

BOARD OF COUNTY COMMISSIONERS' PROCEEDINGS

JULY 31, 2023

The Board of County Commissioners met in regular session at the Douglas County Public Services Building in East Wenatchee, Washington. Commissioners Sutton, Straub and the Clerk of the Board Carlye Baity were present. County Administrator Jordyn Giulio was present and Civil Prosecuting Attorney James Mitchell in attendance. Commissioner Steinburg is excused from session.

08:30 AM Pledge of Allegiance and Call to Order

Public Comment Period - *No comments were received.*

08:33 AM Administrator Jordyn Giulio

Staff Report

Administrator

- A. Review of meeting with Sheriff regarding revisions to the MOU for Code Enforcement Services and upcoming retirements and staffing.
- B. Transportation and Land Services Project Estimate for 19th St. proposed parking lot. Staff will be coming back to board in upcoming weeks to discuss further.
- C. Capital Facilities update process is beginning. Commissioners will require NCW Fair business plan with yearly calendar showing monthly bookings for the Fairgrounds.

Personnel

Administrator

- A. Commissioners request to interview Planning Director applicant via zoom.
- B. Building Position applications have been received and interviews will be scheduled.
- C. Teamsters have requested to bargain new Fair Secretary position. Dayna is working with union to review and will likely fall within ASFME.

09:00 AM Work Session:

Transportation-Aaron Simmons, County Engineer:

- A. Transportation Program manager will explore possibility of relocating the testing well for Bridgeport Bar Landfill.
- B. Letter received from Billingsley on concerns of unpaved Palisades' roadway. Possible re-route suggested.

JULY 31, 2023 CONTINUED

- C. Intersection with HWY 97 and McNeil Canyon. Rolling stops with increased traffic is causing accidents and safety issues. County Engineer will reach out to WSDOT to address concerns.
- D. Discussion was held on future opportunities for Palisades' roadway. Commissioner Sutton would like to discuss widening the road. County Engineer will contact Grant County to discuss coordinating efforts.
- E. Wenatchee Landing Sportsplex issues with respect to the elements of transportation needing to comply with concurrency requirements. State doesn't have same the requirements. Suggestion of Port to conduct traffic study using .09 funding for the project. Commissioners would like to take a pro-active approach by having County Engineer attend future Port Meetings regarding the Sportsplex and start the discussion for partnering with other key players.

09:50 AM Safety Manager Lance Merz

- A. Discussion of toolbox (mobile) training for employees that will cover all departments including Sheriff's department.
- C. Accident prevention program site specific and labeling of chemicals.
- B. Created Job hazard analysis on Fairgrounds before Monster Truck Event including ADA accessibility and transportation, etc.
- C. New employee Workplace Safety Orientation Checklist draft review.
- D. Human Resources Manager Dayna Prewitt speaks on post-employment claims. Coordinating with Safety Manager to schedule an on-site job hazard analysis.
- E. Need for updated safety plan for Waterville Courthouse and additional placement of AED's.
- F. Training and purchasing of Go-Bags.

10:30 AM Administrative Session

- A. Auditors will be back this week.
- B. Offer letter was sent out to PIO Grant Writer applicant and Jordyn will be meeting with individual this week.
- C. Commissioners would like to have consultant for upcoming Comprehensive Plan update on board before Interim Director's departure.
- D. Administrator met with Bauer's landing residents regarding road conditions.

With no further business, the Board Chairman called to recess the meeting at 10:45 AM, and will resume again on Tuesday, August 1, 2023 at the Douglas County Courthouse, Waterville, Washington.

AUGUST 1, 2023

The Board of County Commissioners met in regular session at the Douglas County Commissioners Chamber Waterville, Washington. Commissioners Sutton, Straub and the Deputy Clerk of the Board Erika Guerrero were present. Commissioner Steinburg is excused. County Administrator Jordyn Giulio as well as Civil Prosecuting Attorney James Mitchell in attendance. Also in attendance was Prosecuting Attorney Legal Assistant, Tasha Palmquist. Commissioner Steinburg was excused from session.

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. County Administrator met with the PIO Grant applicant yesterday and discussed the pay range for the position. A request to the board was made to start at a higher step; the Board has approved to start at step 8 and will be paid through the administration budget.
- B. Recent medical emergency at the 19th Street Building. First responders and staff acted immediately and professionally.
- C. No definite decision as to what will be done for the 19th Street campus expansion yet; Commissioners would like to see it remodeled to accommodate more office spaces.
- D. Planning department staff met with the Health District to discuss water availability. Parcels within the exempt segregation don't have the same water availability as subdivisions. The Board would like a report of potential water issues related to increased Exempt Segregation actions and how we can protect against future problem as well as a summary of Exempt Segregations and the lots created.
- E. County Administrator reached out to ASCME bargaining and they will proceed with the Fair position. This position has been elevated and job description and posting will be revised to reflect updates.
- G. There has been a high number of backing related accidents by employees. County Administrator suggests having a hands-on training provided by an experienced certified CDL staff member and using other resources to further prevent these accidents. Possible reconfiguration of the parking lot when planning the remodel.
- H. Discussion was held regarding assigned administrative leave.

Motion

Commissioner Straub moved to approve the Administrative Leave Assignment document for the Project Manager Position as presented; Commissioner Sutton seconded and the motion carried.

Cont. Administrative Discussion

AUGUST 1, 2023 CONTINUED

- I. There are not enough county vehicles to assign to new staff. County Administrator's assigned vehicle will be shared between the Safety Manager and Project Manager.
- II. The Sheriff's department has fleet vehicles that will need to be surplus. This will allow additional staff to use one vehicle as needed.
- J. Office changes will happen at 19th Street within the Auditors staff to make room for the new PIO/Grant Writer employee.
- K. Review and approval of the Administrator's Decisions and Directives from 07.24.2023.

09:00 AM Douglas County Sheriff Kevin Morris, City of East Wenatchee Police Chief Rick Johnson and Chief Accountant Karen Goodwin

- A. Sheriff Morris and Police Chief Johnson discussed an Interlocal Agreement with the City of Wenatchee Police, City of East Wenatchee Police, Chelan County Sheriff's office and Douglas County Sheriff's office regarding the East Cascade Multi-Jurisdiction SWAT Team for the purchase of a BearCat armored vehicle. Sheriff Morris is requesting Board approval to allow him to save his 2023 and 2024 budget overage and place it in the CEERP fund. Sheriff believes three budget cycle overages will be enough to pay for the BearCat. Private pieces of equipment are easier to use than DRMO program vehicles as they have stricter rules. Wenatchee Police, Chelan County and Douglas County will put in the same dollar amount; East Wenatchee Police will put in a smaller dollar amount but all four entities are agreeing to purchase the BearCat with the approval of the agreement. The presented interlocal agreement has been reviewed by Civil Prosecuting Attorney, Jim Mitchell.

Motion:

Commissioner Straub moved to approve the Interlocal Cooperative Agreement between Chelan County Sheriff's Office, Douglas County Sheriff's Office, East Wenatchee Police, and Wenatchee Police East Cascade Multi-Jurisdiction SWAT Team; Commissioner Sutton seconded and the motion carried.

- B. Discussion on the code enforcement MOU. Clarification to the Board that twelve hour schedule MOU is only for patrol and not applicable to code enforcement. There will be a one year review of this position. A deadline of August 11th has been set to close applications. Sargent Tim Scott will be the direct supervisor to the code enforcement position and will communicate with Land Services. Current municipalities that are contracted for code enforcement are City of Bridgeport and Town of Waterville; and paid case by case.
- C. Chief Accountant Karen Goodwin asked the Board if the Project Manager position will be paid through the Administration budget, the Board confirmed it will.

09:35 AM Transportation Land Services

AUGUST 1, 2023 CONTINUED

1) Comprehensive Plan Amendment CPRZ-2022-03

Ordinance TLS 23-07-34G

Motion:

Commissioner Straub moved to approve ordinance TLS 23-07-34G Denying 2022 Comprehensive Plan Amendment CPRZ-2022-03 DD Vineyards; Commissioner Sutton seconded and the motion carried.

9:37 AM Administrative Work Session

A. Review outstanding projects and schedule for following week.

Consent Agenda:

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

1) Notice of Hearing

Resolution CE 23-28A & TLS 23-46A

Motion:

Commissioner Straub moved to approve resolution CE 23-28A and TLS 23-46A Notice of Hearing for Accident Prevention Program and Policies *set for Tuesday, August 22, 2023 at 9:00 AM*; Commissioner Sutton seconded and the motion carried.

2) Morris Building Lease Agreement

CDDD

Motion:

Commissioner Straub moved to approve the Morris Building Lease Agreement between Robert L. and Salmon Enterprises, LLC; Commissioner Sutton seconded and the motion carried.

3) Notice of Liquor License Application

Okanogan Specialty Fruits, LLC

Motion:

Commissioner Straub moved to approve the Notice of Liquor License Application for Okanogan Specialty Fruits, LLC; Commissioner Sutton seconded and the motion carried.

4) Approved Fair Contracts:

- | | |
|--|------------------------|
| a. K and H Woodworking | Entertainment Contract |
| b. Providence ATM, Ron Olin | Professional Services |
| c. Mullen Family Chiropractic, Alec Morgan | Entertainment Contract |
| d. Rustic Refresh Designs, Kathy McQuade | Entertainment Contract |
| e. Back Country Horsemen of WA, Joanne Walcker | Vendor Agreement |
| f. Master Gardener Foundation of Chelan-Douglas Counties | Vendor Agreement |
| g. Wenatchee Valley Humane Society | Entertainment Contract |
| h. Chelan Gold Permanent Jewelry, Kim Thorpe | Entertainment Contract |
| i. Ag Swag, Julie Jacobsen | Vendor Agreement |
| j. Chelan Gold Permanent Jewelry, Kim Thorpe | Entertainment Contract |
| k. Columbia Valley Cleaning Services | Services Agreement |
| l. Wheat Wives Attn: Pat Ludeman | Concession Agreement |
| m. Ascending Adventures, Dustin Ebaugh | Entertainment Contract |

AUGUST 1, 2023 CONTINUED

- n. Maria C. Orozco
 - o. Jacob Barth-Chuck Yarbrow Auctioneers, Inc.
 - p. Rose and Grace Candle Co.
 - q. Waterville School District, Kieth Finkbeiner
 - r. Dons Toys
- Services Agreement
Services Agreement
Entertainment Contract
Services Agreement
Vendor Agreement

5) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00369101-00369226	\$370,175.85
2.	ACH	No ACH	\$0

With no further business, the Board of County Commissioners recessed at 10:03 AM to meet again on Thursday, August 3, 2023 at the Douglas County Courthouse, Waterville, Washington for a special meeting at 10:00 AM.

AUGUST 3, 2023

10:00 AM Special Meeting: WASHINGTON DEPARTMENT OF FISH & WILDLIFE NORTH CENTRAL REGIONAL DIRECTOR BROCK HOENES – Waterville Courthouse-Hearing Room 1st Floor, 203 Rainier St., Waterville, WA)

The following are present:

Douglas County Commissioners Sutton and Straub and Clerk of the Board Carlye Baity.
WDFW Representatives: Brock Hoenes, Cynthia Wilkerson, Tim Wells, Sidra Blake, Rich Finger, Francis Huyun, Dan Peterson, Jeff Burnham, Eric Braaton, Molly Linville and Justin Haug.
Ranchers: Paul Wittig, James Hemmer, Wade King, Bayless, Dave Ruud, Levi and Christy Asmussen.

Discussion is held between all parties on mitigation for land acquisition. WDFW will continue to look for available land opportunities while following state mandates and working with private landowners. They will not and cannot purchase land above appraised value. Section 6 opportunities through WWRP Grant that will include grazing for application must be approved through fish and wildlife service. Lease expectation is followed and is typically renewed as a 5-year lease agreement.

10-year leases can be provided if needed for farmland and/or agricultural uses. Ranchers are concerned about loans and the requirement of 7-10 leasing for usage. WDFD gives reassurance that leases are mostly continued. Ranchers want assurance that the leases will not have a domino effect in acquisition of land. If the acquisition of DNR land occurs, it is Fish and Wildlife's intent to honor the existing lease until expiration.

- Douglas County is working with WDFW on PILT options. The full amount has been paid in since 2020 reform. WDFW is currently working with Washington Association of Counties to assess the amount of money that is collected for PILT dollars.
- Enforcement of game and wildlife trespass and poaching issues during hunting season. Issues include both enforcement due to lack of employees and lack of prosecution for violations in Douglas County.

Commissioners Straub and Sutton reiterate the importance of preserving farmland for future generations and intend to make conditions before any land swap or lease is agreed upon.

With no further business, the Board of County Commissioners recessed at 1:00 PM. 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, August 7, 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



EXCUSED

Kyle Steinburg

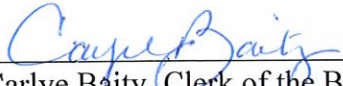
Vice-Chair



Marc S. Straub

Member

ATTEST:



Carlye Baity, Clerk of the Board