

**CITY OF OKANOGAN
COUNCIL MINUTES
November 7, 2023**

CALL TO ORDER

The Regular Meeting of the Okanogan City Council was called to order by Mayor Turner at 7:00 p.m.

OPEN RECORD PUBLIC HEARING: Ordinance No. 1226 - 2024 Budget

Mayor Turner opened the Public Hearing at 7:01p.m. by stating the purpose of the hearing is to take relevant testimony on the City's 2024 Proposed Budget.

Mayor Turner provided for any challenges to the Council's jurisdiction. There were none stated.

Mayor Turner provided the opportunity for the disclosure of any conflicts of interest or appearance of fairness issues or disclose any pertinent information. There was none stated.

Mayor Turner provided the opportunity for the disclosure of any ex-parte communication, such that everyone will have the benefit of the information. There were none stated.

Mayor Turner asked if there was anyone present who wished to challenge any of the Council, or himself as the Hearing Chairman, for conflicts of interest or appearance of fairness issues in conducting this hearing. There were none stated.

Mayor Turner opened the testimony portion of the hearing at 7:02 p.m. with the presentation of the Staff Report and then will provide for any Petitioners who desires to speak the opportunity, then those who signed in the opportunity to present testimony and then anyone present to present testimony, stating your name and address clearly please. There was no public present.

Mayor Turner asked for Staff to provide a Staff Report. Clerk-Treasurer Blake provided the Staff Report and reviewed the information provided to the council.

Mayor Turner provided an opportunity for the Council to ask direct questions. There were none stated.

Mayor Turner provided an opportunity for Petitioners and Staff to rebut. There were no Petitioners and no Staff rebuttal offered.

Mayor Turner provided the opportunity for discussion amongst the Council. There was none.

Mayor Turner closed the hearing portion of the meeting at 7:03 p.m. and stated that during the business portion of the meeting the Council may discuss the ordinance.

The following were:

Present: Mayor Wayne L. Turner Councilmembers: Lisa Bauer, Robert Gillespie, John Lyles, Greg Oyler, Eric Lind Sr., and Denise Varner.

Also Present: Clerk/Treasurer Jessica Blake, Deputy Clerk/Treasurer Susan Stewart, Public Works Director Shawn Davisson, Fire Chief Brad Armstrong, and Building Official/Permit Administrator Bryan Forbus.

Excused: Robert Chilcote

Mayor Turner announced Councilmember Chilcote contacted him and asked to be excused due to preparing for a medical procedure tomorrow.

Bauer moved, seconded by Lind to excuse Chilcote. Seeing no objections raised, Chilcote will be excused.

APPROVAL OF AGENDA AND CONSENT AGENDA

Mayor Turner asked if there were any changes to the Agenda or Consent Agenda. Gillespie moved, seconded by Varner 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 or Consent Agenda.

APPROVAL OF MINUTES

The Minutes of the Regularly Scheduled Council Meeting of October 17, 2023 were approved with passage of the Consent Agenda.

APPROVAL OF VOUCHERS

Claims Vouchers numbered 53979 through 54034 dated November 7, 2023 in the amount of \$354,691.41, a Debit Card Transaction dated October 10, 2023 in the amount of \$75.00, and a Debit Card Transaction dated October 7, 2023 in the amount of \$160.59, Payroll Checks numbered 53909 through 53923 and 53963 through 53978 and two direct deposit runs in the amount of \$126,225.87 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

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

- ❖ The pavement preservation project has been suspended for the season
- ❖ Monitoring process on the airport pilot's lounge/hangar demolition which is now complete
- ❖ The airport fencing project has been completed
- ❖ Corey Christie has completed CDL training
- ❖ Performing winter equipment maintenance and repairs
- ❖ Attended IACC Conference in Wenatchee

Fire Chief Armstrong submitted a written report and had nothing further to add.

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

- ❖ Deputy Clerk-Treasurer Stewart attended the Development Committee and Volunteer Firefighters Board of Trustees Meeting in her place.

Okanogan County Sheriff's Office submitted a written report.

Building Official/Permit Administrator Forbus reported the following:

- ❖ 5 new permits issued for small projects since the last Council Report
- ❖ Working with Okanogan County Sheriff's Office on the Substantial Development within the Shoreline Permits for the County Morgue Project

COMMITTEE REPORTS

Development & Physical Facilities Committee Report

Chairman Lyles reported the Development & Physical Facilities Committee met on Thursday, November 2nd to discuss annexation requests from Okanogan County and the Okanogan Senior Citizens Center. Those in attendance were Committee Chair John Lyles, Committee Member Robert Gillespie, Mayor Wayne L. Turner, and staff members Chris Johnson and Susan Stewart. Those present reviewed the requested annexations and discussed the process and potential additional annexations. The Committee and Mayor agree with the requests for annexation and support moving the process forward. Planner

Chris Johnson will prepare the Ordinance for Council approval and present it at a later date.

UNFINISHED BUSINESS

Ordinance No. 1224 Ad Valorem 1% Property Tax Increase for 2024 -2nd Reading

Mayor Turner introduced Ordinance No. 1224: Ad Valorem 1% Property Tax Increase for 2024 for a 2nd Reading.

Varner moved, seconded by Lyles to adopt Ordinance No. 1224.

There was no discussion.

Ayes: Lind, Sr., Bauer, Varner, Gillespie, Lyles, and Oyler

Noes: None

Motion carried: 6 Ayes: 0 Noes

Ordinance No. 1225 2024 Fee Schedule – 2nd Reading

Clerk-Treasurer Blake introduced Ordinance No. 1225: 2024 Fee Schedule.

Lind, Sr. moved, seconded by Bauer to adopt Ordinance No. 1225.

There was no discussion.

Ayes: Gillespie, Lyles, Lind, Sr., Varner, Bauer, and Oyler

Noes: None

Motion carried: 6 Ayes: 0 Noes

NEW BUSINESS

Ordinance No. 1226 2024 Budget – 1st Reading

Mayor Turner introduced Ordinance No. 1226 2024 Budget – 1st Reading.

Lyles moved, seconded by Varner to advance Ordinance No. 1226 to the November 21st, 2023 Regular Council Meeting for a second reading.

Mayor Turner asked if there were any objections to the motion. Seeing none raised, the motion passed without objection.

Resolution No. 2023-04 -Sole Source Fuel

Clerk-Treasurer Blake introduced Resolution No. 2023-04-Sole Source Fuel.

Oyler moved, seconded by Bauer to approve Resolution No. 2023-04.

There was a brief discussion.

Ayes: Varner, Gillespie, Lyles, Lind, Sr., Bauer, and Oyler

Noes: None

Motion carried: 6 Ayes: 0 Noes

2024 Petroleum Services Award to Whitley Fuel

Clerk-Treasurer Blake introduced 2024 Petroleum Services Award to Whitley Fuel, LLC.

Lind, Sr., moved, seconded by Varner that the City of Okanogan award Whitley Fuel, LLC, the Petroleum Products contract for fiscal year 2024.

There was a brief discussion.

Ayes: Lyles, Bauer, Oyler, Varner, Gillespie, and Lind, Sr.

Noes: None

Motion carried: 6 Ayes: 0 Noes

Resolution No. 2023-05 Charter Franchise Resolution- 1st Reading

Clerk-Treasurer Blake introduced Resolution No. 2023-05 Charter Franchise Resolution 1st Reading.

Gillespie moved, seconded by Lind, Sr., to advance Resolution No. 2023-05 to the November 21st, 2023 Regular Council Meeting for a second reading.

There was a brief discussion.

Mayor Turner asked if there were any objections to the motion. Seeing none offered, the motion passed without objection.

Library Building Use and Maintenance Agreement

Clerk-Treasurer Blake introduced renewal of the Library Building Use and Maintenance Agreement.

Varner moved, seconded by Lyles to approve the proposed Building Use and Maintenance Agreement provided by the North Central Regional Library and authorize Mayor Turner to sign the agreement.

There was a brief discussion.

Ayes: Lind, Sr., Bauer, Lyles, Varner, Gillespie, and Oyler

Noes: None

Motion carried: 6 Ayes: 0 Noes

A-1 Asbestos Project Completion

Mayor Turner introduced the A-1 Asbestos Project Completion.

Oyler moved, seconded by Lind, Sr., that the City accept the A1 Asbestos abatement project as complete and direct staff to close out this project.

There was a brief discussion.

Ayes: Bauer, Gillespie, Lyles, Lind, Sr., Oyler, and Varner

Noes: None

Motion carried: 6 Ayes: 0 Noes

4th Ave Pavement Repair Project Completion

Mayor Turner introduced the 4th Avenue Pavement Repair Project Completion.

Lind, Sr., moved, seconded by Bauer that the City accept the North 4th Avenue repaving project as complete and direct staff to close out this project.

There was a brief discussion.

Ayes: Oyler, Varner, Gillespie, Bauer, Lyles, and Lind, Sr.

Noes: None

Motion carried: 6 Ayes: 0 Noes

Ellensburg Fence Airport Fence Project Completion

Mayor Turner introduced the Airport Fence replacement Project Completion.

Lyles moved, seconded by Varner that the City accept the Airport Fence replacement project as complete and direct staff to close out this project.

There was a brief discussion.

Ayes: Lind, Sr., Bauer, Varner, Gillespie, Lyles, and Oyler

Noes: None

Motion carried: 6 Ayes: 0 Noes

Quadiant Postage Meter Rental Agreement

Clerk-Treasurer Blake introduced the Quadiant Postage Meter Rental Agreement.

Bauer moved, seconded by Gillespie to approve the Postage Meter Rental Agreement and authorize Mayor Turner to sign the agreement.

There was a brief discussion.

Ayes: Lyles, Lind, Sr., Varner, Bauer, Oyler, and Gillespie

Noes: None

Motion carried: 6 Ayes: 0 Noes

Department of Revenue Business Licensing Services Agreement

Clerk-Treasurer Blake introduced the Department of Revenue Business Licensing Services Agreement.

Lind, Sr., moved, seconded by Bauer to approve the Business Licensing Services Agreement and authorize Mayor Turner to sign the agreement.

There was a brief discussion.

Ayes: Lind, Sr., Bauer, Varner, Gillespie, Lyles, and Oyler

Noes: None

Motion carried: 6 Ayes: 0 Noes

Public Works Board Construction Loan Award Acceptance – 3rd Ave Utility Improvements

Clerk-Treasurer Blake introduced the Public Works Board Construction Loan Award Acceptance.

Bauer moved, seconded by Varner to approve the Public Works Board Construction Loan award for 3rd Ave Utility Improvements and authorize Mayor Turner to sign the necessary contract documents.

There was a brief discussion.

Ayes: Bauer, Oyler, Gillespie, Lyles, Lind, Sr., and Varner

Noes: None

Motion carried: 6 Ayes: 0 Noes

Airport Demo Project Completion

Clerk-Treasurer Blake introduced the Airport Demo Project Completion.

Lind moved, seconded by Lyles to accept the Airport Hangar/Pilots Lounge Demo Project as complete and direct staff to close out this project.

There was a brief discussion.

Ayes: Gillespie, Lyles, Lind, Sr., Varner, Bauer, and Oyler

Noes: None

Motion carried: 6 Ayes: 0 Noes

PUBLIC COMMENT

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

COUNCILMEMBER'S COMMENT

Varner announced November 29th 2023 at 5:30 is the Farm Lights Parade come down and support your community, there will be free hot dogs and hot cocoa at Rawsons.

MAYOR'S REPORT

Mayor Turner announced the following:

Planner Johnson, Building Official Forbus, and him participated in a virtual meeting with Washington State Patrol regarding their desire to conduct some updates to their property on Patrol Street, they have an easement across City of Okanogan real property, Planner is in discussions with the State Patrol and Pape' to rewrite the easement and to protect the city wellhead.

May be attending meetings remotely for December 2023 – January 2024.

ADJOURNMENT

There being no further business before the Council, the Meeting was adjourned at 7:43 p.m.

Minutes taken and prepared by Deputy Clerk-Treasurer Susan Stewart

APPROVED:

Wayne L. Turner, Mayor

ATTEST:

Jessica Blake, Clerk Treasurer