

# BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

MARCH 20, 2023

The Board of County Commissioners met in regular session at the Douglas County Public Service Building East Wenatchee, Washington. Commissioners Steinburg and 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. Commissioner Sutton 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 County Administrator Jordyn Giulio.**

**1. Staff Report**

**Administrator**

**Jordyn Giulio, Administrator:**

- a) A proposed notice for the Office of Public Defense in recognition of their one year anniversary was presented.
- b) A motorhome was parked at the 2<sup>nd</sup> street facility last week. It was called in immediately and staff was able to get them removed quickly. The owner of the motorhome is a repeat offender and staff has been watching cameras to ensure they don't come back.
- c) Staff had a meeting with Mountain High Towing to review the proposed contract. Guidance for the draft was sent to Sheriff's Office and was approved by Jim Mitchell. We are hoping to have the contract signed and in place next week. The Board wants this to be published once finalized.
- d) Discussion was held around the proposed "Tax Holiday". The proposal needs to be finalized by May 12<sup>th</sup> to place it on the August ballot. The Board approved the estimated cost of the ballot and recommends a press release to keep constituents informed. Staff is still researching the legal aspect and details surrounding the "Tax Holiday".
- e) An update was provided regarding Mr. Lopez. His readiness hearing was last week and he will be obtaining a lawyer. Staff has been directed to not interact with Mr. Lopez as he is seeking legal actions.
- f) Following a conversation with the supplier for the horse barn project, the work scope was reviewed and Jordyn thinks we will be able to use the small works roster for the project. This would provide a jobsite foreman to oversee it and bring in volunteers. This option would speed up the job significantly.

## MARCH 20, 2023 CONTINUED

### 2. Personnel

Administrator

#### Jordyn Giulio, Administrator:

- a) Human Resources Director Dayna Prewitt has begun pulling comparisons for a Grant Writer position. There is a possibility of combining the position with a PIO position.
- b) Commissioner Straub would like to take a second look at the salary range for the open Planning and Economic Development Director position.
- c) A couple temporary transportation positions have been posted.

#### **IV. 09:04 AM The Board Met with Wenatchee Valley Fire Department Fire Chief Brian Brett**

- a) Chief Brett would like to plan on having quarterly meetings with the Board of Commissioners to reinforce open communication and positive working relations.
- b) At this point the Fire Marshal contract has been signed but the Investigative contract has not. The Fire Department is planning to amend the Investigative contract to add some surrounding towns.
- c) Chief Brett gave an update about the financial goals and current staffing of the Fire Department.

#### **V. 09:30 AM The Board Held a Work Session.**

#### Land Services - Perry Huston:

- a) Discussion was held around proposed resolution TLS 23-15B Amendment to Douglas County Code 12.50.150 Transportation and Frontage Improvements.

#### Transportation - Aaron Simmons:

- a) Assistant County Engineer Jennifer Lange provided an informational introduction the action items to be presented to the Board the following day.
- b) An update was provided on the canal crossing projects and ensuring they are finalized before the water gets turned on.
- c) County Engineer presented information about the Survey Monument Protection and Preservation Policy that will get presented for Board approval tomorrow.

#### **VI. 10:25 AM The Board Held an Administrative Session.**

- a) An update was given regarding the proposed "Tax Holiday". Staff is waiting to hear back from MRSC to provide direction.
- b) A Request for Qualifications for project management is ready for advertisement.

#### **VII. 10:34 AM The Board Convened as the Board of Equalization**

- a) Review of 2022 Assessors Certificate of Assessment Rolls and New Construction Values, Summary Report of Appeals for 2022, Stipulations and Minutes and Procedures to be presented to the Board for approval tomorrow.

MARCH 21, 2023 CONTINUED

IV. 08:45 AM The Board Held Executive Session RCW(42.30.110)(1)(G) Personnel.

**Executive Session RCW(42.30.110)(1)(g):**

Attendees: Commissioners Steinburg and Straub and Clerk of the Board Kala Lince, County Administrator Jordyn Giulio, Civil Prosecuting Attorney James Mitchell. At 8:41 AM Commissioner Steinburg called for an executive session pertaining to personnel until 8:50 AM or 9 minutes. At 8:50 AM Commissioner Steinburg called to end executive session with no action taken.

1) Amendments to County Personnel Code

Resolution CE 23-11 & TLS 23-25

**Motion: Out of State Travel Authorization**

Commissioner Straub made a motion to approve Resolution CE 23-11 & TLS 23-25 amendments to the Douglas County Personnel Policy 4.17.080-Out of State Travel Authorization; Commissioner Steinburg seconded and concurred.

2) Request for Qualifications

Resolution CE 23-12A

**Motion: 2023 Construction/Project Management Services**

Commissioner Straub made a motion to approve Resolution CE 23-12A Request for Qualifications 2023 Construction/Project Management Services; Commissioner Steinburg seconded and concurred.

IV. 09:00 AM Public Hearing

TLS 23-15A

*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

Public Present: Dan Beardslee

Staff Present: Perry Huston, James Mitchell, Jordyn Giulio, Aaron Simmons

**Staff Report, Interim Director Perry Huston:**

Overview Resolution TLS 23-15C to Consider Adoption of an Amendment to Douglas County Code 12.50.150 Transportation and Frontage Improvements

**Staff Report, Engineer Aaron Simmons:**

Written staff report from Transportation department added into record.

**Motion:**

Commissioner Straub made a motion to continue the hearing for Resolution TLS 23-15C to Consider Adoption of an Amendment to Douglas County Code 12.50.150 Transportation and Frontage Improvements Tuesday, March 28, 2023 at 9:20 AM; Commissioner Steinburg seconded and concurred.

## MARCH 21, 2023 CONTINUED

### Public Comment:

Dan Beardslee gave comment and provided original proposal for review.

Commissioner Steinburg closed the public comment portion of public hearing.

### **V. 09:15 AM The Board Met with Transportation Land Services.**

#### Aaron Simmons, County Engineer:

- a) Further discussion was held on two lot short plats.
- b) County Engineer to check on the status of Dezellem Road.
- c) Notice that Tenelco was hauling on closed roads. Staff address it with the company and is going to check the road status to ensure no harm was done.
- d) The County has received interest in purchasing large rocks at the Zacker Pit site. The Board would like to look into making those available for purchase.

#### Perry Huston, Land Services Interim Director:

- a) Further discussion was held on two lot short plats. Concerns were expressed about the length of the process and having too much regulation.
- b) A draft is expected to be received from Berk by next week.
- c) Discussion was held regarding the Boundary Review Board's hearing scheduled for April 19<sup>th</sup>, 2023. Hearing is in relation to the proposed 2022 Plateau Annexation.

### **VII. 10:15 AM The Board Convened as the Board of Equalization**

#### **VIII. Consent Agenda:**

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

#### **1) Memorandum of Temporary Credit Increase for Jeff Marx.**

Commissioner Straub made a motion to approve the Memorandum of Temporary Credit Increase for Jeff Marx; Commissioner Steinburg seconded the motion and concurred.

#### **2) Resolution TLS 23-23: Transfer of Funds from Open Space #658 to County Road #119 in the amount of \$5,328.18.**

Commissioner Straub made a blanket motion to approve Resolution TLS 23-23: Transfer of Funds from Open Space #658 to County Road #119 in the amount of \$5,328.18; Commissioner Steinburg seconded the motion and concurred.

#### **3) VSO Memorandum of Request for Veteran's Relief Funds.**

Commissioner Straub made a blanket motion to approve the VSO Memorandum of Request for Veteran's Relief Funds; Commissioner Steinburg seconded the motion and concurred.

MARCH 21, 2023 CONTINUED

4) Addendum No. 1 Contract with Douglas County Solid Waste and WSDOT for Additional Funds for Homeless Encampment Cleanup.

Commissioner Straub made a blanket motion to approve Addendum No. 1 Contract with Douglas County Solid Waste and WSDOT; Commissioner Steinburg seconded the motion and concurred.

5) Approved Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00365390-00365461	\$219,995.21
2.	ACH	80007988-80007988	\$10,206.00

With no further business, the Board of County Commissioners recessed at 11:14 AM to meet again on Wednesday, March 22, 2023 at the Douglas County Courthouse, Waterville, Washington.

MARCH 22, 2023

I. The Board Convened as the Board of Equalization

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 27, 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

*[Signature]*  
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Dan Sutton Chair

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Kyle Steinburg Vice-Chair

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Marc S. Straub Member

ATTEST:

*[Signature]*  
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Kala Lince, Clerk of the Board