

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

AUGUST 15, 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 were present. County Administrators James Barker and Jordyn Giulio were present, Civil Prosecuting Attorney James Mitchell in attendance.

I. 08:30 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. 08:32 AM The Board Met with Administrator Jim Barker.

1. Staff Report Administrator

Jim Barker, Administrator:

- A. The Board discussed removing the emergency declaration for COVID-19 provided the Center for Disease Control has amended their guidelines for treatment and exposure to the virus, the Clerk of the Board will prepare a resolution to rescind the emergency declaration.
- B. In preliminary discussion with SCJ Alliance for code amendment and planning services they may be able to assist the county if necessary for on-call Land Services support.
- C. Discussion held on the Electronic Vehicle charging stations and installation at the Fairgrounds, the Department of Commerce released information regarding the grant application guidelines for the development of new EV stations.
- D. Chairman Straub provided perspective of the Grader use for wildfire support to the rural Fire Districts, the reliance on fire support through local farmers is not sustainable. Establishing firebreaks by grader is more efficient in reducing damage.
- E. Review and approval of the Administrator's Decisions and Directives from 8.8.2022.
- F. Personnel committee updates for the Board's consideration tomorrow.

IV. 8:45 AM The Board met with Douglas County Fire District No. 5 Chief Tyler Caille.

A. Overview of the benefits of the grader use in comparison to a dozer, the grader cut line of 6-8 feet, which is wider and faster than a dozer on flat CRP land. Fire District 5 would be able to pay for the maintenance and operation of the grader, this model would be similar to the agreement for equipment use with the DNR for use of emergency response vehicles or equipment. The grader would then be added to the Fire Districts insurance for fleet operation. The Board is in favor of developing an interlocal agreement for use and operation with Douglas County Fire District 5 rather than surplusing the grader.

AUGUST 15, 2022 CONTINUED

V. 9:03 AM The Board Met with Transportation and Land Services Staff.

Aaron Simmons, County Engineer:

A. Discussion held on the proposed vacation of Catalina Drive made by Mr. Davis, request for consideration the inclusion of right of way currently utilized as a turnaround for Catalina drive between parcels 60500001302 and 60500001301.

Directive:

The Board of Commissioners directed the County Engineer to include the existing temporary turnaround right of way with the Davis' petition for right of way vacation on Catalina Drive.

B. Overview of the action items for consideration tomorrow.

C. Overview of the on-call survey services statement of qualifications received. A recommendation will be provided tomorrow.

Perry Huston, Interim Director Land Services:

A. The City of Rock Island has requested the County to partner through the FERC process regarding the park development near rock island pond.

B. Discussion held on the establishment of interim controls and adoption process for amended/new code.

C. The Board would like to adopt the interim controls and then hold a public hearing for public comment and final delineation.

D. Discussion held on the short plat exemptions for frontage improvements, the limit is 4 parcels/lots within the short plat, additional parcels/lots is considered a subdivision outside of the UGA, within the UGA the limit is 8 lots. The Board would allow for deferral improvement agreements up to 4 lots, there is a limit of 5 year waiting period for an additional short plat development.

VI. 9:37 AM The Board Held an Administrative Work Session.

A. Discussion was held regarding Senator Hawkins proposal for developing a regional aquatic centered in the Wenatchi Landing area, the Board's concern is the cost for development and the funding source. The County will assist at the September 15th meeting by providing an overview of the transportation infrastructure needed for the Wenatchi Landing area.

B. Staffing update on interviews for the planning and land services department.

C. Discussion held on the City of East Wenatchee's plan to consider removing the transportation car tab tax and increase the city sales tax rate.

D. The City of Rock Island has requested assistance for traffic counting analysis, the belief is the data collected will be used toward a traffic impact study to increase the speed limit within town. The Board would like to discuss this at a later date.

E. Update to the Board on the fees assessed for A&G Brothers code violation.

F. Discussion held on the 146 19th street house, for remodel vs. demolishing and graveling the lot for additional loop trail parking.

G. Discussion held on the potential development of an office building at 146 19th street and the departments held with the building. Discussion held on expanding the 140 19th street Public Services Building.

H. The Board would like to establish time to discuss strategic planning for the county and campus locations.

AUGUST 15, 2022 CONTINUED

With no further business, the Board Chairman called to recess the meeting at 11:05 AM, and will resume again on Tuesday, August 16, 2022 at the Douglas County Courthouse, Waterville, Washington.

AUGUST 16, 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.

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

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

1. Personnel

Administrator

Jim Barker, Administrator:

A. The Board approved the following Payroll Change Notices: Ed Daling, Marco Capi, Marlow Dickerson, Temporary Even Worker Fair, Aaron Simmons, County Engineer; Becci Piepel, Solid Waste Director; Todd Boughton, Facilities Manager; James Mitchell, Civil Prosecuting Attorney; John Gormley Building Inspector; Tracy Walton, Legal Assistant; Jenny Schlaman, Office Administrator/Legal Assistant; Jeff Marx, Sign Shop Supervisor; Rene Avile, Appraiser; Steve VanLith, Maintenance Tech Area II; James Horan, Maintenance Tech Area II; Shari Tincher, Permit Center Coordinator; Lance Merz, Code Compliance Officer; Lars Petersen, Senior Plans Examiner; Leah Hurd, Chief Deputy Accountant; Jennie Munson, Elections Assistant; Jack Murphy, Juvenile Director; Cassidy Bartley, Administrative Assistant.

B. The Board approved the following Request of Hire: Building Official/Fire Marshal, Land Services; Administrative Assistant, Juvenile Probation; Temporary Licensing Clerk, Auditor; Deputy Clerk, District Court.

C. The Board presented with the request for out of state travel for GIS coordinator to attend the national conference in Boise, Idaho.

D. Discussion held on the Building Official position for the County it was last filled 14 years prior, however the county would like to move forward with bringing the position back for succession planning and permit review. The personnel committee's recommendation is to reinstate the position.

E. Douglas County Fire Chief No. 2, Brian Brett joined session and provided comment as to the partnership with the County for the Fire Marshal services. The Board of Commissioners provided assurance the county intends to continue the partnership with the Fire District for Fire Marshal Services, the position was previously within the County Personnel but not filled, the Board is looking to optimize services by reinstating the position.

AUGUST 16, 2022 CONTINUED

E. Update to the Board on the NCW Fair Department of Agriculture Grant, the funding award has not been received, however the temporary loan is due, the Fair manager may request an extension.

F. Discussion held on the electronic charging stations at the Fairgrounds.

G. Appraisal approval for the parcel located in Fancher heights, the Board approve the expense from non-departmental or at the Chief Financial Officers' decision. The appraisal amount is \$3,500 with Pacific Appraisal for parcel No. 23203610002.

1) Review of the Personnel Committee Recommendation- Building Official/Fire Marshal Position

Motion:

Commissioner Sutton moved to approve the recommendation of the personnel committee to reinstate the Building Official/Fire Marshal position, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

IV. 09:00 AM Public Hearing: Personnel Policy CE 22-36A & TLS 22-39A

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: Human Resource Manager, Dayna Prewitt; Interim Land Service Director Perry Huston; County Engineer Aaron Simmons.

Staff Report, Human Resource Manager Dayna Prewitt:

Overview of the proposed Amendments to the Personnel Policy Chapter 4.22 Regarding Cameras, the unions have been notified and the contracts have been negotiated in to the contracts, staff's recommendation is to approve the policy amendment.

Public Comment:

No comment was given.

Motion:

Commissioner Sutton made the motion to approve Resolution CE 22-36B & TLS 22-39B Amendments to the personnel Policy Chapter 4.22 Regarding Cameras. Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

AUGUST 16, 2022 CONTINUED

V. 09:30 AM Public Hearing: Road Vacation

TLS 22-36A

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

Public Present: Caitlin Orange, Nate Orange.

Staff Present: James Mitchell, Jordyn Giulio, Jim Barker, Aaron Simmons, Todd Wilson.

Staff Report, County Engineer Aaron Simmons:

Overview of the proposed Vacation of a Portion of Jean Street SE, on July 25, 2022 staff received the petition by applicants Nate & Caitlin Orange. As the right of way is no longer necessary for county transportation purposes, the County Engineer's recommendation is to approve the right of way vacation.

Public Comment:

Nate Orange- provided comments in favor of the Road vacation.

Motion:

Commissioner Steinburg made the motion to approve Resolution TLS 22-36B the Vacation of a Portion of Jean Street SE; Commissioner Sutton seconded the motion, and Commissioner Straub concurred.

**Auditor's AFN: 325737*

VI. 09:45 AM The Board Met with Transportation and Land Services.

Aaron Simmons, County Engineer:

A. Overview of the parking and RV parking spaces for the NCW Fair.

1) CRP 1007 Local Agency Agreement

US 2/97 & Cascade Ave

Motion:

Commissioner Steinburg moved to approve CRP 1007 Local Agency Agreement-US 2/97 & Cascade Avenue Intersection Improvement. Commissioner Sutton seconded the motion, and Commissioner Straub concurred.

2) CRP 1007 Project Prospectus

US 2/97 & Cascade Ave

Motion:

Commissioner Steinburg moved to approve CRP 1007 Local Agency Federal Aid Project Prospectus-US 2/97 & Cascade Avenue Intersection Improvement. Commissioner Sutton seconded the motion, and Commissioner Straub concurred.

3) CRP Assignment Number 1014

Resolution TLS 22-41

Motion:

Commissioner Sutton moved to approve CRP Assignment Number 1014-19th/Cascade Green Retrofit & LID Stormwater. Commissioner Steinburg seconded the motion, and Commissioner Straub concurred.

Perry Huston, Interim Land Services Director:

A. Overview of the options for interim controls pertaining to Douglas County Code 12.50.150 Transportation System and Frontage Improvements and Chapter 17.04.020(B)(3)(c) Applicability-Exempt Segregation. Direction was provided, and interim controls will be presented for adoption next week.

VII. 10:04 AM The Board Met with Auditor Thad Duvall.

A. Overview of the service plan for the consolidation of the Chelan and Douglas Counties Fire Districts, both districts are planning to increase the funding to \$1.50 per evaluation, determination is needed, if 60% of the vote is necessary to pass or if a simple majority is necessary. The election results will be certified today. The Civil Prosecuting Attorney is following up with Chelan County, MRSC, and the Fire District's legal representation.

B. The Licensing and Recording office will have very minimal staffing during the month of September, request for temporary employee to address the staffing absence. Licensing will be closed if necessary and recording will remain open during the time period if an interlocal agreement or temporary employee is not secured.

Minute Notation:

The Board authorized the County Auditor to move forward with either securing a temporary employee or interlocal agreement for licensing employment services.

C. The Auditor and Superior Court Judge have come to an agreement to relocate the law library to the Annex area and the elections tabulation room will relocate to the current law library adjacent from the Elections office in the courthouse on the second floor.

VIII. 10:45 AM The Board Held an Administrative Work Session.

A. Review of the request for hire for the Probation administrative position the range request for step 5 to be competitive and potential reclassification during budget season.

Minute Notation:

The Board approved the classification request.

B. Notice of Grant award, \$54,631.27 to the Douglas County Superior Court for AV Equipment Upgrades, the Board of Commissioners empowered Judge Huber to sign the agreement on the County's behalf.

1) Claim for Damages Presented by Civil Prosecuting Attorney

Samuel Roffe

No action taken at this time. Incident occurred on State Highway not County Roadway.

AUGUST 16, 2022 CONTINUED

IX. 10:46 AM Call for Executive Session RCW42.30.110(1)(g)

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

Attendees: Commissioners Straub, Sutton, County Administrators Jim Barker and Jordyn Giulio, and Civil Prosecuting Attorney James Mitchell. At 10:46 AM Commissioner Straub called for an executive session pertaining to personnel until 11:01 AM or 15 minutes, at 11:01 AM executive session was extended by the Chairman for an additional 5 minutes. At 11:06 AM Chairman Straub called to end executive session with no action take.

X. 10:46 AM Call for Executive Session RCW42.30.110(1)(i)

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

Attendees: Commissioners Straub, Sutton, County Administrators Jim Barker and Jordyn Giulio, and Civil Prosecuting Attorney James Mitchell. At 11:11 AM Commissioner Straub called for an executive session pertaining to potential litigation until 11:35 AM or 20 minutes. At 11:33 AM Chairman Straub called to end executive session with no action take.

XI. 11:35 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) Allocation Agreement-Attorney General Opioid Settlement

Motion:

Commissioner Sutton moved to approve the settlement agreement with the Attorney General's Office for the Opioid Litigation, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

2) ARPA Funding Request

Supplies for the Emergency Response Trailer.

Sheriff's Department

3) Approved Corporate Membership Agreement

YMCA Employee Benefit

4) Notice of Designation of Director and Alternates for Douglas County Risk Pool Representatives

5) Approved Fair Contracts:

- | | |
|---|------------------------|
| a. Yoani Sanchez Leyva, Abraham Martinez Arellano | Facilities Agreement |
| b. Stephanie Abukto | Facilities Agreement |
| c. Lay-Z Rose Boutique, Sabrina Lay | Vendor Agreement |
| d. Renewal By Anderson, Jamie Chestnutt | Vendor Agreement |
| e. Master Gardener Foundation of Chelan County | Vendor Agreement |
| f. Chelan Douglas Health District | Entertainment Contract |
| g. Nueva Rgion | Entertainment Contract |
| h. Jerry's Recycled Lariats, Rhonda/Jerry Pickering | Entertainment Contract |
| i. Briand Blair | Entertainment Contract |
| j. Psychic of Wenatchee, Lori Adams | Entertainment Contract |
| k. Allison Lewis, Tealpatrickart | Entertainment Contract |

AUGUST 16, 2022 CONTINUED

1. Eastmont Kiwanis

Professional Services

6) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00359377-00359507	\$963,350.41
2.	ACH	80007726-80007727	\$20,409.97

With no further business, the Board of County Commissioners recessed at 12:00 PM to meet again on Wednesday, August 17, 2022 at the Douglas County Courthouse, Waterville, Washington.


AUGUST 17, 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, August 22, 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