

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

APRIL 11, 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, were present, the Clerk of the Board Tiana Rowland was present. County Administrator James Barker and Jordyn Giulio were present.

- I. 08:30 AM Pledge of Allegiance and Call to Order.
- II. 08:31 AM Public Comment – No comment provided.
- III. 08:34 AM The Board Met with Douglas County Fire District #5 Chief Tyler Caille.
 - A. Proposal provided to the Board for an additional ARPA funding request, the Fire District is wanting to complete a Sawtooth Emergency Vehicle remount of the current ambulance chassis funding request for this project is \$101,224.20. The Fire District is requesting support for the purchase of additional Stryker Medical packets, this would allow for the administration of necessary lifesaving cardiac medications and defibrillation tools, the medical pack funding request is \$48,109.86. The Fire District is providing an investment of \$99,556.05 for the projects. The total ARPA funding request is \$149,334.06; the Board would like the Fire District to move forward in providing the ARPA funding committee the request.

IV. 8:57 AM The Board Met with Administrator Jim Barker.

- 1. Staff Report Administrator

Jim Barker, Administrator:

- A. Update provided on the State regulations implemented for morgue services, there are additional requirements that will require the county's currently contracted morgue facilities to adhere to the State's new regulations, if not this may become a responsibility of the County. The requirements go in to effect July 1, 2025.
- B. Update to the Board on additional fair project the removal of the dog barn, the expense would come from the unspent funds from the Department of Agriculture grant.

V. 09:00 AM The Board Met with Chelan-Douglas Land Trust-Michelle Tiegel, Michelle Flemming, and Curt Soper.

- A. Discussion held on the Chelan Douglas Land Trust projects within Douglas County to preserve the shrub step, overview of the current project the Keen and Breiler families provided land trust easement access to public lands.

APRIL 11, 2022 CONTINUED

- B. The current project is for easement access through the Kane property farm, the request is for support in a grant application with Washington State Department of fish and wildlife preservation.
- C. Further discussion held on the City of Wenatchee land use mitigation for development. The Chelan Douglas Land Trust serve as the conduit for the mitigation and preservation bank for development. The Board would like to explore this option further for potential implementation in Douglas County.

VI. 9:30 AM The Board Met with Chief Accountant-Karen Goodwin

- A. Discussion held on the American Rescue Plan Act funds and intended spending plan, the Board would like to use the funds for lost revenue the county incurred due to COVID-19 remaining uncommitted first half funds and all of the second half funding. The Board would like to have the funding request to be submitted and vetted through the committee prior to presentation for Board consideration.

VII. 09:41 AM The Board Met with Transportation and Land Services

Assistant County Engineer-Jennifer Lange

- A. Spanish Castle Project, there is currently \$127,000 left within the BSNF Escrow account, there is a request for the escrow account balance be returned to the developer however not all of the requirements have been met and or approved by BSNF. There is concern additional work may need to be completed by the county. The Board will consider this and discuss it further next week. There is an additional fee anticipated to be billed to the developer for the Spanish Castle Road and Railroad crossing incurred by the county the fees are \$29,167.97 for county staff expenditures. The Board would like to consider all billing to be assessed following 2017 for the project.
- B. Consultant Selection for Bridge Load Rating in Douglas County the bridges evaluated will be the Canyon B Bridge and C. Kummer Bridge. The recommendation is to move forward with TranTech Engineering, PLLC as the consultant for the load rating.
- C. Regional Bicycle Plan Update, the recent meeting the proposal provided additional bike lane for Grant Road, Batterman Road, and Rock Island Road. This is a truck route, the Board is not in agreement as there is concern for life safety.

Interim Land Services Director-Perry Hudson

- A. Discussion held on the City of East Wenatchee Interlocal Agreement for permits and the handling of large development. There is currently a preapplication for mixed use development on Rock Island Road the location is in the anticipated annexation location. Nate Pate provided an overview of the development process highlighting the phased review proves and engineering project review.
- B. Further discussion held on concurrent adoption of the City Codes for County development standards.

With no further business, the Board of County Commissioners recessed at 10:30 AM to meet again on Tuesday, April 12, 2022 at the Douglas County Courthouse, Waterville, Washington.

APRIL 12, 2022

The Board of County Commissioners met in regular session at the Douglas County Courthouse Commissioners' Chamber Waterville, Washington. Commissioners Straub, Sutton, and Steinburg, were present, the Clerk of the Board Tiana Rowland, County Administrator James Barker, and Jordyn Giulio were present.

- I. 08:30 AM Pledge of Allegiance and Call to Order.**
- II. 08:31 AM Public Comments – No Comments**
- III. 08:32 AM The Board Met with Administrator Jim Barker.**

1. Staff Report

Administrator

Jim Barker, Administrator:

- A. Review and approval of County Administrator's Decisions and Directives from 4.4.2022.
- B. Update to the Board on the Chelan Douglas Health District MIS infrastructure.
- C. The Board is in agreement to allow for the Dog Barn and program for the Fair to be suspended for 2022 or until an interest from 4-H has increased, the Dogs will not be allowed to stay over night and will be shown in an alternate show arena.
- D. Discussion held on the RCW and state requirements for mortuary services and the responsibility of counties if the contracted morgues are unable to meet the requirements.
- E. Update regarding the tumble weeds on Empire Ave.
- F. Update provided on the server capacity for the Office 365 migration, the mitigation will be transitioning to a cloud based server.
- G. Update to the Board on the Rivercom payroll, the county received no notice of the transition from the Guild to Teamster Union, however the request was made by Rivercom staff to deduct dues for both Unions. The County provided the response that only one deduction is allowed and written notice will need to be provided for the transition.
- H. Discussion held on hiring of a Paralegal for the Prosecuting Attorney's office, the request for use of Blake funds and potentially ARPA.
- I. The Youth rodeo contract issue has been resolved with a mutual agreement. The contract will be provided to the board soon.
- J. Discussion held on the Slim Picken LLC request for dedesignation of parcel 22210810021 and the Koenig parcels 22210810022, 22210810023 from Agriculture. There will need to be an analysis conducted for the area.
- K. Review of the draft proposed Office of Public Defense budget for the remainder of 2022 and projection for 2023. The Board would like to move forward with a pool vehicle to use for the department for transportation to the Okanogan County Jail and Waterville Courthouse.

2. Personnel

Administrator

Jim Barker, Administrator:

- A. The Board approved the following Payroll Change notices: Dayna Prewitt, Human Resource Manager.
- B. The Board approve the following Out of State Travel Authorization: Nicholas English, Douglas County Sheriff's Office.

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

Aaron Simmons, County Engineer:

- A. Update to the Board on traffic warning delineation for McNeil Canyon, there will be signage added for 25 mph for trucks and staff will be looking in to proximity caution sign for flashing when approached.
- B. Staffing update provided.

1) Right of Way Procedures Staffing Update

- A. Recommendation for appointment of Capital Programs Manager as the temporary acting until the County Surveyor is hired.

Motion:

Commissioner Steinburg moved to approve the updated Right of Way Procedures appointing the Capital Programs Manager as the program administrator; Commissioner Sutton seconded the motion and Commissioner Straub concurred.

2) Bridge Load Rating Consultant Approval

Motion:

Commissioner Sutton moved to approve staff's recommendation to move forward with TranTech Engineering, PLLC as the consultant for the bridge load rating, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

Perry Huston, Interim Land Services Director:

- A. Review of Washington Office of Attorney Generals briefing on the County legislative authority that binds the authority in the future.
- B. Review of Douglas County Code 14.32.070 the governmental coordination for adoption of city planning codes within the Urban Growth Area. The Board would like to have a historic timeline for the adoption of the concurrent standards.

V. 09:30 AM The Board Held an Administrative Work Session.

- A. City of East Wenatchee Annexation, the liability areas will need to be updated within the interlocal agreement. Further discussion on the invocation of jurisdiction within the agreement, the Board would like to have the ability to determine this point following the joint meeting with the City of East Wenatchee during May 3rd meeting and the public input.

APRIL 12, 2022 CONTINUED

B. Discussion on the City of Rock Island's interlocal agreement for annexation, the city is proposing incorporation of all the Urban Growth Area boundary. Areas of roadway are half within the city and county boundaries, as well as concerns for services.

VI. 10:04 AM Public Hearing

CE 22-16A

Following is a summary of the public hearing; and action taken by the Board of Commissioners. The summary is not intended to be a verbatim transcript. A recording of the hearing is available by contacting the Clerk of the Board.

Present

No Public Present

Staff Present: Paige Scott, Perry Huston, Jordyn Giulio, Jim Barker, Aaron Simmons.

Staff Report Auditor Thad Duvall and GIS Coordinator Amanda Taub:

Overview of the proposed Washington State Legislative District Precinct amendments.

Public Comment:

No comment was given.

Commissioner Straub closed the public comment portion of public hearing.

Motion:

Commissioner Sutton moved to approve resolution CE 22-16B as it will be presented for signature next week, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

VII. 10:18 AM The Board Met with County Auditor Thad Duvall.

A. County Auditor Thad Duvall, provided insight as the resolution and ballot title will need to be provided to the Elections Office by May 13th for the annexation ballot, this will be necessary if the interlocal agreement for annexation is not adopted.

B. Further discussion held on the Fire District RFI for Chelan and Douglas County Fire District consolidation. The concern is raised for representation maintained for the consolidation as there are more voter in Chelan County and all commissioners are considered 'at-large' position. A means to of remedying this is to determine representative districts within each county to ensure adequate representation from both counties.

VIII. 10:50 AM Consent Agenda:

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

1) Facility Use Agreement-American Red Cross

Douglas County Fairgrounds

Motion:

Commissioner Steinburg moved to approve the facility use agreement with the American Red Cross, Commissioner Sutton seconded the motion and Commissioner Straub concurred.

APRIL 12, 2022 CONTINUED

2) Approved Vouchers

| | | Check Numbers | Total Amount |
|-----------|-----------------|--------------------------|---------------------|
| 1. | Vouchers | 00355666-00355747 | \$170,617.53 |
| 2. | ACH | 80007375-80007376 | \$2,288.78 |

3) Approved Payroll

NET PAYROLL FOR: MARCH 1 TO MARCH 31, 2022

PAY DATE OF:

| APRIL 5 2022 | Voucher/Warrant Numbers | Total Amount |
|-----------------------------|--------------------------------|----------------------|
| Check Reconciliation | 63377-63379 | \$ 14,326.88 |
| Direct Deposit | ACH | \$ 741,087.05 |
| | | \$ 755,413.93 |

ACH Check Numbers: 80007354-80007373 in the amount of \$443,449.13

AP Check Numbers: 00355481-0035544 in the amount of \$667,025.85

***Includes all applicable special purpose districts payroll processed by the Auditor's Office.**

With no further business, the Board of County Commissioners recessed at 11:30 AM to meet again on Wednesday, April 13, 2022 at the Douglas County Courthouse, Waterville, Washington.

April 13, 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, April 18, 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



Kyle Steinburg Member

ATTEST:



Tiana Rowland, Clerk of the Board