

**CITY OF OKANOGAN
COUNCIL MINUTES**

December 5, 2023

CALL TO ORDER

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

The following were:

Present: Mayor Pro Tem Bauer Councilmembers: Greg Oyler, Rob Gillespie, Eric Lind, Robert Chilcote, John Lyles and Denise Varner

Also Present: Clerk Treasurer Jessica Blake, Utilities Clerk Laura Divis, Public Works Director Shawn Davisson, Building Official/Permit Administrator Bryan Forbus and through zoom Mayor Wayne L. Turner and City Planner Christopher Johnson.

APPROVAL OF AGENDA AND CONSENT AGENDA

Mayor Pro Tem Bauer asked if there were any alterations to the Agenda or Consent Agenda. Varner moved, seconded by Chilcote to approve the Agenda and Consent Agenda as presented. Mayor Pro Tem Bauer 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 November 21, 2023 were approved with passage of the Consent Agenda.

APPROVAL OF VOUCHERS

Claims Vouchers numbered 54088 through 54128 dated December 5, 2023 in the amount of \$341,769.11, Payroll Checks numbered 54035 through 54049 and 54072 through 54087 in the amount of \$119,683.60 for November 2023, and a Debit Card Transaction dated October 31, 2023 in the amount of \$493.41 were approved with the Consent Agenda.

PUBLIC COMMENT

Mayor Pro Tem Bauer 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:

- Performed decorating downtown trees with lights.
- Performed road closure & detours for the Okanogan Chamber of Commerce.
- Performed exterior decorating at City Hall.
- Completed 2023 Tree City USA tracking.
- Received notice of award from TIB for 3rd Avenue Improvements.
- Fog seal project was not funded.

Building Official/Permit Administrator Bryan Forbus did not submit a written report but announced at the meeting:

- Issued 3 new permits.
- Completed inspections.
- Working on Shoreline conditional use permit. There will be a public hearing in January.

City Planner Christopher Johnson announced:

- Presenting Annexation request in New Business tonight.
- Working on Tree City renewal.
- Shoreline Master Plan in process.

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

- Met with DOR regarding Business Licensing; they need a timeline in order to proceed.
- Public Works board reimbursement training on loan and grant for 3rd Avenue water/sewer replacement was rescheduled to December 6th.
- Exploring options for accepting credit cards and debit cards in the office.

Sheriff's Office submitted a written report but was not present at the meeting.

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

Code Enforcement Rob Paine did not submit a written report and was not present at the meeting.

COMMITTEE REPORTS

There were no Committee Reports on the Agenda.

UNFINISHED BUSINESS

There was no unfinished business on the Agenda.

NEW BUSINESS

Executive Session - RCW 42.30.110 1(i)

Mayor Pro Tem Bauer called a thirty-minute Executive Session at 7:11 p.m. to 7:41 p.m. to discuss potential litigation pursuant to RCW 42.30.110 (1) (i).

Mayor Pro Tem Bauer 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.

Abatement Action

Councilmember Oyler moved, seconded by Lyles to authorize the Building Official and staff to prepare & advertise bid documents for the demolition of 520 S 2nd Avenue in accordance with Uniform Code Abatement of Dangerous Buildings.

There was no discussion.

Vote on the motion.

Ayes: Lyles, Bauer, Oyler, Chilcote, Varner, Gillespie and Lind

Noes: None

Motion Carried: 7 Ayes: 0 Noes

Annexation Request – Okanogan County/Okanogan Senior Citizens Center

Mayor Pro Tem Bauer asked City Planner Christopher Johnson to introduce Annexation Request – Okanogan County/Okanogan Senior Citizens Center.

Varner moved, seconded by Gillespie to accept Petitioner's Notice of Intent to initiate Annexation of the subject properties, subject to assumption of their pro rata share of existing City indebtedness, and application of the City's existing Comprehensive Plan and Zoning Designations for the area. The city directs the Planning and Clerk's offices to complete required advertisements and Notices to the public and set the date for a Public Hearing for the City Council to accept, reject or modify the Annexation petition.

There was a brief discussion.

Vote on the motion.

Ayes: Lind, Bauer, Chilcote, Varner, Gillespie, Lyles and Oyler

Noes: None

Motion Carried: 7 Ayes: 0 Noes

CIAW Insurance Renewal

Mayor Pro Tem Bauer asked City Clerk Treasurer Jessica Blake to introduce 2023-2024 General Liability renewal: CIAW and VIP.

Lind moved, seconded by Lyles to approve the 2023-2024 General Liability Policy through CIAW and authorize the premium payment to CIAW and broker fee to VIP Insurance Agencies be paid.

There was a brief discussion.

Vote on the motion.

Ayes: Gillespie, Lyles, Lind, Varner, Bauer, Oyler and Chilcote

Noes: None

Motion Carried: 7 Ayes: 0 Noes

Resolution 2023-06 – Hotel Motel

Mayor Pro Tem Bauer asked City Clerk Treasurer Jessica Blake to introduce Resolution No. 2023-06: Hotel/Motel Allocations.

Varner moved, seconded by Chilcote to approve Resolution No. 2023-06.

There was a brief discussion.

Vote on the motion.

Ayes: Chilcote, Lind, Bauer, Gillespie, Oyler, Lyles and Varner

Noes: None

Motion Carried: 7 Ayes: 0 Noes

Oroville/Okanogan Interlocal Agreement Amendment – Building Official Services

Mayor Pro Tem Bauer asked City Clerk Treasurer Jessica Blake to introduce Interlocal Agreement Amendment between City of Okanogan and City of Oroville for salary, benefits, training and travel costs associated with Building Official/Permit Administration services.

Oyler moved, seconded by Lind to approve the Interlocal Agreement Amendment Between the City of Okanogan and City of Oroville for Building Official/Permit Administration Services and authorize Mayor Pro Tem Bauer to sign the amendment.

There was a brief discussion.

Vote on the motion.

Ayes: Varner, Gillespie, Lyles, Lind, Chilcote, Bauer and Oyler

Noes: None

Motion Carried: 7 Ayes: 0 Noes

PUBLIC COMMENT

Mayor Pro Tem Bauer opened the floor for Public Comment. Seeing none offered, Public Comment was closed.

COUNCILMEMBER'S COMMENT

Councilmember Varner announced:

- Chamber meeting 12 pm tomorrow at the Cariboo, anyone is welcome to attend.
- Chamber banquet will be February 7, 2024.

Councilmember Gillespie announced:

- Will be attending Economic Alliance meeting tomorrow.

MAYOR'S REPORT

Mayor Turner thanked Lisa Bauer for presiding over the meeting and wished everyone a Merry Christmas.

ADJOURNMENT

There being no further business before the Council, the Meeting was adjourned at 8:03 p.m.

Minutes taken and prepared by Utilities Clerk Laura Divis

APPROVED:

Lisa Bauer, Mayor Pro Tem

ATTEST:

Jessica Blake, Clerk Treasurer