

JULY 12, 2022 CONTINUED

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

JULY 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, 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. 08:29 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. Update to the Board on the security request made by the Treasurer, Assessor, and Auditor's Office. Further discussion held on the installation of security cameras on the interior entry point for the new single point of entry at the Courthouse. The initial bid with Keyhole is \$18,000 for the installation of the cameras, another bid will be secured prior to a decision is made. The request for bullet resistant glass is estimated to cost \$27,000 for the materials there would be additional fees for installation. The Board would like to review the space tomorrow to brainstorm alternate ideas.

B. \$216,000 is the final closeout cost of the NCW Fair reroofing project with Signature Roofing. Further discussion held on the funding support for the Fair capital improvement projects. The Board would like to see the business plan fully developed to ensure the profitability of the Fair and outline the remaining infrastructure needs if any.

C. Review and approval of the Administrator's Decisions and Directives from 6.27-28.2022. From the D&D's the Board requested the Civil Prosecuting Attorney to further examine the agreement with Martin Hall Juvenile Facility. Further discussion held on the Lion's Den slab and paving with asphalt. The concern is removal and or paving being completed prior to fair and meeting the Board's expectation as this is a specialty-paving project.

D. Civil Prosecuting Attorney gave an update on the Bond litigation for the former Treasurer's Bond, there is a hearing set for the 26th of August. It appears the Bonding company is contesting the claim. The Town of Mansfield Airport Road suit is set for August 26th as well.

E. Discussion held on the County is moving forward with the agreement to allow for the Chapaka development through Mr. Skylstad access and use to County Right of Way for staging of materials. Further discussion held on the Right of Way acquisition process, for the Badger Mountain roadway realignment, there has been a bottle neck at SCJ Alliance for the acquisition process, The Board is in agreement to provide any support necessary for the project to be back on track for acquisition.

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F. Discussion held on the movement of one inmate from the Okanogan County Jail to the Chelan County Regional Jail as the assigned indigent defense contract attorney is making an additional trip to Okanogan County Jail at the County's expense.

G. Administrator Giulio provided an update on the Risk Pool's assessment regarding the officer involved accident at the intersection of SR 28 and Eastmont Extension. The Pool has determined there is no liability for the County, and the Risk Pool is denying the claim. The County has the option, to either move forward with the denial of the claim or pay for the claim. Both vehicles were determined to be decommissioned; the claim is over the County's deductible for a total of \$100,000.00. The Board would be interested in entertaining a release of claim amount. The County Administrator will follow up with Risk Pool on options.

IV. 09:26 AM The Board Met with Patty Browning Accounts Payable.

A. A status update was provided on the IRS miss applying the Qr 3 payment, we are awaiting the IRS to apply the 4th Qr payment for them to realize the issue of issuing a refund check that should have been applied to the 4th Qr payment rather than 3rd Qr as the IRS processed.

V. 09:30 AM The Board Met with Transportation and Land Services Staff.

Aaron Simmons, County Engineer:

A. Commissioner Straub requested a status update on the plan for crack sealing of Sun Cove.

B. Overview of the action items for approval tomorrow.

C. Update to the Board on the budget and expenditures for the Badger Mtn. Road realignment project. The Right of Way acquisition is pushing the project over budget. The County Engineer will be following up with SCJ Alliance on the design and acquisition for the realignment. The Board is in agreement the right of way acquisition is necessary for the project and understand the cost over run for the project.

Perry Huston, Interim Director Land Services:

A. Discussion held on zoning and city code amendments.

B. Update to the Board on the Planning Commission meeting set for Wednesday.

C. Further discussion held on the pre-application process. The Board would like to hold a work session regarding the process and look for opportunities to streamline review.

VI. 10:30 AM The Board Met with Pacific Security Jay Yarbrough and James Mattix.

A. Overview of the training with CGTC yearly for firearm safety, all security guards receive a first aid training, the security guard's role would be to stop the arrestee if an attempt to flee occurs. The locking and guarding of fire arms and holster at the single point of entry would be conducted by the guard. The guard would respond to if an emergency occurs and assist with any departmental support. Identification of a common source radio notification systems is needed to inform employees of an emergent situation or request for support.

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VII. 11:15 AM The Board held an Administrative Work Session.

A. Deputy Clerk of the Board provided an update on the Board of Equalization, a petitioner submitted a late petition, the Department of Revenue's recommended is to accept the petition, as the County is behind in processing hearings.

Minute Notation:

The Board approved the acceptance of the late application per the Department of Revenue's recommendation.

B. Human Resource Manager Dayna Prewitt met with the Board to discuss the Economic Development Manager position. Prothman's recommendation was to potentially increase the salary, the position has since been taken down. The Board would like to review the position description and if other agencies are having success in hiring candidates for similar positions. Overview of the Risk Manager position, and the salary range.

C. The Sheriff's Office is no longer able to provide background checks for the County, and the County will need to work with the Washington State Patrol for the Background information.

D. Update to the Board on the Salary publication that is required.

VIII. 11:35 AM Call for Executive Session RCW42.30.110(1)(g)

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

Attendees: Commissioners Straub, Sutton, and Steinburg, County Administrator Jim Barker and Jordyn Giulio, Human Resource Manager Dayna Prewitt, Civil Prosecuting Attorney Jim Mitchell, Clerk of the Board Tiana Rowland.

At 11:36 AM Commissioner Straub called for an executive session pertaining to personnel until 12:00 PM, executive session ended at 12:00 PM with no action taken.

At 12:01 The Board of Commissioners recessed to meet again at 1:30 PM as the Regional Council.

IX. 1:30 PM The Board Met as the Regional Council.

At 2:54 PM the Regional Council meeting adjourned.

X. 2:55 PM The Board Reconvened in Regular Session.

A. Call for executive session at 2:57 PM Gordy, Jordyn, Jim Dayna BCC, Me.

XI. 2:56 PM Call for Executive Session RCW42.30.110(1)(g)

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

Attendees: Commissioners Straub, Sutton, and Steinburg, County Administrator Jim Barker and Jordyn Giulio, Human Resource Manager Dayna Prewitt, Prosecuting Attorney Gordon Edgar, Clerk of the Board Tiana Rowland.

At 2:57 PM Commissioner Straub called for an executive session pertaining to personnel until 3:15 PM, executive session ended at 3:15 PM with no action taken.

With no further business, the Board Chairman called to recess the meeting at 3:20 AM, and will resume again on Tuesday, July 12, 2022 at the Douglas County Courthouse Commissioners Chamber, Waterville, Washington.

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JULY 12, 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. 08:31 AM Public Comments – No comment was received.**
- III. 08:32 AM The Board Met with Administrator Jim Barker.**

1. Staff Report Administrator

Jim Barker, Administrator:

- A. Update to the Board on a potential claim for damages from 2019.
- B. Sabey through Intergate LLC. is filing a lawsuit through Superior Court regarding the request for property tax evaluation refund, the proper process is through the Board of Equalization, and 2021 appeal has been sent to the state.
- C. Discussion held on the movement of inmates from Okanogan County to Chelan County Regional Jail, depending on indigent defense cost. The Board would like to determine if any cost saving can occur and determine movement of inmates when and if necessary.
- D. Commissioner Straub will follow up with Chelan County regarding the development of a contract for housing of Juvenile inmates with Chelan County.
- E. Update on the Mansfield ambulance the second payment is due and the Chief Financial Accountant will be following up, as payment has not been received.
- F. Update on the anticipated request for funds to complete the Sheriff's emergency response trailer.

1) Project Closeout and Final Payment NCW Fair

Motion:

Commissioner Sutton moved to approve the final closeout payment for the NCW Fair, Commissioner Steinburg seconded the motion; and Commissioner Straub concurred.

2) Approved Reimbursement-Office Chairs Administrator

IV. 09:00 AM Public Hearing: Surplus of County Property TLS 22-32A

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: Allen Jorgenson
Staff Present: James Mitchell, Jordyn Giulio, Jim Barker, Aaron Simmons, Perry Huston.

Staff Report, Interim Land Services Director Perry Huston:

Overview of the proposed Surplus of County Property for a portion of Douglas County parcel number 22212140001.

Public Comment:

No comment was given.

Commissioner Straub closed the public comment portion of the hearing.

The Board held discussion on alternate options available for the project.

Motion:

Commissioner Sutton made a motion to approve Resolution TLS 22-32A Surplus of County Property a Portion of Sand Pit, Commissioner Straub seconded the motion for approval.

Commissioner Steinburg would like to hold the meeting at an additional date for discussion on alternate options.

Vote: Commissioner Sutton vote in favor, Commissioner Straub and Steinburg voted no.

Second Motion:

Commissioner Steinburg move to close the public comment portion of the hearing and continue the hearing for further discussion and staff update until Tuesday, July 19th at 9:00 AM; Commissioner Sutton seconded the motion and Commissioner Straub concurred.

V. 09:30 AM The Board Met with Mr. Allen Jorgenson

A. Mr. Jorgenson updated the Board with his concern of the AT&T cell phone tower and the light pollution from the blinking lights necessary for FCC. The request is to have towers lower than 200 feet in order to avoid the FCC air flight mitigation of light signals. Another option is to have radar detection lighting system. Director Huston provided an overview the lighting mitigation options for cell towers is limited to esthetics of the tower. The Board could update the code language and the FAA would determine the type of mitigation necessary. Commissioner Steinburg provided the pilots perspective of the life safety feature the light delineators provide when flying.

JULY 12, 2022 CONTINUED

VI. 10:00 AM The Board Met with Transportation and Land Services.

Aaron Simmons, County Engineer:

A. Update to the Board on grader training, the County will need to seek outside source for training as the local options were not fruitful.

B. Project updates and staff report provided.

1) Local Agency Agreement Supplement No.2

Empire Ave

Motion:

Commissioner Sutton moved to approve the Local Agency Agreement Supplement 2 for Empire Ave Commissioner Steinburg seconded the motion, and Commissioner Straub concurred.

2) Local Agency Federal Aid Project Prospectus

Empire Ave

Motion:

Commissioner Sutton moved to approve the Local Agency Federal Aid Project Prospectus for Empire Ave Commissioner Steinburg seconded the motion, and Commissioner Straub concurred.

3) Call for Re-Bids: On-Call Land Survey Services

Resolution TLS 22-26B

Motion:

Commissioner Sutton moved to approve resolution TLS 22-26B Call for Re-Bids Request for Qualifications for On-Call Land Survey Services. *Bids are due Monday, August 8th, 2022 at 10:00 am in the Douglas County Courthouse;* Commissioner Steinburg seconded the motion, and Commissioner Straub concurred.

4) McNeil Canyon Road Realignment-CRP Assignment

Resolution TLS 22-35

Motion:

Commissioner Sutton moved to approve County Road Project (CRP) Assignment Number 988 for McNeil Canyon Road Realignment Commissioner Steinburg seconded the motion, and Commissioner Straub concurred.

5) GCB 3187 Emergency Proclamation- Mutual Aid Agreement

WSDOT

Motion:

Commissioner Sutton moved to approve the Emergency Proclamation WSDOT Emergency Response Mutual Aid agreement, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

6) GCB 3207 Local Agency -Emergency Response Mutual Aid Agreement

WSDOT

Motion:

Commissioner Sutton moved to approve the Local Agency WSDOT Emergency Response Mutual Aid agreement, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

7) Badger Mountain Redesign and Right of Way Budget

Approved

Minute Notation:

Commissioner Sutton moved to approve the funding expenditure for the Badger Mountain Right of way and design project overrun, the project cost is to come from ARPA, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

Perry Huston, Interim Land Services Director:

- A. The Planning Commission term expiration update.
- B. Staffing update for the planning department, there has been a resignation of the Senior planner position.

Road Super Intendent Scott Reiman:

- A. Review with the Board the Lion's Den slab for the foundation and potential removal. Overview of the plan for slab removal and additional asphalt paving in order to level the grounds.
- B. The paver recently broke down, there will be a delay in receiving the necessary part as the motor is German made, and will experience a lag due to shipping.

VII. 10:30 AM The Board Held an Administrative Work Session.

- A. Discussion held on using the 146 19th street property as temporary housing for county employees, further discussion held on the necessary maintenance. Administrator Giulio will be seeking remodeling expense estimates. The Board would like to see expenses under \$50,000.
- B. Discussion held on the Economic Development Director position, the Board would like the position to be amended and reposted with Prothman along with option for temporary housing available.
- C. The Board would like to have the senior planner position posted and authorized the clerk of the Board to use signature stamps for approval.

Human Resource Manager Dayna Prewitt joined session.

- A. Approved request for hire: Temporary Election worker, Recording lead, Area 1&2 Road Crew Truck Driver.
- B. Approved payroll change notice: Tiffany Augustson, Sheriff's Office Admin Assistant.

1) Personnel Committee:

- A. Discussion held on the Office of Public Defense investigator position.
- B. Deputy Court Administrator position for Superior Court. The new event coordinator position was approved, the risk/records manager position were approved by the committee with recommendation for approval to the Board.

Motion:

Commissioner Sutton moved to approve the recommendations of the personnel committee Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

VIII. 11:10 AM Call for Executive Session RCW42.30.110(1)(g)

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

Attendees: Commissioners Straub, Sutton, and Steinburg, County Administrator Jim Barker and Jordyn Giulio, Human Resource Manager Dayna Prewitt, Civil Prosecuting Attorney James Mitchell, Clerk of the Board Tiana Rowland.

At 11:10 AM Commissioner Straub called for an executive session pertaining to personnel until 11:50 AM, executive session ended at 11:50 AM with no action taken.

Clerk of the Board Report.

A. Overview of the Waterville Hospital Districts request for American Rescue Act Funds, the district is able to provide \$75,000 for the project, but is reluctant to seek an additional levy increase as the concern is an undue hardship for the residents of Waterville. The committee also raised concerns regarding the bid for the project not reflecting the cost for final completion of the project, as interior finishing would need to be completed. The Board would like to see the Hospital District seek community support for the project through a levy increase. The Clerk will follow up with the Auditor's office regarding filing timelines.

B. Overview with the Board on the ancillary expenses provided to the Veteran's of Foreign War Post 3617, after reviewing the services the VFW Post provides to the community and county, the Board would like to keep funding support the same following the Veteran Service Officer's departure for the building space.

IX. 12:30 PM 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) Washington State Auditor Financial Audit Entrance Letter

2) Approved Fair Contracts:

- | | |
|---|--------------------------------|
| a. Moro's Cookies, Sedyrra Copas | Pop Up Entertainment Contract |
| b. Kitty Mae | Entertainment Contract |
| c. Scentsy, Lori Valdez | Vendor Agreement |
| d. Backyard Botanicals, Amy Holmes | Vendor Agreement |
| e. Douglas County Republicans | Vendor Agreement |
| f. Stupid Stitch, Marsha Baerlocher | Vendor Agreement |
| g. Mary Kay, Noel Martin | Vendor Agreement |
| h. Ag Swag, Julie Jacobsen | Vendor Agreement |
| i. Knotty Nest, Heather Bleakney | Vendor Agreement |
| j. Recycled Designs, Rebecca | Vendor Agreement |
| k. Ruseler's Custom Creations, Chad Ruseler | Vendor Agreement |
| l. Pina Loca Wenatchee, Adriana Pulido | Concession Agreement |
| m. Chris & Beck's Eat-A-Pita | Concession Agreement |
| n. What Wives, Pat Ludeman | Concession Agreement |
| o. Paradise Amusements | Carnival Concession Agreement |
| p. Plateau Prints & Signs, Austin Hinderer | Special Event Vendor Agreement |
| q. Moro's Cookies, Sedyrra Copas | Special Event Vendor Agreement |

3) **Approved Vouchers**

		Check Numbers	Total Amount
1.	Vouchers	00358342-00358430	\$263,637.71
2.	ACH	80007631-80007637	\$2,695.26

Site visit for the Douglas County Courthouse Annex.

A. Review of the annex entryway for the Courthouse, upon review the Board would like to have cost estimates for the establishment of a communal service desk at the second door entry way of the vestibule with bullet resistant glass and service computer and printer.

With no further business, the Board of County Commissioners recessed at 1:30 PM to meet again on Wednesday, July 13, 2022 at the Douglas County Courthouse, Waterville, Washington.

JULY 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, July 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