

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

OCTOBER 24, 2022

The Board of County Commissioners met in regular session at the Douglas County Public Services Building in East Wenatchee, Washington. Commissioners Straub, Sutton, Steinburg, and the Clerk of the Board Tiana were present. County Administrator James Barker and Jordyn Giulio were present Civil Prosecuting Attorney James Mitchell in attendance.

I. 08:28 AM Pledge of Allegiance and Call to Order.

II. 08:30 AM Public Comments.

A. No public present and no written comments were received.

III. 08:30 AM The Board Met with Administrator Jim Barker.

I. Staff Report

Administrator

Jim Barker, Administrator:

A. Discussion was held on the dissolving of the Farmdale Home Owner's Association and the legal responsibility for the operation and maintenance of the stormwater retention ponds following the disbandment of the HOA. The operation of the stormwater retention pond has become neglectful and is in need of maintenance. The Civil Prosecuting Attorney will review and follow up to determine liability, providing the Board with an update soon.

B. Review and approval of the Administrator's Decisions and Directives from 10.17 & 18.2022; further discussion on the code language establishing the limitations for RV Parking within the County and City limits.

C. The Board requested the Sheriff to provide an update and overview of the Towns and Cities Emergency Services agreement during the budget meeting this afternoon.

D. Mike Dorsey, Civil Prosecuting Attorney will serve as the third party attorney reviewing the second street apartment complex and the request to defer frontage improvements.

IV. 08:40 AM Office of Public Defense Budget Work Session.

Present: Office of Public Defense Attorney Jesse Collins, Chief Accountant Karen Goodwin, Deputy Chief Accountant Leah Hurd.

A. Review of the department's budget for 2023, the largest increase for next year is within supplies. Services for interpreter and expert witness are needed and will now be assumed by the department's budget rather than Superior Court's. The department has hired an investigator, this budget line item has been reduced accordingly. The State Office of Public Defense Grant funds will be used toward the purchase of two vehicles to travel to Superior Court in Waterville, Jail in Okanogan County, Medical Lake for Juvenile Offenders as well as Chelan County. Continuing

OCTOBER 24, 2022 CONTINUED

education is needed for next year in order to meet the Washington State BAR Association accreditation requirements.

V. 09:06 AM Return to Administrator's Report.

E. Update to the Board on the event that occurred in the Palasades, the landowner was notified and the building was posted of the CUP and Building Permit violation, the Sheriff's Department was notified of the issue, however the event still occurred. The Building the event was held in is not permitted and a safety concern. The Sheriff's Office did receive an anonymous complaint, however due to the inconspicuous nature of the notice a deputy was not dispatched.

F. Update to the Board on the anticipated ARPA request to have covered parking for the County fleet vehicles at 19th street. The Assessor vehicles have become encased in leaf debris and sap from the adjacent trees along the trail.

C. Commissioner Sutton provided an overview of the Regional Aquatic Center meeting with Senator Hawkins for the development of a youth sports complex at the Wenatchi Landing.

G. Commissioner Steinburg requested clarification on the intent for the hiring of a third party land use attorney, discussion held amongst the Board to review the case law and current code to provide the county a briefing on their interpretation. Administrator Barker will be drafting a letter for clarification as to their concerns from the representatives of KTS development related to the 2nd street apartment complex.

H. Mr. Pauley contacted the County Engineer stating Northern Fruit's desire to withhold the funds rather than payment to the County per the promissory note. County Engineer joined session to provide an update as to WSDOT's requirement of SR28 and Cascade interchange improvements prior to development occurring, Northern is proposing to develop a packing facility within the Baker Flats area. Commissioner Steinburg will follow up with Mr. Pauley directly regarding the promissory note payment, a formal letter from the Civil Prosecuting Attorney will follow.

VI. 09:22 AM The Board Met with Auditor Thad Duvall and Chief Accountant Karen Goodwin.

A. Review of the budget in comparison to expenses.

B. Update to the Board of the Revolving Fund deposit and transfers from the NCW Fair to the Treasurer's Office. The Fair is working with the Safire vendor and Auditor's Office to address the issue, it is anticipated to be noted during the exit conference with the SAO.

C. Auditor Duvall provided an update on the elections security grant billing and accidental payment through the ARPA funds rather than through the grant, the Board would like to have the funds allocated from the grant and the Elections general budget per the intent.

VII. 10:20 AM MIS Budget Work Session.

Present: MIS Director Brad Hudson, Chief Financial Accountant Karen Goodwin, Deputy Chief Accountant Leah Hurd

A. There is a request for an additional vehicle next year for the MIS Department. Request for the purchase and deployment of GovQA for records management platform. Identification of payment and budgeting of the Starlink internet connection system for the Emergency Response trailer is needed for next year.

OCTOBER 24, 2022 CONTINUED

The Sheriff's budget will now need to assume the Starlink connection for the SRT response. Request to increase the budget for next year to purchase additional support hours with CDI for the Sheriff's Office use of Laserfiche as well as expansion of user training countywide.

B. Update to the Board on the Karpel system and the use be the Prosecuting Attorney and the Office of Public Defense, the vendor is working on developing a system connection for the production of discovery, limiting duplicate entries.

VIII. 11:00 AM Chelan-Douglas Developmental Disabilities Budget Work Session

Present: Developmental Disabilities Director Tamara Burns, Chief Accountant Karen Goodwin, Deputy Chief Accountant Leah Hurd

A. The job foundations program expense has increased for next year based off the state funding increase.

B. Update to the Board on preliminary discussion of the State's request to transition the Okanogan County DD program to be managed under the Chelan Douglas DD program.

IX. 11:11 AM The Board held an Administrative Work Session.

A. Administrator Giulio provided an update to the Board on the progress in developing a working scope for the Interlocal Agreement with the Fire District No. 2 for Fire Marshal services.

B. Update to the Board on the Department of Commerce meeting with planning services, the public comment period is being contested by Commerce. Contacting agencies for response regarding the Exempt Segregation from 20 acres to 5.

C. Records Manager/Clerk of the Board provided an overview of the Public Records Request related to the KTS 2nd street apartment complex development. Notice was provided to the County Commissioner not to destroy responsive records on personal devices.

D. Discussion held on the request for Low Income housing funds the CDCA request for funds and the Regional Port Authority's request for use of Rural County Sales and Use Tax funds for the aquatic center study. The Board is in agreement the project deadline was extended in an attempt to capture any additional requests of this nature, however these agencies did not meet the deadline and alternate funding will need to be secured by the respective agencies.

E. Discussion held on the financial forecasting and operational cost for the County's budget.

At 11:50 AM the Board took a brief recess until 1:30 PM to meet again at the Douglas County Public Services Building, 140 19th street East Wenatchee, Washington.

OCTOBER 24, 2022 CONTINUED

VIII. 1:30 AM Sheriff's Budget Work Session

Present: Sheriff Kevin Morris, Executive Assistant Tiffany Augustson, Chief Accountant Karen Goodwin, Deputy Chief Accountant Leah Hurd, Commissioner Steinburg was excused.

A. Next year's budget includes two new deputies for the response at the Grand Coulee Dam if the contract is signed with the Core of Engineer for professional services, if the agreement is not executed then the two deputy positions will not be filled. The Sheriff is also requesting to add a detective to the team, there is a need as the detective team is backlogged with cases. Potential addition of a Records Tech position, however the department will be reviewing opportunities to streamline services through utilization of Laserfiche and evidence storage categorizing software, the position may be left unfilled.

B. Update to the Board on the Emergency Service Agreement with the Towns and Cities, the department will be invoicing and updating the contracts for consistent language and services provided. Amendments will not be in effect for 2023 as the Sheriff believes proper noticing has not been provided to the Towns and Cities of the anticipated cost increase. Further review and development of the contract language will occur in 2023 and anticipated funding increases in 2024.

With no further business, the Board Chairman called to recess the meeting at 2:50 PM, and will resume on Tuesday, October 25, 2022 at the Douglas County Courthouse, Waterville, Washington.

OCTOBER 25, 2022

The Board of County Commissioners met in regular session at the Douglas County Public Services Building in East Wenatchee, Washington. Commissioners Straub, Sutton and Steinburg, the Clerk of the Board Tiana Rowland were present. County Administrators James Barker, and Jordyn Giulio, as well as Civil Prosecuting Attorney James Mitchell in attendance.

I. 08:30 AM Pledge of Allegiance and Call to Order.

II. 08:31 AM Public Comments.

A. No public present and no written comments were received.

III. 08:32 AM The Board Met with Administrator Jim Barker.

1. Staff Report

Administrator

Jim Barker, Administrator:

A. The Board was provided an update regarding Washington State Department of Transportation comments related to the Rocky Pond development due to the addition of the event venue. Mike Neer Development Review Engineer, provided perspective as to the requirements to address the concerns from WSDOT regarding the traffic access points to the estate. Staff is working with the Developer's transportation Engineer to identify opportunities for workable solutions to address WSDOT's comments.

B. Update to the Board on the application for proposed Road Vacation for a portion of the McNeil Canyon Road. Staff will be provided the application this afternoon.

C. Update to the Board on the asbestos testing that will be occurring at the 146 19th street property prior to demolition.

2. Personnel

Administrator

Jim Barker, Administrator:

A. Discussion held on the service agreement with the Sheriff's Office and the Grand Coulee Dam for emergency response, further discussion held on employment agreements for these additional positions, and having the employment contingent on the revenue from the Interlocal Agreement for professional services.

B. The Board approve the following Request for Hire: Sign Shop.

C. Update to the Board on the Unions comments regarding the Safety Manager Position, and upcoming safety committee meeting.

D. The Board approved the following Payroll Change Notices: Sarah Goodwin, Chief Deputy Treasurer; Jeremy Adams, Deputy 1; Ramon Ramirez, Facilities Maintenance IV.

OCTOBER 25, 2022 CONTINUED

IV. 09:04 AM The Board Met with Transportation and Land Services.

Aaron Simmons, County Engineer:

A. Overview of the action items for this week, review of the right of way acquisition for the Grant and Nile Ave proposed roundabout.

1) Supplemental Agreement-Tierra Right-of-Way Services Grant Road & Nile Ave Held Over

2) CRP Assignment 1015 & 1016

TLS 22-56

Motion:

Commissioner Sutton moved to approve Resolution TLS 22-56 CRP Assignment Number 1015 S. Mary Ave Canal Crossing & CRP 1016 S. Nancy Ave Canal Crossing; Commissioner Steinburg seconded the motion, and Commissioner Straub concurred.

3) Recommendations to Award Bid Held Over

TLS 22-53A

V. 10:00 AM The Board Met with Brock Hoenes & Rich Finger with Washington State Department of Fish & Wildlife and Jessica Inwood & Nelson Mathews with Western Rivers Conservancy Land-Land Acquisition Grant

A. Overview of the process for land acquisition with the Western Rivers Conservancy group for the proposed Chester Butte inholding, for Big Bend Phase 4. The goal is for habitat preservation for the purchase of 2,135 acres from the Ehlers and 1,470 acres from the Rice property owners, expanding the Big Bend wildlife area. The Western Rivers Conservancy group coordinates the purchase and sale for the management of the lands as well as establishing a lease agreement for graze land.

B. Commissioner Straub raised concerns regarding the limited grazing lands for farmers and ranchers, provided the recent wildfires occurring last year. WDFW provided an update grazing/range land would not be allowed with the transaction transfer to WDFW for the Big Bend Wildlife Area.

C. James Hemmer, provided perspective as to the use of the graze lands on the Ehlers property, the Rice grounds provided notice there was not an allowable activity as of this year due to the WDFW acquisition process, the Rice acquisition also limits the Hemmer's access to their lands.

VI. 10:30 AM The Board Held an Executive Session RCW(42.30.110)(1)(G) Personnel

A. Interview for Planning Director, at 11:20 AM executive session ended with no action taken

VII. 11:36 AM The Board met with MIS Director Brad Hudson via Zoom Teleconference.

A. Review with the Board the ARPA funding request for the MIS department, for Phone system upgrades and Microsoft licensing.

OCTOBER 25, 2022 CONTINUED

VIII. 11:45 AM The Board met with Prosecuting Attorney Gordon Edgar.

Executive Session RCW(42.30.110)(1)(i):

Attendees: Commissioners Straub, Sutton, County Administrators Jim Barker and Jordyn Giulio, Prosecuting Attorney Gordon Edgar, and Clerk of the Board/Risk and Records Manager Tiana Rowland. At 11:45 AM Commissioner Straub called for an executive session pertaining to litigation until 11:55 AM or 10 minutes, at 11:55 AM Chairman Straub called to end executive session with no action take.

IX. Consent Agenda:

Commissioner Sutton made a blanket motion to approve the consent agenda items as presented; Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

1) Notice of Hearing-Board of Equalization Property Tax Appeals

2) Settlement agreement and Mutual Release of Claims RLI Insurance Company

3) Assignment of Judgement Case No. 21-2-00156-09

4) Approved Dimensional Communications, Inc. AV Updates to Superior Court & Small Courtroom

5) Electronic Records Subscription Agreement-District Court Kottkamp, Yedinak & Esworthy PLLC.

6) Approved ARPA Funds Requests

- a. UV Lights for the HVAC System 1 year supply
- b. Crowdstrike Licenses MIS
- c. Voip Phony System MIS
- d. Microsoft Office 365 MIS
- e. Paving at the Fairgrounds Fair
- f. Grant Match Funding Transportation Project

7) Correspondence:

a. City of Bridgeport provided notice of limited Animal Control Services until a new Control Officer can be hired.

8) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	0035-0035	\$759,878.81
2.	ACH	None	\$0.00

With no further business, the Board of County Commissioners recessed at 12:02 PM to meet again on Wednesday, October 26, 2022 at the Douglas County Courthouse, Waterville, Washington.

OCTOBER 26, 2022

There were no appointments scheduled, no session was held. There being no further business, the Clerk of the Board in accordance with RCW 42.30.90 adjourned for the Board of County Commissioners to meet again on Monday, October 31, 2022 at the Douglas County Public Services Building, East Wenatchee, Washington.

The minutes are hereby read and approved.



BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON



Marc S. Straub Chair



Dan Sutton Vice-Chair

EXCUSED

Kyle Steinburg Member

ATTEST:



Tiana Rowland, Clerk of the Board