

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

MAY 23, 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 and Civil Prosecuting Attorney James Mitchell in attendance.

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

II. 08:30 AM Public Comments – No comment was received.

III. 08:31 AM The Board Met with Administrator Jim Barker.

1. Staff Report

Administrator

Jim Barker, Administrator:

- A. Update to the Board on wash out damage throughout the county with the recent rainstorm, there was very little damage to the county roadway and the minor washout that did occur has been cleaned up.
- B. Discussion held on Matheson Roadway 9.5 the property owner allegedly spilled oil on the road, Mr. Matheson was notified to stop and the Department of Ecology may be following up.
- C. Signage waiver discussion for signs within the UGA areas.
- D. The Board would like to have a project update on the county social media accounts for roadway maintenance and repairs for this year. Outlining the holding of some preservation projects in order to allow the inflation cost to decrease for materials.
- E. Discussion held on the moving of the Coroner's office to the new Simon Street location with the City of East Wenatchee Police Station. The Board would like facility staff to complete the move rather than hiring a company.
- F. Update to the Board on NCW Fair main entrance, the project is \$37,000 over budget at this time due to fuel, materials, and inflation. The paving cost is unknown at this time and will likely be over the estimated cost as well. However the aggregate total for the 2022 projects is \$577,818.00, with bids coming in for other projects at less than the budgeted amount, the Fair will likely request to adjust funding between project but stay within the overall approved amount. The Board would like to continue with the entrance project and roof improvements for the dog barn using the surplus funds from other projects. The total project funding is a combination of ARPA, Current Expense REET funds, and the State Ag grant award in the amount of \$169,096.92 for grant approved projects this year.
- G. Discussion held on the placement of the recycle center located at Baker Flats. The property owner adjacent, Mr. Pittsinger, has requested the placement be moved, however it is located in the County right of way. Staff will review to see if the trailer can be moved slightly to accommodate their request.
- H. The Sheriff and Fair have met to establish an emergency evacuation plan. As well as Carolyn will be meeting with Treasurer to discuss the cash handling process at the fair.

IV. 09:11 AM The Board Met with Chief Financial Officer Karen Goodwin.

A. Review of Budget in comparison to expenses.

V. 09:25 AM The Board Met with Transportation Staff.

Aaron Simmons, County Engineer:

A. Review of action items for tomorrow.

B. Request for Engineer review of South bound of Eastmont Extension for crack seal repair evaluation.

C. \$526,000 of funds for design has been awarded for McNeil Canyon realignment. The next funding cycle will request for funding support in right of way acquisition and final construction phase of development. Further discussion held on grant projects with CRAB.

D. Discussion held on traffic studies and the general process for evaluation. The industry standard is ranked from A-F and is dependent on stopping at the interstation and the amount of time it takes to merge in to the lane of traffic. County code states that acceptable levels of service are dependent upon the zoning areas.

Perry Huston, Interim Director Land Services:

A. Discussion held on the codification of city codes based on reference within the Urban Growth Area.

B. Review of the meeting procedures for the closed record public meeting for tomorrow.

VI. 10:18 AM The Board Met with Chelan Douglas Land Trust Program Manager Mickey Fleming and Assistant Habitat Regional Director Amanda Barge with WDFW.

A. Discussion was held regarding Land Trust Mitigation bank, the City of Wenatchee is currently working toward the adoption of a mitigation bank program.

B. Amanda provided an update as to the habitat review process for habitat impact and mitigation, many developers do not have the capacity to mitigate in areas external to the development site. The City of Wenatchee is establishing a cost per acre and stewardship fee for impact mitigation and example based off the WDFW mitigation requirements of 2:1 ration; 10 acres would need to be purchases based off 5 acres of development as a means to attempt to establish a no net loss of habitat.

VII. 10:45 AM The Board Met with Chelan & Douglas County Fire District 2 Fire Chief Brian Brett.

A. Discussion was held regarding developing a Regional Fire Authority, this would combine services and the development of the Regional Fire Authority Board. The proposed levy rates would be \$1.50 per \$100,000 valuation, there will be an additional levy request on the ballot to allow for an increase above the 1% the issue is the cost of goods, potential L&I issue, inflation concerns. There will be a hiring of 6 additional fire fighters at the Rock Island station, and the level of service area will increase, there will in turn allow for improved service for fire calls as the number of responders available will increase. The initial funding model was developed based off volunteer fire fighter support, more than 7 years ago, the number of volunteers has decreased significantly since and driven the need for hiring of FTEs. The regionalization of the Districts will allow for the share of resources and volunteer fire fighter support.

MAY 23, 2022 CONTINUED

VIII. 11:20 AM The Board Met with LINK Transit Manager Richard DeRock and CDTC Jeff Wilkinson for the Wenatchi Landing Roundabout

A. Discussion was held regarding Feasibility and traffic study partnership with Chelan Douglas Transportation Council, LINK Transit, for the Wenatchee Landing roundabout. Potential funding options with the connection to improvements to public transportation systems, would allow for LINK to seek funds on a reimbursement bases for the development of Empire from 35th to Highway 2. The Board is in agreement to move forward with the evaluation of the roundabout at Empire and road improvements rather than the roundabout study at cascade and highway 2.

With no further business, the Board Chairman called to recess the meeting at 12:00 PM, and will resume again on Tuesday, May 24, 2022 at the Douglas County Public Service Building, East Wenatchee, Washington.

MAY 24, 2022

The Board of County Commissioners met for an advertises special meeting 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. 08:30 AM Public Comments – No comment was received.**
- III. 08:31 AM The Board Met with Administrator Jim Barker.**

1. Staff Report

Administrator

Jim Barker, Administrator:

- A. Approval of payroll change notices: Adam Brower, Ivan Munoz, Kasey Mendall, MacKenzie Jardine.
- B. Review and approval of the County Administrator’s Decisions and Directives.
- C. Clarification provided on the CRAB funding for the McNeil Canyon project \$562,000 will be awarded to the County now for design work, the remaining funds will be provided at a later date, the total award is anticipated to be 3 million.
- D. The Bid for the dog barn was higher than anticipated the roof improvements project, the Board would like to move forward with the project up to \$30,000 in cost as the contract is on site repairing the other barns.
- E. The camera system at the second street facility, the removal of a tree would allow for improved camera view scope and surveillance of the voter drop box. The Board is in agreement to authorize the removal of the tree.
- F. Staffing update for the Office of Public Defense the Board would like to have a regular update regarding the case load, staffing, and budgetary updates as it is a new department.
- G. Mid July the transition will occur for the Coroner’s Office, further discussion held on if there is a need for a part-time position to serve as back up for the Coroner’s Office.
- H. The Sheriff’s Office hours will be moving from 9am-4pm to assist in managing the records related to the axiom body camera system.

IV. 09:00 AM Public Hearing

TLS 22-20A

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

Sign-in sheet on file.

Staff Report Land Services Director Perry Huston:

Overview of the quasi-judicial process and the appearance of fairness.

The Board disclosed and ex-parte communication-

Commissioner Sutton, Steinburg, and Straub all disclosed there were no communications or interactions occurring that would impact their ability to be unbiased in their decision making for this project.

Tanner Ackley, Principal Planner:

Provided an overview of the project proposal, Planning Commission process, and recommendation for approval from the Planning Commission. Overview of the critical areas for the project, and the applicants mitigation measures submitted with their geotechnical report. There has been a traffic impact analysis for the project.

Kurt Blanchard, Douglas County Fire District 2 Fire Marshall:

Provided the review for fire mitigation for the area and the ravine as an area of concern, it was determined the thermal output for the area was low and not of significant concern.

Mike Neer, Douglas County Development Review Engineer:

Provided an overview of the consultant traffic study that was conducted, both Douglas County and City of East Wenatchee staff reviewed the results of the study. Under the City of East Wenatchee comprehensive plan's code level of acceptable service for transportation impact is E, the County's level is D or better. The City of East Wenatchee code is utilized for this development project as the project is located within the Urban Growth Area. Overview of the time intervals for corresponding level of service ratings. Overview of the road improvements, half-street improvements on Glen street and 5th street for curb, gutter, and sidewalk.

Steve Groseclose, Chief Criminal Deputy:

Provided perspective as to the crime, in residential apartment complexes, with other apartment complexes being developed in other areas of the county there has been limited crime increase in these areas. Further update provided to the Board on traffic mitigation regarding speeding, increased patrols and speed identification trailer have been deployed on Lyle street to mitigate traffic speed.

Motion:

Commissioner Steinburg moved to approve the Planning Commission's findings and conditions as presented for the approval of the Wilkinson planned unit development by Ordinance TLS 22-03-20B; Commissioner Sutton seconded the motion and Commissioner Straub concurred.

V. 10:25 AM The Board Met with Transportation Land Services.

1) Call for Bids: Hot Mix Asphalt

Resolution TLS 22-28A

Motion:

Commissioner Steinburg moved to approve resolution TLS 22-28A Call for Bids for Hot Mix Asphalt. *Bids are due Monday, June 13th, 2022 at 10:00 am in the Douglas County Public Service Building*; Commissioner Sutton seconded the motion, and Commissioner Straub concurred.

2) Call for Bids: Grader Roller Packer

Resolution TLS 22-29A

Motion:

Commissioner Steinburg moved to approve resolution TLS 22-29A Call for Bids for a Grader Roller Packer. *Bids are due Tuesday, June 14th, 2022 at 10:00 am in the Douglas County Courthouse*; Commissioner Sutton seconded the motion, and Commissioner Straub concurred.

3) RAP Funding for McNeil Canyon Road Project 0922-01 (CRAB)

Motion:

Commissioner Steinburg moved to approve RAP Funding for McNeil Canyon Road Project 0922-01 Commissioner Sutton seconded the motion, and Commissioner Straub concurred.

VI. 10:30 AM The Board Met with Chelan Douglas Developmental Disabilities Director Tamara Cardwell

- A. Advisory Board's Recommendation for Millage funding applications, the Brave Warrior project provides respite care, Upper Valley connections for social recreational and theater camp,
- B. Renewal DSHS Working Advance Program contract.

Motion:

Commissioner Steinburg moved to approve the DSHS renewal contract and the 2022 millage requests as presented, Commissioner Sutton seconded the motion and Commissioner Straub concurred.

VII. 11:00 AM 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) Approved Fair Contracts:

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| a. A Plus Wood Shop-Andrew Simmonds | Special Event Vendor Agreement |
| b. A Plus Wood Shop-Andrew Simmonds | Fair Vendor Agreement |
| c. Livin' Lux for Five Bux-Shawna Silver | Fair Vendor Agreement |
| d. Luis Torres | Fair Facilities |
| e. Robert Parcels & Morgan Smith | Fair Facilities |
| f. Ylse Engler | Concession Agreement |
| g. Knemyers Eatery & Spirits | Concession Agreement |
| h. Geno's Kettle Korn- Rick Noffsinger | Concession Agreement |

2) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00357057-00357154	\$410,993.03
2.	ACH	80007481	\$401.50

With no further business, the Board of County Commissioners recessed at 11:00 AM to meet again on Wednesday, May 25, 2022 at the Douglas County Courthouse, Waterville, Washington.

May 25, 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 Tuesday, May 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



Kyle Steinburg Member

ATTEST:



Tiana Rowland, Clerk of the Board