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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

MAY 18, 2021

8:15 AM Discussion-Forest Service Building Feasibility Study-Superior Court
9:00 AM Commissioners Staff Meeting
10:00 AM Finance Committee Meeting-Treasurer McCormack
11:00 AM Updated Public Works- Josh Thomson
1:30 PM Public Comment Period
2:00 PM Update Risk Management/Human Resources-Tanya Craig
2:30 PM Public Hearing CDBG Public Services Grant Application -OCCAC Lael Duncan
3:00 PM Update Central Services-Karen Beatty
3:30 PM Discussion-Wildfire Season Ken McNamee DNR
4:00 PM Discussion Courthouse Geo Thermal System Issues-Ameresco, DES
4:45 PM Approve Commissioners Proceedings May 10 & 11, 2021
4:50 PM Approve Consent Agenda

The Okanogan County Board of Commissioners met in Regular session at 123 5th Avenue North, Okanogan, Washington on May 18, 2021, with; Chairman, Commissioner Chris Branch; Vice-Chairman, Commissioner Andy Hover; Member, and the Clerk of the Board, Laleña Johns, present.

AV Capture provided audio and video of the meetings held today, while ZOOM provided best audio accessibility and public interaction.

Commissioner Jim DeTro was absent this morning due to personal reasons.

Discussion-Forest Service Building Feasibility Study-Superior Court

Architect Michael Beaman, David Gecas, Tanya Craig and Dennis Rabidou

Commissioner Hover asked Mr. Beaman, the county's on call architect, if the feasibility study was complete. It is unless we have specific items to be addressed. Mr. Beaman stated he did coordinate his study with the city. The county would have to go through a process to annex the property into the city. There is a conditional use process needed due to the different uses of the building. Chris Johnson indicated to Mr. Beaman that it would be a could be a big deal. The one thing that could be a hiccup is the residential area behind the site and those residences could have negative comments.

Mr. Rabidou stated if the project does go a predesign would be need to be added. Commissioner Hover said the Beaman did the preliminary design work to reconstruct the Juvenile building and singe entrance to the courthouse. Beaman replied yes, he also did one for the Grainger building, master plan for Juvenile building to incorporate Superior Court at that location in 2011. Looking at the two locations which would be more efficient and a better use of tax payer dollars? Mr. Beaman replied the design of the current juvenile building is problematic due to being more than one level. If some of the adjacent residential properties were purchase the design would work better. Are there any positive reasons to keep all the court offices together? Mr. Beaman prefers the Forest Service building idea better as it is a single level. Mr. Rabidou said it there is courtroom space issue. Tanya Craig said one issue with SC moving down the street, adult offenders being transported down to the new facility may need to be addressed. Mr. Rabidou said the in-custody trials would take place

52 in the jail courtroom. Transport of the others would be no different as we transport to Agriplex for
53 trials.

54
55 Mr. Rabidou said the design is to get away from double bunk rooms in the Juvenile. The plans are
56 scaled back from the 30-bed design in 2011 and now would be a 15-room area with some specialty
57 rooms. Mr. Beaman said the existing Juvenile facility is lacking program space. Commissioner
58 Hover said the county must phase the project, the design has \$4 million in site development. Mr.
59 Beaman stated the cost is higher than usual due to fire sprinklers needing to be installed and
60 bringing utilities to serve the space, and site topography would need to be expanded storm sewer
61 is nonexistent, water that comes off the site would need to be dealt with, electrical is the least worry,
62 need to pull in three phases, regrading between the buildings to meet handicap code, and all this
63 affects the costs. Commissioner Branch asked if the onsite improvements isolated to this building
64 or do the upgrades tie into the infrastructure improvements to the neighborhood. As far as Mr.
65 Beaman knows it is site specific. A brand-new sewer line is needed. There is sewer in second
66 avenue and should be able to take the effluent demand. The water goes from 12 in to a 6-inch pipe.
67 Existing water line for property has a meter that is about 1.5 inch and won't cut it for domestic water
68 needs. What kind of improvements could be paid for with American Rescue Funds and would be
69 eligible. Mr. Beaman didn't know. If they allow infrastructure costs, then the funds could be used for
70 that. Funding and financing is the biggest challenge.

71
72 Commissioner Hover commented on the floor plans. Mr. Rabidou explained the configuration
73 design and locations frequented by the public most. Mr. Beaman explained he needed to design
74 the entire facility here and in doing so the design may change a bit as we go and understand the
75 project better. Mr. Beaman said this project appears to be feasible. Commissioner Branch is
76 thinking about the phasing and where the funding will come from. We need to figure out early that
77 part or the rest doesn't matter. The court can run in the building without a CUP but going beyond
78 that we will need the CUP and he imagined some push back from the residents. The county will
79 really need to strategize funding and phase approaches. Is it in the county's best interest to
80 purchase the building? Commissioner Hover said yes, due to lack of courthouse space. ADA in the
81 current courtrooms is challenging.

82
83 Commissioner Branch thought we should look into options for expanding into the future and look at
84 the neighborhood configuration and options to buffer. The next step is to discuss plans with the city.
85 The county will set up the meeting between the city. Commissioner Branch will personally speak to
86 the city about some time one early morning. Mr. Rabidou said he will make it work, what ever date
87 it is.

88

89 **Commissioners Staff Meeting**

90 Maurice Goodall, Naomie Peasley, Pete Palmer, Joe Poulin

91
92 Mr. Goodall said the river is up and down due to weather. There is a freeze warning in the higher
93 elevations. The office is trying to make the new county website work with the emergency management
94 page and notifications. He talked about some things yet to be worked out such as the different views
95 on a mobile phone. Some programs have an option to change from mobile to computer views. Most
96 view the site with their phones. Commissioners thought departments should articulate things to be
97 fixed or changed.

98
99 A working meeting with fire chiefs and DNR is tomorrow. Commissioners would like Mr. Goodall to
100 discuss, with the fire chiefs and DNR, fire pit definitions and coordination of those fire pit issues to
101 clear up confusion. It is tricky pulling all the fire ban information together from all three. If the county

102 puts a burn ban on before DNR our ban supersedes on privately owned properties. The county
103 doesn't have jurisdiction on US Forest Service.

104
105 Planning Director Palmer provided a brief staff report. She said last Friday she visited with the
106 Mazama Advisory Committee and they showed her around and shared their vision and they are
107 excited about kick starting the update of their plan. Commissioner Hover asked if they are willing to
108 expand their boundaries? There seems to be territorial issues with the group so that wasn't discussed
109 with them. She would like to know how the commissioners wish to handle the valley. Commissioner
110 Hover replied there are three distinct areas and many refer to the valley that way. Yesterday, she was
111 notified by GIS one server went down that had all the planning GIS data, Sheriff's info, 911 stuff so
112 working to try and figure out the damage. Looks like the server will need to be replaced and will hang
113 up the information requested from GIS.

114
115 Ms. Palmer said there is a Public Hearing on Monday for critical areas and the notice needs to be
116 provided to the Clerk of the Board for the commissioners' agenda.

117
118 Joe Poulin updated the board on Maintenance. He met with Ms. Peasley this morning. The north gate
119 appears to be a hazard. Commissioner Hover asked what the plan is to repair it. Mr. Poulin thought
120 a new chain-link gate. Tube gates are cheaper and lighter, and Commissioner Hover wondered if we
121 actually need the gate to be a deterrent type gate or not? He suggested something be done. Mr.
122 Poulin replied the chain-link is a better deterrent to prevent people from slipping in. Commissioners
123 would like to see quotes for the gates. All lost revenue on the fairgrounds directly related to COVID
124 is being compiled by Ms. Peasley.

125
126 The Commercial building roof needs to be re-screwed and the building used as storage. The building
127 really needs to be replaced. The quote to re-screw the roof was about \$2000-3000. We could use the
128 building for storage until replacement is done. Commissioner Hover asked the Clerk of the Board to
129 find out if they buildings are on the Historical Registry and if they are what are the rules about tearing
130 down or replacing the building. The state has irrigation specks. The system will need to be a design
131 build. A full-blown bid notice with county needed specifications is needed. Commissioners would like
132 to move forward with the project. Commissioner Hover asked that electrical vendors be contacted to
133 review the needed electrical upgrades and replacements of the RV pedestals. Commissioners would
134 like to look at a site plan.

135
136 Mr. Peasley provided her update. The north end RV park needs electrical and sewer and since many
137 are using it now, it doesn't provide the capacity for the users. In two weeks, Washington State Jr
138 Rodeo will happen on the fairgrounds. Ms. Peasley said she requested time separate from staff time
139 with the commissioners on a regular basis. Commissioners thought that was a good idea. Public
140 Works recommended the ecology blocks be ordered and place our order now.

141
142 **Finance Committee Meeting-Treasurer McCormack**

143 Cari Hall, Lisa Schreckengost, Leah McCormack

144
145 Auditor Hall explained the importance of the commissioners review of the county's annual report.
146 Notified by State Auditor that they will be looking at the CARES ACT funds instead of Public Works.
147 Commissioner Hover read from ARP guidance and what the funds can be used for.

148
149 Treasurer McCormack provided an agenda and discussed the items listed there.

150
151 Taxes are 62% receipted, getting ready to send foreclosure notices out.

152

153 All revenues and expenditures are at the 30% mark and where they should be. The Treasurer
154 explained investments she manages which include hospitals and schools. We are getting .11%
155 interest earnings. The group reviewed the financial reports of the county. Planning is way over on
156 their revenue due to WRIA so a supplemental appropriation may be needed later.

157
158 Commissioner Hover discussed the idea of purchasing the Old Forest Service building near the Public
159 Works Admin building. He talked about possibly phasing of the project. The renovation of the building
160 and construction of a new Juvenile Admin/Detention Building is proposed at around \$50 million
161 dollars. Bonding in phases doesn't work said Treasurer McCormack. Sometimes an issue arises with
162 the public when there is no input due to being non-voted bond. The bond could be guaranteed with
163 property taxes and could include property tax increases and could restrict current expense funds. We
164 have enough assessed value to go out with a none voted bond. We can bundle the funds used to pay
165 back the bond but the resolution needs to state that. Voted bonds are when property owners pay
166 more in taxes to pay back the bond. Commissioners would like all county department heads to discuss
167 the idea in earnest. Treasurer McCormack said rates are holding at a low level and is expected to
168 explode and must be considered. If we need to talk to someone like an underwriter, she has names.
169 Jim Nelson has done several bonds for Okanogan County. We will need to go through the steps and
170 process for Bond Ratings with S&P. We have always done well, but because we haven't done a bond
171 in awhile a Bond Rating will need to be established.

172
173 Commissioner Branch discussed Spectrum charges showing up on bills for utility taxes. He thinks in
174 Okanogan they charge a utility tax, and Okanogan County doesn't. It is in fact the tax is charged to
175 the company and it is passed on to the customer. Is it legal? Spectrum said it had to do with the local
176 government charges. Whose tax is it? Bottom line the tax is on the utility not the customer and it
177 should be noted that way on the bill. Passing the buck onto local government to explain their bill. The
178 customers in the county are being charged. Auditor Hall said if we look at other bills like cell phone
179 bills there are many taxes noted and deflected onto customers.

180
181 Treasurer McCormack said her preference would be for the Auditor, Treasurer and Assessor to move
182 into the VG building as the "Admin Building". The Capital Facilities plan should include security for all
183 offices in the courthouse as it singles out Superior Court and the courts are not the only offices
184 needing security. Auditor Hall thanked the board for the opportunity to review and comment on the
185 plan.

186
187 Commissioner Branch discussed the ARP funds. He is looking out into the community impacted by
188 COVID, such as businesses. Where does the Finance Committee see the distribution of the funds
189 going? Commissioner Hover thinks Broadband is critical. Capacity is a major issue for wireless
190 customers.

191
192 Auditor is launching e-recording and scanning those type files to digitize them. The county
193 commissioners have made huge strides towards people being able to participate in their meetings.

194
195 Commissioner Branch discussed Methow Watershed Council request for funds. They are not a
196 nonprofit. He asked how this arrangement would work. Auditor Hall said she will think about it and
197 will have questions.

198
199 Commissioner DeTro joined Zoom.

200
201 **Updated Public Works- Josh Thomson**
202 Engineer Thomson provided his agenda and he discussed the items listed there.

203

204 *Solid Waste*
205 They are up about 18% over last year at this time last year. Just started receipting mill site debris and
206 that is expected for a few weeks. Cell four we just started using. It takes a few months to construct
207 cells depending on the size. We are already planning for the next one.

208
209 *Maintenance & Road Conditions*
210 Chip seal project 124 are all chip sealed and doing pre-leveling.
211
212 Radio Sites may be included under the county's insurance. Transfer McClure to Sheriff's office is
213 being arranged.

214
215 *Old 97 Construction Project*
216 Many are not obeying the flaggers so the Sheriff was contacted. ARP funds guidance questions is
217 how to document lost revenue so the guidance included ways to document that. Commissioners
218 would like loss revenue documentation.

219
220 Windows are expensive and hard to get right now so it is unknown whether that project should be
221 done this year. Commissioner Hover said a wise use of money we may want to put off the shops a
222 few months or analyze costs now versus later. We should take a look at it.

223
224 *Consent Agenda Items*
225 Talking about the 6-year Transportation Improvement Program
226 If the board has projects not already listed, please provide for incorporation.

227
228 The consent agenda items were discussed.
229
230 Commissioner DeTro discussed concerns of Doug Ralston about the portion of B&O Rd that is not
231 county road. Engineer Thomson said he is involved in the situation and the road is Mr. Ralston is
232 concerned about is actually B&O West Rd. Mr. Ralston was part of the conversations between the
233 Engineer and Gary George. Mr. Ralston appeared to understand the situation although he didn't
234 appear to like it. Engineer Thomson said he looked at all historical information, road logs etc... and
235 the end of the county road is where it is currently. There may have been a verbal agreement with Bill
236 Tugaw for snow removal to the end of the county road. Commissioner DeTro asked that a memo be
237 placed in the file with the outcomes of these types of conversations.

238
239 **Motion Ordinance 2021-6 Dog Control Zone**
240 Commissioner Hover moved to approve Ordinance 2021-6 creating Dog Control Zone on the West
241 Lake Osoyoos. Motion was seconded, all were in favor, motion carried.

242
243 Commissioner Hover stated the board needs to come up with direction on the Clerk's request to
244 authorize additional staffing in the commissioners' office.

245
246 Commissioner Branch adjourned at 11:52 a.m. until 1:30 p.m.

247
248 **Public Comment Period**
249 Commissioner Branch opened the public comment period up. No public wished to comment.

250
251 **Update Risk Management/Human Resources-Tanya Craig**
252 Ms. Craig stated asked if commissioners could offer direction on mask wearing by employees and
253 public. Commissioner Hover stated not from him. Some people are wearing masks and others are
254 not. Some staff are fully vaccinated.

255 The Governor said in order to open up the state June 30, 70% of the state's population would need
256 to be vaccinated by that date. Commissioner Branch said there are quite a few people still wearing
257 masks and being careful about it. Commissioner Branch doesn't want to make a big deal about people
258 not wearing a mask, but we need to pay attention to the guidelines.

259
260 You can still get COVID after you've been vaccinated but the vaccination prevents you from getting
261 real sick. Masks help prevent spread.

262
263 There is one group with Teamsters that did not sign a multi-year contract, so those negotiations will
264 happen soon on a Monday, said Commissioner Hover.

265
266 County employee resignations and retirements were discussed. Oral Boards will be scheduled for
267 positions under the Sheriff's office.

268
269 Work source has provided some applicant training under their program. We are currently struggling
270 to fill several positions in departments such as maintenance, prosecutor's office, planning etc....

271
272 **Public Hearing CDBG Public Services Grant Application -OCCAC Lael Duncan**
273 Commissioner Branch opened up the public hearing calling on Lael Duncan of OCCAC to explain
274 what the intended use of the funds would be. Handouts were made available.

275
276 Lael Duncan Executive Director of OCCAC stated Community services block grant program has many
277 uses and these funds support public services. Primarily supports delivery of services to the
278 community. Qualification process determines eligibility of the program. Many come to OCCAC for
279 emergency needs.

280
281 For all the activity OCCAC will receive \$81,171 of the funds and the county receives \$3,000 for
282 administration. These are balance of state funds and only designated to community action councils.
283 Ms. Duncan provided OCCAC's annual report.

284
285 Commissioner Branch opened up the public hearing to public testimony.

286
287 Isabelle Spohn testified that no money should be taken away from other programs. The legal notice
288 talked about Affordable Housing. She would like to see housing in the urban expansion areas. Ms.
289 Duncan said OCCAC works in partnership with other housing authorities and support centers.
290 Homeless housing funds have provided funds for several housing developments and those funds
291 used all over the county. Ms. Spohn explained complications involved with providing affordable
292 housing such as development restrictions, water restrictions and said there are many issues in the
293 big picture.

294
295 Commissioner Branch closed the public testimony portion. He read from the public hearing notice
296 and appreciated the comments on the housing and he understands the complications in the Methow.
297

298 Commissioner Branch opened the hearing up to the board. Commissioner Hover asked what the
299 state guidelines are for low- and moderate-income people. Ms. Duncan replied eligibility is based on
300 income levels they must be in the low to moderate income level based on the area medium.

301
302 **Motion Resolution 62-2021 Certifications of Compliance**
303 Commissioner moved to approve 62-2021 adopting the CDBG Public Services Grant application and
304 certifications of compliance. Motion was seconded, all were in favor, motion carried.

305

306 Commissioner Branch thanked those who attended the public hearing and then closed it. He stated
307 the requirements are fairly standard.

308
309 **Update Central Services-Karen Beatty**
310 Ms. Beatty provided an update on Central Services. Getting ready to move Outlook to a new server
311 so that should resolve some of the issues.

312
313 The county's new website is now live. Some changes requested cannot be made due to the ability of
314 the program. Working on the mobile app because the sub menus are just a big blue box. Departments
315 are still making changes. Pictures from around the county may be utilized on the photo real.
316 Commissioner Branch knows someone who may provide photos. Would the commissioners like a bio
317 page for each commissioner? Commissioners said they need to update them first.

318
319 Forms were to be available online. Ms. Beatty is looking into how the forms get sent to the right
320 department.

321
322 Ms. Beatty said the panels are wired, batteries charging, but we may need a transfer switch. She
323 didn't realize those were manual. Kruse will give a quote to add that on. The Central Services cooling
324 system needs to be replaced. A past proposal for installing a cooling unit was around \$20,000 but the
325 quote would need to be refreshed. Commissioners said she should check with Joe Poulin as to getting
326 refreshed quotes.

327
328 Ms. Beatty updated the board on the county's security systems noting additional security layers to
329 Sonic Wall. The system is working well.

330
331 **Discussion-Wildfire Season Ken McNamee DNR**
332 Ken McNamee and Pat Ryan

333
334 Mr. McNamee discussed DNR's Grand opening celebration with Senator Hawkins.

335
336 Commissioner Hover asked about DNR burn ban jurisdiction as it relates to the county's burn ban.
337 Mr. McNamee replied the DNR has a burn ban on that DNR has jurisdiction and is under forest
338 assessment improved property. Sometimes there is joint jurisdiction if the property is forested. People
339 may not burn on their forested land. If the county puts a burn ban on they cannot burn anywhere.
340 Commissioner Hover asked about DNR, forest Service, and county fire pit definition consistency.
341 Each agency may have different definitions for approved fire pits within their jurisdiction.

342
343 Mr. McNamee said it is t dry right now. In April there were over 100 fires, last year same time there
344 were 40. DNR has had over 230 fires already in the region.

345
346 Mr. McNamee provided the 2020 NE Region presentation. He appreciated the work of Emergency
347 Manager Maurice Goodall during times of emergency as he showed up to the in-briefings which is
348 important. Commissioner Hover asked about the DNR Budget. Mr. McNamee replied the budget
349 looked sufficient because some regions previously upped their equipment. He explained what new
350 equipment and staffing were approved for the fire season and some new stuff they are required to
351 do. The department is looking at the ability to fly aircraft at night dependent on whether DNR is
352 approved aircraft.

353
354 Mr. Ryan provided an update on the DNR timber program in the region. Currently seven active and
355 several other sales in the works. Forest Health such as reduction of fuels is beginning. Looking at
356 doing more with the slash. Looking at prescribed burns but need to organize first. Will notify the county

357 of those. Will be completing the seedling planting this year with roughly 170,000 seedlings to cover
358 around 750 acres at about 225 seedlings density per acre. Commissioner Hover suggested DNR put
359 good fire wood in different piles other than the slash piles so it is more easily accessible. Those
360 conversations are moving forward with the loggers.

361
362 Mr. Ryan said DNR auctioned off three parcels, all sold and two were purchased by the grazing
363 lessee. These parcels did not have access.

364
365 **Discussion Courthouse Geo Thermal System Issues-Ameresco, DES**

366 David Gecas, Tanya Craig, Sheriff Hawley, Aaron Culp, Tammy Denney, Mike Worden, Joe Poulin

367
368 Joe Poulin stated we've had issue with the geo thermal and now one of the wells has failed. The
369 water has blown up around the well and made a hole. The group discussed problems with the county's
370 geo thermal systems.

371
372 Commissioner Hover stated there is no way to tell how much water is flowing through the system and
373 now we have water coming up out around the well. How do we resolve the issue? Kurt said they
374 would be happy to provide recommendations. They feel their obligation is done. He said lack of
375 preventative maintenance allowed collapsed filter and over pressurized wells. It is a result of lack of
376 maintenance. The issues appear to have crept up well past the warrantee. Joe Poulin said we do not
377 have the screens Kurt is talking about we do not have Bell and Gosick screens. Commissioner Hover
378 said water is coming up around outside of the east well casing which is a geological thing going on
379 not something inside the well casing.

380
381 Kurt would happily take a side visit and discuss the well issues with well experts. He continued stating
382 he was unsure what Ameresco's responsibility is in all this.

383
384 Kirsten Wilson of DES asked for clarification. Outside of the well issue is the problem only in the Jail
385 is the rest functioning as expected. Two distinct issues, issue around water leakage of the well head
386 and system functionality in the jail. He said there could be culpability on both parties, and agrees a
387 site visit is necessary. She will coordinate with Kurt on schedules. She would like to look at the well
388 heads and system in the jail with the drawings in hand and compare designs.

389
390 Joe Poulin stated DIVCO maintains the system. Joe said we do not have enough water coming
391 through the system. There is no flow meter to see how much flow.

392
393 Kirsten Wilson said both the wells were tested for flow rates. At the time the system was turned over
394 the extraction well was producing the higher level of 600 gallons and the injection well was sufficient
395 plus margin for the project. She has concerns around water leakage around the well head. More
396 water was running through the system than what the well could handle. She really wants to look at
397 everything.

398
399 Commissioner Branch asked if DIVCO could verify the kind of maintenance provided. A date will need
400 to be worked out that works for everyone. Kirsten will work with Joe to get site visit scheduled.

401
402 Commissioner Hover thanked the group for their time to discuss this matter and look forward to
403 hearing when the site visit will be.

404 Commissioner Hover reiterated because the injection well won't accept the water there isn't enough
405 flow through the system. Joe Poulin feels the injection wells are filled with silt.

406
407

408 **Approve Commissioners Proceedings May 10 & 11, 2021**
409 Commissioners will hold off approval of the meeting minutes until Commissioner DeTro is back in the
410 office.

411
412 **Motion Resolution 59-2021 Adopting and Updated Capital Facilities Plan**
413 Commissioner Hover moved to approve resolution 59-2021 which adopts an updated Capital
414 Facilities Plan. Motion was seconded, all were in favor, motion carried.

415
416 **Approve Consent Agenda**
417 Commissioner Hover moved to approve the consent agenda items 1-9 as presented. Motion was
418 seconded, all were in favor, motion carried.

- 419 1. Contract-RAP Funding- Loomis Oroville Drainage
- 420 2. Contract Amendment#1-RAP Funding-Old 97 Project
- 421 3. Agreement Supplement #1 B-4 Bridge-Nicholls Kovich Engineering
- 422 4. Contracts-Fairgrounds Facility Rentals 2021: Lorena Talavera; Mid Valley Hospital; Jared
423 Martin; Elizabeth Bigwolf; North Valley Mechanical
- 424 5. Contract- 2021 Fair Horse Barn Judge -Lisa Thonney
- 425 6. Contract-2021 Stage Entertainer-Brock Hires
- 426 7. CDBG Grant Oroville Harvest Shelter Sewer Project A19 Request #2
- 427 8. Resolution 58-2021 Signing Authority Darla Dolph
- 428 9. Resolution 61-2021 Loomis Oroville Rd Drainage Project RATA Funds

429
430
431 The board adjourned at 4:50 p.m.
432