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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

NOVEMBER 8, 2022

9:00 AM Review Meeting Minutes October 31 & November 1, 2022
9:15 AM Public Comment Period
9:20 AM Commissioners to set Wednesday’s Agenda
9:30 AM Discussion – ARPA Funding Contract – Town of Winthrop
10:00 AM Update – Treasurer – Leah McCormack
10:30 AM Update – County Auditor – Cari Hall
11:00 AM Update – Public Works – Engineer Josh Thomson
1:30 PM Board of Health-1234 S. 2nd Ave, Okanogan
3:00 PM Discussion – ARPA Request – Oroville Housing Authority – Ashley Range
3:45 PM Discussion – Economic Alliance Contract Renewal – Roni Holder-Diefenbach
4:00 PM Approve Commissioner Proceedings October 31 & November 1, 2022
4:30 PM Approve Consent Agenda

The Okanogan County Board of Commissioners met for a Public Meeting at 123 5th Avenue North, Okanogan, Washington on November 8, 2002 with Chairman, Commissioner Andy Hover; Vice-Chairman, Commissioner Chris Branch; Member, Commissioner Jim DeTro; and the Clerk of the Board, Laleña Johns, present.

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

Review Meeting Minutes October 31, 2022

Commissioners reviewed the meeting minutes.

Public Comment Period

Ruth Hall, member of the public, commented on the poor condition of Chiliwist Road as the plow had not plowed the road a second time.

Commissioners to set Wednesday’s Agenda

Commissioners said no meetings were needed on Wednesday.

Discussion – ARPA Funding Contract – Town of Winthrop

Town of Winthrop Mayor, Salley Ranzau, PW Superintendent Jeff Sarvis, and Clerk/Treasurer Michelle Gaines

A main waterline that serves the Town of Winthrop crosses over the Methow River via the bridge. The bridge crossing is intended to replace existing failing watermain with a 10” insulated watermain. Varela Engineering and Management anticipate close coordination with WSDOT and DOE.

The Town is asking for \$100,000 for the design and engineering costs. The town went through a selection process and Varela was selected. Mr. Sarvis stated the project is at the design stage and so the ARPA funds will be used for that. Design will take about 6 months. Varela is doing preliminary work and is working with WSDOT and other agencies on the pre-design. Commissioner Hover reminded the group that this is federal money and any rules that apply to

52 federal money are going to be applied here. An interlocal agreement will be needed to outline
53 what the county is providing money for. For tracking purposes, the grant is a reimbursable grant.

54
55 The Clerk of the Board will send the draft Interlocal Agreement prepared by Esther Milner to the
56 town Clerk for scope of work input.

57
58 The Clerk of the Board discussed a draft resolution that would reclassify the Clerk III position
59 within the commissioners' office to an Administrative Secretary position. She explained the
60 reasons. Commissioner Hover stated the resolution stated well the reasoning for the
61 reclassification

62
63 **Motion Resolution 167-2022 Reclassification Clerk III to Administrative Secretary**
64 Commissioner Branch moved to approve resolution 167-2022 approving the reclassification of
65 the Clerk III grade 12 position to Administrative Secretary grade 14 within the commissioners'
66 office. Motion was seconded, all were in favor motion carried.

67
68 Commissioner Hover and Commissioner Branch discussed a plan by the cities to address the jail
69 based on a different formula for billing inmate stays. Commissioner Hover explained the scenario
70 could be that the actual costs of the county be divided amongst the cities. It costs the county the
71 same no matter how many inmates are housed. Commissioner Branch stated it will need to be
72 less complicated. The cities seem to just want a number they can be sure of.

73
74 **CANCELLED Update – Treasurer – Leah McCormack**

75
76 **CANCELLED Update – County Auditor – Cari Hall**

77
78 **Update – Public Works – Engineer Josh Thomson**
79 Engineer Thomson provided his agenda and discussed the items listed there. The weather and
80 amount of heavy snow received yesterday and last night was discussed.

81
82 *Maintenance and road conditions*
83 Engineer Thomson provided update of road maintenance and road conditions. He reported that
84 a Quonset hut at the landfill collapsed.

85
86 Engineer Thomson discussed federal funding rules that he is still learning the details of regarding
87 water runoff on impervious pavement/roads that cannot go into a stream.

88
89 Commissioner Hover asked about the priority of Chiliwist Road to be plowed. It is a priority 1
90 route, but due to breakdowns the road could not be completed.

91
92 *Salmon Creek Rd drainage project*
93 Engineer Thomson provided an update of the Salmon Creek Rd drainage project.

94
95 *Conconully USACE project*
96 Engineer Thomson provided an update of the Salmon Creek Rd drainage project.

97
98 *WSDOT coordination meeting*
99 Met with DOT in Wenatchee for a coordination meeting. Next year they will be doing an overlay
100 of Hwy 97 and Hwy 20 east of Tonasket. Bridge decks are planned for the spring. SR 155 bridge
101 in Omak was fully funded for a full replacement. Engineer Thomson explained the project was not
102 replacement, but after inspection the plan was for a full replacement.

103
104 DOT is taking the lead on a project between Omak and Okanogan because of the number of
105 fatalities that have happened on the highway over the years. Commissioner DeTro asked about
106 the railroad crossing off the spur going into Omak. DOT is going to work on that. A section south
107 of Tonasket has been identified for wildlife crossing. State money will be matched, and they are
108 working on another 8 miles.

109
110 *Federal funding*

111 The state made changes to their funding rules that require many more formal consultations. These
112 will be Biological consultations. The Twisp River bridge rehab project was discussed.

113
114 *Bridge inspections & load ratings*

115 Engineer Thomson discussed the various bridge inspections and load rating process. The
116 recent bridges inspected won't need to be load rated because the steel was intact.

117
118 *OCOG – Indemnity language recommended*

119 Engineer Thomson will draft an email to OCOG about indemnity language for the contract.

120
121 The board recessed until 3:00 p.m.

122
123 **Board of Health-1234 S. 2nd Ave, Okanogan**

124 Commissioners attended the board of health meeting.

125
126 **Discussion – ARPA Request – Oroville Housing Authority – Ashley Range**

127 Collin with Office of Rural Farmworkers Housing (ORFH), Roni Holder-Diefenbach Economic
128 Alliance

129
130 Oroville Housing Authority Executive Director Ashley Range was invited to talk about funding from
131 the county's ARPA funds. The Oroville Housing Authority was awarded a Commerce grant of \$5.2
132 for the 16-unit Affordable Housing project in the footprint of the winter homeless shelter. Ms.
133 Range showed the architectural site plan of the project.

134
135 Mr. Collin explained the assistance ORFH is providing to Oroville Housing Authority on the project.
136 Three bids were received for the construction they were from: JR Construction \$3,920,000
137 \$292,680 gap, Blews Construction \$4,736,000 gap \$1,177,224 and McKey Construction
138 5,323,000 gap \$1,813,532. Total development costs are \$6,466,419 and there is only \$5,289,925
139 funding identified.

140
141 The plan is to go back out to bid in January with letters having gone out to potential contractors.
142 The housing authority is asking the county for \$477,224 to help cover the funding gap. Hard debt
143 of 350,000 and RCAC(CMF) \$350,000. Rotary \$100,000.

144
145 Commissioner Hover asked what the clientele's income level would be. Collin replied that the
146 housing would target 15% LMI.

147
148 Commissioners discussed the possibility of using \$100,000 of the Affordable housing funds if the
149 Housing Coalition made the recommendation.

150
151 Commissioner Hover discussed the county being able to provide ARPA and Affordable Housing
152 funds for the funding gap. He showed the ARPA funding spreadsheet of what the county is
153 allocating its funds towards. Ms. Range thanked the commissioners for their consideration.

154
155 Ms. Holder Diefenbach stated one of the county's largest employers is Reman and Reload
156 bringing employees into the area. The project is going to help provide housing inventory and
157 would allow other housing to open up.

158
159 When the new bid numbers are received, Commissioner Hover asked the group to come back
160 and discuss with the Board. The Affordable Housing Fund could support \$100,000 if the coalition
161 recommends.

162
163 **Discussion – Economic Alliance Contract Renewal – Roni Holder-Diefenbach**

164 Ms. Holder Diefenbach stated the Economic Alliance contract for services was prepared for
165 commissioners' consideration. The contract begins January 1, 2023.

166
167 Ms. Holder Diefenbach explained the county designated Economic Alliance as the county's
168 Associate Development Organization for .09 infrastructure funds. Previously the county was
169 paying a per diem out of the county's general funds but county and cities agreed to the benefit of
170

171 **Motion Economic Alliance Contract for Services-Infrastructure**

172 Commissioner Branch moved to approve the Economic Alliance Infrastructure funding contract
173 for 2023 services in the amount of \$100,000. Motion was seconded, all were in favor, motion
174 carried.

175
176 Ms. Holder Diefenbach said Misty Ruiz Clerk/Treasurer for the City of Brewster, contacted her
177 about how a project can be listed on the county's plan in order to get funding. She was afraid the
178 county would lose out on special grant funding for its communication/dispatch/E911. To apply for
179 funding projects must be listed on a comprehensive list that includes a combination of municipal
180 projects has to be included on a regional list where a combination of municipalities list projects
181 for funding like the County's Capital Improvement plan.

182
183 Commissioner Hover stated Communications Deputy Mike Worden is working on a \$2 million
184 funding application for a project that is listed in the county Capital Improvement plan. Ms. Holder
185 Diefenbach said it is a comprehensive type funding list.

186
187 **Approve Commissioner Proceedings October 31, 2022**

188 Commissioner Branch moved to approve commissioners' proceedings of October 31, 2022 as
189 presented. Motion was seconded, all were in favor, motion carried.

190
191 **Approve Consent Agenda**
192 Commissioner Branch moved to approve the consent agenda items 1-18 as presented. Motion
193 was seconded, all were in favor, motion carried.

- 194
195
- 196 1. Approve – Right of Way Procedures – Public Works
 - 197 2. Appointment – Lodging Tax Advisory Committee – Terry LaBrue
 - 198 3. Re-Appointment – Pest & Disease Control Board – Rick Delap
 - 199 4. Contract – Lobbying Services – Robert Weidner
 - 200 5. Contract – Homeland Security Grant E23-100 – Emergency Management
 - 201 6. A19 – ARPA Authorization Security Camera Project – District Court & Dispatch
 - 202 7. Agreement – Lodging Tax 23-012 Cap. Imp. – Okanogan County Fairgrounds
 - 203 8. Agreement – Lodging Tax 23-013 Cap. Imp. – Okanogan County Tourism
 - 204 9. Agreement – Lodging Tax 23-001 Cap. Imp. – Borderlands Historical Society
 - 205 10. Agreement – Lodging Tax 23-023 Cap. Imp. – Twisp Visitor Information Center
 11. Agreement – Lodging Tax 23-022 – Marketing & Promotion – Twisp Chamber of Commerce

- 206 12. Agreement – Lodging Tax 23-004 – Marketing & Promotion – Loup Loup Ski
207 13. Agreement – Lodging Tax 23-007 – Marketing & Promotion – Methow Music Festival Association
208 14. Employment Agreement – Part-time RN Nurse Care Manager – Briana Pardo
209 15. Memorandum of Agreement – Hiring & Retention Bonus Program – Commissioned Only
210 16. Memorandum of Agreement – Hiring Incentive Pilot Program – Non-Commissioned
211 17. Memorandum of Agreement – Retention Incentive Pilot Program – Non-Commissioned
212 18. Resolution 164-2022 – Authorizing a Residential Appraiser II – Assessor’s Office

213

214 **Motion PW A19 ARPA Funding \$249,000**

215 Commissioner Branch moved to approve the A19 of Public Works for the county chip seal on local
216 access roads in the amount of \$249,000 and authorized the chairman to sign. Motion was
217 seconded, all were in favor, motion carried.

218

219 **Motion Economic Alliance A19 ARPA Funding \$12437.32**

220 Commissioner Branch moved to approve the Infrastructure funding contract for services between
221 Okanogan County and Economic Alliance in the amount of \$100,000. Motion was seconded, all
222 were in favor, motion carried.

223

224 **Motion VISA Late Fee**

225 Commissioner Branch moved to allow the Clerk to pay the late fee and finance charge on county
226 VISA credit card ending in 8742 from county funds in the amount of \$36.75. Motion was seconded,
227 all were in favor, motion carried.

228

229 Commissioner DeTro noted that he was meeting with Jim Soriano on roads open/closed to
230 ATV/WATV in the area of Tunk Valley. Commissioner Branch said he had discussed the topic
231 with the Soriano’s before. Legislatively the BOCC could make changes to previously made rules.

232

233 The board adjourned at 4:45 p.m.

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