

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

JUNE 27, 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.

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. Update provided to the Board on the Indigent Defense costs for the county, year to date \$167,765 for attorneys use for ‘on call services’ until the Douglas County Office of Public Defense is fully staffed; \$4,410 on conflict attorneys, and \$11,000 on Blake issues.
- B. There was a rollover accident at 4th Street there were no injuries sustained.
- C. Update to the Board on the 146 19th street rental home, the renter has requested an extension of the lease terms by an additional week or longer do to a personal injury and illness. Administrator Giulio will work with the tenant on a sign notice of extension.
- D. Review and approval of the Administrator’s Decisions and Directives from 6.20.22.
- E. Personnel update for the Planning Department, the Associate Planner and Permit Tech positions have seen an increase in applications over the weekend.
- F. Review of the status of ongoing projects within the county.
- G. Discussion held on the Town of Waterville plated streets located within the Fairgrounds, the Board would like to move forward with the vacation process. The application is anticipated to be completed in fall early winter.

Minute Notation:

The Board authorizes the County Administrator to move forward with the application with the Town of Waterville for the Right of Way vacation of various roadways originally plated within the Fairgrounds.

IV. 09:00 AM The Board Met with Sheriff Kevin Morris and Under Sheriff Tyler Caille.

- A. Overview of the Ribbon Cutting Ceremony tomorrow for the new tactical facility.
- B. Update to the Board on the meeting to discuss the jail contract with the Chelan County Regional Jail billing will be conducted and verified for payment with the Sheriff’s Office.

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C. The NCW Fair and Sheriff's Office met to discuss the development of a safety plan, the team is working on coordinating the plan and implementing it prior to fair.

D. Update to the Board on plan to utilize the Laserfiche records management software system.

E. The Department is awaiting one more vehicle deployment for this year. The purchase order for this year for purchases next year will be limited to 60 days with the state bid.

Minute Notation:

The Board authorized the Sheriff's office to purchase the anticipated budgeted 2023 fleet vehicles in 2022 with Current Expense funds for replacement vehicles.

F. There are additional radio and communication outfitting needed for the Sheriff's COVID emergency response trailer.

V. 09:20 AM The Board Met with County Auditor Thad Duvall and Chief Financial Officer Karen Goodwin.

A. Review of expenditures in comparison to the budget.

B. Discussion held on the options for the cash fund balance allocation, the Board is in agreement to allocate these funds to the Local Government Assistance fund. Further discussion held on the Call for the Law and Justice Center Bond and the options for early repayment.

C. Overview of the format for the 2023 budget requests, the Board would like to see the position, wages, benefits, as well as details within the miscellaneous, travel, and equipment expense items. Budget estimate, actual, request, and differential (under/over cost) column added.

D. The Board would like to see the NCW Fair budget to include a capital improvement plan, and budget with delineated expenditures.

E. Overview of the Auditor's request for out of state travel. Action will be taken by the Board tomorrow.

VI. 09:58 AM The Board Met with BERK and Associates.

A. The Board met with Lisa Greiter and Lisa Johnson, overview of the budget and scope of work for the project. The population allocation process is the first project, the review of existing building infrastructure, and develop a methodology for population allocation with one regional meeting by the consultants and the Mayors within the County. This does not include in-depth analysis of where allocation of housing and specific industrial lands.

B. Overview of the dedesignation study review of agriculture lands and wider geography of areas of designation. The Board discussed identification of current hurdles determined for dedesignation if the review indicates. This will assist with the implementation and application during the periodic review process.

VII. 10:36 AM The Board Held a Work Session on the Following Items.

Perry Huston, Interim Director Land Services:

A. Commissioner Steinburg provided and update to the Land Services staff of the SCJ Alliance work with the city on the land bank mitigation development plan. Further conversation on the potential development of a plan within Douglas County, and the Foster Creek Conservation District managing and administering the program.

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Return to Administrator's Report:

H. Discussion held on the support time for the NCW Fair in the cash handling processing, the Treasurer's and Auditor's Office have offered to assist however there is concern for the Treasurer's budget impact. The Board would like to have the funds come from Current Expense.

I. The NCW Fair will be in tomorrow to provide an update on the Fair entry there is another option for bids with Gibbs Graphic.

J. Discussion held on the City of Rock Island's request for facility improvements at the recycle center.

VIII. 10:59 AM The Board Met with the Auditor, Assessor, and Treasurer.

A. Discussion held relating single point of entry access to the Douglas County Courthouse in Waterville. The primary concern is safety and balancing the constituent's constitutional rights to concealed carry to other locations other than the Courtroom. The elected officials within the annex would like to discuss improvements to assist in comfort for staff and the rules of engagement for the armed guard manning the metal detection station. An option would be to add a door at the Auditor's office as well as bullet shielding glass at the customer counter space areas. The Board is in agreement to review a proposal option developed by the Auditor, Assessor, Treasurer's office to address safety concerns for the office.

IX. 11:39 AM The Board Held a Work Session on the Following Items.

Jennifer Lange, Assistant County Engineer:

A. Update to the Board on the C. Kummer Ranch Bridge necessary road improvement, and the road detour.

B. Presentation for the Board's consideration for the contract amendment with consultant Tran Tech for the Bridge Load rating and design of improvements.

Perry Huston, Interim Land Services Director:

A. Overview with the Board the proposed Planning Commission request for Douglas County code amendments, and request for delineation of which project the Board would like to pursue. The Board would like to move forward with all 3 proposals, 1) amendment to DCC 17.04.020 reduce required parcel size for exempt segregation from 20 acres to 5; 2) amendment to DCC 12.50.150 to create exemption for two lot short plats from off-site improvements, frontage improvements, and right of way dedication unless conclusively demonstrated to be reasonably; 3) Amendment to DCC 20.34.010 to change Type II SCS synthetic rainfall event to type 1A outside of the study area.

B. Further discussion with Engineering staff regarding storm water retention and drainage. The Board is requesting a white paper regarding the pros and cons of the amendments to the stormwater designation within the county for the Board to review and determine moving forward with the hiring of a consultant for the project.

Lance Merz:

A. Update to the Board on the Marijuana processing license transfer application, the property at 11 gun club road this property is not meeting Douglas County codes as well as well as a permit is needed as the occupancy for the building has changed. Recommendation from staff is to deny the application for license transfer until the code amendments have been addressed.

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B. Update to the Board on Mr. Wright, for a readiness hearing, the request was made by the attorney to dismiss the case however the Judge denied the claim. Update on the 1115 N. Mary street property where the tenants have a no contact order against Mr. Wright for two years. There were buckets of human waste, and strong smell of decomposition.

C. Update to the Board on the compliance of a case at 652 S. Larch Street, the parcel was sold and the company performed the cleanup mitigation.

D. Update to the Board on A&G Brothers notice of compliance and requirement for building permit submittal, Mr. Lopez is claiming to not understand the necessary steps needing to be completed despite signing an affidavit of understanding and offered translation by the County.

E. Further discussion held on the Health District support for mitigation of code compliance issues, septic system issues, and none responses

With no further business, the Board Chairman called to recess the meeting at 12:36 AM, and will resume again on Tuesday, June 28, 2022 at the Public Service Building, East Wenatchee, Washington.

JUNE 28, 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. 08:31 AM The Board Met with Administrator Jim Barker.

1. Staff Report

Administrator

Jim Barker, Administrator:

A. The Board held discussion on the notice of overage in bed occupancy for Martin Hall Juvenile Detention Center, further discussion on the use of Chelan County Juvenile Justice Center.

B. Update to the Board on the potential bid for a generator at the Law and Justice Center the estimate is \$103,378.16 and purchased from the Statewide vendor list.

C. Update to the Board on the Palisades claim for damages a second estimate was secured and staff's recommendation for approval.

1) Approved ARPA Committee Recommendations

Motion:

Commission Sutton made a blanket motion to approve the recommendations of the ARPA committee, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

2) Approved Claim for Damages

K. Best

Motion:

Commissioner Steinburg moved to approve the claim for damages for K. Best for AI's Auto for \$5,621.56; Commissioner Sutton seconded the motion; and Commissioner Straub concurred.

2. Personnel

Administrator

Jim Barker, Administrator:

- A. The Board provided the Auditor's Out of State Travel Request.
- B. The Board approve the following Request for Hire: Deputy Clerk, District Court.
- C. The Board approved the following Payroll Change Notices: Judd Jones, Maintenance Tech; Fernando Garcia Programs Tech Temporary Employee.

IV. 09:00 AM The Board Met with NCW Fair Manager and Ramon

A. The front entry way for the fair, they met with Gibbs Graphics, he will be able to start the project as soon as possible in order to meet the Fair start date in August. The company completes many of the sign works within the City of Leavenworth and Wenatchee Valley. The estimated cost is between \$50,000-\$60,000.

Minute Notation:

- A. The Board of Commissioners are in agreement to allow the Fair to move forward with the project.
- B. Discussion held on the Lion's Den foundation, and potential options for use.
- C. Grant County has requested to use the Fair's stage for an event. The Board is in agreement to allow the use, with an agreement in place to cover liability issues.
- D. The fair has secured a contract for the Carnival during the Fair.

V. 09:25 AM The Board Met with Transportation Land Services.

Aaron Simmons, County Engineer:

- A. Update to the Board on the Open House meeting regarding the Grant and Nile roundabout, there was limited public participation despite the social media interest and concern.
- B. Update to the Board on projects and on call surveying will be out for RFQ again as no proposals were received.
- C. Discussion held on Skills Road and the roadway improvements, County Engineer will provide an update next week.
- D. Discussion held on Highland Orchard, Douglas', and County regarding right of way from Chalk Hills Road.

1) WSDOT Supplemental LAG 22-23 Agreement

Tran Tech Engineering, LLC

Motion:

Commissioner Sutton moved to approve the addendum number 1 with Tran Tech Engineering LLC consulting for C. Kummer Ranch Bridge repairs, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

VI. 09:54 AM The Board Met with Solid Waste Director Becci and Mayor Randy Agnew

A. Review with the Board on the historic development of the City of Rock Island's shop and recycle center.

B. Discussion held on use of trailers rather than full recycle centers, the cost for trailer

C. Mayor Agnew brought to the Board's attention receiving the notice from the county on the City's use of the shop that was funded through the Department of Ecology for Solid Waste use. The County held discussion with the Mayor regarding capital improvements for the recycle center requested for HVAC system installation, insulation, and restroom installation. The Board is in agreement the recycling center is open one day per week and does not warrant the necessity for the restroom, HVAC at this time a temporary restroom is sufficient to meet the one day operation needs. County Administrator provided an update the City of Rock Island during the development of the intended recycle center issued the permit and completed the inspection and issuance of occupancy. The Mayor would now request for the purchase of a swamp cooler air conditioning unit and heater for the winter months. The Board would like to see installation for the building completed by the city once this is complete the Board would be in agreement to purchase the heating and air conditions unit.

D. The City is need of a new scale or fix however this has not been completed despite requesting the fix several months prior. The city has been placed on notice recyclables will not be picked up until the scale is fixed.

1) Approved Addition of City of Rock Island to WeCarePaintCare Agreement

Motion:

Commissioner Steinburg moved to approve the addition, Commissioner Sutton seconded the motion and Commissioner Straub concurred.

VII. 10:30 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) Request of Qualifications- 2022 Architecture/Engineering

CE 22-33A

Motion:

Commissioner Sutton moved to approve the Request for Qualifications for the 2022 Architecture/Engineering Consulting Services, proposals are due Tuesday, July 26, 2022 at 10:00 AM; Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

2) Approved Notice to Washington State Liquor and Cannabis Control Board for Denial of Application Indi Productions, LLC.

3) Notice to the Chelan County Regional Jail –Approved Contract continuation until 2023

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4) Approved Rivercom FY23 SECO County Coordinator Professional Development Contract

5) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00357997-00358124	\$306,685.42
2.	ACH	None	\$0.00

VIII. 11:00 AM The Board Held a Ribbon Cutting Ceremony for the Law and Justice Tactical Training Facility.

With no further business, the Board of County Commissioners recessed at 12:30 PM to meet again on Wednesday, June 29, 2022 at the Douglas County Courthouse, Waterville, Washington.

JUNE 29, 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, July 5, 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