

BOARD OF COUNTY COMMISSIONERS' PROCEEDINGS

AUGUST 21, 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 Clerk of the Board Carlye Baity, County Administrator Jordyn Giulio and Civil Prosecuting Attorney James Mitchell are present. Commissioner Steinburg is excused from session.

08:30 AM Pledge of Allegiance and Call to Order

08:31 AM Public Comment Period – *No comments received.*

08:33 AM Jordyn Giulio, Administrator

Staff Report:

Administrator

- A. Availability of masks and respirators to staff with poor air quality due to recent fires.
- B. Discussion on placing signage in courthouse if security officer steps away momentarily.
- C. Snowdrift Cider's request for Agricultural Tourism signage.
- D. Creation of Lodging Tax committee structure.
- E. Update on McNeil Canyon Road Closure Resolution. The Commissioners will pursue a permitting program and will set a hearing date following pre-defense review program findings by road design and trucking expert.

Personnel:

- A. An official offer has been extended for the new building inspector position.
- B. Update on Principal Planner interview.
- C. Discussion of Land Services Director relocation package to include house on 19th Street property.
- D. Solid Waste Coordinator to provide full release of sharps clean-up spreadsheet to media on a regular basis and notation that sites are cleaned up within 24 hours of discovery.

09:00 AM Transportation and Land Services

Aaron Simmons, County Engineer:

- A. Working on request for qualifications (RFQ) for overhead crane in Mansfield.
- B. Commissioners will hold a Public Hearing for McNeil Canyon Closure and Permitting requirements for road use.

Perry Huston, Interim Director

- A. Comprehensive Plan Periodic Review update review of suggested timetable. Discussion of Regional Council Committee's role in process. The topic will be placed on the upcoming meeting agenda of the Regional Council.
- B. Substance Abuse and Public Facilities. Site specific chemical facilities and how it pertains to the county code. Currently there is a conditional use permit (CUP) that allows mobile

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businesses to operate. Mobile unit would have to have a business license within City in which they operate.

- C. Transition of new Land Services Director.

9:45 AM Chief Accountant Karen Goodwin

- A. Budget overview. Suggestion of moving social distancing budget over to other project funding.
- B. Review of 2024 callable bonds.
- C. The State Auditors financial audit will be wrapping up and the County's accountability audit will start.
- D. Karen will start sending a weekly updated budget spreadsheet to Commissioners.

10:00 AM Columbia Valley Community Health-CEO Manuel Navarro

- A. Columbia Valley Community Health Growth and Community Involvement Presentation.

10:30 AM Project Manager Jim Barker

- A. Direction to move forward with Waterville Area 2 shop roof replacement and AC Unit
- B. Fair updates: Food Covering is complete. Plywood on stalls, ecology blocks are in place in parking lot.
- D. Long range intent for remaining Fairground Race Stalls will be in phase two and completed next year.
- F. 19th Street Public Services Building HVAC system and Waterville Courthouse. If there's time to order, direction is to move forward.
- F. Jim Barker will find out if City of East Wenatchee allow for 20,000 sq. ft. expansion on 19th St Public Services Building and what is required with mechanical and electrical. Possibility of Parks and Recreation Grant to pay for parking lot with expansion.
- H. Project Manager Jim Barker will find out when price lock for equipment occurs.

With no further business, the Board Chairman called to recess the meeting at 11:00 AM, and will resume again on Tuesday, August 22, 2023 at the Douglas County Courthouse, Waterville, Washington.

AUGUST 22, 2023

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

08:30 AM Pledge of Allegiance and Call to Order

Public Comment Period – No comments received.

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Jordyn Giulio, Administrator

Staff Report:

- A. Sound proofing confidential offices with pink noise. Pricing will come back this week.
- B. Zoom privacy issues and future AI mining. Possibility of moving away from Zoom and utilizing Teams. This would be an easy transition because the devices are already equipped with Microsoft Teams.
- C. Update on EFSEC Meeting regarding the Horse Haven Solar Project. The draft EIS received significant pushback from the tribes and has been extended until 2028.
- D. Risk Manager, County Engineer and County Administrator will meet with PR Firm for initial information and strategy McNeil Canyon.
- E. The Principal Planner position offer has been extended.
- F. Letter from DOH to proceed with Services Amendment 2 and begin the process of designing building expansion on Public Services Building.
- G. Direction for Civil Deputy Prosecuting Attorney Jim Mitchell to engage with MJNeal and Associates for cost recovery of Evidence Storage Building.
- H. Review and approval of the Administrator's Decisions and Directives from last week.

Motion:

Amendment - 2

Upon motion and seconded by Commissioners Straub and Sutton, the board moves to approve Amendment – 2 to the Architectural Services Agreement between Douglas County and The DOH Associates, PS, Architects and Planners for the 19th Street Building Addition.

09:00 AM PUBLIC HEARING: to Consider Adoption of the Douglas County Accident Prevention Program and Policies Resolution CE 23-28A & TLS 23-46A

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

<p>No Members of the Public are present. Staff Present: Lance Merz, Aaron Simmons, Perry Huston, James Mitchell, Jordyn Giulio, and Aaron Simmons</p>

Commissioner Sutton opens the comment period.

Staff Report, Lance Merz:

Review of proposed Resolution CE 23-28B and TLS 23-46B

Public Comment: No public comment provided.

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Motion:

Resolution CE 23-28B and TLS 23-46B

Upon motion and seconded by Commissioners Straub and Sutton, the board moves to approve Resolution CE 23-28B and TLS 23-46B to Adopt the Douglas County Accident Prevention Program and Policies.

09:30 AM Transportation and Land Services

Aaron Simmons, County Engineer:

- A. Cascade Chip seal has been completed and went well. Blue Rock will be completed today.
- B. Prepping Rock Island Road for paving today. Direction of the Board to put signage out and communicate road construction beforehand.

Perry Huston, Interim Director:

- A. Pre-Application Meeting Notice and Waiver form. Commissioners' consensus to start using form as presented.
- B. Discussion held on Conditional Use Permit (CUP) requirements for mobile substance abuse facilities.

10:30 AM Administrative Work Session

BID OPENING: Resolution CE 23-30A Surplus Property Outdoor Buildings – *No bids received.*

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

10:45 AM Consent Agenda:

Upon motion and seconded by Commissioners Straub and Sutton, the Board approves the Consent agenda as follows:

- 1) **Liquor and Cannabis Board Application for Change of Location**
NSJB Enterprise Inc.
- 2) **Board of Equalization Orders** **2022**
Residential
- 3) **Resolution CE 23-32 Extending the Repayment of Temporary REET Loan to NCW District Fair Fund**
- 4) **NCW Fair Contracts**
 - a. Draggo Financial Group/Tommy Krawczyk Vendor Agreement
 - b. Sign Carver, LLC Vendor Agreement
 - c. Waterville Swim Team_Jenn Biggar Services Agreement
 - d. Wenatchee FFA Alumni Services Agreement
 - e. PNW Fun Zone_Erika Reynozo Entertainment Contract
- 5) **Payment to Pipkin Construction for the NCW Fairground East Parking Lot Upgrade**

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6) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00369889-00370000	\$306,971.31
2.	ACH	80008140	\$6,388.80

With no further business, the Board of County Commissioners recessed at 11:08 PM to meet again on Wednesday, August 23, 2023 at the Douglas County Courthouse, Waterville, Washington.

AUGUST 23, 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, August 28, 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:



Carlye Baitly, Clerk of the Board