

**CHELAN COUNTY COMMISSIONERS  
MEETINGS OF DECEMBER 8, 9, 2008**

**MONDAY, DECEMBER 8, 2008**

**9:00:26 AM OPENING – PLEDGE OF ALLEGIANCE:**

Chairman Walter opens session with Commissioner Hawkins and Commissioner Goehner in attendance. Also present for session are County Administrator Cathy Mulhall and Deputy Clerk of the Board, Sally Taylor.

**9:01:36 AM APPROVAL OF MINUTES:**

**Moved** by Commissioner Hawkins, seconded by Commissioner Goehner, and carried unanimously that the Board approve the minutes of December 1, 2, 2008 with corrections.

**9:13:43 AM CONSENT AGENDA:**

**Moved** by Commissioner Hawkins, seconded by Commissioner Goehner, and carried unanimously to approve the consent agenda as follows:

- Vouchers as submitted and listed
- Approval of November Payroll 20081208B4-1
- Payroll changes:
  - a) Michael Alber, Ohme Gardens, End of Season
  - b) Nancy Jeffries, Ohme Gardens, End of Season
  - c) Carol Sunada, Ohme Gardens, End of Season
  - d) Vickie Short, Ohme Gardens, End of Season
  - e) Nathen Sadewasser, Ohme Gardens, End of Season
  - f) Mike Seguin, Wenatchee River Park, End of Season
  - g) Chelsea Anderson-Fitch, Juvenile, Step Increase
  - h) Gail Suave, Juvenile, Length of Service Increase
  - i) Sherry Meadows, Community Development, Re-assignment
  - j) Paula Cox, Public Works, Length of Service Increase
  - k) Sam Hilliard, Public Works, Step Increase
  - l) Donald Osborn, Public Works, Step Increase
  - m) Ryan Rush, Public Works, Length of Service Increase
  - n) Steve Sprauer, Public Works, Step Increase
  - o) Stephen Wancho, Public Works, Step Increase
  - p) George Crater, Public Works, New Hire
  - q) Clayton West, Public Works, New Hire Extra Help
  - r) Maribel Martinez, Prosecuting Attorney, New Hire
  - s) Kevin Powers, Extension, Line Item Change
  - t) Hana Butler, Extension, Line Item Change
  - u) Ruth Rushmore, Extension, Layoff
  - v) Helen Horn, Clerk, Retirement

**9:15:01 AM BOARD DISCUSSION:**

- 2009 Superior Court Budget Discussion with County Administrator Cathy Mulhall and Deputy Auditor Brad Posenjak.
- Reserve Balance for First Quarter 2009 Expenditures.
- Financial Analysis for Department Head Meeting Tomorrow.
- Financial Policies Update
- Employee Handbook Update
- Meeting with DNR Director Peter Goldmark on Thursday
- Stormwater Meeting, Complaint Hotline will begin next year to report illicit discharges.
- Fire Marshall Meeting Last Friday
  - i. UCA Fire Code update
  - ii. Self Inspection for Fire Code
  - iii. Fire Marshall Web Site
  - iv. Existing Water Systems May Affect Fire Flow for New Developments
- Courthouse Restoration Project – Project on hold due to weather. Facilities Director to hold back \$20,000 in payment and retainer to ensure project completion in the spring.
- WSAC Dues payment for 2009 - **Moved** by Commissioner Hawkins, seconded by Commissioner Goehner, and carried unanimously to approve WSAC payment of dues for 2009. 20081208B4-2

**10:03:28 AM ADMINISTRATIVE AGENDA**

**County Administrator, Cathy Mulhall**

**DISCUSSION ITEMS:**

1. Project Manager Robert Knowles present to Discuss Request for Proposals for Project Management and Architectural Services – Mr. Knowles submits draft proposals for General Consulting Services Agreement, Proposed Amendment #1 for 414 Douglas Street Demolition, and Proposed Amendment #2 for CCRJC Contract and Public Works Administration. Final documents to follow formal request for proposals.
2. Demolition of Building at 414 Douglas Street - Project may be added to bond sale for Regional Jail project.
3. Letter of Support to Columbia Valley Housing Authority, Marty Stierlen present for discussion.

**10:18:58 AM ACTION ITEMS:**

**Moved** by Commissioner Hawkins, seconded by Commissioner Goehner and carried unanimously that the Board approve the following action items:

**1. Contracts**

- a) 08-94100-002 Monitor Park Operating Agreement with CTED Amend A  
20081208A5-1

**2. Budget Transfer**

- a) Expo Center to Transfer \$25,000 from Salaries to Repairs & Maint.

20081208B4-3

**3. Notice of Hearing**

- a) Supplemental Budget Appropriation
- Non-Departmental - \$300,000
  - Facilities Maintenance - \$55,736
  - Sheriff - \$23,718
  - ORV Fund - \$49,155
  - Jail Safety Fund - \$18,000

20081208H6-1

**4. Miscellaneous**

- a) Appointment of Trey Ising to the Fair Board of Directors 20081208C8-1  
b) Letter of Support to Columbia Valley Housing Authority 20081208C8-2

**10:30:02 AM CONTINUED ADMINSTRATIVE DISCUSSION:**

- Draft County Volunteer Agreement - Personnel Analyst Katie Small present for discussion, final document to be placed on agenda for next week.
- Commissioner's schedule "Retirement" Party for Commissioner Hawkins for Thursday December 18<sup>th</sup> at 3 P.M. in Commissioners' Meeting Room.
- Discussion of County Position Evaluation Committee which has been inactive due to Salary Survey. **Consensus** of Board to continue suspension of Position Evaluation Committee, also to rescind the Resolution setting the Sheriff's command staff at step 8.

**10:58:32 AM RECESS**

**11:02:44 AM NATURAL RESOURCES DEPARTMENT**

**Mike Kaputa, Natural Resources Director**

**DISCUSSION ITEMS:**

- 1) Amendment to Bonneville Power Administration Contract for Wenatchee Complexity Will Move Funds from 2008 to 2009 - Commissioner Goehner requests budget accounting to ascertain which Natural Resource projects have been completed. Director will submit project update next week.
- 2) Internship Program – Program will provides students to work in Natural Resources
- 3) Natural Resources Letter to Dept of Ecology regarding Comment Period for Wenatchee River TMDL (total maximum daily load) levels. 20081208C8-3
- 4) Newspaper Article regarding Dam on Bear Mountain Ranch Land.
- 5) Upper Columbia Salmon Recovery Board Meeting Next Week.

**11:28:26 AM ACTION ITEMS:**

**Moved** by Commissioner Goehner, seconded by Commissioner Hawkins and carried unanimously that the Board approve the following action items:

- 1) **Contract Amendment** to Bonneville Power Administration Contract 200732500 UPA -  
Wenatchee Complexity 20081208A5-3

**11:28:58 AM FARM WORKER HOUSING CAMP**

**Edmundo Gonzalez, Manager**

**HOUSING CAMP ISSUES**

- 2009 Vending Machine Contracts
- Fence Rental Contract
- Wenatchee Planning Team Meeting Scheduled for Next Week
- Dining Tent Fabric to be Replaced Next Year
- Cot Replacement for Next Season
- Finalization of Restroom Project - Manager to meet with Robert Knowles and Facilities Director at 1 P.M. tomorrow

**11:4:06 AM COUNTINUED ADMINISTRATIVE DISCUSSION:**

County Administrator Cathy Mulhall present for further discussion.

- Department Head Evaluation Schedule
- Vacation Time for Employees in Community Development - Discuss with that department tomorrow.
- Building Inspector Positions Within the County and Market Factors.
- Pest Board Meeting - Pest Board requests meeting with the Commissioners to discuss budget reduction for 2009.

**11:54:33 AM EXECUTIVE SESSION:**

**Moved** by Commissioner Hawkins, seconded by Commissioner Goehner, and carried unanimously that the Board move into Executive Session for five minutes Pursuant to RCW 42.30.110(g) to evaluate the performance of a public employee.

**11:56:21 AM REGULAR SESSION:**

Board resumes regular session. Board discussion regarding per parcel assessment for pest control.

**12:00:30 PM RECESS**

**1:28:18 PM CHELAN COUNTY SHERIFF'S DEPARTMENT**

**Sheriff Mike Harum, Civil Deputy Ron Hupp, Undersheriff Meinzer**

**DISCUSSION ITEMS:**

1. Prisoner re-entry meeting on Thursday to begin project scope of work, to be paid from state funds.

2. City of Leavenworth law enforcement service agreement for 2009. Extensive discussion on cost of deputies and city contracts. 2008 contract for Leavenworth is a 10% increase.
3. Discussion regarding Sheriff's voucher for \$94,000 to Forest Service for ORV program.

**1:54:56 PM ACTION ITEMS:**

**Moved** by Commissioner Goehner, seconded by Commissioner Hawkins and carried unanimously that the Board approve the following action item, **adding (2a)**, letter for signature.

**1. Contracts/Agreements**

- a) City of Leavenworth Law Enforcement Service Agreement for 2009 through 2013  
20081208A5-3

**2. Letter for Signature**

- a) **(Added)** Letter to Congressional Delegation Supporting Central Washington Hospital for year 2010 appropriations.  
20081208C8-4

**2:00:25 PM FURTHER SHERIFF'S DISCUSSION:**

Sheriff Harum has been requested to write a letter of support to enact 1/10 of 1% sales tax to fund mental health and substance abuse. Discussion regarding State funding responsibility for these projects.

**2:10:49 PM Recess**

**2:14:03 PM EXECUTIVE SESSION:**

**Moved** by Commissioner Goehner, seconded by Commissioner Hawkins and carried that the Board move into Executive Session for five minutes Pursuant to RCW 42.30.110(g) to evaluate the performance of a public employee.

**2:19 A.M. REGULAR SESSION:**

Board resumes regular session with Board Discussion:

- Changes to letter to Congressional Delegation regarding Central Washington Hospital discussed.
- Bio-Mass Meeting attended by Commissioner Goehner. Project would require ten years for implementation. This is an alternative energy source created by burning extra wood for forest health. Discuss at the Wilderness Society meeting this week.

**2:32:35 PM WENATCHEE VALLEY HUMANE SOCIETY**

**Brian Metcalfe, Director and Jody White, Animal Officer**

Budget discussion regarding Animal Control Contract for Chelan County. Director Metcalfe shares statistics on increase of animal control incidents. Humane Society contract offer of \$150,000 is a 20% decrease from 2008. Further discussion regarding

cost of animal control and state law requirements. Possible implementation of spay and neuter ordinance to control costs. Other options such as increasing fines will be investigated. Commissioners continue to request a contract for services at \$125,000, which could be for emergency animal control calls only. Director Metcalfe states that the Humane Society will not contract for less than \$150,000. Possible two year contract at \$150,000 for first year and reduced to \$135,000 for second year. Commissioner Goehner maintains that the County can not fund anything more than \$125,000 for 2009.

**3:26:42 PM ACTION:**

**Moved** by Commissioner Hawkins, seconded by Chair Commissioner Walter, and after discussion, motion approved to accept two year contract at \$150,000 for first year and reduced to \$135,000 for second year. County Administrator cautions the Board that the Non Departmental Fund does not have \$25,000 extra to fund the contract.

**3:33:57 PM RECESS**

**Moved** to recess by Commissioner Hawkins, seconded by Commissioner Goehner, recess until December 9, 2008.

**TUESDAY, DECEMBER 9, 2008**

**8:00 A.M. DEPARTMENT HEAD MEETING:**

Agenda Items:

- Budget Update
- Employee Handbook
- Financial Policies Update
- Capital Projects
- Legislative Issues

**9:07:11 AM OPENING:**

Chairman Walter begins Tuesday's session with all Commissioners attending. Also present are County Administrator Cathy Mulhall and Deputy Clerk of the Board.

**9:07:48 AM EXECUTIVE SESSION:**

**Moved** by Commissioner Goehner, seconded by Commissioner Hawkins to move into Executive Session for twenty minutes pursuant to RCW 42.30.110(g) to evaluate the performance of a public employee.

**9:18:27 AM REGULAR SESSION:**

Board resumes regular session Board Discussion:

- Prosecuting Attorney Gary Riesen regarding Regional Jail Agreements.
- Leavenworth sub area planning contract.

**9:30:59 AM PUBLIC WORKS DEPARTMENT**

**Public Works Interim Director Jolene Gosselin-Campbell**

**9:31:54 AM** **Chair Opens Continued Public Hearing** for the Six Year Transportation Programs Annual Construction and Bridge Report. Patrick Walker of Chelan Douglas Land Trust present to discuss the bicycle safety plan, funding could come from paths and trails fund.

**9:43:56 AM** **CLOSURE OF PUBLIC HEARING**

Public Hearing Closed by Chair. **Moved** by Commissioner Goehner, seconded by Commissioner Hawkins, and carried unanimously that the Board approve Six Year Transportation Plan. 20081209R1-1

**9:45:45 AM** **DISCUSSION CONTINUES:**

Further discussion on Paths and Trails Projects and Funding for Bicycle Access and Safety.

**9:59:29 AM** **PUBLIC WORKS DISCUSSION ITEMS:**

1. Paths and Trails Projects and Funding for Access and Safety. Use of Hotel/Motel tax fund is also an option. Director will investigate further and present a plan.
2. Local Agency Standard Consultant Agreement with Pacific Appraisal Associates
3. Resolution for No Parking on Totem Pole Road
4. Order Rejecting Petition for Vacation of County Road for Robert Yount
5. Call for Bids – Removal of Freon, Compressor Oil, and Doors from Refrigeration Units
6. Storm Water Manual adoption, “Storm Water and Drainage Guidelines” Update provided by Public Works employees Greg Pezoldt and Paula Cox. Adoption to be scheduled for January.
7. Community Development building inspector position.
8. Development Review, Little Butte Road project, city road standards, Comfort Suites traffic light.
9. Commissioner District #3 road trip tomorrow.
10. Public Meeting for North Road project tonight

**10:31:50 AM** **ACTION ITEMS:**

**Moved** by Commissioner Hawkins, seconded by Commissioner Goehner, and carried unanimously that the Board approve the following action items:

**1. Agreement**

- a) Local Agency Standard Consultant Agreement between Chelan County and Pacific Appraisal Associates, PLLC for General Consulting Services Real Estate Appraisal 20081209A5-4

**2. Resolution**

- a) Adopt **Resolution No. 2008-168**, No Parking on Totem Pole Road

**3. Miscellaneous**

- a) Order Rejecting Petition for Vacation of County Roads by Robert Yount for Vacation of Dick Ranch Road 20081209V1-1

- b) Call for Bids for Removal of Freon, Compressor Oil, and Doors from Refrigeration Units  
20081209B1-1

**10:32:34 AM COMMUNITY DEVELOPMENT**

**David Grimes, Assistant Director and Jack McGee, Interim Director**

**DISCUSSION ITEMS:**

1. Refund requests by Ron Foster for Buoy and Swim Float Fees.

**10:38:21 AM ACTION ITEMS:**

**Moved** by Commissioner Goehner, seconded by Commissioner Hawkins, and carried unanimously that the Board approve the following action items:

**1. Approval of Refunds Ron Foster**

- a) File SDP 2008-040/SCUP 2008-041: Refund of \$700.00, Buoy/Swim Float Fees.  
20081209B4-3
- b) File SDP 2008-042/SCUP 2008-043: Refund of \$350.00 for Buoy Fees.  
20081209B4-3

**10:39:13 AM COMMUNITY DEVELOPMENT WORKSHOP FOR 2008 COMP PLAN AMENDMENTS**

Planner Lilith Yanagimachi presents staff report for 2008 Comprehensive Plan Amendments 2008-1 through 2008-8.

**11:20:41 AM BOARD DISCUSSION CONTINUES:**

- City Code Update discussion, Hearing continued to next Planning Commission Meeting.
- Planning Staff Overtime

**11:25:10 AM ACTION:**

**Moved** by Commissioner Goehner, seconded by Commissioner Walter, and carried unanimously to Approve the Carry Over of Planning Staff Overtime to 2009 for 90 days.  
20081209B4-4

**11:29:59 AM HEARING FOR ADOPTION OF 2009 BUDGET**

Discussion regarding changes to budget, Superior Court Judge Allen and Deputy Auditor Brad Posenjak present for hearing.

**11:44:07 AM ACTION:**

**Moved** by Commissioner Hawkins, seconded by Commissioner Goehner and carried unanimously that the Board approve the following action item:

**1. RESOLUTION:**

- a) Adoption of **Resolution No. 2008-169**, adopting the 2009 Chelan County Budget.



**12:00:02 PM Recess**

**1:04:48 PM EXECUTIVE SESSION:**

**Moved** by Commissioner Hawkins, seconded by Commissioner Goehner and carried unanimously that the Board go into Executive Session for Annual Performance Evaluations of Appointed Official from 1:00 PM to 5:00 PM.

**4:12:49 PM REGULAR SESSION:**

Board resumes regular session.

**4:12 P.M. RECESS**

**Moved** by Commissioner Hawkins seconded by Commissioner Goehner and unanimously carried that the Board adjourn until December 15, 2008, Board adjourned.

**Filed Correspondence:**

- Letter to Commissioners regarding lack of access to Saunders Road due to the new Peshastin Interchange, letter signed by 22 growers. 20081209C8-5

**Vouchers Approved for Payment:** 20081209B4-5

Current Expense	86,486.42
All Other Funds	<u>409,362.86</u>
Total All Funds	495,849.28

**BOARD OF CHELAN COUNTY COMMISSIONERS**

**RON WALTER, CHAIRMAN**

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**SALLY TAYLOR, Deputy Clerk**