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**RECORD OF THE PROCEEDINGS**

**OKANOGAN COUNTY**

**MAY 16, 2023**

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8     **9:00 AM**     Review Meeting Minutes April 3-4, May 8- 9, 2023  
9     **9:15 AM**     Public Comment Period  
10    **9:30 AM**     Discussion-Twisp Law Enforcement Agreement, Tonasket Patrol Vehicle & Wages  
11    **10:30 AM**    Approve Commissioner Proceedings April 3-4, May 8 – 9, 2023  
12    **11:00 AM**    Update- Public Works- Engineer Josh Thomson  
13    **1:30 PM**     Commissioner’s to set Wednesday’s Agenda by 1:30 PM  
14    **1:35 PM**     Update Central Services-Karen Beatty  
15    **2:00 PM**     Update-Human Resources/Risk Management-Shelley Keitzman  
16    **2:30 PM**     Discussion- Grant Authorization & Lake Management District-Larry Hudson Noxious  
17    **3:00 PM**     Voucher Approvals-Okanogan Community Action Council  
18    **4:30 PM**     Consent Agendas

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The Okanogan County Board of Commissioners met for a regular meeting at 123 5<sup>th</sup> Avenue North, Okanogan, Washington on May 16, 2023 with Chairman, Commissioner Chris Branch; Vice-Chairman, Commissioner Andy Hover; Member, Commissioner Jon Neal; and the Clerk of the Board, Laleña Johns, present.

AV Capture and Zoom provided audio and video accessibility for public interaction.

**Motion Closed Session RCW 42.30.140(4)(b)**

Commissioner Hover moved to go into closed session at 9:05 a.m. until 9:10 a.m. to discuss Union strategies under RCW 42.30.140 (4)(b). Motion was seconded, all were in favor, motion carried.

Commissioners exited closed session at 9:10 a.m. no decisions were made.

Commissioners were made aware of needed repairs on the Tonasket and Oroville EMS District buildings. The contract between Life Line and Tonasket EMS District states Life Line is responsible for repairs and maintenance of the building, but it is unclear whether these needed repairs having to do with the sewer line would be the district’s or Life Line’s responsibility. The Oroville EMS building is owned 1/3 by the City of Oroville and 2/3 Oroville Rural EMS District and it has roof damage. Clerk of the Board provided both district budgets to the board for review.

Commissioners discussed bids for the needed repairs. JR Construction of Oroville was discussed as a possible contractor. A quote would be needed. Commissioner Neal will get a hold of them to see if they do that kind of work. He will find out the total cost for the repairs. A budget supplemental will be needed for our portion of the repair cost.

**Review Meeting Minutes April 3-4, May 8- 9, 2023**

Commissioners were previously provided the meeting minutes for review and changes. Commissioner Hover discussed the fairgrounds horse barn damage report. He stated what issues he sees on the barn roof line. The west roof line was discussed.

**Public Comment Period**

Ruth Hall, member of the public attending via zoom, had no comment.

53 **Discussion-Twisp Law Enforcement Agreement, Tonasket Patrol Vehicle & Wage Request-**  
54 **Sheriff Budrow, Rick Ballam, Dave Yarnell, Esther Milner, Shelley Keitzman**

55 Commissioners discussed the Draft Twisp Law Enforcement agreement as the board needed  
56 clarifications. Clarifications were discussed and the draft will be resubmitted once the changes  
57 are made. The agreement term is December 31, 2023 so the arrangement is temporary. The  
58 group discussed costs and concerns. Ms. Milner stated she looked over the craft for the liability  
59 aspect. Commissioner Neal asked if other charges would be incurred that the County would be  
60 subject to. No, there would not, said Mr. Ballam. Commissioner Hover asked how this agreement  
61 would affect the towns future ability to have a police department. It doesn't affect them said Sheriff  
62 Budrow. Commissioner Hover asked if additional deputies could be stationed to cover his area  
63 as he thought call volume would increase because the world is changing and he would like to look  
64 at another deputy for that area. Dave Yarnell stated North County has more violent crimes and  
65 crime is more active in that area the Board should consider more coverage there too.

66  
67 Commissioner Branch said would like these types of matters and the particulars to be discussed  
68 with the Board beforehand. There was reference to an existing agreement and he wasn't sure  
69 what that was or who signed it. The commissioners did not sign it. He asked for additional recitals  
70 to state how we got into the contract and the temporary nature of the situation. Mr. Ballam said  
71 they are operating in the Town already without a contract and he would like the board to sign the  
72 agreement as soon as possible. Previously there was a Chief and two officers for the Town's  
73 police force and now they rely solely on the county.

74  
75 Commissioner Hover discussed the City of Tonasket Law Enforcement Contract and the  
76 temporary nature of it at the beginning and now it is a permanent contract with additional costs to  
77 the county as the city did away with their police department.

78  
79 Undersheriff Dave Yarnell requested vehicle replacement of the 2018 Ford police vehicle used to  
80 serve the Tonasket area. (attached) The car has 124,469 mileage which is twice as much as the  
81 second car and over the mileage for rotation. Due to supply chain issues he wants to start the  
82 process now. There is also a recent major engine problem with a new Dodge Durango and it will  
83 need extensive repairs or replacement. Commissioner Hover said the purchasing process could  
84 start now. Commissioner Hover asked that Jerry Paul at public works be consulted on the repairs  
85 Dave Yarnell stated the total cost for a vehicle is about \$55,000.

86  
87 Dave Yarnell said the Dodge Durango's have a known engine problem nationwide and one of our  
88 vehicles just had an engine issue. The vehicle has 73,000 miles on it. A large oil puddle was found  
89 under the car after it was parked during the day. There are no recalls on the vehicles, said Mr.  
90 Ballam. Commissioner Hover said they can start the process for securing the vehicles but a  
91 budget supplemental will be needed for the vehicle costs. Mr. Yarnell said it would be beneficial  
92 to start now for vehicles needed two years from now due to the supply chain shortage

93  
94 Commissioner Branch will be attending the North Central Washington Diversion Work group  
95 tomorrow. He updated the rest of the board on other meetings he attended last week. He  
96 discussed a conversation he had with Life Line Wayne Walker about EMS coverages in the  
97 county.

98  
99 Sheriff Budrow requested the commissioners to consider the wage request for his Chief Civil  
100 Deputy Beth Barker that more inline with his other appointees.

104 **Update- Public Works- Engineer Josh Thomson**  
105 Maurice Goodall

106  
107 Engineer Thomson provide his staff agenda and discussed the items listed there.

108  
109 *Maintenance and road conditions on*

110  
111 Bonaparte Creek Rd The road was opened on Thursday and Public Works believed they  
112 understood what the solution was to the washout. But any permanent fix right now would  
113 be a waste of money due to the still moving sediment. He explained what has been done  
114 to address the various issues due to water and sediment. There are still issues being  
115 worked on to take on overflow in the future. FLAP funding will be considered for the list.  
116 Mr. Goodall stated he has reached out to the State, but qualifications to be eligible must  
117 be a lot higher. He showed photos of the issues on the 100 road.

118  
119 Cecil Creek Rd Engineer Thomson reported on the flooding issues happening with this  
120 road and what repairs are planned. June 8 or so is when the road will be opened due to  
121 two weeks of work.

122  
123 Wolf Creek Rd Engineer Thomson reported on the repairs to this road due to flooding.

124  
125 Owhi Lake Rd Open now, there is no way BIA can accelerate funding for the box culverts.  
126 We will need to do something. June 1<sup>st</sup> is closure of the dams with two or three more  
127 runoff cycles, so we will know more after that. The pipe is 25 feet deep and will take a lot  
128 of work to replace.

129  
130 Methow Community Trail at Goat Creek The trail bridge is undermined and washed out.  
131 Engineer Thomson plans to look at it on Thursday. It is a county easement trail but  
132 Methow Trails is to maintain it. He will know more on Thursday.

133  
134 He discussed detours on Gold Creek Loop Road. There are two bridges.

135  
136 Mr. Goodall explained some problems with cabins along the Methow river. He reported  
137 the Okanogan River is to increase another foot with low lying flooding. He reported on  
138 Douglas County PUD plans. He stated there is some natural dredging of Lake Osoyoos  
139 also is planned.

140  
141 Barnholt Loop Rd speed limit reduction petition Engineer Thomson reported on the  
142 petition to reduce speed limit on the road. The traffic counts are being processed.

143  
144 Construction projects Engineer Thomson reported on state construction projects. There  
145 seems to be some disagreement about preservation funding between the state legislators  
146 and DOT that could affect us. The Governor may not have signed the funding bill yet.

147

148 TU Johnson Creek Project Reported this project is moving ahead. Trout Unlimited project  
149 on Johnson Creek road is still planned in July. At the same time, another project on  
150 highway 97 will close the road.

151  
152 Consent agenda has the OCOG Administrative Support Services Agreement listed for approval.  
153

154 Shuffling crews between the different areas in the county to address county projects.  
155 Commissioner Neal asked if the approach on O'Neal Road was getting done.  
156

157 Commissioner Neal may abstain himself from the motion and not sign the Administrative Services  
158 Agreement since he is the chairman of OCOG and signed it at that meeting.  
159

160 Commissioners recessed for lunch at 11:43 a.m.  
161

### 162 **Commissioner's to set Wednesday's Agenda by 1:30 PM**

163 The commissioners will not need to meet tomorrow.  
164

### 165 **Update Central Services-Karen Beatty**

166 Director Beatty provided her staff report. Adobe Pro software was discussed. Each Department  
167 was asked for licensing quote. There is a need for 64 user licenses at \$7434 per year. Director  
168 Beatty explained what the software can do. The commissioners were interested in converting/  
169 extracting PDF's to word documents without losing the document formatting. Commissioners  
170 would like Director Beatty to move forward with the purchase. She will bill out the bill portion to  
171 non-current expense departments.  
172

173 Director Beatty explained the Sheriff requested Touch app for deputy phones. It uses Spillman  
174 for call commenting. There is a \$12,000 bill associated with providing the net licenses because  
175 we pay for other jurisdictions to use but also get reimbursed later.  
176

177 The commissioners thanked Director Beatty for her report.  
178

### 179 **Motion April 3 and April 4, 2023 meeting minutes**

180 Commissioner Hover moved to approve the April 3 and April 4, 2023 meeting minutes. Motion  
181 was seconded, all were in favor, motion carried.  
182

### 183 **Consent Agendas**

184 Commissioner Hover moved to approve the consent agenda items 1-15 as presented. Motion  
185 was seconded, all were in favor, motion carried.

- 186 1. Approvals -WA State Liquor Cannabis Board-#417482-#430951-#412249-#424914-#431893
- 187 2. Objection Letter-WA State Liquor Cannabis Board License-Altered State, LLC
- 188 3. Objection Letter-WA State Liquor Cannabis Board License-Matador Farms 3, LLC
- 189 4. Objection Letter-WA State Liquor Cannabis Board License-Okanogan Productions, LLC/Bodie Mine
- 190 5. Voucher Approval-Town of Winthrop-Request #1
- 191 6. ARPA Fund Request-OCCAC-Food Crisis-Request #5
- 192 7. CDBG- Public Service Request #10 Okanogan County Community Action Council
- 193 8. CDBG CV-1- Request #28- Okanogan County Community Action Council
- 194 9. Re-Appointment Letter-LEOFF Board Mayoral Elect-Nattalie Cariker
- 195 10. Re-Appointment Letter-LEOFF Board At Large Representative-Byron Braden
- 196 11. Appointment Letter-LEOFF Board Law Enforcement Representative-Marcos Ruiz
- 197 12. Special Occasion Liquor License- Marilyn Taylor 5/18, 6/15, 7/20, 10/18, 10/19-Okanogan County  
198 Fairgrounds

- 199 13. Agreement -Administrative Support Services -Public Works & Okanogan County Council of  
200 Governments  
201 14. Resolution 59-2023-Washington State Allocation Agreement-Opioid Abatement Fund  
202 15. Resolution 60-2023-Per Day Salary Increase-Board of Equalization  
203

204 **Motion - Voucher Approval - Commissioners**

205 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those  
206 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a  
207 list, and made available to the Board. As of this date, the Board did vote, by unanimous vote, to  
208 approve the regular vouchers in the amount of \$943,470.50 and Payroll vouchers in the amount  
209 of \$1,103,023.95. Warrant numbers as cited on the attached blanket voucher list. Motion seconded  
210 and carried.

211  
212 **Update-Human Resources/Risk Management-Shelley Keitzman**

213 Ms. Keitzman explained she needed to discuss a Commissioned Contract if the board had not  
214 already. Commissioner Hover said they Board already discussed.

215  
216 AED pricing was discussed as the machines are on back order. Tomorrow is the Courthouse  
217 Security meeting and most departments attend. She will find out at that meeting how many she  
218 can expect to attend the CPR and AED training.

219  
220 She explained 12 People are identified for the Safety Committee which will integrate with  
221 Courthouse Security committee. Risk Pool is auditing our county buildings this week. The  
222 maintenance department staff are helping with the process and blue prints.

223  
224 The Clerk of the Board noted that the Fair website showed the FAC members with expired  
225 appointments. Her record shows two vacancies due to resignation and two appointments expired  
226 in December 2022. She expressed confusion about who was to manage the Fair appointments  
227 since normally the secretary of Boards and Committees reach out to her when an appointment is  
228 nearing expiration. She previously asked the Fairgrounds Manager about the expired positions,  
229 but the Fairgrounds manager said she did not have any idea.

230  
231 Commissioner Hover asked the Clerk of the Board to manage all BOCC appointments. But he  
232 will discuss with the fair committee whether or not the two expired appointees want to continue to  
233 serve that committee. Commissioner Hover clarified that "Bobbi" is going to be in charge of  
234 ensuring FAC appointments and letters of interest are provided to the commissioners' office and  
235 suggested the Clerk of the Board communicate with her on those.

236  
237 **Discussion- Grant Authorization & Lake Management District-Larry Hudson Noxious Weed**

238 A news letter is being issued for the Lake Management District. Mr. Hudson discussed using  
239 some funding for the mailing costs. It would cost about \$230 for the postage. Commissioner  
240 Branch stated the cost was reasonable.

241  
242 **Motion Lake Management District**

243 Commissioner Neal moved to adjourn as the BOCC and reconvene as the Lake Management  
244 District. Motion was seconded, all were in favor, motion carried.

245  
246 Commissioner Neal asked if the assessment was solely for treatment or administering the  
247 program and eligible to pay for other costs associated with it. Commissioner Branch reasoned  
248 that there is a lot of administration work involved with the district and he thought it would be  
249 responsible for that type of cost.

250  
251 Mr. Hudson is waiting for more information from Canada which will determine how far north our  
252 treatments can go.

253  
254 **Motion**

255 Commissioner Neal moved to adjourn as the Lake Management District and reconvene as the  
256 BOCC. Motion was seconded, all were in favor, motion carried.

257  
258 Mr. Hudson explained a grant with the US Forest Service for Title II requires him to have signing  
259 authority to submit the grant. He has used the County Commissioners office SAM number, since  
260 the Sheriff's office no longer allowed theirs to be used. The signature authority is relative to this  
261 Title II grant.

262  
263 **Motion Grant Signing Authorization US Forest Serviced Title II**

264 Commissioner Hover moved to authorize Larry Hudson signing authority for use of the  
265 Commissioners' Office Federal SAM number for the Okanogan Coordinated Weed Management  
266 Area Palmer Mountain Wildfire Recovery Noxious Weed Control Federal Finance Assistance  
267 Award Federal contract number 23-DG-11062100-009 and authorized the BOCC chair to sign the  
268 authorization form. Motion was seconded, all were in favor, motion carried.

269  
270 The Clerk of the Board brought to the BOCC's attention that this year's Fair Headliner contract  
271 still needs the county's edits incorporated as the Easton Corbin concert is already being  
272 advertised and the contract has not been signed yet. The Clerk asked who is to incorporate the  
273 county's edits? Commissioner Hover stated he would make the edits within the draft. Once he  
274 has incorporated those it can be signed and sent back to the concert manager. Commissioners  
275 reviewed the edits that Ms. Milner would like incorporated.

276  
277 The board adjourned at 3:26 p.m.

278