

Tonasket City Council Agenda
Tuesday, September 14, 2021
7:00 pm

This meeting will be held in person and also on Zoom. Please wear your mask if you attend in person.

VIRTUAL ZOOM MEETING ID #863 3321 4547
PHONE #1-253-215-8782

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Approval of Agenda
- 5) Public Comment
- 6) Jennifer Weddle/Okanogan Highlands Alliance Public Art Project
- 7) Unfinished Business
 - a) Resolution 2021-12 authorizing the transfer of funds received by the City of Tonasket for one-time costs related to law enforcement and criminal justice. **Action item**
- 8) Mayor/Council/Committee Reports
- 9) New Business
 - a) Approve Interagency Data Sharing Agreement between the City of Tonasket and the Office of the Washington State Auditor. **Action Item**
- 10) Miscellaneous and Correspondence
- 11) Consent Agenda: minutes of the August 24, 2021 Council meeting, the August Payroll and the September Bills. **Action Item**
- 12) Adjournment

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DRAFT

Present: Mayor Kriner and Councilmembers Alexander, Levine, McMillan, Weddle and Ritter.

Staff: Johnson, Danison and Attwood

The meeting was called to order at 7:00 pm and the pledge of allegiance was given by all.

Roll call was taken and all were in attendance.

Motion to approve the agenda. M/McMillan, S/Levine. Carried 5:0.

Public Comment

- Patti Hill asked if the City has a mission for a year or five years. Levine commented the City has a street plan and plans for projects. Weddle has put together a project board for tracking.

This meeting has been advertised as a public hearing regarding an application for a variance from the front yard setback for a structure in the R-1 Zone, from Jennifer Gardinier. Mayor Kriner opened the public hearing. Mayor Kriner read through the procedures of the public hearing. There were no objections to the questions asked. Kurt presented the Staff Report. Kurt stated there were a few comments from neighbors and those were addressed. Jenny Gardinier and Ernie Bartleson were present and informed the Mayor and Council what their plan is by showing pictures of the site. There were a few questions from the Council.

Motion made to accept the recommendation and findings in the staff report and approve the variance as requested by Jennifer Gardinier, 7 W. State St. M/Levine, S/Ritter. Carried 5:0.

The public hearing portion of the meeting was closed.

Unfinished Business

Councilmember Levine asked if there is a Resolution prepared for OCOG, naming who would be the City representative and alternate. It was stated no resolution yet.

Department Head Reports

Johnson

- Reported he has been working on sewer maintenance, a side service, several funerals, the STP applications and there is a Fire Camp set up at Chief Tonasket Park.

Attwood

- Catching up with work after vacation.

Hawley

- Not available.

Mayor/Council/Committee Reports

Mayor

- Reported she would like the funds that come in from the DNR for fire use of facilities to go to the respective funds such as the parks, the TVBRC and the airport.
- Reported the City has been awarded STBG funds of \$400,000 for the Perfect Passage Project.
- Thank you to the firefighters. Thank you to Councilmember Ritter, appreciate her and the others for their hard work.
- Adhoc committee for Police Department—Ritter and Levine, should I continue or put an end to? Levine stated at this time conflicting schedules, extend for now. Mayor concurred.
- Ad hoc for Union which was Weddle and Ritter—will discontinue and turn over to Personnel Committee.

DRAFT

Levine

- Reported she gave presentations for the 2022 Public Infrastructure and Community/Economic Development Prioritization Process. The Perfect Passage has come in as the #1 project!

McMillan

- Public Safety quiet.

Weddle

- No report.

Ritter

- No report

Alexander

- No report.

Resolution 2021-12, authorizing the transfer of funds by the City for one-time costs related to law enforcement and criminal justice was discussed. It was determined Sheriff Hawley should be consulted and asked if the funds could be spent in the City of Tonasket or on the officers that work specifically in the City. This resolution will be on the next meeting agenda.

Motion to approve the Budget dates for the 2022 Budget:

Request to Department Heads for Budget Items	August 10, 2021
Budget Requests Due to City Clerk	4:30 pm Sept.17, 2021
Revenue Sources/Set Tax Levy Public Hearing	7:00 pm Sept. 28, 2021
Preliminary Budget Hearing	7:00 pm Oct. 12, 2021
Budget Workshop	4:30 pm Oct. 20, 2021
Final Budget Hearing	7:00 pm Nov. 9, 2021
Adopt Budget (tentative)	7:00 pm Nov. 23, 2021

M/Ritter, S/Levine. Carried. 5:0.

Motion to adopt Ordinance #829 amending Chapter 17.70.090 and adding a new definition to Chapter 17.10.029 and adding a new Chapter 17.70.182 to the Tonasket Municipal Code,
M/Ritter, S/Alexander. Motion Carried.

Miscellaneous and Correspondence

The City Clerk asked the Council to approve a payment to 509 Quality Property Maintenance for the Youth Center work, payment does not include retainage.

Motion to approve payment to 509 Quality Property Maintenance for 2,525,51. M/Ritter, S/McMillan. Carried 5:0.

The City Clerk informed the Mayor and Council the state has adopted a plan for Long Term Care and .58 per \$100 will be withheld from their checks.

Motion to approve the consent agenda: the minutes of the July 27th regular Council meeting, the July Payroll \$54,323.67 (10879-10901, 10903-10906-10908-10911, 10982 & direct deposit run 7/28/21) and the August Bills \$183,626.86 (10877-78, 10902, 10912 – 10958 & EFT 1-3 on 8/10/21. EFT 1 on 8/2/21 and EFT 1 on 9/1/21, M/Levine, S/Ritter.
Carried 5:0.

There being no further business the meeting was declared adjourned.

Alice J. Attwood, Clerk-Treasurer

Council Memo
Tuesday, September 14, 2021
7:00 pm

VIRTUAL ZOOM MEETING ID #863 3321 4547
PHONE #1-253-215-8782

TO: Mayor and City Councilmembers

FROM: City Clerk-Treasurer

Jennifer Weddle would like to discuss OHA's Public Art Project. I have attached a flyer from OHA describing the project.

Resolution 2021-12 is on the agenda again. There should be a report from a Councilmember regarding this matter. **Action Item**

An agreement with the State Auditor's office is on the agenda for approval. The purpose is to provide requirements and authorization for the City to exchange confidential information with the Auditors Office. **Action Item**



Okanogan Highlands Alliance (OHA) is seeking collaborators for a public art project! This project will add new works of nature-inspired art such as murals and sculptures to prominent locations within Tonasket City limits. The theme of this project is: *Birds of the Okanogan*. Works of art will be inspired by local bird life.

OHA's goals are to:

- Beautify Tonasket and vitalize our community;
- Spark excitement and appreciation for nature;
- Support the creative community;
- Stimulate the local economy by making Tonasket a desirable place to live and visit

What you can do:

- Volunteer a space to host public art work (side of a building, prominent open space);
- Write a letter of support (details on reverse);
- Volunteer to participate in artwork selection;
- Donate to this project



OHA commissioned the mural that transformed the sides of the Community Cultural Center of Tonasket at 411 S. Western Ave. We worked with muralist Andy Ecclesball.

OHA will administer the project. We will organize and facilitate the artwork submission and selection process, and develop press and promotional materials. OHA will also facilitate site preparation and logistics for art installation, communication between artists, business owners, City of Tonasket, general community and other stakeholders.

Questions? Comments? Want to get involved?

Contact Jen Weddle, OHA co-Director
jen@okanoganhighlands.org or (509) 429-4399

The project will proceed via a collaborative process:

- Property owners within Tonasket city limits identify and volunteer spaces to host public art works. (These entities will authorize art placed on their property.)
- OHA will secure project funding via grants and donations.
- OHA will advertise a call for artists. Concept submission open to all.
- A volunteer art selection panel (including interested stakeholders) will help to select art concepts, work with artists to develop concepts, and match selected artwork with locations.
- Artists will be compensated for materials, time and installation.

The following factors will be considered in selecting artwork.

- Fit to the theme of Birds of the Okanogan;
- Quality, visual appeal (judged based on mock-up and portfolio provided by artist);
- Location: Art will be matched with available locations, and subject to approval of property owner;
- Demographics: We seek to include diverse artists including youth, Native Americans, Latinx, historically marginalized groups, and local artists.
- Public safety
- Timeline for project completion
- Relevant Experience of Artist

RESOLUTION NO. 2021-12

A RESOLUTION authorizing the transfer of funds received by the City of Tonasket for one-time costs related to law enforcement and criminal justice.

Whereas, the Washington State Legislature has passed ESSB 5092 (the state budget that includes appropriations of funding to law enforcement for one-time costs related to law enforcement and criminal justice; and

Whereas, all law enforcement and criminal justice services are provided for the city by contract with the Okanogan County Sheriff's Office,

Now, therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TONASKET, WASHINGTON, as follows:

Those funds distributed by the State of Washington to the City of Tonasket pursuant to Section 739, Chapter 334, Laws of 2021 (ESSB 5092) in the amount of \$4,364.00 shall be transferred by the City of Tonasket to the city's contract law enforcement agency, i.e., the Okanogan County Sheriff's Office, to assist with one-time costs related to law enforcement and criminal justice to be utilized to address funding requirements and opportunities associated with the above referenced recently enacted legislation.

PASSED BY THE CITY COUNCIL this _____ day of _____, 2021.

APPROVED:

Marylou Kriner, Mayor

ATTEST:

Alice Attwood, Clerk-Treasurer

APPROVED AS TO FORM:

Michael D. Howe, City Attorney



WASHINGTON ASSOCIATION OF SHERIFFS AND POLICE CHIEFS

GET THE WORD OUT (GTWO)

July 28, 2021

Here is additional information on the budget provisos that provide per capita funding for Criminal Justice and LE legislation. Here are the bill references for cities and counties below as well as the specific distributions for [cities](#) and [counties](#).

- Steve

**NEW SECTION. Sec. 739. FOR THE OFFICE OF FINANCIAL MANAGEMENT—
CITY ASSISTANCE**

General Fund—State Appropriation (FY 2022)	\$20,000,000
TOTAL APPROPRIATION.	\$20,000,000

The appropriation in this section is subject to the following conditions and limitations: The appropriation in this section is provided solely for the office of financial management to distribute to cities according to population to assist with one-time costs related to law enforcement and criminal justice related legislation enacted between January 1, 2020, and June 30, 2021.

**NEW SECTION. Sec. 740. FOR THE OFFICE OF FINANCIAL MANAGEMENT—
COUNTY ASSISTANCE**

General Fund—State Appropriation (FY 2022)	\$30,000,000
TOTAL APPROPRIATION.	\$30,000,000

The appropriation in this section is subject to the following conditions and limitations: The appropriation in this section is provided solely for the office of financial management to distribute to counties according to population to assist with one-time costs related to law enforcement and criminal justice related legislation enacted between January 1, 2020, and June 30, 2021.

INTERAGENCY DATA SHARING AGREEMENT

Between

City of Tonasket

And the Office of the Washington State Auditor

This Interagency Data Sharing Agreement (DSA) is entered into by and between City of Tonasket hereinafter referred to as “Agency”, and the Office of the Washington State Auditor, hereinafter referred to as “SAO”, pursuant to the authority granted by Chapter 39.34 RCW and 43.09 RCW.

AGENCY PROVIDING DATA: Agency

Agency Name: _____
Contact Name: _____
Title: _____
Address: _____
Phone: _____
E-mail: _____

AGENCY RECEIVING DATA: SAO

Agency Name: Office of the Washington State Auditor
Contact Name: Jake Santistevan
Title: Audit Manager
Address: 1014 Fifth Street, Suite 202, Wenatchee WA 98801
Phone: (360) 522-2874
E-mail: jake.santistevan@sao.wa.gov

1. PURPOSE OF THE DSA

The purpose of the DSA is to provide the requirements and authorization for the Agency to exchange confidential information with SAO. This agreement is entered into between Agency and SAO to ensure compliance with legal requirements and Executive Directives (Executive Order 16-01, RCW 42.56, and OCIO policy 141.10) in the handling of information considered confidential.

2. DEFINITIONS

“Agreement” means this Interagency Data Sharing Agreement, including all documents attached or incorporated by reference.

“Data Access” refers to rights granted to SAO employees to directly connect to Agency systems, networks and/ or applications combined with required information needed to implement these rights.

“Data Transmission” refers to the methods and technologies to be used to move a copy of the data between systems, networks and/ or employee workstations.

“Data Storage” refers to the place data is in when at rest. Data can be stored on removable or portable media devices such as a USB drive or SAO managed systems or OCIO/ State approved services.

“Data Encryption” refers to enciphering data with a NIST-approved algorithm or cryptographic module using a NIST-approved key length. Encryption must be applied in such a way that it renders data unusable to anyone but the authorized users.

“Personal Information” means information defined in RCW 42.56.590(10).

3. PERIOD OF AGREEMENT

This agreement shall begin on July 16, 2021, or date of execution, whichever is later, and end on July 15, 2024, unless terminated sooner or extended as provided herein.

4. JUSTIFICATION FOR DATA SHARING

SAO is the auditor of all public accounts in Washington State. SAO’s authority is broad and includes both explicit and implicit powers to review records, including confidential records, during the course of an audit or investigation.

5. DESCRIPTION OF DATA TO BE SHARED

The data to be shared includes information and data related to financial activity, operation and compliance with contractual, state and federal programs, security of computer systems, performance and accountability for agency programs as applicable to the audit(s) performed. Specific data requests will be limited to information needed for SAO audits, investigations and related statutory authorities as identified through auditor requests.

6. DATA ACCESS

If desired, with the Agency’s permission, the Agency can provide direct, read-only access into its system. SAO will limit access to the system to employees who need access in support of the audit(s). SAO agrees to notify the agency when access is no longer needed.

7. DATA TRANSMISSION

Transmission of data between Agency and SAO will use a secure method that is commensurate to the sensitivity of the data being transmitted.

8. DATA STORAGE AND HANDLING REQUIREMENTS

Agency will notify SAO if they are providing confidential data. All confidential data provided by Agency will be stored with access limited to the least number of SAO staff needed to complete the purpose of the DSA.

9. INTENDED USE OF DATA

The Office of the Washington State Auditor will utilize this data in support of their audits, investigations, and related statutory responsibilities as described in RCW 43.09.

10. CONSTRAINTS ON USE OF DATA

The Office of the Washington State Auditor agrees to strictly limit use of information obtained under this Agreement to the purpose of carrying out our audits, investigations and related statutory responsibilities as described in RCW 43.09.

11. SECURITY OF DATA

SAO shall take due care and take reasonable precautions to protect Agency's data from unauthorized physical and electronic access. SAO complies with the requirements of the OCIO 141.10 policies and standards for data security and access controls to ensure the confidentiality, and integrity of all data shared.

12. NON-DISCLOSURE OF DATA

SAO staff shall not disclose, in whole or in part, the data provided by Agency to any individual or agency, unless this Agreement specifically authorizes the disclosure. Data may be disclosed only to persons and entities that have the need to use the data to achieve the stated purposes of this Agreement. In the event of a public disclosure request for the Agency's data, SAO will notify the Agency

- a. SAO shall not access or use the data for any commercial or personal purpose.
- b. Any exceptions to these limitations must be approved in writing by Agency.
- c. The SAO shall ensure that all staff with access to the data described in this Agreement are aware of the use and disclosure requirements of this Agreement and will advise new staff of the provisions of this Agreement.

13. OVERSIGHT

The SAO agrees that Agency will have the right, at any time, to monitor, audit, and review activities and methods in implementing this Agreement in order to assure compliance.

14. TERMINATION

Either party may terminate this Agreement with 30 days written notice to the other party's Agreement Administrator named on Page 1. However, once data is accessed by the SAO, this Agreement is binding as to the confidentiality, use of the data, and disposition of all data received as a result of access, unless otherwise amended by the mutual agreement of both parties.

15. DISPUTE RESOLUTION

In the event that a dispute arises under this Agreement, a Dispute Board shall determine resolution in the following manner. Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review facts, contract terms, and applicable statutes and rules and make a determination of the dispute.

16. GOVERNANCE

- a. The provisions of this Interagency Data Sharing Agreement are severable. If any provision of this Agreement is held invalid by any court that invalidity shall not affect the DSA Agreement between Agency and SAO

other provisions of this Interagency Data Sharing Agreement and the invalid provision shall be considered modified to conform to the existing law.

- b. In the event of a lawsuit involving this Interagency Data Sharing Agreement, venue shall be proper only in Thurston County, Washington.

17. SIGNATURES

The signatures below indicate agreement between the parties.

Agency

Office of the Washington State Auditor

Signature

Date

Signature

Date

Title: _____

Title: _____

tonasket@nvinet.com

Subject: Alice Attwood's Zoom Meeting
Location: <https://us02web.zoom.us/j/86333214547>
Start: Tue 9/14/2021 7:00 PM
End: Tue 9/14/2021 10:00 PM
Recurrence: (none)
Meeting Status: Meeting organizer
zmMeetingNum: 86333214547

Alice Attwood is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/86333214547>

Meeting ID: 863 3321 4547

One tap mobile

+12532158782,,86333214547# US (Tacoma)

+16699006833,,86333214547# US (San Jose)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 863 3321 4547

Find your local number: <https://us02web.zoom.us/u/kcmldiru3f>