CITY OF OKANOGAN
COUNCIL MINUTES

March 18, 2025

CALL TO ORDER

The Regular Meeting of the Okanogan City Council was called to order by Mayor Turner at 7:00 p.m. and those present stood for the Pledge of Allegiance.

The following were:

Present: Mayor Turner Councilmembers: Greg Oyler, Rob Gillespie, Eric Lind, Denise Varner, and John Lyles.

Also Present: City Clerk-Treasurer Jessica Blake, Utilities Clerk Laura Divis, Public Works Director Shawn Davisson and through zoom Undersheriff Dave Yarnell.

Mayor Wayne Turner announced that Lisa Bauer would not be present tonight. Councilmember Varner moved, seconded by Councilmember Lind, to excuse Lisa Bauer from tonight's meeting. Mayor Turner asked if there were any objections to the motion. Seeing no objections raised, the motion passed without objection.

Excused: Lisa Bauer

APPROVAL OF AGENDA AND CONSENT AGENDA

Mayor Turner asked if there were any alterations to the Agenda or Consent Agenda. Oyler moved, seconded by Lyles to approve the Agenda and Consent Agenda as presented. Mayor Turner asked if there were any objections to the motion. Seeing no objection raised, the motion passed without objection.

EXCUSE COUNCILMEMBERS

There were no pre-excused Councilmembers on the Agenda and Consent Agenda.

APPROVAL OF MINUTES

The Minutes of the Regularly Scheduled Council Meeting of March 4, 2025 were approved with passage of the Consent Agenda.

APPROVAL OF VOUCHERS

Claims Vouchers numbered 55876 through 55907 dated March 18, 2025 in the amount of $90,519.68, a Debit Card Transaction dated March 11, 2025 in the amount of $161.85, a Debit Card Transaction dated February 28, 2025 in

the amount of $549.97 and a Debit Card Transaction dated March 3, 2025 in the amount of $105.21 were approved with the Consent Agenda.

PUBLIC COMMENT

Mayor Turner opened the floor for Public Comment. Seeing none offered, Public Comment was closed.

DEPARTMENT HEAD REPORTS

Director of Public Works Davisson submitted a written report and in addition announced:

- Monitoring the backup generator project.
- Monitoring the Elmway water main extension project.
- Evergreen Rural Water of Washington performed a safety inspection in Water and Wastewater departments.
- Public Works crew attended first aid and CPR training.

Clerk's Office submitted a written report and in addition announced:

- Sent notices to businesses of upcoming business license requirements.
- Attending business license training April 3rd.
- Attended Sheriff's office Quarterly meeting.
- Spring cleanup is April 12th, customers can get 20 paper yard bags from city hall starting March 24th.

Sheriff's Office submitted a written report. Undersheriff Yarnell reviewed the report and in addition updated Council on new hires.

Fire Chief Brad Armstrong submitted a written report but was not present at the meeting.

Code Enforcement/Animal Control Officer Craig Caswell did not submit a written report and was not present at the meeting.

Building Official/Permit Administrator Bryan Forbus did not submit a written report and was not present at the meeting.

COMMITTEE REPORTS

Water, Wastewater, and Solid Waste
Councilmember Oyler announced:
The Water Committee met on Wednesday, March 12th at 9am to discuss a request for a water/sewer bill adjustment. Those present were Committee Chair Lisa Bauer, Councilmember John Lyles, Councilmember Greg Oyler,

Mayor Wayne Turner, Public Works Director Shawn Davisson, and Clerk Treasurer Jessica Blake.
The property associated with the request has been vacant for some time and there has been no water usage since September 2024. When the request to shut the water off was relayed to Public Works staff, they discovered that the water had already been shut off at the meter, however this was not completed by Public Works staff. We have determined that this constitutes a violation of OMC 13.04.100 and is subject to a fine of $350, which the committee recommends we impose.
There is also a question of how many units there are in the property as a recent sales listing indicates 9 apartments and our records only show 6 apartments. Further research is needed to determine the correct number of units.
The committee is recommending that we adjust the water/sewer base charge for the month of March and charge the availability fee for the actual number of units in the building once that research is completed.
Further discussion will occur during the new business portion of this meeting.

UNFINISHED BUSINESS

There was no unfinished business on the Agenda.

NEW BUSINESS

Present applicants for Councilmember Position 4
Mayor Turner asked Steve Streeter and Bryon Moore if they would like to address the council. Mr. Streeter gave a presentation about himself and why he would like to be a councilmember. Mr. Moore gave a presentation about himself and why he would like to be a councilmember.

Executive Session per RCW 42.30.110 if needed
Mayor Turner called a twelve-minute Executive Session at 7:28 p.m. to 7:40 p.m. to discuss applicants for vacant Councilmember position #4 pursuant to RCW 42.30.110 (1) (i). Mayor Turner announced the council is expected to take further action following the executive session. Executive Session closed at 7:40 p.m. Regular meeting reconvened at 7:41 p.m.

Mayor Turner asked for nominations. Councilmember Oyler nominated Steve Streeter to fill vacant councilmember #4 position. Mayor Turner asked if there were any objections to the nomination. Seeing no objections, Steven Streeter was appointed to Council.

Steven Streeter was then sworn in by Mayor Turner and seated to the Council.

Janitorial Services Contract Award
Mayor Turner asked Clerk-Treasurer Jessica Blake to introduce Janitorial Services Contract Award.

Varner moved, seconded by Lyles that the City of Okanogan award the 2025-2027 Janitorial Services Contract to WDB Janitorial LLC and authorize Mayor Turner to sign the contract.

There was a brief discussion.

Vote on the motion.

Ayes: Lind, Varner, Gillespie, Lyles, Oyler and Streeter

Noes: None

Motion Carried: 6 Ayes: 0 Noes

Water/Sewer Charge Adjustment Request 221 Okanogan LLC
Mayor Turner asked Clerk-Treasurer Jessica Blake to introduce charge adjustment request for 221 Okanogan, LLC.

Oyler moved, seconded by Gillespie that the City of Okanogan adjust the base water/sewer fees for account 3021.0 for the month of March, impose a $350 fine for unauthorized turn off of a water meter, and charge the appropriate water availability fee for the month of March and each month thereafter until the water service is restored.

There was a brief discussion.

Vote on the motion.

Ayes: Gillespie, Lyles, Lind, Varner and Oyler

Noes: None

Abstained: Steve Streeter

Motion Carried: 5 Ayes: 0 Noes 1 Abstained

PUBLIC COMMENT

Mayor Turner opened the floor and invited Public Comment. Seeing none offered, Public Comment was closed.

COUNCILMEMBER'S COMMENT

Councilmember Varner announced:

- April 16th Omak/Okanogan Rotary Club and Okanogan High School Key Club will be having a steak dinner and auction at the Agri-Plex.
- April 26th is Food Truck Festival starting at 4pm. There will be music and corn hole competition.
- Provided update form Okanogan Public Health.

Councilmember Lind announced that he will not be in attendance at the April 1st meeting.

MAYOR'S REPORT

Mayor Turner announced:

- Received an email announcing that America will be having a 250th anniversary celebration starting April 18th.
- Will be gone for the April 15th council meeting.

ADJOURNMENT

There being no further business before the Council, the Meeting was adjourned at 8:01 p.m.

Minutes taken and prepared by Utilities Clerk Laura Divis

APPROVED:

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Wayne Turner, Mayor

ATTEST:

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Jessica Blake, Clerk-Treasurer