

**SEPTEMBER 12, 2022**

**BOARD OF COUNTY COMMISSIONERS PROCEEDINGS**

**SEPTEMBER 12, 2022**

- I. There are no scheduled appointments no session was held.**

**SEPTEMBER 13, 2022**

The Board of County Commissioners met in regular session at the Douglas County Commissioners' Chamber Waterville, Washington. Commissioner Straub was excused. Commissioners Sutton and Steinburg were present. The Clerk of the Board Tiana Rowland was excused. Deputy Clerk of the Board Erika Guerrero was present. County Administrators James Barker 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 Kummer Bridge. Damages to Kummer Bridge are results of Mr. Kummer allowing water to collect around bridge, which has created a pond. An agreement was signed in 2003 by Mr. Kummer to remove debris and not allow standing water to accumulate under Kummer Bridge and in 15 years he has not maintained it to prevent any water damage. A letter will be sent to Mr. Kummer regarding damages and need for maintenance. The Board approved sending a letter to Mr. Kummer to have him clean and repair the bridge, otherwise the County will send a bill for the cost of time and materials. An estimated time line for replacing the bridge is mid to late of 2023.

B. Information regarding Lodging Tax and the Employee Appreciation Program was presented to the Board for review. Further discussion will be held next week.

C. The Defense Attorney Firm from District Court is receiving complaints from defendants due to delays in communication about cases. Elizabeth Hall sent a response explaining why there has been a delay; her response was due to personal reasons. OPD Administrator, Jesse Collins will send a response letter to Elizabeth Hall. Recommendations were made to only have 1 to 2 contracted attorneys or eliminate all and provide in house services only. The question was asked if there are cost benefits to only having in house attorneys vs. contracted; no response given. Further discussion will be held during budget meetings whether to eliminate contracted attorneys and have all defense services in house.

D. Discussion was held regarding the need for more office space for the Office of Public Defense and Veterans Service Office. Commissioner Steinburg asked when the county will look into the

purchase or construction of another building for more office space as there is a need for a larger building.

E. Update to the Board regarding Building Official/Fire Marshall Position. When new hire is on board, they will attend all necessary training to become a certified architect. Douglas County will want to terminate the Fire District 2 Contract. A letter of intent and notice of cancelation will be provided next week.

F. County Administrator will be meeting with DOH Associates in regards to three HVAC systems, which include the replacement of two HVAC systems, and a new system for the Area 2 shop. There is no HVAC system in the shop. An estimated cost for new and total replacements will be requested and presented to the Board for approval.

G. There are two bids for the replacement of flooring in the lunchroom at the 19<sup>th</sup> Street building. Current laminate flooring is due for replacement as it is 22-years old. Commissioner Steinburg recommended replacing laminate flooring with decorative concrete similar to what is in the lobby area. County Administrator will look into cost and provide an update to the Board.

H. Commissioner Steinburg asked for an update regarding a phone call received from the Union inquiring on employees working in the smoke. County Administrator provided an update. Employees may work inside when air quality is poor or employees have the option to go home without pay. Air quality has improved tremendously.

I. The Office of Public Defense (OPD) has requested an approval for the purchase of a Ford SUV for an estimated cost of \$47,000. Funds to purchase the vehicle will come from grant funds if permitted. OPD will be receiving another grant that will allow them to purchase a second vehicle. The purchase of two vehicles will remove paying for mileage. The Board has approved the purchase of two vehicles with grant funds if allowed. Discussion with the Board is pending, if grant funds are not allowed for the purchase of vehicles.

**2) Personnel**

**Administrator**

**Jim Barker, Administrator:**

**Motion:**

Commissioner Sutton moved to approve the following request for hire; Commissioner Steinburg seconded the motion and concurred.

A. The Board approve the following Request for Hire: Maintenance Tech-Operator-Truck Driver for Area 1 and Area 2.

**IV. 09:00 AM Public Hearing**

**TLS 22-46A**

*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: Jennifer Lange, Perry Huston, James Mitchell, Jim Barker.**

**Staff Report, Assistant County Engineer, Jennifer Lange:**

An overview of Ordinance 22-10-46B Amending Douglas County Code 12.28.030, Bridge Weight Restrictions was given. Bridge Weight Restrictions are proposed to address new load rating information, and to correct or clarify existing bridge weight restrictions.

**Public Comment:**

No comment was given.

Commissioner Sutton closed the public comment portion of public hearing.

**Motion:**

Commissioner Steinburg made a motion to approve Ordinance 22-10-46B Amending Douglas County Code 12.28.030, Bridge Weight Restrictions. Commissioner Sutton seconded and concurred.

**V. 09:05 AM The Board Met with Transportation Land Services**

**Jennifer Lange, Assistant County Engineer:**

- A. Discussion was held regarding the exhibit for aquatic proposals. Exhibit 1 Wenatchi Landing Subarea Schematic provides an overview of ownership areas. There are 317 gross acres, which include 283 parcel acres and 34 acres of right-of-way; private ownership accounts for just over half and the other 42.3% are in public ownership. Not accounting for any land that is needed for constructions of road. Exhibit 2, Wenatchi Landing Subarea Schematic overview of transportation elements provides a list of segments with funding status and estimate of cost for those segments. Estimate is based on the 2015-2016 tax dollars. Transportation mitigation measures based on concurrency the infrastructure must be in place within 6 years to support the development. If developed a transportation mitigation fee for this area would not generate the revenue necessary to reach the estimated infrastructure based upon the \$30 million to \$40 million construction cost. All questions regarding the aquatic center development must go to Senator Hawkins. Commissioner Steinburg said the development has to be an outdoor recreation and create interest to our valley and be a regional center of attraction; a catalyst for future development and growth for Douglas County. Potentially constituents will have to pay two taxes: one for the Eastmont Pool and funding for the aquatic center.
- B. Discussion was held regarding the RV Park project for the Fair and the opportunity to apply for an EV grant for electrical component for this project. There is no time to apply as phase 1 grant applications are due Thursday, September 15, 2022. The Board would like to have the RV parking lot graded this year. Funding is also needed for RV Park water and sewer lines a rural county sales and use tax grant application will be submitted for the project.
- C. Commissioner Steinburg received a call from a constituent in Spanish Castle regarding stormwater engineering for a water reservoir. Constituent was referred to the Transportation Department for assistance.
- D. Due to staff changeover within the department, the open position cannot be posted for 3 months as per contract. The stormwater department is currently undergoing a permit audit.

**Jessie King, Capital Programs Manager:**

**1) Call for Bids**

**TLS 22-49A**

**Motion:**

Commissioner Sutton moved to approve resolution TLS 22-49A Call for Bids NW Empire Ave 34<sup>th</sup> St NW-35<sup>th</sup> St NW CRP 989 *Bids due Monday, October 10, 2022 at 10:00 AM.*

Commissioner Steinburg seconded the motion and concurred.

**2) Recommendation for Bid Award**

**TLS 22-42A**

Staff made the recommendation to the Board to accept the bid for LiDAR Drone Software and Equipment Package from Fagerman Technologies for \$69,365.16. Bid includes a two-day training up to four participants but travel costs are not included. An estimate of travel cost of \$4,000 was provided which covers: employee wages, travel, lodging and meals.

**Motion:**

Commissioner Sutton made a motion to approve Bid Award Fagerman Technologies, Inc. for \$69,365.16 for the LiDAR Drone Software and Equipment Package; Commissioner Steinburg seconded and concurred.

**2) Administrative Settlement Policy for Right of Way Acquisition**

**TLS 22-50**

**Motion:**

Commissioner Sutton moved to approve Resolution TLS 22-50 Adopting Administrative Settlement Policy for Right-of-Way Acquisition. Commissioner Steinburg seconded the motion and concurred.

**3) Local Agency Federal Aid Project Prospectus**

**Grant Rd/Nile**

**Motion:**

Commissioner Steinburg moved to approve the Local Agency Federal Aid Project Prospectus-Grant Rd & Nile Ave Intersection Improvement Project CRP 1004; Commissioner Sutton seconded the motion and concurred.

**4) Local Agency Agreement Supplement**

**Grant Rd/Nile**

**Motion:**

Commissioner Steinburg moved to approve the Local Agency Agreement Supplement-Grant Rd & Nile Ave Intersection Improvement Project CRP 1004; Commissioner Sutton seconded the motion and concurred.

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

A. Interim Controls are moving from 20 acres to 5 acres and have been submitted for review. The Planning Commission will conduct a hearing this Wednesday September 14<sup>th</sup> and the Board will hold hearings the following week. During the Interim Control review process Mr. Alvarez received a preliminary approval. The Board agreed Mr. Alvarez will need to reapply for an amendment to his preliminary plat approval.

- B. Assistance for the comprehensive plan amendment has been requested and a quote was received from Peter Bettuello from Perteet Inc. The quote to contract a senior planner is \$12,000-\$15,000; this does not include the urban growth area expansion only site specific. The Board has approved to move forward and contract with Perteet Inc. for assistance.
- C. Trent Moyer has requested a monthly low-density report be developed and provided by the county. This request is to notify him of daily proposals for development of parcels. Trent Moyer provided a list of landowner names and parcel numbers and has submitted a letter. Letter has not been received but will be presented to the board for approval.
- D. Discussion was held regarding the aquatic center development. Interim Land Services Director has been reviewing SEPA and the Colville and Yakima Tribes have Ancestral ground territories within this area. These territories can potentially be problematic. The South end of Wenatchi Landing area has cultural sites, which have been identified by tribes.
- E. Update on the Baylink Project. Project is back on track and have approvals to permits.

**1) Declaration of Boundary Line Adjustment**

**Kenneth W. and Maria K. Gunn**

**Motion:**

Commissioner Sutton moved to approve the Declaration of Boundary Line Adjustment for Kenneth W. and Maria K. Gunn for parcels 22212240001 and 22212240005. Commissioner Steinburg seconded the motion and concurred.

AFN#: 3258138

**VII. 10:16 AM Call for Executive Session RCW(42.30.110)(1)(g)**

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

Attendees: Commissioner Sutton, and Steinburg, County Administrator Jim Barker, Civil Prosecuting Attorney Jim Mitchell.

At 10:16 AM Commissioner Sutton called for an executive session pertaining to personnel until 10:40 AM. At 10:40 AM, the Vice Chairman called to end executive session with no action taken.

**VIII. 10:40 AM Consent Agenda:**

Commissioner Sutton made a blanket motion to approve the consent agenda items as presented; Commissioner Steinburg seconded the motion and concurred.

A. Discussion was held regarding a Claim for Damages for Jack's Resort which was presented by Civil Prosecuting Attorney, James Mitchell. Claims made are more towards the Fire District not Douglas County. Further discussion will be held; no action taken by the Board.

**1) Personnel Committee Recommendation Building Official/Fire Marshal**

**Motion:**

Commissioner Steinburg moved to approve the Personnel Committee Recommendation; Commissioner Sutton seconded the motion and concurred.

SEPTEMBER 13, 2022

2) Amended Interlocal Agreement

East Wenatchee Water District

Motion:

Commissioner Steinburg moved to approve the East Wenatchee Water District Interlocal Agreement; Commissioner Sutton seconded the motion and concurred.

3) Notice of Liquor License Application: License #074059-4I

Four Friends, LLC

4) Personnel Committee Recommendations

Minute Correction

5) Approved Fair Contracts:

a. Jocelyn Guerrero

Facilities Use Agreement

6) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00360100-00360215	\$386,683.18
2.	ACH	80007807	\$33.97

With no further business, the Board of County Commissioners recessed at 10:58 AM to meet again on Wednesday, September 14, 2022 at the Douglas County Courthouse, Waterville, Washington.

SEPTEMBER 14, 2022


There were no appointments scheduled, no session was held. There being no further business, the Deputy Clerk of the Board in accordance with RCW 42.30.90 adjourned for the Board of County Commissioners to meet again on Monday, September 19, 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:

  
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Erika Guerrero, Deputy Clerk of the Board