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RECORD OF THE PROCEEDINGS

OKANOGAN COUNTY

SEPTEMBER 18, 2023

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-Fairgrounds

The Okanogan County Board of Commissioners met for a regular meeting at 123 5th Avenue North, Okanogan, Washington on September 18, 2023 with Chairman, Commissioner Chris Branch, Commissioner Jon Neal; and the Deputy Clerk of the Board, Cameron Burnette present. Cameron is sitting in for Clerk of the Board Laleña Johns while she is out of town. Vice-Chairman, Commissioner Andy Hover had let the fellow Commissioners and Deputy Clerk of the Board know he would not be present for the meeting today.

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.

Public Comment Period

Emily Sisson, member of the public via zoom, said she does not have any comments.

Briefing Among Commissioners-Discuss Individual Weekly Meetings & Schedule

Commissioner Neal noted that he had a fire meeting and it was decided at the meeting to maintain the burn ban that is in place. Commissioner Neal also stated that DNR is reducing the burn ban to allow camp fires Friday. Commissioner Branch noted that he has a meeting with the Conservation District Regarding Water Banking today from 1-3, and Wednesday he has the Columbia River Caucus in Ellensburg, and then the Timber Caucus.

Commissioners Staff Meeting

Maurice Goodall, Pete Palmer, Rocky Robbins, and Melissa Eylar were present.

Maurice Goodall head of Emergency Management started, he noted that the smoke is caused by the fire from the North, and the smoke that came in Sunday is from the Dome Fire in Northwest Chelan County, and is blowing smoke towards Brewster. Mr. Goodall recommended that there needs to be a device in the room that shows when the recorder is on so that anybody can know easily that they are being recorded. Mr. Goodall noted the complaint about the bleachers is on the old bleachers that sit next to the new Grandstands, and he sent all the pictures he took to Commissioners Branch and Neal. Mr. Goodall, stated that he and Laurie Caswell will be out of town for a conference until Thursday. He also commented that there's an F-MAG grant that needs to be signed tomorrow as its money the county should be getting back for the Cedar Creek Fire. Commissioner Branch shared his screen so that the public could see the pictures Mr. Goodall submitted. Mr. Goodall commented that the old bleachers only had a hand rail down half the bleachers, and the new ones are in good shape with plenty of hand rails. Commissioner Branch showed a picture on the screen showing the gap between the old bleachers, and Mr. Goodall said

52 that the gap shown is the one the public comment/complaint was made about. Mr. Goodall stated
53 that in his opinion he would abandon those bleachers and recommends investing in something
54 new to be used in that location. Commissioner Branch stated maybe we could surplus the
55 bleachers but Mr. Goodall felt that they could be used for other purposes on the Fairgrounds or
56 for the county elsewhere. Mr. Goodall also noted that the Cedar Creek Fire is active and they
57 have Fire Boss airplanes on it and smoke jumpers.

58

59 **Planning Director Pete Palmer, Rocky Robbins, and Melissa Eylar with Building**

60 Pete Palmer had a quick update, she got a new version of the Zone code, and will have a Zoom
61 meeting tomorrow with the Consultant regarding it. She felt important corrections needed to be
62 made, that would help staff work with the code a little bit better. The Methow review district is
63 holding them up a little bit, and Commissioner Hover was supposed to meet with the Methow
64 Citizens group to help come to an agreement as to what will be included and what won't be. Ms.
65 Palmer stated she got a new issue of the Zone code, and she is having a Zoom meeting with the
66 Consultant about it tomorrow to discuss it. Going through it she knows the Commissioners had
67 talked about scaling back to just what the stipulation order entails, however she thinks there are
68 an important couple of corrections to be made, and some more important things throughout that
69 would help staff work with the code a little bit better. The end of December is the due date and
70 that there is some hard decision's to be made. Pete stated she was appointed as part of the
71 infrastructure committee at the last Economic Alliance Meeting, the Mazama unit A had applied
72 for funds to update plans and other works. She asked if it was worth it for them to submit another
73 letter of interest to request a small amount of funds, and she said the letters of intent are due the
74 29th of this month. Commissioner Branch wants to make sure the Commissioners have a
75 conversation if the county is going to sponsor the project. Ms. Palmer said the last thing is there
76 is no planning Commission Meeting this month, due to lack of agenda items. Commissioner
77 Branch recommended an executive session tomorrow, Pete noted she had one requested about
78 a different subject. Commissioner Branch stated they would plan on an executive session at 3:30
79 PM Tuesday, September 19th so they could check in with Esther Milner to see where we stand.
80 She also noted that they have completed the Shoreline Master Program and it is with Ecology
81 now waiting for final adoption.

82

83 **Rocky Robbins, Melissa Eylar- Permitting Software**

84 Rocky provided a copy of the contract and quotes to both Commissioners. Ms. Robbins stated
85 they were preparing to go live with training for the permitting software but one major thing left out
86 was data migration, Ms. Robbins stated that they used to go with SmartGov which was then sold
87 to Brightly and that's when they started finding all of these problems, and Brightly is not honoring
88 what Dude Solutions agreed to. Ms. Robbins stated she reached out to see if the map they
89 requested would be included, she has not received an answer yet. Ms. Robbins received two
90 quotes, option two provided all the needed data and information for a total of 13,666.25. Ms. Eylar
91 stated Building needs the Data Migration, if they start over from scratch we would be operating
92 on two different databases, which causes issues with the three years of permits opens that exist
93 on a different database, and it would not be cohesive. Ms. Palmer stated that the reason they
94 went with a permitting software was because of a stipulation order. Ms. Palmer stated that Mr.
95 Gecas was the last attorney for the county to look at the contract, Commissioner Branch said he
96 would like Esther Milner on the phone call with them to discuss the contract. Ms. Eylar stated she
97 has a phone call with Brightly every Tuesday throughout the project.

98

99 **Update-Fairgrounds**

100 **Emergency Manager Maurice Goodall, Risk Manager Shelley Keitzman**

101 Mr. Goodall had pictures of the Fairgrounds truck that was rear ended on Rodeo Trail during Fair.
102 Commissioner Branch noted that the Brown pickup the Fairgrounds owns is out of Commission

103 only because of a water pump. Commissioner Branch asked what Mr. Goodall knew about the
104 plow, Mr. Goodall said the dump-truck used to have a plow on it, but if it is set up correctly it could
105 plow the front parking lot no problem, and public works would be the ones to get it set up correctly.
106 Goodall stated the parking lot, and halfway back to the shop needs plowing during winter and he
107 thinks that one full sized pickup with a plow should be sufficient to plow the Fairgrounds. Mr.
108 Goodall said he feels that there needs to be a detailed list of equipment on the Fairgrounds, and
109 what needs to be repaired, and the maintenance that's being done on the equipment is not
110 sufficient to maintain the equipment in working order. Commissioner Branch said he talked to
111 Norm about that, and Norm said he has the maintenance logs for the equipment, and that there
112 is a maintenance schedule. Commissioner Branch said he would like to see those logs/schedules.
113 Mr. Goodall asked what is the plan, how do we move forward, and that he looks at infrastructure.
114 We will always have the Fair, and we will have space to rent on the Fairgrounds, but at what
115 quality. HR Director/Risk Manager Shelley Keitzman joined Mr. Goodall. Commissioner Branch
116 stated he agrees with everything Mr. Goodall says about the Fairgrounds. Mr. Goodall said that
117 trying to get everything done is like a lot of areas in the county, we are running thin on people.
118 Commissioner Branch stated that we need to think about how we arrange the work that needs to
119 be done. Commissioner Branch said if someone asked him what the most important project is at
120 the Fairgrounds, he would say the water system as it's a very important risk that always gets in
121 the way, along with the sewer system. He said that for the water system to be maintained correctly
122 someone would have to be trained on how to maintain it. Commissioner Branch said the BOCC
123 needs to coordinate with the maintenance crew on the Fairgrounds to get the projects done
124 correctly. Mr. Goodall feels the small water pump in the water system needs to be investigated
125 because it is shut down because it is cavitated, so we should not be running the large pump by
126 itself like we are, as its not meant for that, and that should be priority. Mr. Goodall's question is if
127 the small pump is going to be enough to reliably supply water to the Agri plex throughout the
128 winter, or is it just better off to close the fairgrounds and allocate money for a new well next year.
129 Commissioner Branch asked Mr. Goodall if we should have a request for proposals to evaluate
130 the well system and the pumps, Mr. Goodall said yes. Commissioner Branch stated that if we did
131 an RFP we would describe our problem, and what we need. Commissioner Branch stated if they
132 all agree the steps to move forward would be to put out the RFP, and as soon as possible. We
133 need to have the roof looked at on the Agri Plex before snow falls, by a professional company so
134 we can figure out why its leaking and how to stop it. Ms. Keitzman noted the horse barn is lower
135 on the priority list but the space is usually used for RV Storage over the winter and Mr. Goodall
136 recommends the county does not use that space for winter storage this year due to the liability.
137 Commissioner Branch stated that he feels that Mr. Goodall and Ms. Keitzman should be on the
138 Committee since they are aware of the issues down there. Commissioner Branch feels that one
139 of the Commissioners should be on the Committee, Commissioner Neal said he is fine being that
140 person. He noted that when we decided that something needs to be done, what's important is
141 that we have training, there is certain things we want from our staff, and they need to understand
142 what's needed. If the county doesn't provide adequate training then it puts the county in a bad
143 position. Mr. Goodall had one last issue he feels needs to be addressed, there needs to be an
144 expert on weed control to help us manage noxious weeds on the Fairgrounds property.
145 Commissioner Branch feels that it is important that public works be involved with that as they
146 have a weed management program for roads. Mr. Goodall asked when the RV park closes and if
147 it's a set date. Deputy Clerk Mr. Burnette stated that yes, it is a set date. Mr. Goodall stated there
148 needs to be prep work done before the lines are blown out for winterization of the irrigation. Mr.
149 Goodall asked, the new barns that are being built, who is the inspector, Commissioner Branch
150 stated nobody. Mr. Goodall said that's our problem with the fairgrounds, lack of oversight,
151 Commissioner Branch asked what the solution is, since it did not require a building permit, if it
152 had required a permit it would be the building official doing an inspection. Commissioner Neal
153 stated he feels that it should be the Building officials that check the work. Commissioner Branch

154 stated that the Fairgrounds is technically an enterprise and needs to be held accountable for work
155 done on the grounds. Mr. Goodall said he feels that any structure the County builds should be
156 subject to a mandatory inspection done by the Building department. Commissioner Neal stated
157 he feels that a building department official should be part of of the Fairgrounds Committee.
158 Commissioner Branch and Mr. Goodall agreed. Commissioner Branch stated for the record that
159 we have formed a Committee for the Fairgrounds facilities, named the Fairgrounds Facilities
160 Improvement Committee, or FFIC as the acronym.

161
162 **Motion to Appoint Commissioner Neal to Sign General Expense forms for Fair/Fairgrounds**
163 Commissioner Branch moved to allow Commissioner Neal to sign off on the General Expense
164 forms, Commissioner Neal seconded, motion carried. Commissioner Neal will go to the Auditor's
165 office today to sign the General Expense forms for Fairgrounds and Fair.

166
167 Commissioner Branch moved to adjourn at 12:23 p.m.

168
169 The board adjourned at 12:23 p.m.

170
171 Dated at Okanogan, Washington this ____ day of _____ 2023.