

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

OCTOBER 7, 2019

The Board of County Commissioners met in regular session at the Douglas County Public Services Building, East Wenatchee, Washington. Commissioners Steinburg, Sutton, and Straub were present, and Clerk of the Board was present.

I. 08:27 AM Pledge of Allegiance and Call to Order.

II. 08:28 AM The Board Met with Administrator Jim Barker.

1. Staff Report

Administrator

Jim Barker, Administrator:

- A. Expense voucher approval for County Administrator supplies, approved by the Chairman.
- B. Request for coverage of expenses for Employee flu shots. Board approved payment of the expenses related to providing flu shots to county employees.
- C. Update to the Board on Tommer property CUP permit and site review, landscaping is still incomplete Recycling and gravel are permitted in the area.
- D. Discussion ensued regarding department head evaluations. Board would like the Fair Manager and Solid Waste Director to continue with yearly reviews conducted by the Administrator.
- E. Request for out of state travel request for the NCW Fair Manager, in Dallas Texas.
- F. Discussion ensued regarding the Host fee increase per the agreement with Waste Management, increase will be \$0.06 beginning January 2020 anticipated about \$20,000 in revenue increase.
- G. Update to the Board on parking lot for the Evidence Storage Facility, for repaving and drainage. Updated site plans were not approved from civil engineer as the topography would not work for the site.
- H. Discussion ensued regarding the development of ADA components for the Trail maintenance and development access points.
- I. Board held discussion on implementing a new position on community development and engineering management.

III. 09:00 AM Transportation Land Services Budget Meeting

Present: County Engineer Aaron Simmons, Road Super Intendant Scott Reiman, Land Services Director Mark Kulaas, Curtis Lillquist, Administrator Jim Barker, and Chief Accountant Transportation Land Services Phil Young.

- A. Review of County Road budget, focus for 2020 budget is the road maintenance and preservation.
- B. Commissioner Straub would like to see the incorporation of a Road Improvement District for the Sun Cove and Bauer's Landing Area.

OCTOBER 7, 2019 CONTINUED

C. Board would like to use the funds in lieu of development for trail capital facilities and or future park development.

D. Review of Land Services budget, discussion ensued regarding central planning permit software for the surrounding cities and counties.

E. Code compliance Software system updates needed as well as enforcement with the Sheriff's Department.

With no further business, the Board of County Commissioners will meet again on Tuesday, October 8, 2019 at the Douglas County Courthouse, Waterville, Washington.

OCTOBER 8, 2019

The Board of County Commissioners met in regular session at the Douglas County Courthouse, Waterville, Washington. Commissioners Steinburg, Sutton, and Straub were present, and Clerk of the Board was present.

I. 08:28 AM Pledge of Allegiance and Call to Order.

II. 08:29 AM Clerk Budget Meeting

Present: Douglas County Clerk, Tristen Worthen, Administrator Jim Barker, and Chief Financial Officer Karen Goodwin.

A. Request for increase in salary for Deputy Clerk staff, funding level would meet that of the Prosecuting Attorney Office staff level. Request for additional funding for Onbase training for administrative functions with the Clerk's office and MIS.

II. 08:35 AM The Board Met with Administrator Jim Barker.

1. Personnel Administrator

Jim Barker, Administrator:

A. Discussion ensued regarding elected officials salary increase request, County Administrator provided a historic overview of increases corresponding with election cycles. Staff will be preparing salary analysis for elected positions within similar county population base.

2. Staff Report Administrator

Jim Barker, Administrator:

A. Request for Evidence storage facility paving and stormwater drainage. Total request in the amount of \$ 112,726.00. **B 137 P 781**

OCTOBER 8, 2019 CONTINUED

B. \$61,254 bid for placement of flag poles with Halme contractors, VFW will be covering the cost for installation.

III. 09:00 AM Public Hearing

TLS 19-44B

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

Lee Pfluger

Staff Report County Engineer Aaron Simmons:

Application for Franchise Agreement for with Douglas County Public Utility District Number 1, review of amendments from the original agreement. Recommendation to approve.

Public Comment:

No public comment.

Motion:

Commissioner Sutton moved to approve, the franchise agreement with the Douglas County Public Utility District No. 1 for 25 years, Commissioner Straub seconded, and Commissioner Steinburg concurred.

B137 P 782 Auditor AFN: 3225228

IV. 09:15 AM Public Hearing

TLS 19-45B

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

Lee Pfluger

Staff Report County Engineer Aaron Simmons:

Application for Franchise Agreement for with Nicole Gonzalez on Webber Road, review of amendments from the original agreement. Recommendation to approve.

Public Comment:

No public comment.

Motion:

Commissioner Straub moved to approve, the franchise agreement with the Nicole Gonzales, Commissioner Sutton seconded, and Commissioner Steinburg concurred.

B137 P 783 Auditor AFN: 3225226

V. 09:18 AM Notice of Hearing

TLS 19-37B

Motion:

Commissioner Sutton moved to approve the Notice of Hearing for resolution TLS 19-37B pertaining to the Adoption of Interim Private and Gravel Road Standards-Title 12, set for Tuesday, October 22, 2019 at 9:00 AM. Commissioner Straub seconded the motion to approve, Commissioner Steinburg concurred.

B 137 P 784

VI. 09:20 AM The Board Met with County Engineer Aaron Simmons.

A. Update to the Board on the 4th St. sidewalk improvement project.

B. Update provided to the Board on Dezellem Hill Road, sloughing of hill slide, embankment bench and brim created to attempt to barricade any falling debris on to the roadway widening. Board would like to have warning signs that are currently in place to remain to ensure drivers are aware of the risk. The recommendation is to keep the road closed to through traffic and allow for local access only. Board would like notification sent to property owners of the road limited to local access only. Board approved winter plowing of Dezellem Hill Road.

C. Roadway frontage improvement deferral discussion for Rock Island Road. Staff's concerns if improvements are deferred then frontage developments may never occur. The Board's concern is the development of this section would not have connectivity of sidewalk as parcel is surrounded by non-developed frontage area.

D. Discussion ensued regarding the Fire District's email and design updates for NW Cascade Ave. Staff will be reviewing and having comments back to the Engineer.

VII. 09:52 AM The Board Met with Land Services Director Mark Kulaas.

A. Update on the Smart Gov. permit process, notification with GWID, GWID provided comments in stopping the permit review process. Board approve notification was courtesy only notification, no permit should be delayed or stopped due to GWID review process. Staff will process application through Board will follow up with GWID if comments are received.

B. Update to the Board on Airport Road overlay, Airport is requesting Douglas County to initiate the Zoning requirements change for East to West flying overlay zones.

C. Review of recommended uses for Open Space Funds.

D. Discussion ensued on setback requirements and screening requirements for adjacent industrial zoned activity commercial businesses. Board is in agreement to allow for code amendments to allow for additional development without vegetation screening.

VIII. 10:09 AM The Board Met with NCW Fair Maintenance Manager Ed Daling.

A. Request to move forward with Small Works Roster for the Roof repairs at the NCW Fair House. Low Bid to Trey Gooch Roofing, INC. at \$25,000 The Board is in agreement to move forward with a contract, funds will be REET funds not utilized during the non-potable well water use. **B 137 P 785**

B. Update to the Board on Grant applications for reroofing of Agriculture & Canning Building as well as Floriculture & Fabric Arts Building. Grant request for \$68,750.00 total project amount of \$78,750.00. Board is in agreement to provide a letter of support for the grant applications.

B 137 P 786

OCTOBER 8, 2019 CONTINUED

C. Board is requesting \$15,000 match from the Friends of the Fair or Fair budget for the Accessible Communities grant application for the new bathroom and shower building.

IX. 10:35 AM Auditor's Budget Meeting

Present: Douglas County Auditor, Thad Duvall, Administrator Jim Barker, and Chief Financial Officer Karen Goodwin.

- A. Review of Election Budget, 2020 is an election budget year. Addition of \$70,000 for the Presidential Primary election. Presidential Primary election is a reimbursable cost.
- B. Review of Auditor's Budget, increase in revenue from licensing fees \$140,000 per year. Salary increase request and additional position request for Assistant Chief Financial Officer. Request for budget increase for accounts payable overtime.
- C. Discussion ensued regarding elected officials salaries, comparison of Kittitas and Jefferson Counties.
- D. Funding for indexing software update.

X. 11:00 AM The Board Met with Washington State Department of Agriculture. Brad White Director, Amy Clow MSW Specialist Mike Bush Program Coordinator of Apple Maggot program.

- A. The Board would like additional information regarding the violations from the Dryden Transfer Station. Board is concerned regarding protecting the County's status of being apple maggot free.
- B. WSDA states host material has been removed and or treated at the Dryden Transfer Station. The Board is concern that known host material on site and no mitigating steps were taken with out Solid Waste Director updating WSDA.
- C. Solid Waste Director points to the need for mitigating steps taken by WSDA identifying and imposing amendments. Proper covering of hauler vehicles, allowing MSW from quarantine areas in to DTS, and surrounding host materials all violations of the special permit.
- D. Discussion ensued regarding treatment of suspected tree areas when suspected trapping of apple maggots is identified.
- E. WSDA's intent to ensure all conditions are being followed to the extent of the Special Permit conditions. Additional enforcement is needed at the scale house at the DTS imposing fines on haulers for transporting mixed waste with MSW and MGW.

XI. 11:42 AM The Board Met with Solid Waste Director Becci Piepel.

- A. Discussion with the Board on potential allocation for the Waste Management Host Fee increase of \$0.75, total allocation would be \$1.81 per ton. Board would like to see \$0.12 total increase to Compliance and enforcement fee and decrease \$0.52 total increase to Solid Waste fee.
- B. Proposal B for \$1.00 increase of \$0.15 per ton total increase for Compliance and enforcement, \$0.64 per ton total increase for Solid Waste fee, and \$0.79 for Road Maintenance and preservation. Board would also like to include the acceptance of inert waste materials from the County street sweepings.

B 137 P 787

OCTOBER 8, 2019 CONTINUED

1) Application for Importation of MSW Kitsap, Kittitas, and Mason County RES CE 19-46

Motion:

Commissioner Straub moved to approve the application for acceptance of imported Municipal Solid Waste from Kitsap, Kittitas, and Mason Counties, Commissioner Sutton seconded the motion to approve, and Commissioner Steinburg concurred.

B 137 P 788

XII. 12:19 PM Return to Administrator Report.

3. Personnel

Administrator

Jim Barker, Administrator:

B. Approved Reclassifications Request: Program Manager, Range 14 to Capital Program Manager, Rang 16 or 17 with PE; Utility Permit Coordinator Exempt Excluded Range 10, to Transportation Department Inspector ProTech Range 10.

C. Project Management Services training approved for Jenny Fasching at the cost of \$1,900.

D. Approval of request for shared leave.

E. Approved Payroll Change Notices: Zachary Horton, Caleb Reynolds, Ramon Bravo, Brian Palmquist, Karen Goodwin, Patty Browning, Ruth Martin, Debora Silva-Galicia, McKenzie Tussey, Justin Jackson, Ken Love, Sarah Goodwin, Darrin Nelson, Jeff Marx, Jim Zitting, Jeremy Adams, Catalina Garibay.

XIII. 12:25 PM Consent Agenda

The Douglas County Board of Commissioners made a blanket motion to approve the following consent agenda items.

1) Notice of Intent Adopt House Bill 1406

CE 19-47

Motion:

Commissioner Sutton moved to approve the intent to adopt legislation to authorize a sales and use tax for affordable and supportive housing in accordance with substitute house bill 1406; Commissioner Straub seconded the motion and Commissioner Steinburg concurred.

B 137 P 789

2) Correspondence

Washington State Department of the Interior

a. Notice to Douglas County regarding prescriptive burning occurring October 2019 at the Jameson Lake parcel.

3) Declaration of Canvassing Board Authority

Commissioner Steinburg

B 137 P 790

4) Approved Out of State Travel

a. WSU Extension Director Margaret Viebrock

Kaiuui, Hawaii

b. Fair Manager Carolyn Morley

Reno, Nevada & San Antonio Texas

OCTOBER 8, 2019 CONTINUED

5) Board Approved Employee Flu Shots in the Amount of \$ 34,104.86

6) Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00330633-00330759	\$754,007.63
2.	ACH	80005003	\$119.92

7) Payroll

NET PAYROLL *SPECIAL PAYROLL FOR MAINTANCE*
FOR: *TEAMSTERS*
 PER CBA. PAGE 32 ONETIME
 \$1000.00

PAY DATE OF:

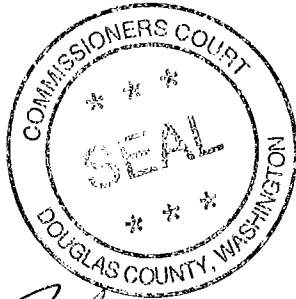
OCTOBER 10 2019	Voucher/Warrant Numbers	Total Amount
Check Reconciliation	62013-62046	\$29,937.29
Direct Deposit	ACH	
		\$29,937.29

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, October 9, 2019 at the Douglas County Courthouse, Waterville, Washington.

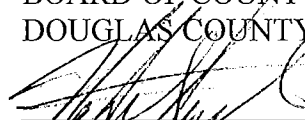
OCTOBER 9, 2019

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, October 14, 2019 at the Douglas County Transportation Land Services Building, East Wenatchee, Washington.

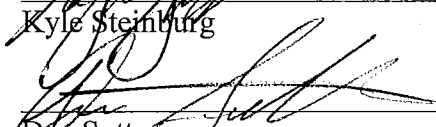
The minutes are hereby read and approved.



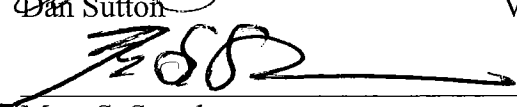
BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON



Kyle Steinburg Chair



Dan Sutton Vice-Chair



Marc S. Straub Member

ATTEST: 

Tiana Rowland, Clerk of the Board