

**CITY OF OKANOGAN
COUNCIL MINUTES**

March 5, 2024

CALL TO ORDER

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

The following were:

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

Also Present: Clerk Treasurer Jessica Blake, Utilities Clerk Laura Divis, Public Works Director Shawn Davisson, Building Official Bryan Forbus, Fire Chief Brad Armstrong and Code Enforcement/Animal Control Officer Tyson Martin.

APPROVAL OF AGENDA AND CONSENT AGENDA

Mayor Turner asked if there were any alterations to the Agenda or Consent Agenda. Varner moved, seconded by Bauer 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 February 20, 2024 were approved with passage of the Consent Agenda.

APPROVAL OF VOUCHERS

Claims Vouchers numbered 54476 through 54514 dated March 5, 2024 in the amount of \$78,799.69, Payroll Checks numbered 54370 through 54400 and 54471 through 54475 in the amount of \$126,439.86 for February 2024, and a Debit Card Transaction dated February 29, 2024 in the amount of \$504.21 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:

- Performed installing a new 8” valve at the arsenic removal plant.
- Performed submitting the 2023 annual biosolids report to the Department of Ecology.
- Attended the Oak Street Improvements pre-construction meeting.
- Conducted interviews today for the Maintenance I open position.
- Public Works participated in traffic control flagger training.
- Public Works is currently advertising for 2 seasonal positions.

Fire Chief Brad Armstrong submitted a written report and in addition announced:

- Updated the fire calls to 58.

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

- Working on Annual Report.
- Will not be in attendance at next council meeting.

Code Enforcement/Animal Control Officer Tyson Martin submitted a written report and in addition announced:

- Working on updating the cities Potentially Dangerous Dog form.

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

- Working on a CUP application.
- Did an inspection at Sarbat, Inc (Blue Mountain) after receiving several complaints.
- Signed over Public Nuisance Code Enforcement to Tyson Martin.

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

COMMITTEE REPORTS

Water, Wastewater, and Solid Waste

Councilmember Bauer announced that the committee met to discuss a refund request for Water/Sewer connection applications received in 2020. Because the city does not have a refund policy for connection application fees, we lack the authority to provide the refund. We received the details of the request, our existing city code, and examples of codes from 2 other municipalities who authorize refunds.

The committee is proposing updated language in our code to allow for a refund of application fees when no funds have been spent or encumbered by the city.

The maximum refund is proposed at 80% of the fees paid and must be authorized by city council.

The ordinances for the updates are currently being reviewed and should be presented for the first reading at the March 19th council meeting.

UNFINISHED BUSINESS

Ordinance 1230 – Fees for Returned Checks – 2nd Reading

Mayor Turner asked City Clerk Treasurer Jessica Blake to introduce Ordinance #1230 – Fees for Returned Checks – 2nd reading.

Varner moved, seconded by Gillespie to adopt Ordinance 1230.

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

NEW BUSINESS

NCW Regional Libraries

Melissa Little, Area Manager for North Central Washington Libraries and Sarah McVay, new librarian for Okanogan, shared the different programs and events that they are doing at the library. They also expressed their appreciation to Shawn and his crew for all their hard work.

TIB Consultant Agreement – Gray & Osborne

Mayor Turner asked Public Works Director Shawn Davisson to introduce Transportation Improvement Board (TIB) 3rd Avenue Improvements Consultant Agreement.

Oyler moved, seconded by Lyles to approve the TIB Consultant Agreement with Gray & Osborne, Inc. in the amount not to exceed \$150,000.00.

There was no discussion.

Vote on the motion.

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

Noes: None

Motion Carried: 7 Ayes: 0 Noes

Gray & Osborne Amendment 19 – Lead Service Line Inventory

Mayor Turner asked Public Works Director Shawn Davisson to introduce Gray & Osborne Amendment 19-Lead Service Line Inventory.

Lind moved, seconded by Chilcote to approve the Gray & Osborne, Inc. Amendment No. 19 in the amount not to exceed \$17,800.

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

PUBLIC COMMENT

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

COUNCILMEMBER'S COMMENT

Councilmember Varner announced:

- Put a new mural on Trango building.
- April 27th is Food Truck Festival with the Company Band playing from 4pm to 9pm.
- No Fly-in at the airport this year.

MAYOR'S REPORT

Mayor Turner announced:

- Very proud of Scout Troop 6071, who won the Polar Bear Award at the 2024 Polar Bear Mush Klondike camporee. The troops Scout Master is my daughter, Lisa Turner.

