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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

MAY 30, 2023

8 9:00 AM Voucher Approval
9 9:05 AM Review Meeting Minutes May 15-16 and May 22-23, 2023
10 9:15 AM Public Comment Period
11 9:30 AM Discussion-Tonasket EMS District Station-Wayne Walker
12 10:00 AM Update-Assessor-Larry Gilman
13 10:30 AM Public Hearing-Code Amendment OCC 2.20 Office Hours-Esther Milner
14 10:45 AM Discussion-Detection System Purchase Follow up-Auditor Cari Hall
15 11:00 AM Update-Public Works-Engineer Josh Thomson
16 1:30 PM Discussion-CJTA HCA Contract Amendment-Shelley Keitzman
17 2:00 PM Discussion-Fairgrounds Maintenance Staffing Issues- Naomie Peasley
18 2:15 PM Executive Session-RCW 42.30.110(1)(i) Potential Litigation-Esther Milner
19 2:30 PM Approve Commissioner Proceedings, May 15-16 and May 22-23, 2023
20 3:00 PM Commissioners to Set Wednesday's Agenda
21 3:10 PM Consent Agendas

23 The Okanogan County Board of Commissioners met for a regular meeting at 123 5th Avenue
24 North, Okanogan, Washington on May 30, 2023 with Chairman, Commissioner Chris Branch;
25 Vice-Chairman, Commissioner Andy Hover; Member, Commissioner Jon Neal; and the Clerk
26 of the Board, Laleña Johns, present.

27
28 AV Capture and Zoom provided audio and video accessibility for public interaction.

29
30 **Motion - Voucher Approval - Commissioners**

31 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and
32 those expense reimbursement claims certified as required by RCW 42.24.090 have been
33 recorded on a list, and made available to the Board. As of this date, the Board did vote, by
34 unanimous vote, to approve the regular vouchers in the amount of \$823,301.32 and Payroll
35 vouchers in the amount of \$1,230,710.10. Warrant numbers as cited on the attached blanket
36 voucher list. Motion seconded and carried.

37
38 Planning Director asked for consideration of two items.

39
40 **Motion Resolution 63-2023 Fee Waiver E911 Address**

41 Commissioner Hover moved to approve resolution 63-2023 authorizing a fee waiver for E911
42 addresses where the property owner applies for and requests a waiver within three years of
43 wildfire loss and verifies the home was rebuilt on a different site because the new site offers
44 better wildfire defense. Motion was seconded, all were in favor, motion carried.

45
46 **Motion Agreement Oneza & Associates Contract Amendment to Terms**

47 Commissioner Hover moved to approve the Agreement between Okanogan County and
48 Oneza & Associates regarding Agreement Amendment to Terms. Motion was seconded, all
49 were in favor, motion carried.

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Review Meeting Minutes May 15-16 and May 22-23, 2023

Public Comment Period

No public comment provided.

Discussion-Tonasket EMS District Station-Wayne Walker

Wayne Walker and Paul

Mr. Walker discussed the Tonasket Station with the needed sewer line repairs. He looked at the contract and this issue is an infrastructure capital improvement of the station and not repairs and maintenance as stated in the contract. The question does come up about the long-term use of the building, but he thinks on a bigger scale of things in the future we begin to plan for a new building that might serve both Tonasket and Oroville areas. The old failing infrastructure is not meeting the need. The Oroville moving toward a 24/7 situation we are looking at having the same service level. He suggested combining them into one building. The Oroville building is also going to need updates soon too. Commissioner Hover discussed smaller stations located in Douglas and Chelan County that serves those area and asked if those types of building are a viable type. Mr. Walker said the difference would be to include living quarters.

Commissioner Branch suggested consolidation and sale of the two building to do so and would be reasonable and makes sense. An Ellisforde location would serve both and was discussed as a possible location. The district would need to pay for the infrastructure.

The Tonasket Station roof is flat and made with thick reinforced concrete that has a linear crack the full length of the roof. A temporary roofing tar was painted on several years ago but there is no membrane. A bigger concern is with heating expansion the water comes through the crack and freezes pulling apart the crack getting bigger and bigger. There is exposed rebar is rusting. Mr. Walker suggested adding a shed style roof over the top as a cheap fix. There is also a crack in the wall and sometimes water does come in. The wall abuts the bank and should be considered if a shed style roof is built.

Commissioners' discussed getting quotes for the shed roof. Mr. Walker said he has a quote for the repair of the plumbing issue from Wenatchee Bruggman Mechanical.

Mr. Walker stated there is also issues with the Ambulance regardless of what they do it isn't reliable. He pointed out when there is limited resources and vehicle is not dependable is become problematic to have to tow and then bring another ambulance from another station. It is a 2004 Ford ambulance with a 6L engine and it has had numerous repairs and won't start now. There are also some issues in obtaining parts and a lot of time involved in that. The box itself is not in bad shape. There are two Tonasket ambulances but one has an oil leak that no one can find. There are five ambulances total between Oroville and Tonasket. Commissioner Hover explained there is only a total reserve of \$600,000 between the two Districts. He said with Methow EMS District Aero Methow receives the full levy amount and pays for everything. It would be ideal to have three ambulances serving Tonasket and Oroville service area that are dependable. Commissioner Branch asked if a feasibility study on a midway station be beneficial. The Clerk of the Board said the Department of Commerce has grants for fire/ambulance stations and the County and Fire District #15 applied for and received grant

101 funding passed through the county. Mr. Walker explained advantages in ambulance time with
102 a midway station. Crumbacher is divided between Tonasket and Omak services. The
103 boundary line could be moved for dispatching calls to the Janice bridge or highway 7 junction
104 and would make a clearer line for Pine Creek area as well.

105
106 Oroville contract runs out same as Cities and Paul has drafted a renewal contract for
107 consideration. Commissioner Branch stated some items he would like to consider.

108
109 Assessor Larry Gilman said calls are based on TCA district lines with Tribes fire district lines
110 and funds are based on different lines.

111
112 Bids will be needed for the roof repairs of the Tonasket EMS District station.

113
114 **Update-Assessor-Larry Gilman**

115 Assessor Gilman provided market values data that shows the volume of sales have dropped
116 off but price has not. There is a stabilization of market and we are not seeing prices reduced
117 to assessed value.

118
119 Assessor Gilman stated value change notices are mailed out on time, May 31, 2023. He
120 explained prior year delays due to staffing and time for training and obtaining certifications.
121 Late August value changes will go out for new construction. And late October for other
122 changes.

123
124 Assessor Gilman gave a recap of the annual area adjustments and physical inspections is
125 Carlton, Pateros and Coulee Dam. Improvement values in many town neighborhoods were
126 up by 30%. Based on a fair equitable assessment and budget based of like other properties

127
128 **Public Hearing-Code Amendment OCC 2.20 Office Hours-Esther Milner**

129 Commissioner Branch opened up the public hearing asking for staff report.

130
131 Esther Milner explained the code revision requirements and stated the hours be set by
132 resolution rather than by ordinance and then posted at each office. Something in th code to
133 set the basic policy and hours be set and published on each office webpage. Hours are set
134 by resolution once ordinance is signed. It codified other sections in the code regarding
135 holidays and handled in the policy rather than in the ordinance and codified.

136
137 Ruth Hall commented that the changes made sense and thought it would be nice to have the
138 flexibility.

139
140 Cari Hall and Jamie Groomes had no comment.

141
142 **Motion Ordinance 2023-15**

143 Commissioner Hover moved to approve ordinance 2023-15 regarding the setting of County
144 Offices via resolution. Motion was seconded, all were in favor, motion carried.

145
146 Commissioners discussed policy numbers other than the resolution number that adopts the
147 policy for ease of updating. Shelley Keitzman explained changes being made to policy would
148 be referenced by policy number and would help identify where those are going forward.
149 Commissioner Branch explained why it would be helpful.

150 Esther Milner explained she did not wish to hold up adopting of this by not having a number
151 system.

152

153 **Motion Resolution 62-2023 Setting Policy on County Office Hours**

154 Commissioner Hover moved to approve resolution 62-2023 setting policy on county office
155 hours. Motion was seconded, all were in favor, motion carried.

156

157 **Discussion-Detection System Purchase Follow up-Auditor Cari Hall**

158 Auditor Hall had previously discussed a grant for a detection system. She is back to discuss
159 as she asked Tim Meadows to obtain additional quotes from 3rd party. The quote is higher
160 than what the grant will pay with a \$5,000 difference. She asked if the funds could be taken
161 from the Capital Improvement fund and that it was something budgeted for and is on the
162 Capital Improvement plan. Mr. Meadows discussed the quotes Point Security and CEIA. He
163 recommended CEIA due to the detailed quote provided and some items he did not believe
164 was necessary in the other quote such as the base plate. (attached) CEIA is known to do
165 custom work for municipalities. It is a higher quote but the quality of service and quality of the
166 quote detail is to be considered. Auditor Hall did try to obtain a third quote but without success
167 none returned.

168

169 Commissioner Hover suggested a budget amendment to the courthouse security line item for
170 what is needed.

171

172 **Motion Quote Approval-Auditor Detection System**

173 Commissioner Hover moved to use CEIA USA for the purchase of the detection system in
174 the amount of \$39,903.85 including sales tax. Motion was seconded, all were in favor, motion
175 carried.

176

177 The security glass order quote was amended to include the needed security considerations.

178

179 **Commissioners to Set Wednesday's Agenda**

180 Commissioners did not set a meeting for Wednesday.

181

182 **Update-Public Works-Engineer Josh Thomson**

183 Solid Waste Manager, Kent Kovalenko

184

185 *Solid Waste Update*

186 Mr. Kovalenko provided his solid waste update. He provided information regarding the Apple
187 Maggot data collection and explained the states quarantine proposal. He said the new
188 boundary would start at the Ellisforde bridge up highway 7 up tin the river section and included
189 the city of Oroville and down to highway 97. The boundary does create a hardship and he
190 proposed to the Fish hatchery up there straight due east to bridge and cuts the bottom portion
191 off that creates a hardship that doesn't affect anything. If the line isn't moved it would mean
192 the county would have to obtain a permit to transport the waste in or out of area. A comment
193 letter will be created by Mr. Kovalenko for this purpose. The roads should be included in the
194 quarantine area so waste can be transported without creating undue hardship. The
195 households looped in because it was easy just isn't right. Hawthorn along the Okanogan River
196 have the apple maggot and are the breeding grounds for the issues. The quarantine will likely
197 go into effect after a comment period with decisions to follow. Pest Control Agent, Will
198 Carpenter is scheduled to update the BOCC on June 5.

199 Engineer Josh Thomson explained water levels have dropped pretty much everywhere as
200 snow pack is pretty much gone. The Cecile Creek washout is getting addressed.

201
202 Barnholt Road data showed 85% at 37 miles per hour, which shows it is where it should be.
203 A public hearing needed when the change is tied to an ordinance to reduce the speed. One
204 will be set if the board so directs.

205
206 *Maintenance and road conditions* were discussed.

207
208 *Construction project updates* were discussed. Old 97 shoulder works, Spokane paving job on
209 Twisp river road, shops, cell construction, are all moving forward. Still working towards repair
210 of the Talks Foster bridge.

211
212 Commissioners recessed until 1:30 p.m.

213
214 **Discussion-CJTA HCA Contract Amendment-Shelley Keitzman**

215 Ms. Keitzman explained additional funds were requested by OBHC for CJTA HCA Contracted
216 services that they have not been able to bill yet. The OBHC's request was approved for
217 \$11,000, but the documentation says \$30,000 and so Ms. Keitzman requested clarification of
218 HCA. Once that is done they have bills to submit for the \$10,000 and they won't be able to
219 get reimbursed unless approved.

220
221 The Clerk of the Board updated the board on several follow up items including: On-site
222 architect survey delay, schedule request of Aero Methow regarding contract negotiations,
223 FAC appointment letter term reconciliations, Board of health letters of interest Denise Varner
224 & Lisa Bauer for pos #7, PW HVAC installation invoice Divco \$31,124.85 and budget
225 supplemental, and asked if the board wished to set a meeting with Rena Shawver to discuss
226 OCCAC Community Homeless Grant and other Funding loss.

227
228 **Discussion-Fairgrounds Maintenance Staffing Issues- Naomie Peasley**

229 Norm Albert Fairgrounds maintenance lead was introduced. Jason was not available as due
230 to his 4:00 am schedule. He does the track, mechanic, and irrigation then goes on to daily
231 work to beat the heat. Norm comes in just after 6:00 a.m. Ms. Peasley said she is looking for
232 another temp maintenance position. Commissioner Branch had previously asked to meet with
233 the maintenance staff so she and Norm is here for that.

234 Ms. Peasley and Mr. Albert discussed the extensive needs of the fairgrounds including
235 equipment replacement as wire feed welder, floor cleaner, truck and plow, brush hog issues,
236 bathroom renovations, needed repairs for Agriplex south wall leak, parking lot runoff issues,
237 horse barn winter damage repairs paid for by insurance, temporary horse stall sagging door
238 fixes in time for fair, race horse barns site prep, fire dept training on burn down of commercial
239 building, schedule a future meeting to go over everything. Commissioners asked that all info
240 be gathered for the discussion.

241
242 Commissioner Branch asked what the priorities are. The Agriplex water leak issue is a safety
243 issue, said Ms. Peasley.

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248 **Executive Session-RCW 42.30.110(1)(i) Potential Litigation-Esther Milner**
249 Commissioner Hover moved to go into executive session under RCW 42.30.110 (1)(i) inviting
250 Chief Civil Deputy Esther Milner and HR Director Shelley Keitzman until 2:55 p.m. Motion
251 was seconded, all were in favor, motion carried.

252
253 Commissioners exited executive session at 2:55 p.m. no decisions were made.

254
255 **Approve Commissioner Proceedings, May 15-16 and May 22-23, 2023**

256 Commissioner Hover moved to approve May 15-16 and May 22-23, 2023 as clarified. Motion
257 was seconded, all were in favor, motion carried.

258
259 **Consent Agenda**

260 Commissioner Hover moved to approve the consent agenda items 1-18 as presented. Motion
261 was seconded, all were in favor, motion carried.

- 262
263 1. **Agreement-On General Terms and Conditions Contract #2383-48494-Department of Social**
264 **and Health Services**
265 2. **Agreement-2023 Law Enforcement Services-Town of Twisp**
266 3. **Interagency Reimbursement Agreement-Blake Decision-WA State Administrative Office of the**
267 **Courts**
268 4. **Agreement-Professional Services Okanogan County Land Use Cases-Van Ness Feldman LLP**
269 5. **Interlocal Agreement-Building Inspection Services-City of Pateros**
270 6. **Letter of Support-OBHC Grant Application DUI Courts- WA State Administrative Office of the**
271 **Courts**
272 7. **Re-appointment Letter-Lodging Tax Advisory Committee Position #4, District #2-Don Linnertz**
273 8. **Re-appointment Letter-Lodging Tax Advisory Committee Position #3, District #2-Steve Devin**
274 9. **Re-appointment Letter-Television Reception Position #4, District #1-Victoria Velategui**
275 10. **Re-appointment Letter-Television Reception Position #5, District #1-George Thornton**
276 11. **Board Removal Recommendation Letter-Solid Waste Advisory Committee Position #2-Travis**
277 **Bessette**
278 12. **Appointment Letter-Solid Waste Advisory Committee Position #5 Recycling Industry-Sarah Jo**
279 **Lightner**
280 13. **Appointment Letter-Solid Waste Advisory Committee Position #8 At Large-Casey Bouchard**
281 14. **Letter Application Approval-Totipotency LLC #417014, Forbidden Cannabis Club #430721-WA**
282 **State LCB**
283 15. **Re-appointment Letter-Board of Equalization-Sara Carlberg**
284 16. **Re-appointment Letter-Board of Equalization-Salley Bull**
285 17. **Re-appointment Letter-Okanogan County Noxious Weed Board Area #1-Dave McClure**
286 18. **Amendment-CDBG Public Services Time Extension, Budget Revision-WA State Department**
287 **of Commerce**

288
289 **Motion MOA Sheriff's Commissioned**

290 Commissioner Hover moved to approve the MOA for the Sheriff's Commissioned that allows
291 step 4 to step 5. Motion was seconded, all were in favor, motion carried.

292
293 Commissioner Hover discussed the Clerk of the Board wage and stipend ask and included
294 discussion about the Sheriff's appointed Admin Records clerk. He stated after talking with
295 people he thought the Clerk of the Board and other Chief Deputies should be tied together to
296 the elected's salary at 95%. The District Court Administrator's salary should be discussed
297 with the District Court judges to because Dennis Rabidou's salary is tied to superior Court
298 judges. Commissioner Branch said that the suggested salary for COB is not based on the
299 stipend. Commissioner Hover asked if the COB is the grant manager is that a position or is

300 that level of work and another position needed to take on additional and current grants.
301 Commissioner Branch stated at some point there is a limit on what work the COB can take
302 on. Commissioner Hover said even an exempt position tied to elected official salary at 90-
303 95% of their positions could exceed the minimum amount required by L&I for exempt pay.
304 Commissioner Branch asked about the decision of the Superior Court for court interpreter's
305 request for bonus. If you put the clerk in a spot of what they should be doing then assign other
306 work outside of that she would be working out of class. Commissioners discussed scheduling
307 a follow up discussion on Tuesday, June 6 9:00-10:00.

308

309 **Motion Closed Session Union Negotiations**

310 Commissioner Hover moved to go into Closed session at 3:29 p.m. to discuss union
311 strategies for 15 minutes. Motion was seconded, all were in favor, motion carried.

312

313 Commissioners exited closed session at 3:40 p.m. and waited until 3:44 p.m. to resume.

314

315 Commissioner Neal explained the city of Oroville is dealing with the trailhead and he
316 suggested the city council may be willing to accept as is.

317

318 The board adjourned at 4:46 p.m.

319

320 Laleña Johns, CMC Clerk of the Board Jon Neal, Member