

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

MAY 22, 2023

The Board of County Commissioners met in regular session at the Douglas County Public Services Building in East Wenatchee, Washington. Commissioners Sutton, Steinburg, Straub, and the Deputy Clerk of the Board Erika Guerrero were present. County Administrator Jordyn Giulio 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.

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

III. 08:31 AM The Board Held an Executive Session RCW (42.30.110)(1)(G) Personnel

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

Attendees: Commissioner Sutton, Steinburg, Straub, Deputy Clerk of the Board Erika Guerrero, County Administrator Jordyn Giulio, Human Resources Director Dayna Prewitt, Civil Prosecuting Attorney James Mitchell. At 8:31 AM Commissioner Sutton called for an executive session pertaining to personnel until 9:08 AM for 37 minutes. At 9:08 AM Commissioner Sutton called to end executive session with no action taken outside of session.

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

V. 09:30 AM The Board Met with Countywide Solid Waste Director Becci Piepel.

A. Discussion was held regarding the request for qualifications for moderate risk waste facility and solid waste management plan update. Facility will have a bathroom as well as a eyewash area as required.

B. Brief update on the Free Disposal Day. Local law enforcement was contacted to educate on secure loads. Constituent emails and phone calls were received with positive comments and excitement for the event. The mailers that were sent out with information regarding free disposal event did very well with outreach. The Board made recommendations to send out mailers at the beginning of next year with all collection events listed.

C. Commissioner Steinburg would like a public press release thanking Waste Management with their assistance in providing a free disposal day to County residents. The board recommended a radio ad for about a month and have requested a draft of the press release with statistics of the event and assistance provided to constituents. September 23rd is the next free disposal event.

D. Becci Piepel is working on a job description to hire a new employee for the moderate risk waste facility. Once job description is complete and approved, Becci would like to move forward with hiring as training is extensive in order to meet facility requirements.

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E. Solid Waste Director has been invited by five different counties to visit their open air facilities and has requested the board approval in attending a couple locations with staff. The board agrees it is important for them to attend; Commissioner Sutton and Straub would also like to attend.

F. Homeless encampments are being cleaned up.

9:38 AM Auditor Thad Duvall Joined the Board

A. Brief discussion was held regarding the City of East Wenatchee annexation. Annexation has not been added to the ballot.

VI. 10:00 AM Bid Opening

A. Bids were opened for Resolution CE 23-16A North Central Washington Fairgrounds Parking Lot Upgrade. The Board received three bids.

<u>Company</u>	<u>Bid Amount</u>
Hurst Construction LLC	\$348,726.00
Pipkin Construction	\$277,248.00/ low bidder
Smith Excavation	\$324,500.00

VII. 10:15 AM The Board Held a Work Session.

A. Discussion was held regarding a carbon credit incentive for local bidders. This would allow for local bidders within 50 miles of the project site to be recognized for the reduced emission from closer mobilization or travel. Incentive would help prioritize local contractors. The Board would like to research for further discussion.

Land Services Interim Director Perry Huston, Principal Planner Tanner Ackley, Fire Marshall Heather Mauseth, County Engineer Aaron Simmons, Development Services Manager Mike Neer:

A. Discussion was held regarding unpermitted event venues throughout Douglas County. Most venues have conditional use permits that have been approved with certain conditions but that are not being followed as approved. Storage buildings are being occupied for other uses such as tasting rooms. Events are being promoted and announced which hold legal responsibility and liability.

B. Mr. David Dufenhorst has requested permission to hold an event on August 5th for about 400-500 people at the Rocky Pond development. He currently has a conditional use permit with unmet conditions attached. Those conditions are improvements of the intersection.

C. Notices will be sent out to land owners to allow them to obtain necessary permits for venues. The Board would like to stay consistent with all developments and has agreed to move forward with sending notices.

D. Principal Planner Tanner Ackley, made recommendations to amend Douglas County code for event venue standards. Amendments to create a general code for direction such as a checklist. To include a parking and emergency management plan as well as minimize workload by creating a checklist to provide to constituents with directions to follow. The Board requested a draft of code amendments and checklist.

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VIII. 10:45 AM The Board Met with Link Transit CEO Richard DeRock and Planning & Development Manager Christina Barone

A. Link Transit CEO presented a Link Transit Public Transportation System presentation. Fuel prices have increased ridership. Weekend and recreational access has also allowed for increase in ridership. Ridership during COVID rose by 60% due to low income. A total of 2.6 million miles were traveled last year.

B. There are currently 74 revenue vehicles and electric buses have arrived. The number of vehicles should drop as some diesel vehicles will be kept but not many. Portable generator will allow charging of electric vehicles.

C. An increase in revenue hours and services have been seen on weekends. Revenue increases are due to sales tax.

D. Ongoing capital improvements and planning resources.

H. Electrical vehicles are more cost effective than diesel. There are 23 electrical vehicles on site and ready for service. Ebusco vehicles have better energy efficiency. There will be chargers located in Rock Island and 3rd Street.

IX. 11:28 AM The Board Held Administrative Session.

A. Summary schedule of prior audit findings were presented to the Board.

B. Drainage issue caused rotting on pig barn building posts; the Board would like to do a site visit tomorrow.

C. Over excavation area where fair barn was burnt down will need stabilization.

D. Discussion was held in regards to the public well on Badger Mountain. The Board will meet with land owner tomorrow to listen to constituents concerns.

With no further business, the Board Chairman called to recess the meeting at 12:05 PM, and will resume again on Tuesday, May 23, 2023 at the Douglas County Courthouse, Waterville, Washington.

MAY 23, 2023

The Board of County Commissioners met in regular session at the Douglas County Commissioners Chamber Waterville, Washington. Commissioners Sutton, Steinburg, Straub, and the Deputy Clerk of the Board Erika Guerrero were present. County Administrator Jordyn Giulio, 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.

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

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

1. Staff Report

Administrator

Jordyn Giulio, Administrator:

- A. Discussion was held regarding the airport partnership with Regional Port Authority to establish a community minimum revenue guarantee fund to secure additional air service. The Board does not want to partner at this time.
- B. Constituent concerns regarding speed on 29th Street. Extra patrol and additional speeding signs will be put into place for assistance.
- C. Revised version of DSHS contract has been received and presented to the Board for approval.
- D. Safety Manager Lance Merz has finished draft of safety policy; staff will review and will be sent to union for review. Once it has been finalized it will be presented to the Board for approval.
- E. Personnel committee will meet soon to review the Grants and Public Information Officer salary. No date has been scheduled.
- F. Speakers for the Commissioners' Chamber are no longer available. Sound on current speakers will be adjusted and volume turned up.
- G. Evidence storage room floor has been completed and an invoice should be received soon.
- H. Fire Marshall Heather Mauseth, Safety Manager Lance Merz and Facilities Coordinator Todd Boughton are working on an assessment at 2nd Street building for safety. Portions of the building have no fire alarms and suppression system is being inspected.
- J. The Board approve the following Request for Hire: Legal Assistant/Prosecutor's Office.
- K. Review and approval of Administrator's Decisions and Directives from 05.15.2023.

IV. 09:00 AM Public Hearing

Resolution CE 23-19A & TLS 23-32A

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: Tiana Rowland, Aaron Simmons, Perry Huston, James Mitchell, Jordyn Giulio

Staff Report, Record & Risk Manager Tiana Rowland:

Overview of Ordinance CE 23-01-19B & TLS 23-06-32B to Consider Amendments to Douglas County Code Chapter 10.12 Parking Restrictions Impound of Abandoned and Junk Vehicles, Declaring a Public Nuisance for Junk Vehicles.

Public Comment:

No comment was given.

Commissioner Sutton closed the public comment portion of public hearing.

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Motion:

Commissioner Straub made a motion to approve Ordinance CE 23-01-19B & TLS 23-06-32B Amendments to Douglas County Code Chapter 10.12 Parking Restrictions Impound of Abandoned and Junk Vehicles, Declaring a Public Nuisance for Junk Vehicles; Commissioner Steinburg seconded and Commissioner Sutton concurred.

V. 09:07 AM The Board Met with Transportation Land Services.

Present: Road Superintendent Scott Reiman, Fair Manager Carolyn Morley, Facilities Operations Manager Ramon Ramirez.

Aaron Simmons, County Engineer:

A. Update was given regarding road crew training. Chip sealing training will include truck rotation. Painting, spotting, speed and other safety training will also be provided.

B. Discussion regarding ditch on N. Lyle Avenue and corner of parcel 72000001100.

Commissioner Sutton has requested a site inspection for safety; County Engineer will look at the area and report back.

C. Commissioner Straub received a call from Carl Polson with concerns regarding a retaining wall within the county right-of-way and his encounter with County employees. Mr. Polson had made a request to add height to the retaining wall; County Engineer provided an update and said request was not approved as it is at its maximum permitted height.

D Columbia River crossing study is happening. Chelan Douglas Transportation Council is doing an analysis regarding a third bridge over the Columbia River. Bridge focus is near Rock Island passed the dam. County Engineer will be in attendance.

At 9:21 AM Road Superintendent Scott Reiman, Fair Manager Carolyn Morley, Facilities Operations Manager Ramon Ramirez joined the Board for discussion pertaining to Resolution CE 23-16A North Central Washington Fairgrounds Parking Lot Upgrade.

A. Discussion was held regarding the NCW Fair parking lot and dust abatement prior to Fair events. Road Superintendent informed the Board lignin may not be available but could use mag chloride as a second option. If mag chloride is used it will have to be maintained with water. There are currently three water trucks available for spraying which will allow for a temporary fix at an estimated cost of \$30,000.

B. Dust and parking are two large issues as event attendance grows.

C. The Board asked for an update on the hired performer; no update available at this time.

D. Distressed counties, sales and use funds may be available to assist with upgrades.

E. Ticket sales for Monster Truck event have done well.

F. Estimate cost of \$100K for hauling and gravel, recommended for a full application of mag chloride to provide more stabilization.

I. Friends of the Fair has purchased a forklift. A profit of \$4500 from the piano event.

J. Friends of the Fair would like to proceed as a non-profit status through the County.

K. Commissioner Steinburg asked for an update on shade structures; Fair Manager Carolyn Morley informed the Board the structures are not within the budget. The Board has directed Fair Manager and Facilities Operations Manager the placement of inexpensive canopies for shade during the 2023 events.

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K. Animal and exhibit, secured a sponsorship for \$8000 from Microsoft.

1) Bid Award

Resolution CE 23-16A

Motion:

Commissioner Steinburg motion to award bid for Resolution CE 23-16A to Pipkin Construction as low bidder of \$277,248.00 for the full amount to do the full project, Commissioner Straub seconded; and Commissioner Sutton concurred.

Perry Huston, Interim Land Services Director:

- A. Interim Land Services Director has recommended to move along and prepare workups for the 2023 amendments.
- B. Amendments to exempt segregation practices and procedures and language will be changed. Underlying zoning and critical areas will have to be checked; along with fees for application for cost recovery and update to the fee schedule.
- C. Two candidates to be interviewed for Principal Planner position.
- D. Interim Director met with Mr. Lillquist from the City of East Wenatchee to discuss population growth. Commissioner Sutton also had a discussion with Mayor Crawford and Mayor Agnew related to population growth in their areas. City of East Wenatchee has a large UGA that has not been utilized.
- E. The Board has requested Land Services department to identify other industrial zone areas located outside of annexation area.
- F. A workshop for stormwater code amendments and East Wenatchee code walkover will be in June.
- G. Commissioner Straub received a call from a constituent regarding a geo hazard report needed for their property. Land Services will follow up with constituents.
- H. Discussion regarding the shoreline master program and the removal of nonconforming structures.

1) Notice of Hearing

Resolution TLS 23-34A

Motion:

Commissioner Steinburg moved to approve Resolution TLS 23-34A Notice of Hearing to Consider Recommendations of the Douglas County Regional Planning Commission Regarding Adoption of the Proposed Comprehensive Plan Amendments for 2022 with the special meeting date and time change from *Tuesday, June 21, 2023 at 9:00 AM to Tuesday, June 13, 2023 at 10:00 AM*; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

VI. 9:49 AM The Board Met with Shane and Jenessa Marlow

A. Discussion was held regarding a well located at 1861 Badger Mountain Road owned by the Marlow's. Interim Land Services Director Perry Huston said research shows there is no such thing as a public well in Douglas County. Interim Director also checked the Department of Ecology and there are no water claims or water rights to that well. Deeds provided and presented by the Marlow's show the easement was terminated in 2017. The Board made recommendations to the Marlow's to hire legal counsel and if permitted to post signs.

MAY 23, 2023 CONTINUED

B. The Board recommended the Marlow’s to work with the Department of Ecology for water rights and well tagging information. As well as a title company for a title search on this issue.

VII. Consent Agenda:

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

1) Notice of Cannabis License Application NSJB Enterprise Inc.

Motion:

Commissioner Steinburg moved to approve the Notice of Cannabis License Application for NSJB Enterprise Inc.; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

2) Request for Qualifications Resolution CE 23-21A

Motion:

Commissioner Steinburg moved to approve Resolution CE 23-21A Request for Qualifications for Moderate Risk Waste Facility & Solid Waste Management Plan *due Tuesday, June 13, 2023 at 9:00 AM*; Commissioner x seconded the motion and Commissioner Sutton concurred.

3) Office of the Washington State Auditor Engagement Letter

4) Approved Fair Contracts:

- | | |
|--|---|
| a. Carol Smith | Vendor Agreement |
| b. Providence ATM, Ron Olin | Special Event Professional Services Agreement |
| c. The Crystal Chameleon, Tyler Stevens | Vendor Agreement |
| d. Resendiz Hererra Sales | Special Event Vendor Agreement |
| e. Resendiz Hererra Sales, Luis Terica | Vendor Agreement |
| f. Nora Pimentel | Facilities Use Agreement |
| g. Sofia’s Kitchen, Jiying Wang Lee | Special Event Concession Agreement |
| h. Appleatchee Riders Association, Cole Stuart | Vendor Agreement |
| i. Chapter Z P.E.O. | Professional Services Agreement |
| j. Plateau Printing, Austin Hinderer | Special Event Vendor Agreement |
| k. Heavenly Soap, Patti Gibbons | Vendor Agreement |
| l. Waterville Lion’s Club | Concession Agreement |
| m. Dank Eats DBA: The Doner Haus, Joe Knox | Concession Agreement |

4) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00367170-00367244	\$242,194.78
2.	ACH	80008054	\$690.93

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With no further business, the Board of County Commissioners recessed at 12:25 PM to meet again on Wednesday, May 24, 2023 at the Douglas County Courthouse, Waterville, Washington.

MAY 24, 2023

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, June 5, 2023 at the Douglas County Public Services Building, East Wenatchee, Washington.

The minutes are hereby read and approved.



BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON



Dan Sutton Chair

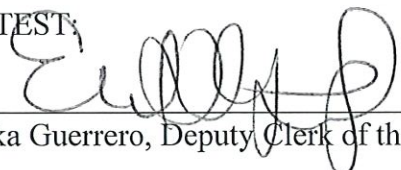


Kyle Steinburg Vice-Chair



Marc S. Straub Member

ATTEST:



Erika Guerrero, Deputy Clerk of the Board