

# BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

MAY 16, 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. 08:30 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 Mr. Wright’s District Court municipal case, the property has been sold and the compliance process will need to start over with the new property owner, notice has been provided.
- B. July 1, 2025 morgue certification requirements with the State becomes effective.
- C. Commissioner Sutton provided an update regarding the WSAC Legislative Steering Committee meeting.
- D. Clerk of the Board reviewed the Modus Records imaging quote, the grant application with Washington State Archives will be submitted on the 19<sup>th</sup> the total funding request is \$25,000.
- E. Overview of the scholarship grant with Community Foundation, the foundation’s policy awards 5% of the three-year rolling average fund balance each year to students within Douglas County majoring in Environmental science/engineering. The 2021 scholarship recipient was awarded \$3,300 and the 2022 scholarship amount is \$3,600. On average the scholarship has issued funds each year since 2005, there have been limited applicants this may be due to the narrowed major field of study. Discussion held on opportunities to expand the major scope, and funding amount for the scholarship.

**IV. 09:00 AM The Board Met with Douglas County Sheriff Kevin Morris and Undersheriff Tyler Caille.**

A. Update to the Board on project with the Sheriff’s Office related to mitigating PTSD and dampening firearm sound causing prolonged ringing in deputy’s ears. Option for mitigation would be to add a ‘can’ for department issued rifles. The Risk Pool is willing to provide up to \$5,000 for eye protection, ear protection, and ‘can’ suppressor for the project. The expense for the project will be covered within the Sheriff’s budget, however wanted to update the Board as there may be an unforeseen budget expense later in the year.

V. 09:25 AM Public Comments – No comment was received.

VI. 09:34 AM The Board Met with Transportation Staff.

Jennifer Lange, Assistant County Engineer:

A. Overview of the letter of support for the City of East Wenatchee grant application for Safe Routes to Schools for 4<sup>th</sup> Street pedestrian crossing.

B. Overview of the Chelan Douglas Transportation District Regional Bike Plan, the Board of Commissioners raised concern regarding the impact for road development requirements. Further discussion held on funding the ride pathways through bike licensing and a shared revenue model. Overview of proposed projects within Douglas County.

Aaron Simmons, County Engineer:

A. Wenatchi Landing Roundabout study and funding discussion WSDOT is looking to place two roundabouts at US Highway 2. Study is being conducted for initial roundabout at Highway 2 and Sunset Highway, additional study request for roundabout and connectivity for 35<sup>th</sup> street and Highway 2; funding will need to be identified for this study.

VII. 10:24 AM The Board Met with Solid Waste Director Becci Piepel.

A. Overview of the Host Fee Agreement and fund allocation in relation to program and project opportunities within each category. The Host fee and haulers fees cover the Administration fees for the Solid Waste Program; as the Department of Ecology Grants do not cover all of these expenses. Further discussion on the community involvement fund, and potential projects at the Loop Trail and maintenance. Review of the Scholarship program, and the Community Foundation of North Central Washington's funding method of 5% of the total invested funds.

B. PaintCare Drop-off Site Operational Agreement, June 1<sup>st</sup> is the anticipated start date for training for the program. The City of Rock Island is not participating in the program as they were unresponsive to the request. The Town of Mansfield will be partnering with the City of Bridgeport.

C. Update to the Board on the litter crew, the plan is to have two crews one that will be for 4 weeks and the other will run the following 4 weeks.

D. Discussion held on the City of Wenatchee WSDOT homeless encampment cleanup. Further discussion held on the cleanup within the City Limits of East Wenatchee.

E. Further discussion held on the composting requirement anticipated to be initiated in 2025, the Board believes it would be best to move forward in exploring options within the county.

VII. 11:17 AM Board Administrative Session.

A. Committee Meeting Updates

B. Review of Washington State Secretary of State Grant Application.

C. Commissioner Sutton provided an update on the WSAC Legislative Committee meeting the 988 mental health hotline and dispatching for services within the county. The mental health concerns following COVID-19 are pushing this initiative through the legislature.

D. General discussion held on roadway improvements and development regulations.

With no further business, the Board Chairman called to recess the meeting at 11:23 AM, and will resume again on Tuesday, May 17, 2022 at the Douglas County Courthouse, Waterville, Washington.

MAY 17, 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. Review and approval of the Administrator’s Decisions and Directives from 5.9.22, as well as the Public Records Request.

B. Commissioner Straub provided an update the Board on the Town of Mansfield Mayor Snell, he will be stepping down as Mayor and Council Member Wall will be filling as Mayor pro tem.

**2. Personnel**

**Administrator**

**Jim Barker, Administrator:**

A. The Board approved the following payroll change notices: David Marden, Main. Tech-Spray Operator; Ty Howard, Construction Inspector; Brad Hudson, MIS Director; Lance Judkins, Systems Administrator; Manuel Ramirez, Systems Administrator; Ivan Munoz, Legal Assistant; Tiffany Prazer, Development Review Tech; Dylan Donithan, Program Assistant; Jessie King, Capital Programs Manager; Kevin McCullough, Main. Tech-Area 3; Clint Wall, Main. Tech-Spray; Jason Barnes, Main. Tech-Lead; Brittany Robbins, Records Tech; Rubi Ramirez, Deputy 1; Rory Williams, Deputy 1A; Adrian Lopez-Aduilar, Deputy 1; Jason DeMyer, Sergeant; Brycen Greenwood, Chief Civil Deputy.

B. Approved Request for hire, Deputy Prosecuting Attorney.

**IV. 8:36 AM Executive Session RCW(42.30.110)(1)(G) Personnel**

Attendees: Commissioners Straub, Sutton, and Steinburg, County Administrator Jim Barker and Jordyn Giulio, Civil Prosecuting Attorney Jim Mitchell, Clerk of the Board Tiana Rowland, Land Service Director Perry Huston, and Deputy Clerk of the Board Erika Guerrero. At 8:36 AM Chairman Straub called for executive session pursuant to RCW 42.30.110 personnel, until 8:41 AM. At 8:41 AM executive session ended. The following request for action be taken: The authorization of the hiring of the temporary employee provided by Express Personnel, with this transition a hiring fee is assessed in the amount of \$1,100.

**Motion:**

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

MAY 17, 2022 CONTINUED

V. 8:45 AM Call for Executive Session RCW42.30.110(1)(i)

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

Attendees: Commissioners Straub, Sutton, and Steinburg, County Administrator Jim Barker and Jordyn Giulio, Civil Prosecuting Attorney Jim Mitchell, Clerk of the Board Tiana Rowland, Land Service Director Perry Huston, and Deputy Clerk of the Board Erika Guerrero. At 8:45 AM Commissioner Straub called for an executive session pertaining to potential litigation until 9:00 AM, executive session ended at 9:00 AM with no action taken.

IV. 09:03 AM Public Hearing

TLS 22-19A

*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**

<p><b>Meeting held via Zoom teleconference attendees:</b> <b>Computer, Wenatchee World, and Lori Barnett, City of East Wenatchee</b> <b>Paige Scott, Executive Assistant</b></p>
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**Staff Report County Engineer Aaron Simmons:**

Overview of the proposed application for Franchise Agreement with the City of Bridgeport for the domestic water distribution systems upgrades.

**Public Comment:**

No public comment provided.

**Motion:**

Commissioner Sutton moved to approve resolution TLS 22-19B the application for franchise agreement, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

V. 09:15 AM Public Hearing

TLS 22-19A

*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**

<p><b>Meeting held via Zoom teleconference attendees:</b> <b>Computer, Wenatchee World, and Lori Barnett, City of East Wenatchee</b> <b>Paige Scott, Executive Assistant</b></p>
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**Staff Report County Engineer Aaron Simmons:**

Overview of the proposed application for Franchise Agreement with Intermountain Infrastructure Group LLC for Fiber-Optic Telecommunication Systems.

**Public Comment:**

No public comment provided.

**Motion:**

Commissioner Sutton moved to approve resolution TLS 22-19B the application for franchise agreement, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

**VI. 09:26 AM The Board Met with Transportation Land Services.**

**Aaron Simmons, County Engineer:**

- A. Discussion held regarding the allowable micro-trenching within the County Rights of Way at Sun Cove.
- B. Update to the Board on crack sealing of county roads next month. Road 10 will be graded soon and additional rock.
- C. Departmental staffing update.

**1) City of East Wenatchee SRTS-4<sup>th</sup> Street Pedestrian Crossing Letter of Support**

**Motion:**

Commissioner Sutton moved to approve the Letter of Support for the City of East Wenatchee SRTS-4<sup>th</sup> Street Pedestrian Crossing Commissioner Steinburg seconded the motion, and Commissioner Straub concurred.

**2) Local Agency A&E Professional Services KPFF, Inc. Consultant Agreement**

**Motion:**

Commissioner Steinburg moved to approve the Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement with KPFF, Inc.; Commissioner Sutton seconded the motion, and Commissioner Straub concurred.

**3) Request for Qualifications for On-Call Land Survey Services Resolution TLS 22-26A**

**Motion:**

Commissioner Steinburg moved to approve resolution TLS 22-26A Request for Qualifications for On-Call Land Survey Services *due Monday, June 13, 2022* Commissioner Sutton seconded the motion, and Commissioner Straub concurred

**Perry Huston, Interim Land Services Director:**

- A. Review of the BERK Consulting project scope and further discussion on the negotiation for work scope. The Board would like to move forward with the Density allocation for this year. The de-designation process and re-designation of ag and industrial land will occur at a later time frame, however the Board would like to have an update as to the process and timeline establishment for the future project.
- B. Overview of the interim controls review for the Planning and Development code adoption.

**1) Notice of Public Hearing: Alternative Energy Resolution TLS 22-24A**

**Motion:**

Commissioner Steinburg moved to approve the Notice of Public Hearing for Alternative Energy, the Hearing is *set for Tuesday, June 7, 2022 at 9:00 am in the Douglas County Courthouse*; Commissioner Straub seconded the motion and concurred

*\*Commissioner Sutton stepped away temporarily.*

2) Notice of Public Hearing: Garage Setbacks

Resolution TLS 22-25A

**Motion:**

Commissioner Steinburg moved to approve the Notice of Public Hearing for Garage Setbacks, the Hearing is set for Tuesday, June 7, 2022 at 9:15 am in the Douglas County Courthouse; Commissioner Straub seconded the motion and concurred

*\*Commissioner Sutton stepped away temporarily.*

**VII. 10:06 AM The Board Held an Administrative Work Session.**

- A. Discussion held on Superior Courtroom safety concerns. The Board would be in favor of establishing a security officer presence within the courthouse.
- B. Review of the Records and Risk Manager Position job description the Board is in agreement to allow for the personnel committee to provide the salary recommendation for consideration.
- C. Update to the Board on the cash carry over for the Solid Waste Department.
- D. Overview of the Sheriff’s budget and potential expenses.

**VIII. 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) Appointment to the Boundary Review Board, Todd Skylstad

Resolution CE 22-28

**Motion:**

Commissioner Sutton moved to approve the appointment of Todd Skylstad to the Boundary Review Board, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

2) Approved ARPA Fund Request

North Cascades Heating & Air Conditioning, Inc.

3) Drop-off Site Operational Agreement

PaintCare Washington LLC

4) Notice of Hearing: County Surplus Inventory

Resolution CE 22-29A & TLS 22-27A

5) Approved Liquor License Application-433008-Elevate Vineyard and Winery

6) CRAB Certificate of Good Practice 2021

7) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00356838-00356936	\$355,065.39
2.	ACH	80007465-80007466	\$6,612.00

With no further business, the Board of County Commissioners recessed at 11:30 AM to meet again on Wednesday, May 18, 2022 at the Douglas County Courthouse, Waterville, Washington.


May 18, 2022

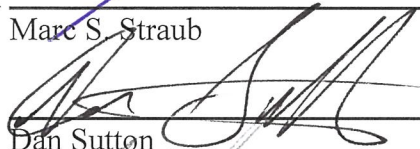
There were no appointments scheduled, no session was held. There being no further business, the Clerk of the Board in accordance with RCW 42.30.90 adjourned for the Board of County Commissioners to meet again on Monday, May 23, 2022 at the Douglas County Public Services Building, East Wenatchee, Washington.

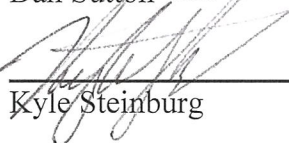
The minutes are hereby read and approved.




BOARD OF COUNTY COMMISSIONERS  
DOUGLAS COUNTY, WASHINGTON

  
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Marc S. Straub Chair

  
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Dan Sutton Vice-Chair

  
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Kyle Steinburg Member

ATTEST:

  
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Tiana Rowland, Clerk of the Board