

BOARD OF COUNTY COMMISSIONERS' PROCEEDINGS

JULY 24, 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 Clerk of the Board Carlye Baity were present. County Administrator Jordyn Giulio was also in attendance. Civil Prosecuting Attorney James Mitchell is excused.

08:30 AM Pledge of Allegiance and Call to Order

Public Comment Period – *No comments received*

08:33 AM Administrator Jordyn Giulio

Staff Report

Administrator

- A. Currently no progress or updates on Badger Mountain Solar Farm.
- B. Letter to Chelan-Douglas Transportation Council regarding Grant Application for bike trails.
- C. Badger Mountain brush fire has been fully contained.

Personnel

- A. Continued interviews this afternoon for PIO/Grant Writer Position.
- B. Update on Planning Director position and recruitment. Board discussed options and formalized leadership training.
- C. Risk Pool recommendation to reach out to a road design expert regarding McNeil Canyon. Commissioners would like to be aggressive and proactive in moving forward and will work through the Prosecutor to lead the process.
- D. Discussion held on Chelan Douglas Transportation Council Paths and Trails Grant match in relation to connectivity of bike trail from Rock Island to Waterville. Commissioners' intent is to formalize their position on the matter. Lack of funding concerns for current county road maintenance.
- E. Update on County roads storm repairs and shoulder work. There are currently no closed roads. Aggressive chip seal work is underway with all road crew positions filled.
- F. Discussion held the possibility of hiring two Building Inspector/Planning combined positions if there is a good applicant pool.
- G. Need for portables to be set up soon for more office space. On-campus house is not an option as it is not ADA accessible for public use. Discussion was held regarding other requirements of usage.
- H. Ongoing conditional use permitting (CUP) issue of the Rocky Pond property.

09:00 AM Sheriff Kevin Morris

- A. Review of Sheriff's monthly financial report.

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- B. New records position has been filled, and two new deputies are currently in training at the academy.
- C. Vehicles have been ordered and in the process of getting built-out.
- D. Discussion on rolling contract with security into one 5-year commitment with option years. Within 2-3 weeks contract specialist will reach out to Sheriff to finalize contract.
- E. Working on building project at firing range. State has provided \$20,000 in funding.
- F. Two applicants were interviewed for Task Force and recommendation was provided to Sheriff.
- G. Remodel of fingerprint room has been completed.

09:30 AM Auditor Thad Duvall

- A. Review of statement of expenditures in comparison to the budget.
- B. Commissioner Straub gives update on Risk Pool coverage. The Risk Pool voted for 20% option. Appraisals were completed a few months ago. Risk Manager Tiana Rowland is setting up a site visit. Looking at \$5,000,000.00 liability program with a \$50,000 deductible.
- C. Discussion was held regarding out-of-state travel funding approval – Elected officials do not need approval from Board if it falls within departments' budget. Departments directly under the Commission will need Board approval.

10:00 AM Transportation and Land Services

Aaron Simmons, County Engineer:

- A. Suggestion of charging tipping fees or road tax for use of bio solids haul route. Discussion held on possible reporting system/charging process to maintain roads through collected costs. Suggestion of sending letter to Tenelco asking to eliminate use of Jake break on haul route due to noise complaints.

Perry Huston, Interim Land Services Director:

- A. Review of 19th Street Campus Addition Concept. Public Services Building additional square footage to accommodate 10-20 additional office spaces with new positions being filled. Administrator Guilio will engage Department of Health to start process of expanding current Transportation & Land Services building to create more office space and look into boundary line adjustment for additional parking to the North of building. Additionally will need to address parking issues with accessibility to loop trail. Possibly make other trail heads more accessible so that TLS building is open to more parking for county use. Funding expiring August 2024 may be used to efficiently utilize campus and prioritize TLS project.
- B. Discussion was held on suggested timetable for 2024 Comprehensive Plan Update. Staff recommends hiring consultant and will adopt timetable with consultants input. Public participation, internal scoping, and staff will make recommendation to Planning Commission. Commissioners would like to define focus for the Planning Commission. Land Services will develop Request for Qualifications (RFQ) for consulting services,

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identifying realistic timelines and deliverables and collaborating with Commissioners to come up with appropriate focus. The Board would like to be clear on the process being in-house and work cooperatively. Commissioners would like to schedule a 30-minute weekly agenda workshop on Comprehensive Plan Direction. Planning Commission needs to be proactive in role and keep BOC updated regularly.

With no further business, the Board Chairman called to recess the meeting at 11:45 AM, and will resume again on Tuesday, July 25, 2023 at the Douglas County Courthouse, Waterville, Washington.

JULY 25, 2023

The Board of County Commissioners met in regular session at the Douglas County Commissioners Chamber Waterville, Washington. Commissioners Sutton, Steinburg, Straub the Clerk of the Board Carlye Baity were present. County Administrator Jordyn Giulio as well as Civil Prosecuting Attorney James Mitchell in attendance.

08:30 AM Pledge of Allegiance and Call to Order

08:31 AM Public Comment Period:

Eunice Youmans with the Chelan-Douglas Land Trust and Matt Lyons with TREAD provide comments regarding outdoor recreation on the Wenatchee Bench. Discussion is held on the importance of having sustainable financial model to take care maintain paths and trails.

08:32 AM Administrator Jordyn Guilio

Staff Report

Administrator

- A. Historic funds may not be available for painting the non-historical section of the Courthouse. Direction of the Facilities Department to pursue painting with other funding.
- B. Discussion on property with code enforcement issue regarding placed culvert and improper fill for access
- C. Extending official offer for the Grant specials/PIO position this afternoon
- D. Mag chloride issue – Commissioner Straub to reach out on final decision.
- E. Commissioners will attend the August 28th 11:00 AM Mansfield Road Court Hearing via Zoom.
- F. Discussion was held on Code Enforcement operational needs. Code Enforcement will be housed in Sheriff’s office temporarily until new space is built out at Transportation and Land Services. Daily work will be managed by land services.
- G. Review and approval of the Administrator’s Decisions and Directives from last week.

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Personnel

Administrator

- A. The Board approves the following Request for Hire: Solid Waste, HHW Tech; NCW District Fair, Office Assistant
- B. The Board approves the following Payroll Change Notices: Dylan Donithan, Program Supervisor; Alex Espinoza, Program Assistant; Christina Gapan, Office Assistant; Tim Larsen, Temporary GIS.

Motion:

Project Manager

Upon motion and seconded by Commissioners Straub and Steinburg, the Board unanimously approves the offer letter to Mr. Jim Barker.

09:02 AM BID OPENING: Resolution TLS 23-39A Sale of Grader – No bids received

09:03 AM TRANSPORTATION AND LAND SERVICES

Transportation, County Engineer Aaron Simmons:

- A. Olson Road to be signed “Closed to Through Traffic”. County Engineer will work through WSDOT on possible remediation of road impacts. Detour signs will be placed today.
- B. August 7th second oil shot will go down on Fair parking lot.
- C. Bauer’s Landing Road maintenance includes plans to put hot mix in holes, and application of Mag Chloride. County Engineer will follow up on washboard at corner of Weimer Rd. Temporary reduced speed signs will be placed and conversation will be had with Waste Management on reducing speed on road.

Motion:

Commissioner Steinburg made a motion to approve the following Transportation items as listed; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

1) County Road Project Assigning Road numbers: 1018-S Webb Ave Resurfacing & 1019-Rd J.5 NW-Rd 8 NW **TLS 23-47**

2) NOH for Franchise Over, Under, Across or Through Certain County Rights-of-Way for Ashley Stevens **TLS 23-48A**

Land Services, Interim Director Perry Huston:

A. Discussion on process and timeline of Comprehensive Plan Amendment review.

1) Notice of Hearing **TLS 23-42A**

Motion:

Commissioner Steinburg moved to approve Resolution TLS 23-42A Notice of Hearing to consider the recommendation of the Planning Commission to not adopt amendment to DCC 20.34.010 which would allow the use of a Type 1A rather than Type II 24 hr synthetic rainfall

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event when designing storm water infrastructure. The Hearing is *set for August 15th 2023, at 9:00 AM in the Douglas County Courthouse*; Commissioner Straub seconded the motion, and Commissioner Sutton concurred.

2) Notice of Hearing

TLS 23-43A

Motion:

Commissioner Steinburg moved to approve Resolution TLS 23-43A Notice of Hearing to consider the recommendation of the Planning Commission to amend 18.32.060(A) to allow duplexes on adjoining lots to have zero lot line setback. The Hearing *is set for August 15th, 2023 at 9:15 AM in the Douglas County Courthouse*; Commissioner Straub seconded the motion, and Commissioner Sutton concurred.

3) Notice of Hearing

TLS 23-44A

Motion:

Commissioner Steinburg moved to approve Resolution TLS 23-44A Notice of Hearing to consider the recommendation of the Planning Commission to adopt new title 18A East Wenatchee Zoning, definitions, and single family residential standards. The Hearing *is set for August 15th, 2023 at 9:30 AM in the Douglas County Courthouse*; Commissioner Straub seconded the motion, and Commissioner Sutton concurred.

4) Notice of Hearing

TLS 23-45A

Motion:

Commissioner Steinburg moved to approve Resolution TLS 23-45A Notice of Hearing to consider the recommendation of the Planning Commission to amend DCC 14.08.010(A) Pre-Application meetings by making certain land use applications exempt. The Hearing *is set for August 15th, 2023 at 9:45 AM in the Douglas County Courthouse*; Commissioner Straub seconded the motion, and Commissioner Sutton concurred.

9:30 AM Fair Manager, Carolyn Morley

- A. Fair updates: Concert sales are going well with rebook. Beer garden was successful during Monster Truck event. Steer barn is at capacity and horse barns will be completed one week before fair. Volunteers are needed to help with completion. Fair Volunteer of the Year nominees have been presented and recommendation has been made by Board. Positive feedback has been received on new parking lot. Discussion on handicap spaces in gravel area with permanent signage. Carolyn will reach out to Zero Handicap for possible donation of golf carts during fair time in exchange for sponsorship. Volunteer drivers will be needed as well.
- B. Hiring and processing of a long-term fair secretary position

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10:00 AM PUBLIC HEARING: Continued Public Hearing to Consider Ordinance TLS 23-07-34G for CPRZ-2022-03-DD Vineyards CE 23-34B

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

Members of the Public join via zoom and in person – see sign-in sheet
Staff Present: Perry Huston, James Mitchell, Jordyn Giulio, and Aaron Simons

Commissioner Sutton opens the comment period.

Staff Report, Perry Huston and Tanner Ackley:

Review of proposed Resolution CE23-34B.

Public Comment:

Applicant David Dufenhorst responds to comments provided by the Department of Commerce. Bill Grimes with SGA alliance speaks on behalf of Mr. Dufenhorst. Kathy Hager was told no comment would be taken today and is not prepared to speak, however would have liked to. Commissioner Sutton closed the public comment portion of public hearing.

Motion:

Upon motion and seconded by Commissioners Straub and Sutton, the board moves to approve the Recommendation to deny Application RE: Resolution CE 23-34B for Ordinance TLS323-07-34G for CPRZ 2022-03-DD Vineyards. Commissioner Steinburg is opposed.

10:30 AM Administrative Work Session

1. Review outstanding projects and schedule for following week.
2. Personnel Committee meeting updates

11:00 AM Consent Agenda:

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

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| 1) Juvenile Detention Services Interlocal Agreement | Juvenile Detention |
| 2) Notice of Liquor License Application | RP Special Events, LLC |
| 3) Resolution Appointing Donald Dent to the Veterans Advisory Board | CE 23-29 |
| 4) Personnel Committee Minutes | |

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5) 2023 MRSC Small Works Roster

6) Annual Contracts for Chelan Douglas Developmental Disabilities

- a. Medicaid Provided Disclosure Statement
- b. New Contractor Intake
- c. Country Program Agreement Amendment 2163-25002-03
- d. County Program Agreement-DDA County Services 2363-49272

7) Services Provider Contract Extension for Chelan Douglas Developmental Disabilities

- a. Elmview 2023-02
- b. Tierra 2023-03
- c. Mission Vista 2023-04
- d. Northwest Center 2023-04_Individual Employment Only
- e. Goodwill Industries of the Columbia Inc. 2023-05
- f. North Central Educational Services District 2023-2024-07
- g. Planning Dreams 2023-2024-13
- h. Able Opportunities, Inc. 2023-2024-21
- i. Debra McLean 2023-2024-16

11:23 AM Executive Session

Upon motion and seconded by Commissioners Straub and Sutton, the board unanimously moves to go into executive session for a period of 45 minutes to discuss matters pursuant to RCW 42.30.110(1)(g) regarding performance of a public official. Civil Prosecuting Attorney Jim Mitchell is present.

12:07 P.M. Move back to regular session

3) Approved Vouchers

	Check Numbers	Total Amount
1. Vouchers	00368906-00369063	\$358,292.63
2. ACH	80008111	\$4,410.00

With no further business, the Board of County Commissioners recessed at 12:08 PM to meet again on Wednesday, July 26, 2023 at the Douglas County Courthouse, Waterville, Washington.

July 26, 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 Monday, July 31, 2023 at the Douglas County Public Services Building, East Wenatchee, Washington.

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The minutes are hereby read and approved.



**BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON**



Dan Suttin Chair

EXCUSED

Kyle Steinburg Vice-Chair



Marc S. Straub Member

ATTEST:



Carlye Baity, Clerk of the