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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

JANUARY 24, 2023

8 9:00 AM Review Commissioners Agenda & Consent Agenda
9 9:05 AM Briefing Among Commissioners – Discuss Individual Weekly Meetings & Schedule
10 9:15 AM Public Comment Period
11 9:30 AM Discussion EMS District-Wayne Walker
12 10:00 AM Discussion Pest Board Case Chief Civil Attorney Esther Milner
13 10:30 AM Update Human Resources/Risk Management-Shelley Keitzman
14 11:00 AM Update Public Works-Josh Thomson
15 1:30 PM Open Public Meeting Tunk Rezone-Commissioners
16 2:00 PM Discussion Okanogan County Code Update-Esther Milner
17 2:30 PM Approve Commissioners Proceedings
18 2:45 PM Approve Consent Agenda

20 The Okanogan County Board of Commissioners met for a regular meeting at 123 5th Avenue
21 North, Okanogan, Washington on January 24, 2023 with; Vice-Chairman, Commissioner Andy
22 Hover; Member, Commissioner Jon Neal; and the Clerk of the Board, Laleña Johns, present.

23
24 AV Capture and Zoom provided audio and video accessibility for public interaction. There were
25 some technical difficulties with zoom due to no sound.

26
27 Chairman, Commissioner Chris Branch attended via zoom.

28
29 **Review Meeting Minutes January 17, 2023**

30 Commissioner Hover asked about adding an executive session with Esther Milner later this
31 afternoon.

32
33 **Public Comment Period**

34 Ruth Hall, member of the public, did not have comment. Isabelle Spohn, member of the public,
35 stated she had no comment.

36
37 **Discussion – EMS Districts – Wayne Walker**

38 Wayne Walker and

39
40 Commissioner Hover asked Mr. Walker about Oroville and Tonasket what are the actual times
41 ambulances are there for quick dispatches. Mr. Walker explained what service is provided in
42 Tonasket versus Oroville. He said in Tonasket the ambulance is staffed 24/7 and Oroville it isn't
43 covered the full time.

44
45 Looking at call volumes captured during the time the ambulance is staffed in Oroville, Mr. Walker
46 said call volumes of the two districts was 1366 calls per year based on 2022 data.

47
48 Oroville has a lot of variations during January, February and March and averages 30-34 calls
49 during the times the ambulance is staffed. Mr. Walker said we have to create a schedule during
50 times people actually want to work. Commissioner Neal said there is a surplus in the county and
51 city budgets , but he isn't sure the budget can support increasing coverage. Commissioner Hover
52 stated in the contract with Methow Valley EMS, Aero Methow receives all the levy collections from

53 the county, Twisp and Winthrop. He asked Mr. Walker if turning over the buildings would help with
54 coverage.

55
56 Commissioner Branch suggested improved services could be obtained by adjusting things such
57 as possibly combining the districts. He knows it requires more than adjusting the budgets.
58 Commissioner Neal said a conversation with the City would be needed. Commissioner Hover
59 stated Winthrop and Twisp have separate levies but their funds are remitted back to the county
60 for distribution to service provider.

61
62 Mr. Walker stated a bigger approach to looking at the situation may be needed. If the city levy
63 passes, and then if the county levy doesn't pass does the city receive services anyway on the
64 dime of the county? Commissioner Hover asked what the differences between a transport from
65 Conconully versus Oroville. The whole central valley and towns outside the area are not served
66 by a levy or district are costs the same for the patient? What is the cost of readiness to have the
67 service available 24/7. There are challenges.

68
69 Two things are prevalent that could help our county and ems. EMS levy maximum amount is
70 \$0.50 per 1000. Push to raise the floor of what can be levied because it hasn't kept up with the
71 times. Another challenge in Okanogan County is the different between Ag land versus commercial
72 property and negatively impact the ceiling and why he feels that may need to be increased. He
73 has seen 6% increase over last year of Medicaid patients they are picking up. He is trying to get
74 traction to increase the \$168 received and most are on the Medicaid program. We need the help
75 of the state of Washington and openly said they are underfunding ambulance services.

76
77 Commissioner Hover asked where Tonasket and Oroville Districts split. South Pine Creek Turn
78 off on Hwy 97. Give us a cost for coverage from that line north for 24-hour coverage. Yes, they
79 can provide the information.

80
81 Commissioner Branch added that Life Line bring some options to the table to discuss over a
82 renegotiated contract. Life Line said it would not help if the county turned over the buildings to
83 Life Line. No, Mr. Walker said it is actually a liability. If the county pumped a lot of money into the
84 buildings our service would not increase, it would just be more comfortable.

85
86 Commissioner Branch asked Commissioner Neal to discuss additional scenarios to move things
87 along. Commissioner Neal said that might work, and wondered if the city of Oroville be included,
88 yes, the city should. Mr. Walker will put together cost scenarios that address the concerns
89 discussed today.

90
91 Commissioner Hover said that GIS could create the boundary map should the group wish to
92 explore combining the two districts.

93
94 **Motion Executive Session RCW 42.30.110 (1)(i)**
95 Commissioner Hover moved to go into executive session at 10:05 inviting Esther Milner to
96 discuss legal matters until 10:15 a.m. Motion was seconded, all were in favor, motion carried.

97
98 Executive session ended at 10:15 a.m. no decisions were made.

99
100 **Discussion – Pest Board Case 1116 – Chief Civil Attorney Esther Milner**
101 Ms. Milner explained is a pest case and the property owner did not pay the cost. The property
102 was sold before we had time. It is an unsecured debt and to discharge the debt we would need to

103 hire a California attorney and if we were successful it is unlikely the person would pay. It is not
104 worth pursuing the estimated \$2,900.

105
106 The commissioners are aware of it and acknowledge that it isn't cost effective to pursue. Pest
107 Board Case #1116.

108
109 Ms. Milner provided RCW 36.32.120 (8) for consideration.

110
111 **Motion**

112 Commissioner Hover moved to release in whole the debt held by pest board case # 1116 due to
113 the amount of \$2926.82 being less than the amount needed to resolve the case. Motion was
114 seconded, all were in favor, motion carried.

115
116 **Update – Human Resources/Risk Management – Shelley Keitzman**

117 Esther Milner

118
119 Ms. Keitzman explained what Next Request provides for \$1599 per month plus initial
120 subscriptions and includes 20 admin users. We do not have a way to track if the departments are
121 providing the required responses and so Next Request tracks. Ms. Milner would like to see a more
122 efficient way of tracking them. Each individual office approaches these differently and we don't
123 have anyone solely focusing on public records and cannot say for sure all are being responded
124 to on time and whether the response was adequate.

125
126 Ms. Keitzman would like Next Request to present what they offer to see if this is something that
127 would benefit the county as a whole. They also have good redaction tools.

128
129 Commissioner Hover asked about public records officers getting emails. Run everything through
130 the public records officer who would oversee it and provide the response and coordinate with the
131 assistance of that department. Most agencies have one public records officer or a department
132 and they spear head the responses after reaching out to that department. It would easily be a full-
133 time position. Commissioner Hover stated funds are available to us that are their own fund but
134 not doing well and could be brought into current expense to pay half the cost. The Clerk of the
135 Board said it was likely we are not following the retention schedules for specific records to dispose
136 of records that way. It is very inefficient to have records in the file that do not need to be.

137
138 The Risk Pool doesn't cover the county if someone sued over public records requests. Ms.
139 Keitzman will facilitate the Next Request presentation.

140
141 Ms. Keitzman said cost of the presentation is \$900 for county sexual harassment training that will
142 be paid for by the Risk Pool. There will be tracking to ensure everyone participates.

143
144 Working on the Courthouse security issues and would like to call the group together in February
145 to move forward in getting plans into place. Commissioner Branch stated some issues could be
146 addressed now, for example like installation of a camera visible to clients to give staff a sense of
147 security.

148
149 **Update – Public Works – Josh Thomson**

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

151
152 Maintenance and road conditions of Peter Dan Rd slide

153

- 154 • *Snow Parks - trail grooming*
- 155 • *Hunter Mountain WDFW*
- 156 • *Consent Agenda*

157
158 The Clerk of the Board will draft an addendum to Waive/Cancel the mandatory walk through for
159 the Superior Court renovation A&E.

160
161 Commissioner Hover stated Michael Beaman is trying to retire and will not be submitting for
162 county on call architect services.

163
164 **Approve Commissioner Proceedings January 17, 2023**
165 Commissioner Hover moved to approve the commissioners' proceedings January 17, 2023.
166 Motion was seconded, all were in favor, motion carried.

167
168 **Approve Consent Agenda**
169 Commissioner Hover moved to approve the consent agenda items as presented. Motion was
170 seconded, all were in favor, motion carried.

- 171
172 1. CDBG Public Services 22-62210-011 – Request #6 – Dept of Commerce
173 2. CDBG PS CV-1 Grant 20-6221C-119 – Request #24 – Dept of Commerce
174 3. Agreement – Supplement #1 Twisp River Road Bridge Deck Repair – PW
175 4. Interlocal Agreement – Fire Hall Cost Overruns – ARPA – Fire District #6
176 5. Interlocal Agreement – Countywide Firewise Program – Okanogan Conservation District
177 6. Memorandum of Agreement – Modify AFSCME Pay Classification Plan – Albert Lin
178 7. Approve – Purchase Weed Spraying Materials – PW
179 8. Cattleguard Renewals – Hashknife Ranch Inc., CGF# 4-98
180 9. Authorization – Call for Bids for 2023 Soil Stabilizer Bid – PW
181 10. Authorization – Call for Bids for 2023 Liquid Asphalt – PW
182 11. Contract – Central Landfill Phase 4 Development – Western Refinery Services, Inc. – PW
183 12. Contract – Update Signature Authorization Form – Sheriff/Dispatch

184
185 **Motion - Voucher Approval - Commissioners**
186 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
187 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a
188 list, and made available to the Board. As of this date, the Board did vote, by unanimous vote, to
189 approve the regular vouchers in the amount of \$562,474.60. Warrant numbers as cited on the
190 attached blanket voucher list. Motion seconded and carried.

191
192 **Motion Public Health Voucher**
193 Commissioner Hover moved to approve the Public Health Vouchers including regular vouchers in
194 the amount of \$10,851.56 Warrant numbers as cited on the attached blanket voucher list. Motion
195 was seconded, all were in favor, motion carried.

196
197 Commissioners recessed at 11:47 a.m. for lunch.

198
199 **Open Public Meeting – Tunk Basin Rezone – Planning**
200 Planning Director Pete Palmer, Chad and Jo Ann Stansbury

201
202 Director Palmer provided her staff report. We are here for the rezone of the Tunk Basin. A map
203 was shared of the Tunk basin zoning as it is right now and how it is proposed and where the water
204 rights are in relation to stock water, domestic and irrigation. She also showed where the Soriano's
205 parcels are located.

206

207 Director Palmer stated a public hearing was held by the Planning Commission January 23, 2023
208 and she is prepared to transfer that record to the commissioners' record. She explained the
209 agreed upon uses and what exceptions were made for cannabis operations as well as other uses
210 under conditional uses. The draft ordinance is provided with the packet.

211
212 Commissioners discussed the Tunk Valley water situation and the delivery of services in the Tunk
213 basin. Commissioner Branch stated the road system is fairly marginal and types of uses could
214 generate more costs than the county can support with taxes. He would like to add that finding. He
215 added that there hasn't been many in opposition, but this rezone will address and maintain the
216 rural character as it says in the comprehensive plan.

217
218 Commissioner Branch felt we received testimony and opening up to additional testimony could
219 create adversity since it isn't a public hearing as it is over. He asked about the public notices and
220 Director Palmer stated the public hearing notice was published according to law and an extra
221 week was provided. Commissioner Neal was alright with that.

222
223 Commissioner Branch expressed what additional language he wanted added to the ordinance.
224 Director Palmer will make the changes. After reviewing the ordinance further, it was found to be
225 incomplete and did not adopt the findings of fact or conclusions of law. Director Palmer said she
226 would add as discussed and bring it back to the board for consideration.

227
228 **Motion Executive Session RCW 42.30.110 (1)(i)**
229 Commissioner Hover moved to go into executive session at 2:00 p.m. inviting Albert Lin, Esther
230 Milner and Shelley Keitzman to discuss legal matters the county may be or become a party until
231 2:20 p.m.

232
233 **Discussion – Code Update – Esther Milner**
234 Shelley Keitzman,

235
236 Ms. Milner discussed the draft code changes she made in OCC 2.88 to incorporate into an
237 updated Public Records policy. Many other county public records policies were reviewed. The
238 group discussed how time-consuming responding to public records requests. HR will look into
239 what a public records officer salary is. Commissioner Branch said that would be fine. The
240 recommendations from the prosecutor's office is well worth looking at.

241
242 The biggest change is to incorporate a fee schedule consistent with RCW allowed charges. A
243 public hearing is required to adopt an alternative fee schedule that follows the statute.
244 Commissioner Hover thought the county could adopt the updated fee schedule and updated code
245 then we modify again when we hire a public records officer.

246
247 Commissioner Hover asked the Clerk of the Board to set the hearing February 14, draft and
248 publish the notice for the code amendment 2.88.

249
250 Commissioners discussed OCC 2.92 regarding the Water Conservancy Board. Ms. Milner said
251 that section probably needs a little clarification. Commissioner Branch doesn't want to get too far
252 ahead because there are a lot of moving parts. Ms. Milner is sending out the sections to
253 departments for review.

254
255 Horticultural Pest & Disease Control is now under a Tri-County arrangement between Chelan,
256 Douglas and Okanogan Counties.

257

258 **Motion Voucher Approval**

259 Commissioner Hover moved to approve the second batch of vouchers in the amount of
260 \$50,147.99 including warrant numbers noted on the v-cert, excluding warrant No. 219066 in the
261 amount of \$722.46. Motion was seconded, all were in favor, motion carried.

262

263 **Motion A19 ARPA Funds Economic Alliance**

264 Commissioner Hover moved to approve the ARPA A19 for contract EA 2022-2 request #4 in the
265 amount of \$105,000 and authorized the vice-chairman to sign. Motion was seconded, all were in
266 favor, motion carried.

267

268 **Motion A19 ARPA Funds Fire District #6**

269 Commissioner Hover moved to approve A19 ARPA Funds request #1 for Fire District #6 in the
270 amount of \$251,073.58 for Winthrop Fire Hall costs. Motion was seconded all were in favor,
271 motion carried.

272

273 **Motion Ordinance 2023-1 Tunk Rezone**

274 Commissioner Hover moved to approve ordinance 2023-1 an Ordinance adopting amendments
275 made to OCC 17A, Zoning, OCC 17A.220 District Use Chart, and the County's Official Zoning Map
276 in the Tunk Basin, Lower Tunk Basin, and Tamarack Springs Basin all located in Water Resource
277 Inventory Area #49.

278

279 The board adjourned at 2:05 p.m.

280