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**RECORD OF THE PROCEEDINGS**

**OKANOGAN COUNTY**

**SEPTEMBER 11, 2023**

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**9:00 AM** Review Commissioners Agenda and Consent Agenda  
**9:15 AM** Public Comment Period  
**9:20 AM** Briefing Among Commissioners-Discuss Individual Weekly Meetings & Schedule  
**9:30 AM** Commissioners Staff Meeting  
**10:30 AM** Update-Superior Court Clerk-Susan Speiker  
**11:00 AM** Public Hearing- Propose System of Rates and Charges-OCD Mr. Nelson  
**1:30 PM** Discussion-Justice Building Architectural Plan Reviews-MJ Neal, Jim Cortner  
**3:00 PM** Continued Discussion-Infrastructure Fund 117-Roni Holder-Diefenbach  
**3:45 PM** Executive Session RCW 42.30.110(1)(i)

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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 September 11, 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.

**Review Commissioners Agenda and Consent Agenda**

Commissioners reviewed their agenda and consent agenda. Commissioner Branch commented that the amended contract with Amanda Yaksic for fairgrounds cleaning needed further amending to add an additional cleaning day for after fair cleaning.

**Public Comment Period**

Emily Sisson, member of the public via zoom, did not have a comment.

**Briefing Among Commissioners-Discuss Individual Weekly Meetings & Schedule**

**Commissioner Hover attended union negotiations until 10:15 a.m.**

**Commissioners Staff Meeting**

Emergency Manager Maurice Goodall provided an update of this weekend's fair and the fairgrounds water issues that cropped up. There were only three breaks in the water system over the weekend. He explained he spoke to Ms. Yaksic about the needed extra cleaning and will square up another contract for Board approval. EM Goodall asked how much more involved the board would need him at the grounds. Commissioner Branch wants to look at the bill so far. There were still RV campers, steers, livestock trailers, and other activities to clean up the grounds happening today. The two light carts need to be stored in a more secure location, like Public Works. Commissioner Neal stated one of them was not working properly. PUD brought over the two we purchased plus there were more that were rented? The fairgrounds red truck got rear ended at the north gate over the weekend, so trailer hitch is not useable, the other truck needs a water pump. Risk Manager Keitzman was notified. The race track rail was never finished, there are broken pieces in places, some have been ran into, they are sagging. He also stated people are just taking things without checking them out. The fairgrounds equipment needs to be assessed because many have leaks, have missing bolts etc.. Additional T-posts that were

52 purchased last year for the fair have come up missing as well. Staging boards that were  
53 purchased need to be cleaned, painted and stored. Commissioner Branch commented that  
54 courthouse maintenance was utilized for fairgrounds but transitioned to fairgrounds maintenance.  
55 EM Goodall gave Courthouse Maintenance crew Tim Meadows and Roy Wadkins many thanks  
56 for their help at the fair. They really stepped up. FAC over the years doesn't know who is doing  
57 what, when it needs to be done and assumes others are doing things. There needs to be more  
58 control about things that need to be authorized by county. A prioritized list would help with safety  
59 issues being addressed first. Some things need to be repainted. The new AC unit in the  
60 fairground's office was installed in time and worked very well. The Jones Hall still needs to be  
61 modernized as it has been abandoned over the last few years.

62  
63 The new John Deer tractor is not meant for driving on lawn areas as tires are digging up the grass.  
64 Track dirt is being pushed off the track past the post and dirt needs to be brought back in. The  
65 broken and sagging track rails also need repaired. The new race horse barns worked, but there  
66 needs to be protections put into place to preserve for future. The sound system was left out, it  
67 was made to be put away properly to protect it out of the weather and dust. A county employee  
68 should be installing it for fair and it needs to be put away properly as there were wires missing.  
69 We buy expensive equipment and then we don't take care of it. Commissioner Branch stated  
70 there is limited oversight down there. The state's electrical system inspection went well. There is  
71 still some electrical needed on north end to ticket booth for lights and phone chargers. All lighting  
72 around the grounds need to be assessed because many do not work or are not appropriate for  
73 the areas to be lit. Commissioner Branch stated these are items the fairgrounds manager needs  
74 to keep track of and prioritize. Additional rented 4 wheelers would be helpful during the fair as the  
75 two owned by the fairgrounds were not operational.

76  
77 Commissioner Hover stated a stipend should be provided to Mr. Goodall for his work on the  
78 fairgrounds. Mr. Goodall put in 91 regular hours and 121 additional hours outside of normal hours  
79 on the grounds. He asked how much more time the Board needed him on the grounds to shut it  
80 down and winterize for the winter. Commissioner Branch suggested a retreat for fairgrounds staff  
81 and FAC to go over things.

82  
83 EM Goodall provided his emergency management update. He said fire restriction meeting with  
84 fire official will happen soon. A float plane attempted to land on Palmer Lake and flipped over.  
85 The law enforcement was on scene and appeared to be no spillage of fuel. The boat launch was  
86 closed for about two days. Booms were available but were not needed.

87  
88 **Update-Superior Court Clerk-Susan Speiker**

89 Clerk Speiker provided her department update. She stated the county's Serv U program provides  
90 access to larger files that need to be confidential. Other items are worked through the e-filing  
91 process. She discussed online tools available to help service the public. All previous ways of filing  
92 are still available.

93  
94 The vehicle AC was repaired and costs had not been budgeted for since she didn't know she  
95 would be approved a used vehicle. A budget supplemental will be needed soon to cover expected  
96 costs for the office such as the time clocks. She explained some other costs she requested funds  
97 for.

98  
99 Clerk's staff met with judges including tribal court staff and judges to discuss common issues and  
100 goals, she offered Odyssey portal for Tribal court staff since we do handle some of their clients.  
101 Working on relationships between tribal courts and our courts. She is working on servicing the  
102 public to make a more efficient and streamlined process for protection orders.

103  
104 Scanning of the recent batch of Clerk water damaged files and records was completed. Archives  
105 sent the boxes back as they did not want them. Files will be transferred into Odyssey. She will be  
106 able to pull files from the boxes should they ever be needed to confirm scanned images. The  
107 invoices have been paid from this project.

108  
109 Clerk Speiker further explained additional AOC training. A new AOC training portal provides no  
110 cost training for her staff. She asked about the Blake amendment that was supposed to come  
111 through for staff billing purposes. LFO billings were discussed 1159, 1412 and then Blake are all  
112 issues affecting our LFO income, which is none. We do not see any revenue now.

113  
114 Clerk Speiker explained microfilm machines are no longer available. She stated reels with records  
115 are no longer able to be reviewed in house. It costs a lot to have them converted on an as needed  
116 basis such as court ordered. (attached) She provided estimates to have all reels digitized.  
117 Commissioner Hover asked if this could be discussed for approval in 2024 budget. Commissioner  
118 Branch said we can't have records we don't have access to.

119  
120 **Public Hearing- Propose System of Rates and Charges-Okanogan County Conservation**  
121 **District**

122  
123 Present: Craig Nelson, Becky Drenner, Emmy Engle, Jordana Ellis, Chevelle Yeckel, Eli Loftis,  
124 Taylor George

125  
126 Commissioner Branch opened up the hearing stating that Conservation District would make their  
127 presentation.

128  
129 Okanogan Conservation District staff presented a PowerPoint presentation about the funding of  
130 the district and how the funds are used to benefit the public services the district provides.  
131 (attached) As more grant funds come into the district, there is an increase in staffing costs to  
132 manage and administer the grants. Commissioner Hover asked how will services be affected as  
133 costs of doing business go up because we are service driven. tap or slow down because the  
134 staffing costs have gone up so much. Can we still provide the same services and justify the costs  
135 placed on our public? The proposed system of rates and charges is the highest and is capped  
136 there.

137  
138 Commissioner Hover asked about producer pasture resources and cattle in the stream and how  
139 water access issues happen and are addressed. Mr. Nelson stated those are more difficult to fund  
140 because it is harder to find funding for those types of projects.

141  
142 Commissioner Branch asked which landowners request conservation district services. Mr. Nelson  
143 said mostly larger parcel land owners but they are getting more requests from those with under  
144 20-acre parcels and from those in urban areas for air quality type projects and habitat for  
145 pollinators.

146  
147 Commissioner Branch asked who would like to testify today.

148  
149 Swiesner testified on the impacts of the district and resources the dollars support. She was a  
150 teacher in the classroom.

151  
152 Winfill School coordinator in Tonasket, He was in favor of the request. He focused on impacts on  
153 youth in the county with school gardens. They reach out to schools, takes students on field trips,

154 being good stewards, and has supported the school gardens with tools and teaching about how  
155 to grow things and food. Classroom in Bloom in Methow which is a wonderful curriculum for all  
156 different age groups. He is also a land owner and happily will pay the cost increase. He said they  
157 have done a tremendous amount of good work.

158  
159 Jerry Asumussen board of supervisor's conservation district. He iterated the large return of  
160 investment and his goal. Amount of post fire work and able to provide expertise and funding  
161 avenues for these. Large landowners and they are aware of the difference but get a lot back from  
162 the district services.

163  
164 Commissioner Branch closed the public testimony and put the proposal to the BOCC.  
165 Commissioner Hover stated the district has done a lot of pre-fire work in the Methow. He sees a  
166 lot of benefit for the programs. The board of directors had a unanimous vote. Commissioner Neal  
167 stated the program for youth helps bring awareness to the youth.

168  
169 Assessor Gilman asked if this proposal amended the last one or was a new one. The resolution  
170 is a new assessment starting in 2024, said Mr. Nelson. Commissioner Branch reviewed the draft  
171 resolution to be considered which replaces the previous one regarding the OCD system of rates  
172 and charges. He read what would not be included in the assessment and charges. The board  
173 asked where some of the language came from as it was not clear what exactly would be excluded  
174 from the assessment charges. The Clerk of the Board stated in came from the District's resolution.

175  
176 Commissioners continued the public hearing  
177

178 **Motion**

179 Commissioner Hover moved to continue the public hearing to Tuesday, Sept 19, 2023 at 2:30  
180 p.m. Motion was seconded, all were in favor, motion carried.

181  
182 Commissioner Hover stated the language in question was in the district's resolution submitted to  
183 the BOCC.

184  
185 The BOCC continued discussing assessment benefits with Assessor Larry Gilman.

186  
187 Commissioner Hover attended union negotiations until 3:00 p.m.

188  
189 **Discussion-Justice Building Architectural Plan Reviews-MJ Neal, Jim Cortner**

190 Dennis Rabidou, Judge Robert Grim, Jim Cortner, Nate O'Neel, and Stephen Matkin, Luis  
191 Rodriguez, Justin Borst, Korrine Moushon, Joe Poulin  
192 firm

193 Introductions were made amongst the group. MJ Neal the design architects and Jim Cortner  
194 Architecture the utilities design architect for the Justice Building.

195  
196 Commissioner Branch encouraged the Clerk of the Board to invite Superior Court to the table  
197 whenever the County Commissioners discuss the Justice Building.

198  
199 Mr. Rodriguez asked how the board would like to align both firm's designs moving forward.

200  
201 Mr. Cortner showed his utility design noting where some challenges may be on the west side if  
202 relocated. How long are the renters going to be allowed to rent the building i.e. Children  
203 Development and Fish and Wildlife because there will be a future need to address services to the  
204 building where the playground is currently situated. He discussed where new lines would be

205 needed for sewer to the site and future Juvenile Detention. Storm water retention on site is still  
206 an issue. There is a lot going on at the north end of the building and expense was considered  
207 when that side was chosen for the services.

208  
209 The parcel planned for the Juvenile Detention must be annexed to the city. Process has started.  
210 Combine the two parcels would be needed. Mr. Cortner explained the requirements of the city for  
211 the annexation and one utility per. Mr. Rabidou said if the Juvenile Detention center is not  
212 permitted then why build out the Justice Center at all. He would prefer to know that the Juvenile  
213 Detention is permitted before going forward. Tying the Public Works and Justice Building data  
214 together. Mr. Rabidou stated emergency power for the building will need to be located as well.

215  
216 Providing for future upgrades and replacing existing with a new service that would tie things in so  
217 those are prepared for buildout routing. One coordination item is where do we relocate  
218 transformer to where new service would be routed. The playground area was suggested but it  
219 would be costlier. It would be ideal to keep it within the 50-ft easement.

220  
221 Commissioner Branch explained he intends to sign a letter of intent to the city of Okanogan for  
222 the annexation process. The City would then decide to accept or not the annexation. Cortner filling  
223 out the SEPA, meeting with PUD for electrical service agreement after today's meeting. Mr.  
224 Cortner thanked the commissioners for arranging the meeting today so everyone can go forward  
225 on the same page. Mr Rabidou said he did not have any additional changes. He said it was  
226 perfect. Commissioner Branch asked about the Fish and Wildlife lease renewal and how that  
227 lease would impact the situation. They are saying we need to decide soon. He said another 2-  
228 years would be appropriate but not a 5-year. Mr. Rodriguez said there are several items the  
229 building needs that would affect the tenants. Commissioner Branch said he will talk to the tenants.  
230 2 years would be manageable but any more than that would not be recommended.

231  
232 Authorize Commissioner Branch to sign a letter of intent to the City of Okanogan for the  
233 annexation of the Justice Building property to the city.

234  
235 **Continued Discussion-Infrastructure Fund 117-Roni Holder-Diefenbach**  
236 Kurt Danison, Mayor Wayne Turner Okanogan, Administrator Todd McDaniel Omak, Misty Ruiz  
237 Clerk City of Brewster

238  
239 Economic Alliance invited the cities to participate. Ms. Holder Diefenbach stated all cities were  
240 invited to this meeting. Under the law we are required to consult with the cities on these matters.

241  
242 Commissioner Hover explained the county's infrastructure fund revenue balance and obligations.  
243 Almost 2 million was carried over from last year. Over revenue projections of \$188,000. He  
244 explained the obligation from the fund economic alliance, City of Omak \$40,000 finished in 2023,  
245 PWTF loan payment-20 years remaining, and GO Bond 2023 last payment.

246  
247 He would like to add a restricted BARS for the required amount equal to two PWTF loan payments  
248 are through 2036. (600,000), Economic Alliance (100,000) and Professional Services (25,000)  
249 with about \$?? available to allocate for projects. He said the fund would build up over a three-  
250 year period for projects in the fourth year. The county would submit applications just like everyone  
251 else. Commissioner Hover said the county may budget 100,000 for emerging opportunities each  
252 year. If that isn't used then it would be added to the larger pot for projects. 2024, 2025 & 2026  
253 would be savings years. Commissioner Branch discussed the Eastlake

254

255 Ms. Diefenbach explained the process entities need to consider for contracting with the county  
256 and invoicing the county for the funds for their awarded project. Ms. Ruiz said it would be best if  
257 the contracts were for 2-year for the funds awarded, then after that time if not all funds are  
258 requested and process then remaining funds would be reallocated. If the entity uses the county  
259 funds first there should not be a problem.

260  
261 A pre-application workshop is on Wednesday since applications are due at the end of the month.  
262 Will there be roughly around \$800,000 and million. Emerging opportunity money would remain in  
263 the pot until it is allocated and used.

264  
265 The ranking November 14 review of applications. Budget work session for fund 117 should be  
266 before that. Invite Ms. Diefenbach.

267  
268 The Clerk of the board asked about the budget supplemental for the Parks & Rec fund 125 and  
269 whether the board wanted to fund the Lower Goat Creek material expenses from that fund or  
270 somewhere else.

271  
272 **Executive Session RCW 42.30.110(1)(i)**  
273 Commissioner Neal moved to go into executive session RCW 42.30.110 (1)(i) at 3:47 p.m. inviting  
274 Esther Milner and Shelley Keitzman until 4:03 p.m. to discuss potential litigation. Motion was  
275 seconded, all were in favor, motion carried.

276  
277  
278 The board adjourned at p.m.