

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

MARCH 13, 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 as well as Civil Prosecuting Attorney James Mitchell.

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) There will be no building inspections next week as staff is at required trainings. The Board would like to look into the possibility of providing pictures in the inspection process.
- b) Jordyn will meet with Heather Mauseth, Lance Merz and the Sheriff's Office to begin preliminary conversation regarding the Code Enforcement position. Karen Goodwin and Phil Young are going to look into the financials surrounding the different options of the position and what will be the most cost effective. Code Enforcement needs to be the main function of the position and a Code Enforcement vehicle would be advantageous.
- c) A project request was received for carpet on the second floor of evidence storage building. The current flooring has created an ongoing dust issue that tracks into server room and affects multiple departments. Initial estimation of the project is at \$15,000. The Board approves moving forward with getting bids.
- d) Due to weather, road preservation continues to be pushed off. The delayed work could shorten the amount that we are able to do.
- e) An update on the canal crossing projects was provided. Staff estimates that we will finish the projects on time.
- f) Jim Ruud met with Jordyn regarding the current PILT designation. The County is currently opted in to receive fines and fees and would like to change that as the return is minimal. The Board requests we reach out to Paul Jewell at WSAC for assistance.
- g) The Board will be receiving a substantial, temporary, credit card limit increase for Sign Shop Manager Jeff Marx. Jordyn provided more information and reasoning behind it before it is presented.
- h) Becci Piepel joined the conversation to discuss the Household Hazardous Waste event that will be held on April 15th at the 2nd Street location.

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- i) Dayna Prewitt and a small team attended FUSE Job Fair in Spokane. She reported that there was very good attendance at the event and that it resulted in some applications for the Engineering department. Most of the supplies purchased to use at the FUSE Job Fair will be used for future events as well.
- j) There are a number of transportation grants that will be coming available over the next 5 years. Risk and Records Manager Tiana Rowland is coordinating with the Transportation Department to be monitoring and preparing for grant opportunities. The Board expressed that it may be beneficial to have a Grant Writer in-house to assist in this process.

IV. 08:58 AM The Board Held a Work Session.

Transportation – Scott Reiman:

- a) Estimates were received and presented for the gravel and hauling at the NCW Fair. A thicker coverage is recommended as there will be traffic flow where the gravel is planned. Further discussion was held around the budget for the project and where funds might come from if they go over. The Board requests actual numbers so that they can make an informed decision on how to proceed.
- b) Engineering department is short staffed right now due to a retirement within the department and has concerns about working with the timeframe desired on this project. The Board recognizes that we have a lot of competing needs right now and is concerned about over committing our resources. They would like to look into the option of phasing this project so that part of it can get attention this year before the fair to help with dust control. The funds were administered directly to the NCW Fair which relaxes the administration needed from the County.

Transportation - Aaron Simmons:

- a) The Board requested that Aaron put together a list of the demands and challenges the Engineering Department is facing right now with being short staffed so that The Board has better insight.
- b) Jennifer Lange provided an update on Whitehall & Alstow and C. Kummer Bridge projects.

V. 10:26 AM Call for Executive Session RCW42.30.110(1)(i)

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

Attendees: Commissioners Sutton, Straub, County Administrators Jordyn Giulio and Jim Barker, Clerk of the Board Kala Lince, Prosecuting Attorney Gordon Edgar, County Engineer Aaron Simmons and Development Service Manager Mike Neer. Commissioner Steinburg and Civil Prosecuting Jim Mitchell were excused from the room. At 10:26 AM Commissioner Sutton called for an executive session pertaining to potential litigation until 11:06 AM or 40 minutes. At 11:06 AM Commissioner Sutton called to end executive session with no action taken.

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With no further business, the Board Chairman called to recess the meeting at 11:30 AM and will resume again on Tuesday, March 14, 2023 at the Douglas County Courthouse, Waterville, Washington.

MARCH 14, 2023

The Board of County Commissioners met in regular session at the Douglas County Courthouse in Waterville, Washington. Commissioners Sutton, Steinburg, Straub and the Records and Risk Manager Tiana Rowland 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) Update provided to the Board regarding Clean Harbors: they will be upgrading their service level for the Solid Waste community Hazardous Waste clean-up program. The Program will also see an additional \$50,000 from WSDOT for homeless encampment clean-up. The Board requested a follow up regarding the potential purchase of a boat for shoreline clean up.
- b) The City of Rock Island has requested funding support through ARPA for their first annual Rock Fest community event. The Board would like additional information regarding the event funding request amount and use of funds if granted.
- c) The County Administrator, Fair Manager and County Treasurer will be meeting this week to discuss cash handling for the Fair: the Treasurer's office managed the process last year and it went seamlessly. The meeting today will be to outline the support for the Fair this year. Additional update regarding the training process to evolve from the Treasurer's Office to offer cash handling training for all county employees if within their job scope.
- d) The County Administrator and Sheriff met to discuss the potential to hold the Code Enforcement Officer position with the Sheriff's Department. The Board would like to discuss this further as well as review the funding to ensure longevity of the position.
- e) The Board discussed the development of the Hotel Lodging Tax.
- f) The Board discussed the temporary roll back of the 1/10 of the sales tax and the Civil Prosecuting Attorney provided an update regarding the review process with MRSC. The establishment of the tax occurred in 1983. The decision the county is awaiting is if the

MARCH 14, 2023 CONTINUED

decision to temporarily suspend the tax is a councilmatic decision or referendum and vote of the public.

- g) Review and approval of the Administrator's Decisions and Directives from 03.06.2023.

IV. 09:05 AM The Board Met with Transportation Land Services.

Aaron Simmons, County Engineer:

- a) Review of the Title VI reporting and assurances for the Washington State Department of Transportation.
- b) Discussion held on staff availability and the Board's desire for additional projects.

1) Title VI Assurances

Washington State Department of Transportation

Motion:

Commissioner Steinburg moved to approve the Washington State Department of Transportation Title VI Assurances and program annual report, Commissioner Straub seconded the motion and Commissioner Sutton concurred.

2) Equipment Rental and Revolving Fund Policy

Resolution TLS 23-20A

Motion:

Commissioner Steinburg moved to approve Resolution TLS 23-20A the establishment of the Equipment Rental and Revolving Fund Operational Policy; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

Perry Huston, Land Services Interim Director:

- a) Updates on the Planning Commission and Boundary Review Board meetings.
- b) Update to the Board on the BERK Consulting population allocation project: the consulting agency is behind and does not have an update for the county.
- c) The developers for the Spanish Castle development have requested a meeting with the Land Services Director.

1) Notice of Hearing

Resolution TLS 23-19A

Motion:

Commissioner Straub moved to approve Resolution TLS 23-19A Notice of Hearing to Consider Adopting New Chapter 8.26 Organic Waste Material Management, Compost Use and Procurement to Douglas County Code *set for Tuesday, April 4, 2023 at 9:15 AM*; Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

MARCH 14, 2023 CONTINUED

V. 10:00 AM The Board Held an Administrative Session.

- a) Discussion held on the two lot short plats and potential exemptions of deferments for frontage improvements. The hearing is scheduled before the Board next week.
- b) The Board reviewed the Facilities request for rotating coverage of 4 tens schedule. The Board approved the request.
- c) Review of employee position description.
- d) The Civil Prosecuting Attorney provided an update from MRSC stating that if the County would like to implement the tax holiday, they would be subject to referendum and petition by the voters as well as Department of Revenue through the Attorney General's Office. MRSC provided the option to hold/bank a portion of the levy collection in 2024 as an alternative option.

VI. Consent Agenda:

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

1) Interlocal Agreement between City of East Wenatchee and Douglas County PUD

Motion:

Commissioner Straub moved to approve the Interlocal Agreement between City of East Wenatchee and Douglas County PUD for 19th Street NW & NW Cascade Ave Improvement Project; Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

2) Interlocal Agreement between Douglas County and Chelan-Douglas Health District

Motion:

Commissioner Straub moved to approve the Interlocal Agreement between Douglas County and Chelan-Douglas Health District; Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

3) Fair Contracts

- a. Capi Security, David Capi Professional Services
- b. Kitty Mae Cascade Country Entertainment Contract
- c. Geno's Kettle Korn, Rick Noffsinger Concession Agreement
- d. Leah Justin Music Group Entertainment Contract

4) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00365120-00365288	\$899,562.42
2.	ACH	80007985-80007986	\$7,756.42

With no further business, the Board of County Commissioners recessed at 11:30 AM to meet again on Wednesday, March 15, 2023 at the Douglas County Courthouse, Waterville, Washington.


MARCH 15, 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 20, 2023 at the Douglas County Public Services Building, East Wenatchee, Washington.

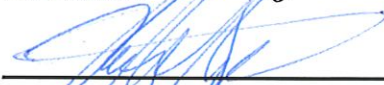
The minutes are hereby read and approved.



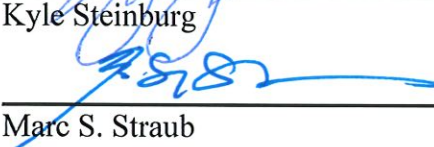
BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON



Dan Sutton Chair




Kyle Steinburg Vice-Chair



Marc S. Straub Member

ATTEST:



Kala Lince, Clerk of the Board