

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22

RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

NOVEMBER 6, 2023

8 **9:00 AM** **Review Commissioners Agenda and Consent Agenda**
9 **9:15 AM** **Public Comment Period**
10 **9:30 AM** **Commissioners Staff Meeting**
11 **10:30 AM** **Briefing Among Commissioners – Discuss Individual Weekly Meetings & Schedule**
12 **10:30 AM** **Update-Superior Court Clerk-Susan Speiker**
13 **11:00 AM** **Quarterly Update-OBHC-David McClay**
14 **1:30 PM** **Public Hearing-Oroville Rural EMS District Revenue Sources**
15 **1:45 PM** **Public Hearing-Tonasket EMS District Revenue Sources**
16 **2:00 PM** **Public Hearing-Methow Valley EMS District Revenue Sources**
17 **3:00 PM** **Continued Discussion-Emergency Management Budget-Maurice Goodall**
18 **4:00 PM** **Public Hearing-Budget Supplemental Appropriation-Vehicle Reserve Fund 197**
19 **4:05 PM** **Public Hearing-Budget Supplemental Appropriation-BECCA Fund 113**
20 **4:10 PM** **Public Hearing-Budget Supplemental Appropriation-CE Reserve Fund 198**
21 **4:15 PM** **Public Hearing-Budget Supplemental Appropriation-Contingency Reserve**

23 The Okanogan County Board of Commissioners met for a regular meeting at 123 5th Avenue
24 North, Okanogan, Washington on November 6, 2023 with Chairman, Commissioner Chris Branch;
25 Vice-Chairman, Commissioner Andy Hover; Member, Commissioner Jon Neal; and the Clerk of
26 the Board, Laleña Johns, present.

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

29
30 **Review Commissioners Agenda and Consent Agenda**

31 Commissioners reviewed their agenda. Commissioner Hover requested closed session to discuss
32 contract negotiations.

33
34 **Motion Closed Session RCW 42.30.140 (4)(a)**

35 Commissioner Hover moved to go into closed session to discuss union related contract negotiations
36 at 9:02 until 9:10 a.m. inviting Shelley Keitzman HR Director. Motion was seconded, all were in
37 favor, motion carried.

38
39 **Public Comment Period**

40 Phillis Erickson member of the public in person, showed a map to the board of the Cougar Creek area
41 with East Fork and West Fork noted on the map, but she said it is just Cougar Creek. Someone got
42 lost. 158 East Fork Cougar Creek Rd and isn't on the county maps. The map has it as just Cougar
43 Creek. The UPS goes off county maps, but there isn't an East Cougar Creek. East Fork was put in by
44 loggers. The upper road was the county road and Don Super and is the historical road and her utility
45 easements are on Old Sheridan Road. In 2005 Peggy head person at Road Dept and she ruled the
46 East Fork Cougar Creek private and Old Sheridan as the county road. Commissioner Branch stated
47 the Board will need to go through Public Works to identify what road is what. She would like it to be a
48 private road. They have shale on the road and when the county grades the road it pushes all the sharp
49 shale to the surface and punctures tires. Put the East Fork Cougar Road on the map so she can get
50 her packages. Commissioner Hover asked if there were three roads right now, no there are four.

51
52 Katie via zoom, did not have comment.
53

54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106

Commissioners Staff Meeting

Fairgrounds Manager Chuck Ford Two fee waivers for use of the Agriplex was discussed one is special Olympics for holiday bizarre a letter of request was provided. Commissioner Hover stated they are asking for 100% fee waiver and the legitimate test must be considered on how the event serves the poor and infirm. The other is the spay and neuter clinic where they spay and neuter for a week. Commissioner Hover stated they need to know how the poor and infirm are served. Documentation should state how the poor and infirm is being served.

Two fairground events are in conflict, one is a Quinceanera and the other is Seventh Day Adventist. The quince falls the week prior to the 2024 fair. Commissioners said the fairgrounds should not be rented and no RV reservations on the week prior to fair so the grounds can be prepared for fair.

Motion

Commissioner Hover moved to direct the Fairgrounds Manager to draft policy that limits use of the fairgrounds two weeks prior and two weeks after the fair. Motion was seconded, all were in favor, motion carried.

Situational awareness email and strategic plan for moving forward was briefly discussed. Commissioner Branch stated he and Mr. Ford are working to draft the policy.

Motion Fairgrounds Point of Contact-Commissioner Neal

Commissioner Branch moved that Commissioner Neal be the designated fairgrounds lead in order to establish point of contact for Chuck Ford for immediate fairground's issues. Motion was seconded, all were in favor, motion carried.

Commissioners discussed completion of the fairgrounds water plan for application to Dept of Health for loans and other funding that address water safety issues. Evergreen Water is one contact. The WSDA grant award is expected by the end of the year. Mr. Ford explained application work for grant funds through Economic Alliance. Commissioners asked that he let the BOCC know if the application requires a financial match because that will need to be approved by the BOCC.

Facility Maintenance Supervisor, Tim Meadows stated staff will cut the Agriplex tree down. Commissioner Hover asked staff to use tie off lines when on the roof. A lift was suggested. The Roof contractor is expected to complete courthouse Elevator roof repairs on Thursday.

Commissioners discussed the need for a checklist for applying prevailing wage to projects to ensure all our public work jobs that are required to pay prevailing wages are paying the wage.

Planning Director Pete Palmer provided Watershed Addendum and Data Migration from Brightly for commissioners' consideration.

Director Palmer stated need to compose a group to oversee the plans and suggested initiating governments city of Omak, Oroville irrigation district and county and report to project sponsors. She assumed this task would fall on the planning department and suggested quarterly meetings to start that consists of going over questions from the DOE. Tasks she has not been involved in are water banking and different funding opportunities for that. It was suggested we create a public newsletter for the website with the information. She said the planning staff could probably do better to relay info to the public. She suggested an hour of discussion to go over this. November 16 at 10 a.m. she will meet with DOE to go over the plan. She has questions that need answers and clarification. The meeting is the community assistance visit to go over permits issued, copies of flood plain code and requires an amendment of that section of the code by November which has not been brought forward yet, plus she will go over the 13 violation letters that just went out a couple weeks ago due to enforcement

107 abilities. They came out and did ground tramping but mostly did aials of the flood plains. The letters
108 hit every requirement of the community assistance visit with exception of the flood plain code update.
109 A couple of the sites were on the reservation.

110
111 Brightly permitting software company is trying to charge another \$14,000 for data migration, but it was
112 supposed to be addressed in the contract but wasn't. Most of the charge was waived, but an
113 acceptance agreement does need to be approved. Commissioner Neal stated he heard that staff did
114 not believe the software would help them It is software that will actually help the public, eliminate a lot
115 of phone calls, and provide reporting aspects. It is more of a public facing tool. She feels it will help
116 people get through the permitting process quicker and will let people know what projects their
117 neighbors are doing. We want to make sure it isn't an encumbrance. There is upcoming staff training.
118 Staff felt they didn't have a choice that it was forced on them, but Director Palmer explained the
119 benefits and time saving the program will provide. Commissioner Branch stated Map Sifter provides
120 some information but cannot get all needed info for every parcel. Director Palmer stated Map Sifter
121 isn't accurate and causes problems.

122
123 **Motion Brightly Software Data Migration Acceptance Agreement**
124 Commissioner Hover moved to approve the Brightly Software Data Migration Acceptance Agreement
125 and authorized the chairman to sign. Motion was seconded, all were in favor, motion carried.

126
127 The last thing Director Palmer reported on was departmental support by approving certain professional
128 services. She submitted a job description for enforcement position which would participate in the
129 Chapter 19 enforcement chapter of the county code.

130
131 Public Hearing coming up for Lake Management District for reformation of the district on December 4.
132 Zone Code revision is coming up, commissioners reviewing it along with the legal comments. She is
133 hoping the BOCC gives direction on another work session. Yakama Nation is reviewing right now.
134 Commissioners want another work session before it goes to the public.

135
136 November 22 was set for Zone Code Revisions work session. Director Palmer stated additional
137 revisions that will made that are part of the software process.

138
139 The Clerk of the Board explained a member of the public inquired about the reopening of the
140 Similkameen Trail Spur trail across the gorge to the tunnel. Commissioners thought the PUD owned
141 that portion of the trail, but ownership was uncertain. This will be discussed with Josh Thomson.

142
143 Commissioner Branch explained some issues about property that is too small to sell within

144
145 **Briefing Among Commissioners – Discuss Individual Weekly Meetings & Schedule**

146
147 **Update-Superior Court Clerk-Susan Speiker**
148 Clerk Speiker provided a Power Point that she is sharing with organizations that helps explain what
149 the purpose of the Clerk's office is.

150
151 Clerk Speiker explained the time clock replacement and refurbished one so there are two. A new
152 amended Blake agreement is expected for commissioners' approval and signature. Christopher
153 Stanley provided notice that it was available.

154
155 The Clerk's website has been updated with court date information so people can find their upcoming
156 court dates. It is updated on a weekly basis with the court dates that are known at the time of update.

157
158 Commissioner Neal asked what the actual cost was for county liability insurance.

159

160 **Motion – Special Voucher Approval - Commissioners**
161 Vouchers certified and audited by the Auditing Officer as required by RCW 42.24.080 and those
162 expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a
163 list, and made available to the Board. As of this date, the Board did vote, by unanimous vote, to
164 approve the regular vouchers in the amount of \$8,672.06. Warrant numbers as cited on the
165 attached blanket voucher list. Motion seconded and carried.

166
167 **Quarterly Update-OBHC-David McClay**

168 Mr. McClay arrived at 11:13 a.m.

169
170 Mr. McClay updated the board on the provision of services and the lack of staffing to address. There
171 are several key positions that are unfilled and several positions employees are leaving.

172
173 Mr. McClay provided the quarterly report for several services OBHC provides. The data of the number
174 of bed days the Shove House provides was shown. The Shove House is tied to Therapeutic Courts
175 whether mental health or substance abuse issues. With housing issues there are several options
176 involved. The Shove House provides services as well as housing and is one option for people.
177 Commissioner Branch stated recovery isn't possible if the person doesn't have a place to live, and
178 housing opportunity is certainly a shortfall. Deal with who is there and reduce people from going there.

179
180 The Highland center is more of a day school that helps teach life skills. It is a drop-in center.

181
182 Commissioner Hover explained the mileage monies budget. Mr. McClay stated OBHC could use more
183 money if allocated. Commissioner Branch asked if there are vacant positions at OBHC will those be
184 able to be filled? Mr. McClay said they could spend more money and will check on the numbers.
185 Commissioner Branch stated OCCAC has grants they are not able to spend out due to not being able
186 to fill positions and therefore trouble delivering the service. So, he understands why that is hard to
187 answer. Commissioner Hover discussed why OBHC is buying TRANGO bus passes with the Mental
188 Health Milleage money and said TRANGO is collecting lots of money to provide the service. There
189 have been huge changes made to TRANGO routes. As a TRANGO board member, he pushes really
190 hard for TRANGO to provide services to people with jobs when they need to use it. If we can agree to
191 use money in the county more wisely, than why not.

192
193 Mr. McClay stated the plan is to place one FTE in the jail and a couple people have applied for the
194 position as there is a need expressed by the Sheriff for help in the jail. It makes the billing more
195 straightforward with the FTE, said Mr. McClay. Commissioner Branch stated a navigator helps those
196 getting out of jail too. There are high hopes for the position.

197
198 Commissioner Branch spoke about the recent Intercept meeting that he arranged with the various
199 agencies (hospitals, schools, law enforcement, and OBHC) involved in an exercise to figure how to
200 use the opioid funding for services and understand how the system works.

201
202 The county's liability insurance costs have more than doubled and is now over \$800,000.

203
204 **Public Hearing-Oroville Rural EMS District Revenue Sources**

205 Commissioner Hover moved to adjourn as the BOCC and reconvene as the Oroville EMS District.
206 Motion was seconded, all were in favor, motion carried.

207
208 **Motion Resolution 2-2023 Oroville EMS District Levy Increase**

209 Commissioner Hover moved to approve resolution 2-2023 approving the increase in levy amount by
210 1% as provided by law. Motion was seconded, all were in favor, motion carried.

211
212

213 **Motion Levy Certification 2024 Levy**
214 Commissioner Hover moved to approve the levy certification of \$238,142 for the 2024 levy. Motion
215 was seconded, all were in favor, motion carried.
216
217 **Motion Oroville Rural EMS District Voucher**
218 Commissioner Hover moved to approve the V-cert for Life Line services for October services in the
219 amount of \$17,833. Motion was seconded, all were in favor, motion carried.
220
221 Katie member of the public had no public comment.
222
223 **Public Hearing-Tonasket EMS District Revenue Sources**
224 Commissioner Hover moved to adjourn as the Oroville EMS District and reconvene as the Tonasket
225 EMS District. Motion was seconded, all were in favor, motion carried.
226
227 **Motion Voucher Certification Tonasket EMS October Services**
228 Commissioner Hover moved to approve the V-cert for Life Line Services for October in the amount of
229 \$16,200. Motion was seconded, all were in favor, motion carried.
230
231 Commissioner Branch opened up the hearing to the public testimony. Katie had no comment and
232 would not be commenting on the rest either.
233
234 **Motion Resolution 2-2023 Tonasket EMS Levy Increase**
235 Commissioner Hover moved to approve resolution 2-2023 the increase in levy amount by 1% as
236 provided by law. Motion was seconded, all were in favor, motion carried.
237
238 **Motion Tonasket EMS District 2024 Levy Certification**
239 Commissioner Hover moved to approve the 2024 Levy for the Tonasket EMS District in the amount of
240 \$238,142 for the 2024 levy. Motion was seconded
241
242 **Public Hearing-Methow Valley EMS District Revenue Sources**
243 Commissioner Hover moved to adjourn as the Tonasket EMS District and reconvene as the Methow
244 Valley EMS District.
245
246 **Motion Methow Valley EMS District November Voucher**
247 Commissioner Hover moved to approve the Methow Valley EMS District November Services in the
248 amount of \$63,499.66. Motion was seconded, all were in favor, motion carried.
249
250 Commissioner Hover discussed another amendment to the Aero Methow contract that would increase
251 the reserve amount to \$300,000. The Clerk has not yet received the amendment for consideration.
252 Only budget for the amount of the county's levy, and then make a single request to Twisp and Winthrop
253 for their levy amount separately from the county.
254
255 **Motion Resolution 3-2023 Methow Valley EMS District Levy Increase**
256 Commissioner Hover moved to approve resolution 3-2023 approving the increase in levy amount by
257 1% as provided by law. Motion was seconded, all were in favor, motion carried.
258
259 **Motion Methow Valley EMS District 2024 Levy Certification**
260 Commissioner Neal moved to approve the 2024 Levy Certification in the amount of \$693,526. Motion
261 was seconded, all were in favor, motion carried.
262
263 Commissioner Neal moved to adjourn as the Methow Valley EMS District and reconvene as the
264 BOCC. Motion was seconded, all were in favor, motion carried.

265 Commissioner Branch discussed needed changes to make clear county code that has to do with
266 manufactured homes and tiny homes. Commissioner Hover read that these tiny homes must be built
267 according to the WA State building code and inspected by Lnl. Some are premanufactured and
268 shipped to the site. Commissioners discussed the county Building Department's role in permitting
269 certain mobile homes. Commissioners would like to check with Chief Civil Deputy Attorney that we
270 can authorize that kind of building here without the Lnl sticker on it.

271
272 **Motion Fee Waiver Okanogan County Special Olympics**

273 Commissioner Neal moved to approve the 100% fee waiver for the Special Olympics use of the
274 Agriplex on December 8-9, 2023 and authorized the chairman to sign. Motion was seconded, all were
275 in favor, motion carried.

276
277 **Continued Discussion-Emergency Management Budget-Maurice Goodall**

278 Auditor Hall, Treasurer Johnson, Lisa Schreckengost, Maurice Goodall and Laurie Caswell

279
280 Emergency Manager Goodall discussed receipt of additional revenue into their budget this year and
281 the expenses it will be used for in order to arrive at additional beginning fund balance for 2024. The
282 Emergency Services budget was discussed and various line item budgets adjusted.

283
284 **Motion Methow Valley EMS District**

285 Commissioner Hover adjourned as the BOCC and reconvene as the Methow Valley EMS District.
286 Motion was seconded, all were in favor, motion carried.

287
288 Commissioner Hover stated in the past the Methow Valley EMS budget included county, Twisp and
289 Winthrop levy amounts and since the contract is changing to include only the county amount of the
290 levy and then request separately the Twisp and Winthrop levy. He will talk with her right away.

291
292 **Motion Lake Management District**

293 Commissioner Hover moved to adjourn as the BOCC and reconvene as the Lake Management
294 District. Motion was seconded, all were in favor, motion was carried.

295
296 Commissioners discussed the Lake Management District list of expenditures because we essentially
297 are only paying one vendor. If we don't get the rolls in on time, how will we know when our money is
298 collected. The rolls come through the treasurer's office and they bill in order to receive the cash. Auditor
299 Hall asked if there is a reason the district would not submit a preliminary budget and then if an
300 adjustment is needed later we do that for the adjustment.

301
302 Commissioner Hover moved to adjourn as the Lake Management District and readjourn as the BOCC.
303 Motion was seconded, all were in favor, motion carried.

304
305 **Public Hearing-Budget Supplemental Appropriation-Vehicle Reserve Fund 197**

306 Commissioner Branch opened up the hearing to public seeing no one to testify he closed the hearing
307 to public and opened up to staff.

308
309 **Motion Resolution 144-2023 Budget Supplemental Appropriation Vehicle Reserve**

310 Commissioner Hover moved to approve resolution 144-2023 in the amount of \$40,000. Motion was
311 seconded, all were in favor, motion carried.

312
313 **Public Hearing-Budget Supplemental Appropriation-BECCA Fund 113**

314 Commissioner Branch opened up the hearing to public seeing no one to testify he closed the hearing
315 to public and opened up to staff.

316
317

318 **Motion Resolution 145-2023 Budget Supplemental Appropriation**
319 Commissioner Neal moved to approve resolution 145-2023 budget supplemental appropriation within
320 the current expense reserve and BECCA fund in the amount of \$11,000. Motion was seconded, all
321 were in favor, motion carried.
322
323 **Public Hearing-Budget Supplemental Appropriation-CE Reserve Fund 198**
324 Commissioner Branch opened up the hearing to public seeing no one to testify he closed the hearing
325 to public and opened up to staff.
326
327 **Motion Resolution 146-2023 Current Expense Reserve**
328 Commissioner Neal moved to approve resolution 146-2023 a budget supplemental appropriation
329 within the current expense and contingency reserve in the amount of \$650,00. Motion was seconded,
330 all were in favor, motion carried.
331
332 **Public Hearing-Budget Supplemental Appropriation-Contingency Reserve**
333 Commissioner Branch opened up the hearing to public seeing no one to testify he closed the hearing
334 to public and opened up to staff. Auditor Hall
335
336 **Motion Resolution 147-2026 Budget Supplemental Appropriation Contingency Reserve**
337 Commissioner approved resolution 147-2023 a budget supplemental appropriation within the current
338 expense and contingency reserve and interest funds in the amount of \$320,00. Motion was seconded,
339 all were in favor, motion carried.
340
341 The board adjourned at 4:28 p.m.