

1 **RECORD OF THE PROCEEDINGS**

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3 **OKANOGAN COUNTY**

4
5 **MARCH 7, 2023**

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8	9:00 AM	Review Meeting Minutes February 27 & 28, 2023
9	9:05 AM	Commissioners to set Wednesday’s Agenda
10	9:15 AM	Public Comment Period
11	9:30 AM	Discussion – Elections Security Grant & Licensing Room – Auditor Cari Hall
12	11:00 AM	Update – Public Works – Josh Thomson
13	1:30 PM	Review RFQ’s for On-Call Architecture Services 2023-2025 – Commissioners
14	1:45 PM	Review RFQ’s for On-Call Engineering Services 2023-2025 – Commissioners
15	2:00 PM	Update – Human Resources/Risk Management – Shelley Keitzman
16	2:30 PM	Approve Commissioner Proceedings February 27 & 28, 2023
17	2:35 PM	Approve Consent
18	3:00 PM	Quarterly Update – Tonasket Forest Ranger District – Ranger Matt Marsh

19
20 The Okanogan County Board of Commissioners met for a regular meeting at 123 5th Avenue
21 North, Okanogan, Washington on March 7, 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.

25
26 Chairman, Commissioner Chris Branch attended via zoom.

27
28 **Review Meeting Minutes February 27 & 28, 2023**

29 Commissioner Hover suggested moving the HR update from 2:00 p.m. to 10:00 a.m., Consent
30 agenda and meeting minutes would be moved from 2:30 p.m. to 10:30 a.m. then take the
31 afternoon to review the RFQ’s for on-call services. Commissioners discussed the scheduled walk
32 through for the superior court renovations. Commissioner Branch initiated discussion and timely
33 publication of the Juvenile portion of the utilities.

34
35 Commissioner Hover discussed resolution 28-2023 where it provided signing authority to the
36 Chairman to sign ALL documents for the Sheriff’s Coroner Equipment project and he discussed
37 being comfortable with the specifics.

38
39 **Motion**

40 Commissioner Hover moved to amend resolution 28-2023 to describe limitations of what is being
41 signed and specify which documents the Chairman is authorized to sign. Motion was seconded,
42 all were in favor,

43
44 Change the agenda online 10 walked through and afterward interview with Cortner and then 1

45
46 **Commissioners to set Wednesday’s Agenda**

47
48 Commissioners

49
50 **Public Comment Period**

51 Ed Thiele, Member of the Veterans Board

53 He stated he is resigning as chairman of the Veterans Board he nominated Eric Fritts to take on
54 the responsibility. He would rather not be the president and would be alright as a member. He
55 said Eric Fritts attends every meeting and so he would be best as president/chairman.

56
57

58 **Discussion – Elections Security Grant & Licensing Room – Auditor Cari Hall**

59 Dennis Rabidou, Tim Meadows

60
61

Auditor Hall has two items to go over.

62
63

Cyber Security Grant originally thought it was \$80,000 over two years, but it was actually \$80,000
64 each year. She stated what the grant was originally going to pay for in Elections. Quotes were
65 obtained for 2-metal detector machines, 2-locking workstation cabinets and 2-backup election
66 system towers for \$55,000, but the quote was significantly higher. (attached) Auditor Hall stated
67 more funds were requested of the grant and the additional funds were approved.

68
69

Mr. Rabidou explained that ideally, one single point of entry is the model. But, metal detectors at
70 the entrances will work. Auditor Hall said the goal was to get permission to obtain three different
71 quotes, talk to the security committee, and most department heads were all for the detectors. If
72 the cost is over budget, additional funds will be needed. She can probably cover \$2,000 extra,
73 but not more. The check is due by June, 2023.

74
75

Commissioner Hover said list requirements, and if needed the county attorney can determine sole
76 source. Mr. Rabidou explained his search for agencies to obtain quotes was limited.

77
78

Manning the detectors will be another discussion for another day.

79
80

Auditor Hall thanked the commissioners for the security officers and many staff reported they feel
81 safer now. She explained the company can provide the needed security for the 2024 election and
82 having security the whole election year is going to be ideal. Costs are planned to be paid for with
83 the grant funds.

84
85

Auditor Hall further explained the design for the Elections area rearrangement once licensing gets
86 moved down the hall to the old Noxious Weed office/courts meeting room. (attached) She has
87 already discussed with the courts. Because licensing is a state system, the state must approve
88 all the plans. There is currently \$125,000 budgeted in Capital Improvements for the project.
89 Neither wall in the room are weight bearing so those will be removed. Because there is only one
90 entrance into the space, an exterior door was requested to be installed for employee only exit
91 door. Commissioner Hover that he did not think an architect was needed at this point. He said
92 that he doesn't want to cut corners and he wants it to look nice and make it to last over time.

93
94

94 **Update – Human Resources/Risk Management – Shelley Keitzman**

95
96

Ms. Keitzman provided the BOCC with her update. The courthouse security committee is meeting
96 next week. She went over the recent training provided to county employees which was well
97 attended.

98
99

The NextRequest onboarding meeting is next week and several offices are invited. We are also
100 advertising for the Public Records Coordinator position. The Board recently approved bilingual
101 stipend but in order to receive the stipend proper certification is required by the MOA and
102 resolution. An employee has been receiving a stipend since May of 2022 and doesn't have the
103 certification. A resolution was prepared to waive the certification requirement for this employee

104 only. The employee has, since May 2022, demonstrated her proficiency and has helped many
105 offices since. The payroll office is making sure the proper documentation is provided and the HR
106 office will verify the proper paperwork is attached.

107

108 **Motion Resolution 38-2023 Waiving Bilingual Stipend Requirements for Brenda**

109 Commissioner Hover moved to approve resolution 38-2023 allowing a waiver to Brenda Aparicio
110 from the certification requirements for bilingual stipend. Motion was seconded, all were in favor,
111 motion carried.

112

113 Ms. Keitzman explained a request to provide Narcan to Maintenance staff who may come into
114 contact with stuff in the garbage's. Public Health was contacted about what that might look like
115 for the county. Commissioner Branch stated some counties have Narcan vending machines.

116

117 Recently completed Risk Pool certifications and her employment contract states that
118 commissioners would consider a salary increase once all Risk Pool required certifications were
119 received. Salary survey indicated she is at 74% she asked for a \$500 per month increase.
120 Commissioners asked for the salary survey.

121

122 Commissioners reviewed their meeting minutes. Commissioners provided edits which were
123 incorporated. Commissioners discussed demo of the two horse barns at the fairgrounds due to
124 structural problems thought to have been due to snow events this year. A structural engineer is
125 scheduled to look at it.

126

127 **Bid Opening-Twisp River Road Spokane Grade Overlay**

128 Commissioner Hover asked whether the notice for the bid was properly noticed and it was.
129 Commissioner Hover stated the time for receiving bids is now and two bids were received, opened
130 and read into the record.

131

132 Central Washington Asphalt, Inc

133 Commissioner Hover confirmed what the proper documentation was to be included with the bid.

134 Total Bid \$640,000

135

136 Bid proposal

137 Acknowledgement of addendums 1 & 2

138 Bid bond

139 Non-collusion declaration

140 Wage certification compliance

141

142 Granite Construction Company

143 Commissioner Hover confirmed what the proper documentation was to be included with the bid.

144 Total Bid \$\$777,242.70

145

146 Bid proposal

147 Acknowledgement of addendums 1 & 2

148 Bid bond

149 Non-collusion declaration

150 Wage certification compliance

151

152 Engineer estimate was \$566,520

153

154

155 **Update – Public Works – Josh Thomson**

156 Kent Kovalenko

157

158 *Conservation District green waste collection events, Twisp and Central*

159 Mr. Kovalenko said the Conservation District is offering a landfill voucher for the green waste
160 event for people who live outside of city limits. The Landfill will get reimbursed by the district for
161 the vouchers. The Landfill was not previously made aware of the Conservation districts event but
162 he will come back to the board with more information.

163

164 *Solid Waste – Omak agreement*

165 The draft addendum agreement was provided to the BOCC for review. (attached)

166

167 *HB 1131*

168 *HB 1799*

169 Mr. Kovalenko discussed the two-house bills. He stated some counties are opting out.
170 Commissioner Hover asked if the county should write a letter regarding the charges for Extended
171 Producer Responsibility. (EPR) Mr. Kovalenko replied that EPR is a producer responsibility to pay
172 for the lifecycle of the item. How does the reimbursement happen, is the unanswered question.

173

174 By 2030 we are not going to accept organics, said Mr. Kovalenko. The EPA is reconsidering
175 national ambient air quality standards for particulate matter. (attached) He was told once it is
176 passed, reducing the amount of time it can be present. Okanogan County airshed has a metric
177 part or our airshed and it would adjust/drop us below containment requirements. It is smoke and
178 why they reached out to him to develop something to reduce burning in the airshed area.
179 Commissioner Hover stated many have woodstoves. This really needs to have a regional
180 approach to get the biggest cities and the tribe to develop a composting program to reduce green
181 waste. We need buy in from those directly affected by this. Commissioner Hover would love to
182 see what materials we are talking about. He asked about reusing compost or diverting it to a use
183 within the county. Mr. Kovalenko said only commercial businesses can sell compost.
184 Commissioner Branch discussed participation from different groups that have given the county a
185 good start. Mr. Kovalenko wanted to make sure the commissioners were onboard well ahead of
186 time in order to start getting the pieces together. Mr. Kovalenko said there is grant funding that
187 can help develop what we can do.

188

189 *Solid Waste pickup purchase ***possible action item****

190 Engineer Thomson asked if the commissioners would consider approval of the purchase since
191 someone has been arranged to pick it up. Three bids were gathered. (attached)

192

193 **Motion Purchase Approval**

194 Commissioner Hover to approve the recommendation of the Engineer to purchase a used 2019
195 Ford F250 ¾ ton crew cab 4x4 pickup truck from Wolf Auto group in the amount of \$43,294.
196 Motion was seconded, all were in favor, motion carried.

197

198 *Maintenance and road conditions*

199 *Road restrictions*

200 Engineer Thomson stated another snow event was predicted on Thursday.

201

202 *Sawtell Rd*

203 Engineer Thomson addressed a concern about a trailer parked along Sawtell Road. He said there
204 is an easement on Sawtell Road with a fenced phone facility and most looks like its on private
205 property. From a road perspective there isn't a big issue.

206
207 *Old shop property*
208 Engineer Thomson explained a resolution was drafted to transfer the old public works shop
209 property across the river in town to the sheriff's office.

210
211 **Motion Resolution 37-2023 Transfer of Old Public Works**
212 Commissioner Hover moved to approve resolution 37-2023 a resolution transferring the old public
213 works property across the river to Okanogan County Sheriff's office. Commissioner Hover noted
214 that the county current expense would be the proper fund to transfer to. The motion died for lack
215 of second.

216
217 Engineer Thomson discussed pit properties and paying potential royalties to the forest service for
218 possible pit on forest service property.

219
220 Public Works doesn't have a SEPA official to approve the determination although public works
221 staff is preparing the documents. Engineer Thomson is waiting on Planning staff to complete the
222 documents.

223
224 *Consent agenda*
225 Engineer Thomson explained the items listed on the consent agenda.

226
227 Commissioners recessed for the lunch hour until 1:30 p.m.

228
229 **Review RFQ's for On-Call Architecture Services 2023-2025 – Commissioners**
230 Commissioner Hover stated the time for receiving Statements is now. Two Statements of
231 Qualifications were received for countywide On-Call Architectural Services. RSS Architecture,
232 P.C. from Woodburn Oregon; and MJ Neal from Wenatchee, Washington. Commissioners
233 reviewed the statements and discussed.

234
235 Commissioner Branch thought respondents also provide engineering services. It depends on
236 whether the agency has an engineer on staff or not.

237
238 **Motion**
239 Commissioner Hover moved to select MJ Neal for the on-call architectural services and interview
240 to discuss specifics of the agreement. Motion was seconded, all were in favor, motion carried. Set
241 up after Wednesday ask for a sample of their contract and costs of being on call.

242
243 **Review RFQ's for On-Call Engineering Services 2023-2025 – Commissioners**
244 Commissioner Hover stated the time for receiving Statements is now. Two Statements of
245 Qualifications were received for On-Call Engineering Services. Statements were received from
246 Aspect Consulting from Wenatchee, Washington; and TD&H Engineering from Spokane,
247 Washington. Commissioners reviewed the statements and discussed.

248
249 Commissioner Hover thought Aspect Consulting was more a geotechnical agency not the
250 structural type.

251
252 Commissioner Branch stated TD&H Engineering is a structural agency. He said this agency
253 provided services that we need. What Aspect Consulting submitted is a service the county needs,
254 but is not the principle reason for the RFQ, said Commissioner Hover.

255
256 **Motion**

257 Commissioner moved to select TD&H for on call engineering services. Motion was seconded, all
258 were in favor, motion carried.

259

260 **Motion**

261 Commissioner Hover moved to direct the Clerk of the Board to set up an interview with TD&H
262 Engineering. Motion was seconded, all were in favor, motion carried.

263

264 Commissioners discussed projects that would need engineering and architectural services and
265 what details of the specs that would be most useful.

266

267 Commissioner Neal said he met the adjuster at the fairgrounds regarding the horse barns. He
268 said the Beef Barn looked worse than the horse barns. The roofline doesn't look good.
269 Commissioner Hover said he saw that. The structural engineer is scheduled for Thursday. Figure
270 out whether its cheaper to raze it and build a new one or strip it down and renovate. Commissioner
271 Hover stated the company that demoed the grandstands did an excellent job for an excellent
272 price.

273

274 Commissioner Neal stated HB1554 is trying to eliminate all leaded fuels. If it goes through all
275 municipal airports will be impacted.

276

277 **Approve Commissioner Proceedings February 27 & 28, 2023**

278 Commissioner Hover moved to approve February 27 & 28, 2023 meeting minutes. Motion was
279 seconded, all were in favor, motion carried.

280

281 **Approve Consent**

282 Commissioner Hover moved to approve the consent agenda items 1-9 as presented. Motion was
283 seconded, all were in favor, motion carried. Commissioner Hover stated he will sign for the
284 chairman.

285

- 286 1. Interlocal Agreement – ARPA Waterline Project– Town of Twisp
- 287 2. Appointment Letter – Alta Vista Irrigation District – Crystal Hasey
- 288 3. Award – Britespan Building – Greystone Construction
- 289 4. Approve – ARPA Well/Waterline – Town of Twisp
- 290 5. Approve – Hunter Mountain Acquisition Documents – WDFW
- 291 6. Cattleguard Renewals – Geral Cox CGF# 3-97 & CGF# 4-92
- 292 7. Resolution 34-2023 – Budget Amendment Regarding Vehicle Reserve Fund 197
- 293 8. Resolution 35-2023 – Approve 2022 Roadlog Changes
- 294 9. Resolution 36-2023 – Project, Plans, Prov. & Specs. – Old 97 Verestar to Plata

294

295 **Motion - Voucher Approval - Commissioners**

296 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
297 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a
298 list, and made available to the Board. As of this date, the Board did vote, by unanimous vote, to
299 approve the regular vouchers in the amount of \$43,154.99. Warrant numbers as cited on the
300 attached blanket voucher list. Motion seconded and carried.

301

302 **Motion Methow Valley EMS District**

303 Commissioner Hover moved to adjourn as the BOCC and reconvene as the Methow Valley EMS
304 District. Motion was seconded all were in favor, motion carried.

305

306 Commissioner Hover moved to approve the Voucher certification and authorize the Methow Valley
307 EMS District vouchers to be paid in the amount of \$63,499.66. Motion was seconded, all were in
308 favor, motion carried.

309
310 Commissioner Hover moved to adjourn as the Methow Valley EMS District and Reconvene as the
311 BOCC. Motion was seconded all were in favor, motion carried.

312
313 The Clerk of the Board stated the PUD Privilege Tax letter was received. Once the funds are
314 deposited and treasurer notifies her, then she will prepare the resolution for the distribution. She
315 also submitted to the board a letter to WSLCB for consideration that Planning Director prepared
316 regarding disapproval of Tiny Dancers Organics. The board previously denied due to incorrect
317 address. The new address is also incorrect. The board asked the clerk to let the Planning Director
318 know the new address may have a typo since Suite E, could be mistaken as Suite B.

319
320 Commissioner Branch left the meeting at 2:40 p.m.

321
322 **Quarterly Update – Tonasket Forest Ranger District – Ranger Matt Marsh**

323 Ranger Marsh thanked the BOCC for having him quarterly and said to let him know if anything
324 comes up the board wants to talk about.

325
326 Tonasket is on the West zone of the Colville and married to Republic on the west end. He provided
327 the Colville Planning Areas High Priority Fire sheds map. He also provided

328
329 Ranger March stated their #1 priority is the wildfire crisis and treatment of landscapes. There are
330 21 high priority forests to be addressed with Colville forest being a high priority forest and fire
331 shed. Still staying on the 20-year plan, but may in the future combine units to address high priority
332 fire sheds sooner or going after money to restore and maintain them. Buckhorn Mt. and the north
333 part of Bonaparte are a high priority. Evaluating the next highest priority after Buckhorn Mt.

334
335 Ranger Marsh said one question is, do they use their infrastructure from the Central Zone to come
336 help in the West Zone to increase their pace in the high priority fire sheds? They have been
337 deliberate in keeping with their plan.

338
339 Ranger Marsh provided an update on the spring 2023 treatment (rx) plans. (attached) they are
340 going to take what the conditions give them and determine the best burn window where it presents
341 itself.

342
343 A couple new concept is PODS buffering roads, and breaking forest up into pods or units so when
344 a fire comes they have control lines around roads that have been treated hard. Potential Control
345 Lines (PCL) is similar and fit into the PODS concept. It will help outside teams fight fires here.

346
347 Ranger Marsh discussed prescribed burns in the Lyman Lake area and those were really
348 successful. They are also considering a talk about spring burns on radio open lines.

349
350 Taking a phased approach to improving North Fork pavement to eventually bring it up asphalt of
351 the road. West Fork out of Conconully is also planned. BPA allows them to go into certain areas
352 for maintenance work. The larger grinds not sure if any locals have the right equipment so putting
353 that contract out. The BPA is geared towards local folks.

354
355 Appreciated help from the county emergency system on emergencies. The county has in the past
356 been very helpful in getting the word out.

357
358 Ranger Marsh explained logs going out of the county and where they are going to. He said Hwy
359 20 is going to be busy this year. Commissioner Hover asked why our rail line doesn't haul the

360 logs. Ranger Marsh said there are rules about green logs. The salvage sales are finished up.
361 Boise is where much of the south side of Mt. Haul logs are going. In Ferry County, they are getting
362 into campgrounds, new blood with C & C Timber from the west side and has been a strong player
363 in the units here.

364
365 Commissioner Hover discussed burned habitat and the ESA and the grey squirrel, endangered
366 species. Ranger Marsh discussed forest management where leaving patches of different aged
367 trees provides ideal habitat for species. Trying to stay focused on the 20-year plan by not being
368 distracted by everything else.

369
370 The board adjourned at 3:40 p.m.
371