

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

JUNE 28, 2021

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

I. 08:30 AM Pledge of Allegiance and Call to Order.

II. 08:31 AM The Board Met with Administrator Jim Barker.

1. Personnel Administrator

Jim Barker, Administrator:

- A. Approved Payroll change notices: Judd Jones, Kevin McVay, Latifatou Boureima, Gunner Simmons, Nayeli Madrigal.
- B. Approved request for hire: Elections temporary workers.
- C. Update to the Board on the Teamster Road Crew and Maintenance Union.

1) Declaration of Emergency: Extreme Heat Resolution TLS 21-49

Motion:

Commissioner Steinburg moved to approve resolution TLS 21-49 the declaration of emergency due to extreme heat, and adjustment of Maintenance schedule; Commissioner Sutton seconded the motion to approve, and Commissioner Straub concurred.

2. Staff Report Administrator

Jim Barker, Administrator:

- A. Discussion held on the Water Reclamation District and Dr. Collins property to reestablish easement access, Dr. Collins would like to have compensation for the easement property, the establishment of a gate, as well as payment of his attorney fees.
- B. Further discussion held regarding the constituent complaint related to Airport Road in Mansfield. Commissioner Straub provided an update following his discussion with the Mayor of Mansfield that the town is not interested in pursuing binding arbitration. The Town believes the road belongs to the County. Civil Prosecuting Attorney James Mitchell stated the next step would be quite title action with Superior Court.

Motion:

Commissioner Steinburg moved to reluctantly take the action to move Airport Road to quite title action with Superior Court, Commissioner Sutton seconded the motion, and Commissioner Straub concurred.

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C. The Board is in agreement to move forward with providing the improvements needed to the NCW Fair community hall kitchen to allow it to be used as a commercial kitchen.

D. Commissioner Sutton provided an update regarding establishing an Douglas County Council of Governments to allow for the exchange of information regarding

E. Request for purchase approval of a John Deere tractor from a resident farmer in Waterville, the current tractor at the NCW Fair is breaking down at the Fair. The farmer is selling the tractor for \$70,000.

F. The City of Waterville has proposed to establish a historic overlay district that will capture the County Courthouse, review of the public notice.

1) Contract for Service Schmidt Electric

NCW Fair

Motion:

Commissioner Sutton moved to approve the contract with Schmidt Electric for the NCW Fair Rodeo relighting project, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

III. 09:00 AM The Board Met with Sheriff Kevin Morris and Undersheriff Tyler Caille.

A. Review of departmental expenses and overtime.

B. Discussion held with the NCW Fair regarding security and set up, the Sheriff's Office will be assisting additional staffing security team will be hired for the concert.

C. Request granted for use of the second street former law and Justice center courtroom for training needs.

D. Lee mapping occurred last week, this reviews the internal operations of the Sheriff's Office. The review went very well positive comments were given for processes.

E. Update to the Board on the Deputy camera recording system.

IV. 09:27 AM The Board Met with the Chief Financial Officer Karen Goodwin.

A. Review of expenses in comparison to the Budget.

V. 09:52 AM The Board Met with District Court Judge Biggar.

A. Discussion held regarding the Douglas County District Court indigent defense and legal services contract.

**Minute Note:* The Board is in agreement to move forward with 3 firms on the District Court contract and allow for Mr. Krake to assume the case load of Mr. Scheisser whom has indicated his withdrawal from the contract.

VI. 10:05 AM The Board Met with Transportation Land Services.

County Engineer, Aaron Simmons:

A. Following the INFRA Grant award, the Board requested a copy of the Apple Capital Loop Infra Grant application and allocation of funding project.

Commissioner Steinburg called Jeff Wilkins, Executive Director with the Chelan Douglas Transportation Council.

B. Further discussion regarding the funding allocation and project funding for Douglas County, it is unsure the priority array for project funding for the Infra Grant.

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C. Unfortunately the Tuplings were unavailable to meet to discuss Road 13, further discussion will be held with a site visit for improvement options for 2022. However, the roadway is a rural road and limited mitigation efforts are available given the cost.

VII. 11:00 AM The Board held an Administrative Session.

A. Discussion held on the County purchasing a rock crushing equipment similar to the machine used for the repairs to Jameson lake road, it would be used for spreading rock for rural county roads. The County Administrator will review cost comparisons for FAE rock pulverize machines.

B. Commissioner Straub provided an update regarding the purchase and sale agreement with LINK for the 3rd street park and ride.

Motion:

Commissioner Sutton moved to approve the authorization of signature authority to the County Administrator for the purchase and sale agreement with the LINK Transit Board for the sale of the 3rd street park and ride property for the amount of \$106,000; Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

C. Update provided regarding the interim Clerk of Superior Court appointment interviews scheduled for tomorrow.

With no further business, the Board of County Commissioners adjourned at 12:00 PM to meet again on Tuesday, June 29, 2021 at the Douglas County Public Services Building, East Wenatchee, Washington.

JUNE 29, 2021

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

I. 08:30 AM Pledge of Allegiance and Call to Order.

II. 08:30 AM The Board Met with Administrator Jim Barker.

1. Personnel Administrator

Jim Barker, Administrator:

A. Update to the Board on the Accounting position filling the accounts payable position.

2. Staff Report Administrator

Jim Barker, Administrator:

A. Discussion held on road maintenance options for rural county roads, the Board is interested in using rock pulverizing equipment and tractor use to assist in reestablishing the gravel roadways.

B. Discussion held on the discharge and sale of fireworks ban within unincorporated areas of Douglas County Mansfield and Rock Island have also incorporated a ban on fireworks discharge other than January 31st and 1st.

C. The Board held discussion related to the fee schedule and the assessment for fire inspection.

D. Commissioner Straub provided an update following the PDF Board meeting with the Town Toyota Center, the Board has chosen to refinance the bond, this will net a cost savings for the Center and decrease the anticipated funding shortfall. The Commissioners are still in agreement they will not be providing ARPA funding at this time.

E. COVID commitments for ARPA funding, Approved Request ARPA: 016-ARPA: 021 for the NCW Fair, District Court, HVAC Controls Facilities Departments.

2) Approved NeoGov Contract for Job Postings Service Provider

Motion:

Commissioner Sutton moved to approve the contract with NeoGov for human resource management services for job postings; Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

JUNE 29, 2021 CONTINUED

III. 09:00 AM Public Hearing

TLS 21-44A

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

Dayna Prewitt, Human Resource Officer-attending via Zoom teleconference
Anonymous, Constituent-attending via Zoom teleconference
Jayson Hills, Constituent-attending via Zoom teleconference

Staff Report County Engineer Aaron Simmons and Environmental Manager Justin

Roozen:

Overview of the proposed road speed limit and naming definitions, and other code language amendments.

Public Comment:

No comment was given.

Motion:

Commissioner Steinburg moved to approve Ordinance TLS 21-16-44B the amendments to Douglas County Code Chapter 10.08 as presented to the Board of Commissioners; Commissioner Sutton seconded the motion and Commissioner Straub concurred.

IV. 09:15 AM Public Hearing

TLS 21-30A

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

Dayna Prewitt, Human Resource Officer-attending via Zoom teleconference
Anonymous, Constituent-attending via Zoom teleconference
Jayson Hills, Constituent-attending via Zoom teleconference
Wenatchee World, Reporter-attending via Zoom teleconference

Staff Report Land Services Director Mark Botello and Deputy Prosecutor Ethan Morris:

Overview of the proposed amendments by Mr. Morris.

Public Comment:

No comment was given.

Motion:

Commissioner Sutton moved to continue the hearing until Tuesday, August 3rd at 9:00 AM for additional amendments and review by the Sheriff's Department for enforcement; Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

JUNE 29, 2021 CONTINUED

V. 09:30 AM The Board Met with the Washington State Auditor for the Entrance Audit.

Attendees: *Jake Santistevan, Josiah Milner Morgan Thornton.*

A. Overview of the financial and reporting audit, there will be review of the CARES Act funding for 2020.

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

County Engineer Aaron Simmons:

A. Update to the Board on the July 8th CDTC grant application presentation for Wenatchee landing roundabout and the cascade and SR 98 highway roundabout. Further discussion held on scoring matrix.

Land Services Director Mark Botello:

A. Further discussion held on the fee schedule for Firework permitting, and the additional assessment for the Fire Department evaluation.

1) Adoption of Shoreline Master Program

Ordinance TLS 21-15-45B

Motion:

Commissioner Steinburg moved to adopt the Shoreline Master Program as presented during the Public hearing on June 14, 2021 at 9:00 AM; Commissioner Sutton seconded the motion and Commissioner Straub concurred.

VII. 10:30 AM The Board Held Douglas County Clerk Appointment Interviews with Jenn Biggar.

VIII. 11:00 AM The Board Held Douglas County Clerk Appointment Interviews with MacKenzie Jardine.

Executive Session RCW(42.30.110)(1)(h) Evaluation of Candidate for Appointment to Elected Office:

Attendees: Commissioners Sutton, Steinburg and Straub, County Administrator Barker, Civil Prosecuting Attorney Mitchell, Human Resource Officer Dayna Prewitt, and the Clerk of the Board.

At 11:30 AM Commissioner Straub called for executive session pertaining to personnel for 60 minutes. Executive session ended at 12:25 PM with no action taken at this time.

IX. 12:25 PM Attorney Robert Schiesser Joined Session via Zoom Teleconference.

A. Notice of withdrawal from the District Court indigent defense contract.

Executive Session RCW(42.30.110)(1)(h) Evaluation of Candidate for Appointment to Elected Office:

Attendees: Commissioners Sutton, Steinburg and Straub, County Administrator Barker, Civil Prosecuting Attorney Mitchell, Human Resource Officer Dayna Prewitt, and the Clerk of the Board.

At 12:28 PM Commissioner Straub called for executive session pertaining to personnel for an additional 30 minutes. Executive session ended at 12:40 PM with the following action taken.

1) Appointment of Jennifer M. Biggar to Superior Court Clerk Resolution CE 21-21

Motion:

Commissioner Sutton moved to approve the appointment of Jenn Biggar as the interim appointment to the Superior Court Clerk position; Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

X. 12:44 PM The Board Met with Solid Waste Director Becci Piepel.

A. Update provided following the meeting with Mayor Crawford with the City of East Wenatchee, for homeless encampment clean up. Further discussion was held on the inclusion of the City of East Wenatchee for the free disposal days, further communication with Waste Management is needed to determine if this is allowable.

XI. 1:00 PM Consent Agenda.

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

1) Road Closure Due to Fires Danger TLS 21-50

Motion:

Commissioner Steinburg moved to approve the road closures as requested by the Douglas County Fire District #2, Commissioner Sutton seconded the motion, and Commissioner Straub concurred.

2) Transfer of Funds TLS 21-20

Motion:

Commissioner Sutton moved to approve the budgeted transfer of funds from Current Expense fund #001 to Land Use and Building Services fund #403 in the amount of \$280,975.00; Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

3) Approved Fair Contracts:

- | | |
|--------------------------------------|-------------------------|
| a. Maraslee's Thai Food, LLC | Concession Agreement |
| b. Douglas County Republicans | Exhibitor Agreement |
| c. Lay-Z Rose Boutique, Sabrina Lay | Exhibitor Agreement |
| d. Carol Smith | Exhibitor Agreement |
| e. Voodoo Signature Sauces | Exhibitor Agreement |
| f. Cariboo Trail Studio-Don Nutt | Exhibitor Agreement |
| g. Vivid Imaginations-Lorraine Mason | Exhibitor Agreement |
| h. No Promises | Entertainment Agreement |

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4) Vouchers.

		Check Numbers	Total Amount
1.	Vouchers	00347815-00347907	\$443,972.49
2.	ACH	None	\$0.00

With no further business, the Board of County Commissioners adjourned at 1:30 PM to meet again on Wednesday, June 30, 2021 at the Douglas County Public Services Building, East Wenatchee, Washington.

JUNE 30, 2021

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 12, 2021 at the Douglas County Courthouse, Waterville, Washington.

The minutes are hereby read and approved.

BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON



[Signature]

 Marc S. Straub Chair

[Signature]

 Kyle Steinburg Vice-Chair

[Signature]

 Dan Sutton Member

ATTEST: *[Signature]*

 Tiana Rowland, Clerk of the Board