

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

FEBRUARY 27, 2023

The Board of County Commissioners met in regular session at the Douglas County Public Service Building East Wenatchee, Washington. Commissioners Sutton, Steinburg, Straub and the Clerk of the Board Kala Lince were present. County Administrators Jordyn Giulio and Jim Barker were present. Civil Prosecuting Attorney James Mitchell was excused.

- I. 08:30 AM Pledge of Allegiance and Call to Order.**
- II. 08:31 AM Public Comments.**
 - a) No public was present, and no written comments were received.
- III. 08:31 AM The Board Met with Fire Chief Brian Brett.**
 - a) Chief Brett discussed with The Board proposed changes to the interlocal agreements and the reasoning behind them.
 - b) Both parties favor a conservative approach to finances and want to promote positive growth in the community.
 - c) Chief Brett expressed a desire for increased communication going forward to work to maintain a good working relationship and partnership.
- IV. 09:02 AM The Board Met with Sheriff Kevin Morris.**
 - a) Review of Sheriff Office finances.
 - b) Updates on personnel changes.
 - c) Discussion around the workings of the Police Academy and in-house Field Training Officer Academy.
 - d) Sheriff Morris has met with Commissioner Sutton regarding the Cities and Towns contracts and plans to move forward in meeting with the Mayors within Douglas County.
 - e) All six of the new vehicles for the Sheriff's Office have arrived.
- V. 09:31 AM The Board Met with Auditor Thad Duvall and Chief Accountant Karen Goodwin.**
 - a) Review of January expenses and budget.
 - b) Discussion on potential effects of the proposed "Tax Holiday" and specifics on how to proceed.
 - c) Discussion was held regarding ARPA funds to be remitted to the Chelan Douglas County Health District and the parameters around their spending of it. The Board requested the interlocal agreement from Prosecuting Attorney to give spending outlines.
- VI. 10:00 AM The Board Met with Chelan-Douglas Regional Port Authority Chief Executive Officer Jim Kuntz and Director of Finance and Administration Monica Lough.**

- a) Jim Kuntz provided an update on the Unified Tax Levy bill. If passed, the Chelan-Douglas Regional Port Authority would establish the total dollar amount needed to fund the port in 2024. They are currently collecting \$4.6 million. County Treasurers from Chelan County and Douglas County would meet to establish the levy rate that would get them to \$4.7 million.
- b) In looking at the language specific to the proposed Bill, Assessor Jim Ruud found that this legislation would let the Port circumvent the vote of the people. Based on the language it is not limited to one equalization: they could reevaluate and increase/decrease every year by 1% without going to vote.
- c) A major concern was expressed with this Bill giving the Regional Port Authority the power to institute a new levy rate without the approval of the Commissioners or citizens effected by it. Commissioner Sutton expressed appreciation for the Port and everything they do but would not be comfortable supporting this bill.
- d) Commissioners feels that this takes power away from the constituents and it is not good legislation.

VII. 10:30 AM The Board Held a Work Session.

Administrator Jordyn Giulio:

- a) Emergency intercom testing is planned for this week. Jordyn gave an explanation on what to expect during the testing. She hopes to do it quarterly, coordinated with fire alarm and duress buttons.

Land Services - Perry Huston:

- a) Discussion on Pre-application meeting requirements. The Board requests Perry Huston and Tanner Ackley to draft language to present to the Board.
- b) Thoughts on the City of Wenatchee’s proposed changes to their Accessory Dwelling Units (ADU) are that it will make the process easier and less extensive.
- c) Requesting direction from the Board of Commissioners regarding Urban Growth Area (UGA) expansion. Current process says they must be initiated by Commissioners but the details around that are unclear.
- d) Perry received a second draft from Berk this morning. He has some questions to follow up on but thinks it is good overall.

Transportation - Aaron Simmons:

- a) Thelma Thompson Trust wants to give Douglas County a piece of right of way on Zanol Loop Road.
- b) 10th street utility pole – Commissioner Steinburg recused himself from any decision making on this topic. Discussion was held around the cost to move the poles versus the cost to put up protective measures for them to remain in place. The general consensus is to wait for additional information to make sure we make the most cost-effective decision.

- c) A Deferred Improvement Plan is recommended for the corner of 34th Street and Cascade Ave as The County expects to have a project on the lot in the next 10 years. The Board agrees and Mike Neer will get paperwork flowing on this.
- d) Justin Roozen expects to have five letters of support to accompany the application for a funding opportunity through the office of Senator Patty Murray.
- e) Commissioner Steinburg excused himself from the room during discussion regarding the 2nd street apartments project. Prosecuting Attorney Gordon Edgar joined the discussion to give legal support. Discussion around nexus and proportionality; due to the layout of the road system and the number of vehicle trips in the area, it becomes more complex. The County has not received an application for the project yet but has continued to work diligently and timely with the potential applicant.
- f) Commissioner Steinburg rejoined for the remainder of the meeting.

VIII. 11:54 AM The Board met with Special Project Coordinator Jim Barker.

- a) Jim met with DOH representatives to go through a list of questions and presented the answers received to The Board.
- b) Next step would be getting a new contract from DOH and for DOH to put the project into their queue.
- c) The Board plans for financing to come from ARPA, Building Maintenance and REET funds.

With no further business, the Board Chairman called to recess the meeting at 12:32 PM and will resume again on Tuesday, February 28, 2023 at the Douglas County Courthouse, Waterville, Washington.

FEBRUARY 28, 2023

The Board of County Commissioners met in regular session at the Douglas County Courthouse in Waterville, Washington. Commissioners Sutton, Steinburg, Straub and the Clerk of the Board Kala Lince were present. County Administrator Jordyn Giulio was present and Civil Prosecuting Attorney James Mitchell in attendance.

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

II. 08:31 AM Public Comments.

- a) No public was present, and no written comments were received.

III. 08:31 AM The Board Met with County Administrator Jordyn Giulio.

1. Staff Report

Administrator

Jordyn Giulio, Administrator:

- a) Brad Hudson received some refurbished phones that would work to add to the Commissioners bench. He needs additional cabling and then will be able to install them on the bench.
- b) Carolyn Morley brought to attention a liquor vendor that we could bring in to the NCW Fair which would allow access to the entire fairgrounds instead of just in the beer garden. The Board wants to double check legality of it, especially with regards crowd management.
- c) The Board would like to meet with Judge Biggar about making system more time effective when person decides to represent themselves. Board would like to have him come in.
- d) Jacks Resort update. Jim Mitchell is going to call him as he received an inconclusive correspondence.
- e) Michelsen claim update. Initial filing was last week. It was determined the Chief Groseclose was within the scope of duty at the time of accident and has received outside council.
- f) Mansfield road litigation update. Jim Mitchell reached out to coordinate a hearing date but has not received a response. He plans to file this week so that a hearing date will be set.
- g) Review and approval of Administrator's Decisions and Directives from 02.21.2023.

2. Personnel Report

Administrator

Jordyn Giulio, Administrator:

- a) Review of Safety Manager Position to ensure all jobs are taken care of during transition to new employee.

IV. 09:01 AM The Board Met with Transportation Land Services.

Aaron Simmons, County Engineer:

- a) Discussion around prefabricated bridges.
- b) Our inspection company and Engineer looked over the cranes at Waterville and Mansfield shops that did not pass inspection. The crane at the Mansfield shop is salvageable and the Engineer will provide recommendations on what is needed to make it usable. The one at the Waterville shop is not usable and the Engineer will research an alternative.
- c) The cost of replacing the crane is being researched but estimated around \$100,000. Cranes are used often at the shops and a replacement is necessary to maintain a safe workplace.
- d) The Board requested that the County keep a running capital list with lifespan dating to try to plan for when replacements might be necessary.
- e) Public Hearing for frontage improvements is coming up. Mike Neer and Aaron Simmons would like to have a workshop with The Board to show them what they presented to the Planning Committee prior to the hearing.

- f) Information regarding paving Rock Island road segments. It is in budget but probably wouldn't happen until July/August. It is included in the annexation area. The Board approves. The State has a highway project planned so we will need to avoid overlap with that project.

Road Superintendent, Scott Reiman:

1) Recommendations for Bid Awards

Material Bids 2023

- Resolution TLS 23-09A Hot Mix Asphalt
Bid Award Central WA Asphalt: HMA PG CI 3/8 In 64-28 \$528,220.00

- Resolution TLS 23-10A Traffic Marking Paint & Beads
Bid Award Alpine Products, Inc: Yellow Paint \$111,440.70; White Paint \$135,320.85;
Beads \$35,739.00

- Resolution TLS 23-11A Dust Control
Bid Award GMCO Corp: Magnesium Chloride \$48,793.75
No Bids received for Lignin Sulfonate

- Resolution TLS 23-12A Emulsified Asphalt
Bid Award Ergon Asphalt: CRS – 2P (East Wenatchee Shop) \$77,729.40
CRS – 2P (Mansfield Shop) \$347,203.26
HFE 150 (Waterville Shop) \$343,289.34
HFE 150 (Mansfield Shop) \$252,879.60
CSS – 1 (Waterville Shop) \$18,746.73
CSS – 1 (Mansfield Shop) \$74,571.48

Motion:

Commissioner Steinburg moved to approve the bid awards as presented for the asphalt, paint and dust control; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

Perry Huston, Land Services Interim Director:

- a) Perry gave more detail surrounding his discussions with Berk. He is going to have Berk work with the middle range growth numbers; once the model is complete, we will be able to plug in the higher range of numbers. A Regional Council meeting will be scheduled to have the numbers presented.
- b) Transportation is reviewing the Stormwater amendment. Aaron Simmons and Perry Huston will coordinate and bring a draft to The Board.
- c) Staff is working on getting a room booked for the Planning Commission Meeting.

1) Notice of Hearing

Resolution TLS 23-15A

Motion:

Commissioner Steinburg moved to approve Resolution TLS 23-15A Notice of Hearing to Consider Adoption of an Amendment to Douglas County Code 12.50.150 Transportation and Frontage Improvements *set for Tuesday, March 21, 2023 at 9:00 AM*; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

Heather Mauseth, Land Services:

- a) Review of the meeting with Fire Chief Brett the prior day and the positive effects of maintaining good working relations with the Fire Department.
- b) Heather has scheduled all necessary certifications this spring and should be certified to provide all in house services in the next few months.
- c) Douglas County tends to have quite a bit more required inspections compared to neighboring counties; Heather hopes to work with other staff to review in depth to determine what can be eased up on or combined with others. The Board recommended looking into any technologies that we could be utilizing to expedite the process.
- d) Code Enforcement procedures are being reviewed; especially with respect to repeat offenders.
- e) Plans were discussed to take a deeper look into geo-assessment (GA) requirements.

V. 10:49 AM The Board Held an Administrative Session.

- a) Discussion was held to reevaluate the monthly vehicle allowance to allow for the market increases. The Board approves moving to \$700 a month.

VI. 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) Credit Card Issuance Request **Coroner**
- 2) Mileage Rate Increase **Resolution CE 23-10 & TLS 23-16**
- 3) Amendments to the Litter and Illegal Dump Clean-up and Prevention Project Agreement
- 4) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00364742-00364881	\$272,450.42
2.	ACH	80007960-80007960	\$23.90

With no further business, the Board of County Commissioners recessed at 11:14 AM to meet again on Wednesday, March 1, 2023 at the Douglas County Courthouse, Waterville, Washington.

MARCH 1, 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, March 6, 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:



Kala Lince, Clerk of the Board