

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

JULY 18, 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 Rowland was present. County Administrators James Barker and Jordyn Giulio were present and Civil Prosecuting Attorney James Mitchell in attendance.

I. 08:29 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. Administrator, Risk Manger Giulio provided an overview of the 146 19th street house remodel, unfortunately the staircase to downstairs is not able to come up to code, but closing off the stairway and installation of a stackable washer and dryer is an alternate option. Access to the downstairs will be from the exterior door in the backyard. The updates to the house will be under \$50,000, a solution for air conditioning is needed, flooring replacement, painting, interior door replacements and light fixture replacement, perhaps a few windows will need to be replaced. The kitchen cabinet fronts will need to be replaced.
- B. Discussion held on the Martin Hall agreement for housing juvenile arrestees and housing options with Chelan County. The Board would like to discuss this further with the Juvenile Court Administrator.
- C. Commissioner Straub provided and update from City of Rock Island Mayor's request on the Interlocal Agreement for Annexation. The Board would like to have the action for Annexation to be taken by petition with the citizens of Rock Island rather than through the Interlocal Agreement Annexation process. The Board wants to assure the constituents support the Annexation. Commissioner Straub will follow up with the Mayor.
- D. The 4H stalls need additional dirt for the barns, the site pits are limited for fill dirt at this time.
- E. Update to the Board on the Sheriff's Department ARPA request. Further discussion held on the Sheriff's Budget the Board would like an update on the projected budget for year end.
- F. Review and approval of the Administrator's Decisions and Directives from 7.11&12.22.
- G. Permit Techs will be working with Chelan County on the SmartGov for their community development application review process, there are issues with payment receivables by Chelan County, we will assist as best as possible and if necessary the vendor will be followed up with.
- H. Update to the Board on the public defender caseload limit concerns for Mr. Krake in District Court.

JULY 18, 2022 CONTINUED

IV. 09:00 AM The Board Met with Developmental Disabilities Director Tamara Burns.

A. Overview of the service provider contracts, Millage annual contract, and the Washington State DDA Contract.

B. Overview of the project search program, the program opening is August 22 at 5:30 PM.

V. 09:30 AM The Board Met with Wenatchee Valley Dispute Resolution Center Executive Director Jennifer Talbot.

A. Presentation provided to the Board on the Wenatchee Valley Dispute Resolution Center mediation efforts within the Valley.

VI. 10:00 AM The Board Held a Work Session on the Following Items.

Jennifer Lange, Assistant County Engineer:

A. Update to the Board on the Interlocal Agreement with the City of East Wenatchee for the Stormwater Improvement and Road project, for 19th street NW and Cascade Avenue. This agreement would be for right of way acquisition for the project, the total amount the County is responsible is for \$345,000.

B. The notice of Stormwater Utility delinquent payment will be sent out to property owners this week, the notice has proven to be helpful in mitigating the need to sending delinquent payments to collections.

C. Update on the C. Kummer Ranch Road and Bridge improvement, the County received a total replacement grant by TIB for the Bridge, as long as the project is completed in the specified time frame, otherwise the County will be responsible of the match.

Mike Neer, Development Review Engineer & Todd Wilson, GIS Coordinator:

A. The Board discussed the proposed Boundary Line Adjustment for the Douglas County Parcel to the adjacent property owner Mr. Gunn. This would allow for private easement access for the parties to gain access their property rather than easement access through the County property.

Pre-application Process for Development Review:

A. Tanner Ackley Senior Planner, provided an overview of the types of projects requiring a pre-application process, and the scheduling of the meetings, which are held twice per month. The meetings were previously held weekly, due to staff shortage and availability the meetings were reduced to twice per month. There was a reduction in staff available for addressing paid permits. Further discussion on optional pre-application process for smaller projects, and go straight to permit process. The County will still maintain the permit review process for large projects. The Board would like to have an outline of potential options for pre-applications that can be general communication with the property owner rather than a full review meeting.

Perry Huston, Interim Director Land Services:

A. The consultant for BERK and Associates will provide an overview of the scope of work and budget tomorrow.

B. Update to the Board on the Planning Commission meeting and workshopping of Code amendments. The Board provided the directive to provide the Planning Commission the Stormwater evaluation amendment for a work session.

JULY 18, 2022 CONTINUED

VII. 11:05 AM The Board Held an Administrative Work Session.

A. Discussion on the County Risk Pool assessment for 2023, Auditor Duvall joined session to provide an update. The Property premium is increasing as the cost for building replacement is significantly more, the premiums for cyber security will increase due to the cyber security issues. The self-insured retention of the Pool has increased causing the need for reserves to increase. Recently the Pool increased the Self Insured Retention (SIR) to 3 million allowing for the premiums to remain relatively the same. The Risk Pools cash reserve will need to increase, in-turn causing the premium rates for the County to increase. The counties would then need to decide to increase their deductible capacity based on potential premium costs.

B. Update to the Board on the Michelsen's claim, the Risk Pool advises against approving the claim. The Board is in agreement to deny the claim per the Risk Pool's recommendation.

C. County Administrator provided an update on the Fair projects and budget, the paving cost is over, however the total aggregate for the projects will be less than budgeted and the Fair should be 25,000 or at break even for the projects.

D. The Regional Port Authority and Douglas County PUD have reached out to the County for GIS support in mapping the power transmission lines and Industrial use land to support the expansion of economic development with the County. The Board is fine with a preliminary discussion with GIS staff.

E. Discussion held on Rimrock Meadows, there is a request for addressing at this area, however most of the parcels are not developed. The concern is the addressing cost, typically the County addresses parcels as a building development application is submitted. There are 1,800 parcels in the area, Rivercom and the Sheriff's Office is requesting the addressing. The Board felt it was fair to assess a 'value received' share of the cost to those who gain the most form the addressing as there is a good deal of work involved. The County Engineer is working on a way to access the value of addressing.

F. Discussion held on the space need for the offices located at the Courthouse. A tour of the facility will occur tomorrow.

G. The Board reviewed the applications for NCW Fair Volunteer of the Year Award, and have selected Mark Schweitzer.

With no further business, the Board Chairman called to recess the meeting at 11:20 AM, and will resume again on Tuesday, July 19, 2022 at the Douglas County Commissioners Chamber Waterville, Washington.

JULY 19, 2022

The Board of County Commissioners met in regular session at the Douglas County Commissioners Chamber Waterville, Washington. Commissioners Straub, Sutton and Steinburg, the Clerk of the Board Tiana Rowland and Deputy Clerk of the Board Erika Guerrero 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. 08:30 AM The Board Met with Administrator Jim Barker.**

1. Staff Report Administrator

Jim Barker, Administrator:

- A. The new property has apricots and plums, discussion held on allowing the county employees to pick the fruit. The Board approved allowing employees to pick the fruit, during personal time outside of work hours.
- B. Request for an outside group to use the Douglas County Hearing room at 19th street. The Board would not like to move forward with allowing outside public groups to utilize the space at this time.
- C. The reposting of the mailing and publication with Prothman will cost \$3,314.00 for the Economic Development Director.
- D. Review of the security preparedness questions with Pacific Security. The Board is in agreement in moving forward with sending the response to the Elected Officials in the Courthouse. The Board would like to move forward with negotiating a contract with Pacific Security for an armed guard for 5 days per week with the exception of county recognized holidays. Further discussion held on the Auditor’s request for additional office space for ballot tabulation.
- E. Discussion held on the parking of the Emergency Response trailer and the development of a covered parking structure. The Fair is in need of new race barns, if one barn is created to house the response trailer as well as serve as a barn during fair season. The barn could also be used for winter rental storage for RV’s.

2. Personnel Administrator

Jim Barker, Administrator:

- A. The Board approve the following Request for Hire: District Court Clerk.

IV. 09:01 AM Continued Public Hearing

Resolution TLS 22-32B

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: Aaron Simmons, Perry Huston, James Mitchell, Jordyn Giulio, Jim Barker.

A. No further discussion held by the Board of Commissioners.

Motion:

Commissioner Sutton made a motion to approve resolution TLS 22-32B the surplus of a portion of Douglas County Parcel 22212140001, known as the sand pit pursuant to Douglas County Code 2.40; Commissioner Steinburg seconded and Commissioner Straub concurred.

V. 09:15 AM The Board Met with Transportation Land Services.

Aaron Simmons, County Engineer:

A. Project update, the negotiations for right of way acquisition on Badger Mtn. Road are moving forward.

B. The County was successful in securing road maintenance funds.

C. Commissioner Steinburg requested the County Engineer to gather information related to grading for the Rural County Sales and Use Tax grant for the NCW Fair leveling of the parking lot. Staff will fly the drone next week and get a better idea of the work necessary for the project.

1) City of East Wenatchee

Interlocal Agreement

Motion:

Commissioner Steinburg moved to approve the City of East Wenatchee Interlocal Agreement for Right-of-Way Funding & Acquisition along 19th Street NW and NW Cascade Ave, Commissioner Sutton seconded the motion, and Commissioner Straub concurred.

2) Notice of Hearing: Road Vacation

Resolution TLS 22-36A

Motion:

Commissioner Sutton moved to approve the Notice of Hearing for resolution TLS 22-36A: Road Vacation for a Portion of Jean Street. Hearing is *set for Tuesday, August 16, 2022 at 09:30 am in the Douglas County Courthouse*; Commissioner Steinburg seconded the motion, and Commissioner Straub concurred.

Perry Huston, Interim Land Services Director:

A. Update to the Board on the Associate Planner position one applicant took a position elsewhere the other is reviewing the offer.

B. Discussion held on the options for interim controls for the planning review process.

JULY 19, 2022 CONTINUED

C. Update to the Board on the PISA approval, a public hearing will be set next week anticipated for August.

D. Review of the amended budget with BERK and Associates for the population calculation and de-designation process. The projects are still within the budget set by the Board. The Board is in agreement to move forward with the notice to proceed with the project, signature authorization granted to the County Administrator on the Board's behalf for the notice. Further discussion held on the periodic review for the county's comprehensive plan.

1) Notice of Hearing

Resolution TLS 22-30

Motion:

Commissioner Steinburg moved to approve the Notice of Hearing for resolution TLS 22-30 to Consider Interim Ordinance TLS 22-04-30A Adopting Amendments to DCC 18.12.080. Hearing is set for Tuesday, July 26, 2022 at 09:00 am in the Douglas County Courthouse; Commissioner Sutton seconded the motion, and Commissioner Straub concurred.

2) Notice of Hearing

Resolution TLS 22-31B

Motion:

Commissioner Steinburg moved to approve the Notice of Hearing for resolution TLS 22-31B to Consider Interim Ordinance TLS 22-05-31A Adopting Amendments to DCC 14.32.070. Hearing is set for Tuesday, July 26, 2022 at 09:15 am in the Douglas County Courthouse; Commissioner Sutton seconded the motion, and Commissioner Straub concurred.

Return to Administrator's Report:

F. The Palisades School District has requested to purchase a few county vehicles that have been deemed surplus. The vehicles will be purchased for \$8,000 The Board would like to move forward with allowing this purchase and completing the intergovernmental transfer.

G. Review of the Douglas County Fairgrounds parking lot indicated that it is located outside of the city limits, further conversation on requesting an annexation for the parking lot for further development of RV area and sewer expansion.

VI. 9:49 AM The Board Met with County Auditor Thad Duvall.

A. The request is to use the law library for the ballot tabulation room. Currently tabulation occurs in the Auditor's Office in the annex, however, neither concealed nor open carry is allowed in the tabulation room. The tabulation also requires the ability for public viewing of the process.

VII. 10:54 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.

A. Review of the Waterville Hospital District's response regarding their ARPA funding application and seeking a levy lid lift.

JULY 19, 2022 CONTINUED

1) Approved ARPA Funding Requests:

- a. \$700,000 for the Badger Mountain realignment design project.
- b. \$22,450.14 Racom-Radio communication
- c. \$10,155.00 CDWG- Mobile command trailer computer and internet
- d. \$867.20 Graphics for mobile command trailer

2) Opioid Settlement Participation Form

Office of the Attorney General

3) Approved Services Provider Contract Extension for Chelan Douglas Developmental Disabilities.

- a. Mission Vista
- b. Elmview
- c. Goodwill Industries of the Columbia Inc.
- d. Tierra
- e. North Central Educational Services District

3) Approved Annual Contracts for Chelan Douglas Developmental Disabilities.

- a. DDA State Contract-DSHS Agreement 2163-25002
- b. Upper Valley Connections
- c. The Brave Warrior Project
- d. City of Wenatchee Park and Recreation
- e. Planning Dreams Janis Fowler
- f. Debra McLean
- g. Able Opportunities Jennifer White
- h. Washington Initiative for Supported Employment (WISE)

4) Approved Fair Contracts:

- a. Together for a Youth Vendor Agreement
- b. Douglas County PUD Vendor Agreement
- c. Walden Insurance Services, LLC. Amanda Walden Vendor Agreement

5) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00358513-00358653	\$480,076.52
2.	ACH	80007647-80007648	\$6,720.00

VIII. 11:20 AM Tour of the Courthouse.

With no further business, the Board of County Commissioners recessed at 1:30 PM to meet again on Wednesday, July 20, 2022 at the Douglas County Courthouse, Waterville, Washington.

JULY 20, 2022

A. Approved Special Check Run-Signature authority granted to the Clerk of the Board for approval

	Check Numbers	Total Amount
1. Vouchers	00358820	\$6,720.00

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, July 25, 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

EXCUSED

Dan Sutton Vice-Chair



Kyle Steinburg Member

ATTEST:



Tiana Rowland, Clerk of the Board