

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

JANUARY 9, 2023

The Board of County Commissioners met in regular session at the Douglas County Public Services Building in East Wenatchee, Washington. Commissioners Sutton and Straub, and the Clerk of the Board Kala Lince were present. County Administrator Jordyn Giulio and Records and Risk Manager Tiana Rowland were present, Civil Prosecuting Attorney James Mitchell in attendance. Commissioner Steinburg was excused.

I. 08:31 AM Pledge of Allegiance and Call to Order.

II. 08:32 AM Public Comments.

A. No public present and no written comments were received.

III. 08:32 AM The Board Met with Administrator Jordyn Giulio.

1. Staff Report

Administrator

Jordyn Giulio, Administrator:

- a) Board discussed concerns with plowing and snow removal around sidewalks and schools. The Board is considering a change in code language to require the removal within a certain time period.
- b) Mr. Ron Lewis has requested roadway improvements on Road A. However, the project is beyond the County's financial capability at this time. There is a secondary route on Road 23 that has been maintained. Mr. Lewis is encouraged to use this route.
- c) Request for a YouTube account to host educational and recruitment videos.
- d) Additional discussion was held on the contract with Chief Joseph Dam for Law Enforcement Services. There was additional conversation about increasing the contract amount for 2023.
- e) The City of East Wenatchee has expressed interest in moving forward with the annexation by vote in 2023.
- f) Law Enforcement contract revisions, updated language and consistency across all contracts – with recognition to special conditions in different communities.
- g) The County Administrator discussed the agreement for holding and stockpiling of crushed materials at the property located off of Urban Industrial Way, parcel 22210920007. Per the purchase and sale agreement, the County contracted with Mr. Tommer for holding, the contract is set to expire on January 31, 2023. Staff will follow up regarding an extension of the holding agreement until March 1, 2023.
- h) A formal request from Mr. Hansen regarding the expenditures of the Open Space in Lieu of Development funds and how they were utilized. Mr. Hansen's allocation was \$33,000 was used in its entirety of the pump track and the benches of the Apple Capitol Loop Trail.

JANUARY 9, 2023 CONTINUED

- i) Local Assistance and Tribal Consistency Fund – discussions were held for the Chelan Douglas Community Action Council Food Bank Project.
- j) Jeff Marx, Fire Chief 1, requested ARPA funds – Board stated all funds have been allocated at this time.
- k) The Land Services department is developing internal policies regarding the requirements for development within geohazard locations, an administrative review will occur and allow for development if the site location is outside of the hazard boundary.

2. Personnel

Administrator

Jordyn Giulio, Administrator:

- a) Discussed potential candidate for Engineering in Training position. Request was made to offer the position at step 4.

V. 09:05 AM The Board Held Executive Session RCW(42.30.110)(1)(G) Personnel.

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

Attendees: Commissioners Sutton, Straub, County Administrators Jordyn Giulio and Jim Barker, Civil Prosecuting Attorney James Mitchell and Human Resources Officer Dayna Prewitt. At 9:05 AM Commissioner Sutton called for an executive session pertaining to personnel until 9:15 AM or 10 minutes. At 9:15 AM Commissioner Sutton called to end executive session with no action taken.

VI. 09:17 AM The Board Met with Solid Waste Director Becci Piepel.

- a) Becci presented the Board with a draft ordinance regarding county/city compost. She is requesting some additions to it that will increase safeguards with concerns to apple maggots. Board asked that she work with Perry to work in the additions and present the final ordinance to be finalized. Discussion on requirements surrounding a compost facility, which would fall on the County to provide if no other private interest arises.
- a) Waste Management and the individual cities were discussed as potential partners in the compost facility. Plans for a compost facility must be in place by January 2024.
- b) Conversation was had on not allowing compost from outside of Douglas County to protect against apple maggots.
- c) Waivers may be issued for up to five years to each individual company that meet the threshold for composting.
- d) County would be responsible for oversight.
 - a. Potential HB1033 - Agency has to create a third party advisory group regarding organics.
- e) Legally, the County is required to buy compost from a compost facility within the county when needed for a project. They are also required to use compost in place of other materials when able. The Board recommends setting a 10% cap to the cost of the compost compared to the opposing material.

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- f) Discussion was had about developing an interlocal agreement for the compost facility. However, the Board shared concerns about our quarantine regulations creating an issue with this idea.
- g) Educating the public on the new Bill and where penalties for non-compliance of it would fall was highlighted.

VII. 10:02 AM The Board Held Executive Session RCW(42.30.110)(1)(G) Personnel.

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

Attendees: Commissioners Sutton, Straub, County Administrators Jim Barker and Jordyn Giulio, Civil Prosecuting Attorney James Mitchell and Human Resources Officer Dayna Prewitt and interview candidate, Guy Hopkins. At 10:02 AM Commissioner Sutton called for an executive session pertaining to personnel until 10:48 AM or 46 minutes. At 10:48 AM Commissioner Sutton called to end executive session with no action taken.

VIII. 10:49 AM The Board Met with Community Action Council Director Alan Walker.

- A. Revisiting Capital Campaign – looking at C&O property located in Wenatchee, the estimated cost is \$4.5 million. A portion of the property would be donated from the sellers. This project would bring all operations into one location; would create opportunity for commercial kitchen, training ground, addition of a food pantry that would be open multiple days a week. Goal is to raise \$4.5 million, the Community Action Council still needs to procure \$600,000
- B. Have already filled the food distribution need. Have funding for the building, need renovation still. Ongoing expenses will be taken care of by current rent expense going away. There are two additional collocated properties that would allow for additional rental income.
- C. Would assist all communities in North Central Washington. Food gets brought into the main facility and then delivered to the other communities a couple times a week.
- D. Renovations to the house on the property is covered by the local Rotary. Would be used primarily for AmeriCorps housing.
- E. Board discussed the benefits that this opportunity would provide to the community as well as the fire crews during fire season. Potential to use half of the Local Assistance and Tribal Consistency funds which would amount to about \$141,000.

IV. 11:12 AM The Board Met with Human Resource Officer Dayna Prewitt.

- a) Review personnel committee employee recommendations.

With no further business, the Board Chairman called to recess the meeting at 11:23 AM, and will resume again on Tuesday, January 10, 2023 at the Douglas County Commissioners Chamber in Waterville, Washington.

JANUARY 10, 2023

The Board of County Commissioners met in regular session at the Douglas County Commissioners Chamber Waterville, Washington. Commissioners Sutton and Straub, the Clerk of the Board Kala Lince was present. County Administrator Jordyn Giulio and Records and Risk Managerin attendance. Commissioner Steinburg was excused.

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

II. 08:31 AM Public Comments.

a) No public present and no written comment was received.

III. 08:32 AM The Board Met with Administrator Jordyn Giulio.

1. Staff Report

Administrator

Jordyn Giulio, Administrator:

a) Dell Mires proposed ordering dump trucks now due to a 5-10% pricing increase. Delivery would be around November.

1. Dump Truck Purchase

Motion:

Commissioner Straub moved to approve the purchase of dump trucks as stated in the 2024 ER&R Budget. Commissioner Sutton seconded the motion and concurred.

- b) Request for a change in code language to the maintenance of stormwater retentionc) Update given to the Board about the City of East Wenatchee's open house for frontage improvements along 19th Street and Cascade.
- b) Foster Creek Conservation District is updating the current WRIA plan for watershed. They requested that the County be involved in this process.
- c) Review and approval of the Administrator's Decisions and Directives from 1.3.2023.
- d) The Board inquired about an update interlocal agreement regarding the Washington State Opioid Settlement. Grant County has some amendments to the current agreement that they are working on before it gets sent on to the next county for approval.
- e) Discussion with the impound yard is ongoing.
- f) A draft of Douglas County Population Allocation Study from BERK Consulting was reviewed and discussed. The Board would like to bring in additional staff for discussion prior to contacting BERK Consulting with any questions.

JANUARY 10, 2023 CONTINUED

2. Personnel

Administrator

Jordyn Giulio, Administrator:

- a) Regarding the Request for Hire for Perry Houston, the County will continue to offer VEBA and Life Insurance.
- b) Regular accruals are not in our policy for temporary employees. The Board is asking about a change in policy to allow it or to give him administrative leave to be in accordance with our policies. Perry will start January 17th and will start on prioritized projects to relieve some pressure on other employees.

1. Request for Administrative Leave

Motion:

Commissioner Straub moved to approve the use of front-loaded administrative leave in place of regular accruals in regards to Mr. Houston. Commissioner Sutton seconded the motion and concurred.

- c) Financial Department personnel update.
- d) Request was made to increase the salary range for the Juvenile Director to range 17.

2. Request for Salary Increase

Motion:

Commissioner Straub moved to approve a salary range increase to range 17 step 8 for the Juvenile Director, Commissioner Sutton seconded the motion and concurred.

IV. 09:00 AM The Board Met with Transportation Land Services.

Aaron Simmons, County Engineer:

- a) Ongoing challenge of right of way plowing in Sun Cove. One option would be to have a Road Improvement District in place. The Board discussed other options as well; however, they would be time and/or cost consuming at this time.
- b) Discussion on using ARPA funding for cameras in the upper portion of the county. Benefits would include a more efficient deployment of plows and emergency vehicles. Concern would be on financing and reliability. Cameras would capture weather information (temperature, wind, precipitation, etc.) as well as picture. The Board asked about potential partnership in this project with PUD. Mr. Simmons proposed ordering two cameras to begin as a trial to see if ordering the other two would be beneficial.
- c) Updates on the NCW Fairground gravel cost comparisons. The amounts provided by Mr. Simmons include the material and hauling for about 11,800 cubic yards. The Board discussed revisiting this project in 2024, as the cost vs. benefit of this project does not make sense at this time.
- d) A concern about snow removal from a development on 5th Street dumping snow down a canyon and ending up on private property was brought to the Board's attention. Code enforcement will be communicating with homeowners on this issue.

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- e) Paul Jessup is asking the County to plow a private road in which the County has no right of way. The County has had no need to use this road in the past and will deny this request. The Civil Prosecuting Attorney advises that the plowing of snow is discretionary by the County and not required. The County would like to look into surplusing the property.

1) Notice of Hearing: Application for Franchise

Resolution TLS 23-04A

Motion:

Commissioner Straub moved to approve Resolution TLS 23-04A Application for Franchise Community Irrigation Gate 512; Commissioner Sutton seconded the motion and concurred.

V. 09:32 AM The Board Met with Finance Department.

Karen Goodwin, Leah Hurd and Thad Duvall by Phone.

- a) Review of the Washington State Audit.
- b) Review the use of ARPA Funds.
- c) Discussion on use of the Local Assistance and Tribal Consistency Funds.

1) Funding Award

Motion:

Commissioner Straub moved to award \$140,000 of Local Assistance and Tribal Consistency funds to the Chelan Douglas County Community Action Council, Commissioner Sutton seconded the motion and concurred.

VI. 10:20 AM Consent Agenda:

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

1) 2023 Washington State Office of Public Defense Grant Award

2) Amending Resolution CE 22-55

Resolution CE 23-02

Motion:

Commissioner Straub moved to approve Resolution CE 23-02 Amending Resolution CE 22-55 Minimum Fund Balance in the Umpqua Bank for Licensing Tab Fee Account; Commissioner Sutton seconded the motion and concurred.

3) American Rescue Plan Act Funding Amendment

Granicus/GovQA

4) Amended Services Agreement

Granicus/GovQA

JANUARY 10, 2023 CONTINUED

5) Washington State Office of Public Defense Grant Award Agreement No. ICA23009

Motion:

Commissioner Straub moved to approve the Washington State Office of Public Defense Grant Award Agreement No. ICA23009; Commissioner Sutton seconded the motion and concurred.

6) Fair Contracts

- a. Facility Use – Highline Grain Growers
- b. Facility Use – Big Bend Jr. Rodeo

7) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00363505-00363631	\$ 514,639.80
2.	ACH	80007922-80007924	\$2,252.80

With no further business, the Board of County Commissioners recessed at 11:15 AM to meet again on Wednesday, January 11, 2023 at the Douglas County Courthouse, Waterville, Washington.

JANUARY 11, 2023

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 Tuesday, January 17, 2023 at the Douglas County Commissioners Chamber, Waterville, Washington.

The minutes are hereby read and approved.



BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON



Dan Sutton Chair



Kyle Steinburg Vice-Chair



Marc S. Straub Member

ATTEST:



Kala Lince, Clerk of the Board