

**Okanogan Council of Governments/Regional Transportation Planning Organization
April 10, 2023 – Regular Meeting Minutes - 5:00 pm
303 S. Second Ave., Suite A, Okanogan, WA**

(253) 215 8782; Meeting ID 929 2149 7263; Passcode: 716493; or link:

<https://zoom.us/j/92921497263?pwd=TU1wZktBZHl4S0Y2UHVuMTFIRjY3UT09>

Present: *Jon Neal, Okanogan County, Commissioner – OCOG Chairman
 *Wayne Turner, City of Okanogan, Mayor – OCOG Vice-Chair
 Josh Thomson, Okanogan County, Engineer – OCOG Treasurer
 *Brent Timm, TranGO, General Manager – OCOG Secretary
 Paula Brantner-Thomas, TranGO, Clerk of the Board
 Barry Freel, City of Omak, Council Member
 Teagan Levine, City of Tonasket, Council Member
 Misty Ruiz, City of Brewster, City Clerk
 Chris Scott, Town of Conconully, Council Member
 Ed Naillon, City of Oroville, Mayor
 Sally Ranzau, Town of Winthrop, Mayor (joined at 5:05 p.m.)
 Paul Budrow, Okanogan County Sheriff's Dept., Sheriff
 Mike Worden, Okanogan County Sheriff's Dept., Chief of Special Operations
 Lori Caswell, Okanogan County Emergency Management, Specialist
 Bobby Watkins, OCTN, Operations Director
 Shaun Darveshi, WSDOT, North Central Region Planning Manager

*These participants attended in person

Call to Order/Welcome

Chairman/Commissioner Jon Neal called the meeting to order at 5:00 p.m.

Approval of Consent Agenda

Motion:

Vice-Chair/Council Member Wayne Turner moved to approve the Consent Agenda. The motion was seconded by Secretary Brent Timm.

- Agenda
- Minutes from March 13, 2023, Regular Meeting

Chairman/Commissioner Neal called for the vote; the motion passed unanimously.

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Update: Treasurer's Report

Treasurer/County Engineer Josh Thomson reported there wasn't much to report on the Treasurer's side. With the \$58,000 that was returned to WSDOT, there is just over \$10,000 in the budget remaining until the end of the biennium. He is also working on completing multiple reports for the State Auditor.

Update: Secretary Report

Secretary Timm reminded everyone that he and Treasurer/County Engineer Thomson will be meeting with WSDOT Regional Planning Manager Gabe Phillips on April 26, 2023, to go over the UPWP. In addition, there will be an RTPO Coordination meeting on May 9, 2023, from 9-11 a.m. for anyone interested in attending.

Update: Okanogan County Report

Chairman/Commissioner Neal reported that road construction is underway throughout the county, and they will be working on guard rails in the Palmer Lake area.

Treasurer/County Engineer Thomson reported on the following:

- Confirmed they are working on guard rails and anticipate having that project completed by the end of the week.
- They opened construction bids on Old Hwy 97 south of Malott, which is planned to start in May.
- They have an overlay project in Twisp which is planned to start in June. They also have a contract out to bid for deck work on the Twisp River Bridge on Twisp River Rd.
- There are 6 projects going on with the Landfills, but it won't affect the public much. There will be a one-day closure at the Twisp Transfer Station for concrete work, and they will send notices out in advance.
- They have a slow start on county shop buildings.

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Update: Washington State Department of Transportation

WSDOT North Central Region Planning Manager, Shaun Darveshi, reported the following:

- Now that spring is here, there are a lot of construction projects going on. Anyone can sign up for project alerts on their website.
- There will be a Planning Study in the Omak area regarding the “Connecting Communities” Grant.
- The Oroville Railroad project is expected to go out for advertisement around May 15th, with project completion this summer.
- Regarding SR 20 bridge repair in Winthrop and over the Chewuch River, he stated he will need to look into that and will get back to Council Member Sally Ranzau with more information. Regarding the Chewuch, they are working on that project through Complete Streets, with details to be developed.
- The Omak River Bridge construction project is still up in the air until the budget is confirmed. They are waiting to see how the legislative session will work out.

County-Wide Emergency Updates/Discussion

Okanogan County Sheriff Paul Budrow reported on the following:

- They are working with Okanogan County Emergency Management Director Maurice Goodall regarding upcoming potential fire issues.
- They are keeping an eye on the rivers and there will be a meeting at the Okanogan County Fairgrounds on May 19th regarding possible flooding issues.
- Per the Okanogan County Public Health Director, Lauri Jones, they have lifted the mask mandate for the jails and are awaiting the federal lifting of all mandates on May 11th. This will then allow the jail to open faster. The county has a lot of employees wanting to come back to work which they are currently vetting. They have a lot of 2-man units and will be training new employees. Also, the Washington State Patrol is getting more staff on board.

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Discussion: Dispatch Advisory Board City Representatives (Primary and Alternate)

Okanogan County Sheriff Dept., Chief of Operations, Mike Worden, stated that due to the change in the Oroville Mayor and at the Commissioners' Office, Jon Neal is no longer representing the cities on the Dispatch Advisory Board. Therefore, they are looking for city elected officials to serve as primary and alternate representatives. Their meetings are infrequent, approximately 2-3 times per year, and last approximately 2 hours. The next meeting is scheduled for April 26th at 1:30 p.m. Chairman Neal requested that Mr. Worden send an email to OCOG with all the information to be passed along to city officials to present during their Council meetings.

Discussion: Review of Draft 2024-2025 Unified Planning Work Program (UPWP)

Treasurer/County Engineer Thomson reported the next step regarding the UPWP is to meet with WSDOT to make sure it meets their requirements. He added the Town of Nespelem as a voting member and assumed OCOG would receive the same amount of funding. He provided an excel spreadsheet with budget numbers where he added a county employee who will spend ¼ FTE doing work for OCOG in addition to insurance premiums. This puts the budget at \$66,000 in task one which leaves just over \$11,000 in task 2. He also believes he can remove the HSTP portion in the UPWP as it is only needed every 4 years, but he will check with WSDOT. The UPWP should then be ready for approval at the next OCOG meeting.

Thomson was thanked for all the work he put into this.

Action: OCOG Invitation Letter to the Colville Confederated Tribe

Secretary Timm reported that per RCW requirements, OCOG will invite the Colville Confederated Tribe to be a voting member of the RTPO for OCOG. Invitations have been sent previously, but they have yet to sign an Interlocal Agreement. A formal letter, along with the Bylaws and a draft Interlocal Agreement, will be sent to them explaining the benefits of becoming an OCOG member and asking them to join.

Motion:

Council Member Chris Scott moved to have Chairman Neal sign the OCOG Invitation Letter to the Colville Confederated Tribe. The motion was seconded by Council Member Teagan Levine.

Chairman/Commissioner Neal called for the vote; the motion passed unanimously.

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Discussion/Action: RTPO Administrative Support Position MOU Draft/Update

Treasurer/County Engineer Thomson reported this process started over a year ago and there are two parts to this item. It was agreed upon that this would be a county position who would perform ¼ FTE work for OCOG. It was also agreed that OCOG needed to provide its own insurance. He received a lot of information from CIAW regarding insurance which was provided in the meeting packet. The insurance premium for the remainder of the year is just over \$3,700 + 10% brokerage fee.

He stated OCOG needs to approve and sign the Interlocal Agreement with CIAW and needs to have a membership resolution confirming OCOG wants to be part of this group and retain insurance. There is additional paperwork he needs to complete and will work on that for the next meeting. The Council agreed to redraft the insurance and wait to pay it until it is closer to the next meeting date, at which time all policy documents will be signed.

Treasurer/County Engineer Thomson stated the next step would be to finalize the draft MOU which outlines how the work will be done and be paid. He stated he is the contact for OCOG to pay bills and the contact for the county to pay bills to WSDOT and wondered if this was a conflict of interest. Chairman Neal stated he was fine with that. He stated the MOU was modified in section 8 and they also added section 9, regarding insurance. The position will be a full-time county employee, titled “Engineering Technician”, and will spend ½ FTE for parks and trails, ¼ FTE as a transportation planner and ¼ working with OCOG. Their time will be tracked by specific categories, and they will also do some work on the county side with getting the position posted, etc. He will finalize the MOU and get it ready for approval.

Discussion/Action: Brewster Jail Fees

Brewster City Clerk, Misty Ruiz, reported the jail fees were discussed last year at which time she presented a draft agreement and asked for any comments. No comments were received from OCOG, and she subsequently presented this draft to the Commissioners. Another copy of this draft proposal was provided in today’s meeting packet.

She asked if OCOG was ready to approve the jail fees draft as presented, so they can move forward with this as a starting point and base line. A clean copy of the draft (without edit marks) was requested, and Ms. Ruiz stated she would provide that prior to next month’s meeting.

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Public Comment:

There was no public comment at this time.

Roundtable Updates

Each agency represented is given a few moments, if they wished, to report to the group on important issues going on in their jurisdictions.

Adjournment:

There being no further business to come before the Council, Chairman Neal adjourned the meeting at 5:48 p.m.

Approved:



Jon Neal, Chairman

Attested:



Paula Brantner-Thomas, TranGO, Clerk of the Board