office has control of
207 their spot. Assessor Gilman said right now minimum is not a disconnected office, but everyone in one
208 space not divided. Mr. Neal said Records storage would need to be more of a fire safe while cash
209 might only need a safe to keep it in.

210
211 Judge Grim said can we figure out if the courthouse can accommodate the courts before trying to
212 figure out if the other departments fit in the new building. It is a multistep question.

213

214 Judge Grim excused himself from meeting at 11:04 a.m.

215
216 Mr. Neal discussed how the courthouse assessment would identify the bare bones to then decide a
217 viable vision and understand the workable spaces within the courthouse.

218
219 Assessor, Treasurer and Clerk left the meeting at 11:17 a.m.

220
221 Mr. Borst continued the discussion and stated there is a certain logic to the new proposal to having all
222 the service departments together in one spot, and courts and jail together in the other. Mr. Borst said
223 it sounds like an overall assessment of the courthouse facility complex is needed. Mr. Neal said
224 everyone has their opinion and some won't be here anymore when these plans come to fruition. We
225 need to really dial into the needs and the end goals and results. From his standpoint we can we meet
226 the standards of future elected officials. Commissioner Branch stated the objective is to have goals to
227 achieve it can be durable through the times and different people that work here when we leave as
228 elected officials. Having court spaces that have respectable spaces is important and the space itself
229 has to let on that kind of air and formality and part of the consideration of creating public space. Our
230 diminishing value of our spaces can also diminish the respectability of our courts. The Chelan
231 Courthouse has a durable substantial feeling, said Mr. Neal. Commissioner Branch discussed those
232 were built in "the day" when money was more available and Okanogan County didn't have quite the
233 same "day", but it does represent something here and finally Okanogan County put a building that
234 meant something to them and more permanent space out of respect for community. The administrative
235 offices didn't have the same consideration as the courts. Commissioner Neal said it does make sense
236 to consolidate the offices of the community. Mr. Neal said it would have been more challenging to fit
237 those offices into the existing building they are currently located in then to move to a one building
238 scenario.

239
240 Continue with the hazardous materials removal in the courthouse halls will still need to happen.
241 Recessed for lunch at 11:44 a.m.

242
243 Commissioner Hover was absent to attend Union Negotiations.

244
245 **Discussion-County Courthouse Architectural Plans, Proposals, etc....-MJ Neal & Associates**
246 MJ Neal & Associates Luis Rodriguez, Justin Borst, and Korrine, Jamie Grooms, Larry Gilman, Susan
247 Speiker

248
249 The courthouse flooring demo drawings for the hall demo rehabilitation. Being able to use courthouse
250 hallways during demo will be important. The Beaman drawings were reviewed. Ms. Grooms
251 explained the current configuration and projects in motion for the elections and mail processing rooms.
252 There are some doors on the drawings that have been walled over.

253
254 The flooring hazard materials removal would require the public to be rerouted for two weeks
255 temporarily. The group discussed moving licensing to the old noxious weed office. Jamie discussed
256 elections February and March elections schedule and the needed time for processing elections
257 through the year. Then it is also an elections year. Luis said Hazardous materials and Annex windows
258 replacement projects would be under one contractor. Jamie Grooms said best window to complete
259 the projects is June & July.

260
261 Judge Charles Short arrived to the meeting.

262
263 Probation could potentially temporarily relocate to old Red Cross building since that building was
264 originally set up for them. Central Services director joined the meeting via zoom to discuss the how
265 her office would be impacted to provide temporary services to those moved offices during the
266 hazardous materials removal

267
268 Assessor said if he times it just right and he loads enough work onto the appraisers ipads so they can
269 be out in the field during the materials removal project on the second-floor phase.
270

271 Judge Short explained how district court could temporarily accommodate the two-week time frame for
272 the hazardous materials removal. He said it was doable. Courtroom one and courtroom two would
273 need to be done in different phases. The commissioners hearing room was offered for use by the
274 courts should it be needed temporarily. The public access for District court window could be relocated
275 to the first floor where probation. The clerk's office could also temporarily share the same window at
276 the same location for public access during phase II and III. The window is secure.
277

278 Commissioner Neal left at 2:49 p.m. for an appointment. He said he may be back soon. The group
279 continued to discuss the courthouse floor arrangement.
280

281 Certain things that need to be worked through in terms of on the ground, Tim Meadows could help the
282 architects with that.
283

284 Replacing the courthouse annex windows keeping with the original style of the courthouse windows
285 design. The clock tower windows will be replaced and window trim. For weather purposes different
286 materials other than wood was suggested such as a stucco material to look like wood painted the red
287 color. Tim asked about the dormer caps that are sheet metal that are beat up.
288

289 **Motion - Voucher Approval - Commissioners**

290 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
291 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a list,
292 and made available to the Board. As of this date, the Board did vote, by unanimous vote, to approve
293 the regular vouchers in the amount of \$448,425.03. Warrant numbers as cited on the attached blanket
294 voucher list. Motion seconded and carried.
295

296 Commissioner Hover returned from Union Negotiations.
297

298 **Motion Resolution 5-2024 Homeless Housing Allocation**

299 Commissioner Branch moved to approve the Homeless Housing Allocations for 2024. Commissioner
300 Hover discussed the RFP from West East Designs for \$142,000. Would we put the \$30,000 back into
301 the fund? Motion was seconded, all were in favor, motion carried.
302

303 **Approve Meeting Minutes January 17, 2024**

304 **Commissioners needed more time to review.**
305

306 **Approve Consent Agenda**

307 Commissioner Branch moved to approve the commissioners consent agenda items 1-10. Motion
308 was seconded, all were in favor, motion carried.

- 309 1. ARPA REQ #9-Salaries & Supplies-Community Action Council
- 310 2. ARPA REQ #1-Fire Station Improvement-Okanogan County Fire District No. 2-Elmer City
- 311 3. Cattleguard Franchise Renewals-CGF\$ 21-73, 7-76, 24-73, 127-73, 5-75, 1-76
- 312 4. Authorization to call for bids-2024 Liquid Asphalt
- 313 5. Authorization to call for bids-2024 Soil Stabilizer for County Roads
- 314 6. Corrective Action Plan-Findings Reported Under Uniform Guidance
- 315 7. CDBG Request# 18-Public Services, General Administration-Okanogan Community Action
- 316 8. Cooperative Law Enforcement Agreement-OKSO & USDA Forest Service
- 317 9. Letter-Okanogan County Sheriff-Equitable Sharing Agreement & Certification (ESAC)
- 318 10. Resolution 6-2024-Adopting the County's Revised Polices & Procedures Inventory Control

319
320

321 **Motion Resolution 11-2024**
322 Commissioner Hover moved to approve Resolution 11-2024, setting Ad-Valorem Taxes for 2024 at a
323 total Levy Rate of 0.9653914070 motion was seconded, all in favor, motion carried unanimously.
324

325 **Motion Resolution 12-2024**
326 Commissioner Hover moved to approve Resolution 12-2024, approving up to 4 Per Diem Registered
327 Nurse-Nurse Care positions for Jail Coverage. Motion was seconded, all in favor, motion carried
328 unanimously.
329

330 **Motion Resolution 13-2024**
331 Commissioner Hover moved to approve Resolution 13-2024, allocating/obligating Title III Funds to
332 Search and Rescue in the amount of \$128,000 motion seconded, all in favor, motion carried.
333

334 **Motion Title III Certification**
335 Commissioner Hover moved to authorize the chairman to sign the Title III Secure Rural Schools 2023
336 obligations certification. Motion was seconded, all were in favor, motion carried.
337

338 The Clerk of the Board discussed the county's resolution 1-2012 regarding the policy on purchase of
339 bottle water for employees. She asked about the maintenance office being allowed to purchase bottled
340 water due to no sink or faucet to get water in the VG basement. Commissioner Hover and
341 Commissioner Branch discussed bringing a cooler. Commissioner Hover had no problem with
342 supplying Culligan water and rentals. There is also some concern about plastics in bottled water.
343

344 Commissioners discussed Sunrise RV show and 8-music band being booked on the same dates at
345 the Agriplex. The Clerk of the board provided the annual contracts she had in the record (2018, 2020,
346 & 2022) between Sunrise and the fairgrounds. There is a current contract with the 8-Bands, but not
347 with Sunrise RV show. Compensate Sunrise RV for moving their event since the 8-Bands have a
348 contract. Commissioner Neal will talk with the organizer to relay the discussion and offer to
349 compensate. The decision will be made later as to what happens.
350

351 Commissioners discussed removing the metal building. Commissioner Neal said it would be very hard
352 to reuse the building and recertify the building for public use once it is moved it is considered a new
353 structure. Another option is that it replaces the shop building to store equipment and such at the
354 fairgrounds rather than for public commercial building.
355

356 Commissioners discussed repaving of the Justice Building. Commissioner Hover would like to look at
357 the drawings if it makes sense to put in new asphalt and no clean break where the building is taken
358 out. Leave the building during the project to store materials. Just pave the utility trench and possibly
359 repave the public works building area. There is time to decide later. Pave the trench was preferred.
360

361 The board adjourned at 4:48 p.m.