

# A BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

JULY 10, 2023

The Board of County Commissioners met in regular session at the Douglas County Public Services Building in East Wenatchee, Washington. Commissioners Sutton, Steinburg and the Deputy Clerk of the Board Erika Guerrero were present. Commissioner Straub and County Administrator Jordyn Giulio are excused. 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 Human Resource Officer Dayna Prewitt**

A. Review of resolution CE 23-26 & TLS 23-37 payroll and request for hire policy. Payroll change notices and request for hire that have been allocated within budget will no longer require Board signature. Updates will be provided to the Board regarding open positions or budget changes as needed. New positions will be presented to the Board for final approval.

B. Job description for the Project Oversight Manager Position will be presented to the Board for approval tomorrow.

C. Discussion in preparation for guild and negotiations will be scheduled in the next couple of weeks.

D. Administrative Secretary position for the NCW Fair has not been posted, currently waiting for the request for hire.

**IV. 09:00 AM The Board Held a Work Session on the Following Items.**

**Aaron Simmons, County Engineer:**

A. KPQ wrote an article regarding the Safe School federal funding. County Engineer presented the article to the Board.

B. An accident on McNeil Canyon Road; according to DOT the truck was in poor conditions. Guardrails will need to be replaced. Road realignment project will happen in 2025.

C. A constituent has concern with Tenelco using the Waterville North Road. Trucks should be allowed to travel this road until we have road restrictions in place. Sprauer Road has been rebuilt and the Board is okay with Tenelco using this road.

D. County Engineer asked the Board if there is an initiative for funding. A list of capital items will be provided to County Administrator. Commissioner Steinburg would like to look into urbanized areas and focus on maintenance items such as potholes.

## JULY 10, 2023 CONTINUED

### **Perry Huston, Interim Director:**

- A. Meeting with Rocky Pond was held last week. Update will be provided tomorrow during the hearing.
- B. Planning commission meets Wednesday and are currently on track with code amendments. Review of city codes to reflect what is happening; all codes will be reviewed and merged with County codes.
- C. Discussion held regarding growth allocations for City of Rock Island.

### **Record & Risk Manager, Tiana Rowland:**

- A. Update on RFQ for towing services. Only one qualification was received from Randy's Towing. Randy's Towing provides local services and have a lot locally. Impound rates are substantially lower than other services. It was discussed we could potentially use them with the facilities parking lot but the Board would like to keep towing services separate.
- B. Discussion was held regarding the house on 19<sup>th</sup> Street. House has been demolished and is on septic. The Board would like to pull septic tank as well as all concrete; leaving all fencing in place until demolition is complete. Temporary fencing will be placed in the front to prevent anyone from entering. Lidar and topography has been complete.
- C. Grader that was presented for surplus will be going out for bid. If no bids are not received, grader will be traded in.

### **V. 08:45 AM The Board Met with Solid Waste Director Becci Piepel.**

- A. Discussion was held regarding Organic Management compost mandate. It is an unfunded mandate and the expense is up to the businesses. A draft letter to Department of Ecology will be presented to the Board regarding the mandate prior to mailing.

### **VI. 10:00 AM The Board Held Administrative Session.**

- A. Review of the County Administrator operational updates.
- B. The Board reviewed the county embroidered logo. Update to remove the Annex Building and only have the Courthouse.
- C. Spanish Castle development is near completion.
- D. Tribute bands to perform at the NCW Fair.

### **VII. The Board Held an Executive Session RCW (42.30.110)(1)(i) Potential Litigation**

#### **Executive Session RCW (42.30.110)(1)(i)**

Attendees: Commissioner Sutton, Steinburg and Civil Prosecuting Attorney James Mitchell. At 10:18 AM Commissioner Sutton called for an executive session pertaining to potential litigation until 10:23 AM for 5 minutes. At 10:23 AM Commissioner Sutton called to end executive session with no action taken outside of session.

With no further business, the Board Chairman called to recess the meeting at 10:30 AM, and will resume again on Tuesday, July 11, 2023 at the Douglas County Courthouse, Waterville, Washington.

JULY 11, 2023

The Board of County Commissioners met in regular session at the Douglas County Commissioners Chamber Waterville, Washington. Commissioners Sutton, Steinburg and Straub, the Deputy Clerk of the Board Erika Guerrero were present. County Administrator Jordyn Giulio is excused 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 Transportation Land Services.**

**Aaron Simmons, County Engineer, Scott Reiman, Road Superintendent:**

A. Discussion regarding the deed transfer for Rimrock Meadows Right-of-Way to the Homeowner's Association. A notice of hearing will be presented to the board next week.

B. First round of grading on the Fair parking lot has been done, a second round of oil will be placed in three weeks.

C. Commissioner Steinburg would like to see more road maintenance on urbanized areas of Douglas County. Road Superintendent would like to focus on the Southside of Grant Road for 2024 and include these road improvements into 2024 budget.

D. The Board discussed Perteet's report regarding state discussion of the roundabout in the Wenatchi Landing area. Chelan Douglas Transportation Council requested the report. DOT currently does not support a roundabout in the Wenatchi Landing area but future growth and development may assist with any future road projects. Douglas County would support and pay half of the project if PFD pays for the other half; but will not move forward with the project if PFD funds the diamond energy project.

E. SR28 project timeline for overlay starting now through October 1<sup>st</sup>, 2023. Rock Island Road overlay needs to be re-scheduled or redirected a different route to not interfere with DOT. Timeline for the Rock Island overlay is one week.

F. Discussion regarding the CDTC Grant Road and Lyle project. Cost estimate, traffic counts, importance.

G. Highway 2 is washed out from past rainfall. There is a one lane closure. North South Division and Rd A are the local access roads with huge washouts. There is currently no need for road closure but repairs will need to be done. Road A has a large washout. No current cost assessment for repairs.

**1) Request for Qualifications**

**Resolution TLS 23-36A**

**Motion:**

Commissioner Straub made a motion to approve Resolution TLS 23-36A Request for Qualifications for Environmental Permitting and Cultural Historical Review McNeil Canyon Road Realignment *due August 4, 2023 at 4:00 PM*; Commissioner Steinburg seconded and Commissioner Sutton concurred.

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**2) Request for Qualifications**

**Resolution TLS 23-38A**

**Motion:**

Commissioner Straub made a motion to approve Resolution TLS 23-38A Request for Qualifications for Right-of-Way Review & Acquisition McNeil Canyon Road Realignment *due August 4, 2023 at 4:00 PM*; Commissioner Steinburg seconded and Commissioner Sutton concurred.

**3) Trantech Engineering LLC Consultant Agreement**

**Motion:**

Commissioner Straub made a motion to approve the Trantech Engineering LLC Consultant Agreement for C. Kummer Ranch Bridge Replacement; Commissioner Steinburg seconded and Commissioner Sutton concurred.

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

- A. Principal Planner interviews have been done with no qualified applicants.
- B. August 29<sup>th</sup> will be Interim Director's last day.
- C. A city code adoption workshop to review Rock Island code is almost done.
- D. The 2026 comprehensive comp plan critical path amendment is almost complete.
- E. Population allocation discussion will be held on Monday. The Board would like continued discussion with other cities for allocation and density of growth.
- F. Permits are currently down; the Board requested permit volume update.
- G. Commissioner Straub would like an update on the Health District SmartGov portal.

**IV. 9:13 AM Facility Operations Manager, Ramon Ramirez Join the Board.**

- A. There were no damage to the Fair parking lot with the heavy rainfall. Water drained towards the Westside.
- B. Junior mock rodeo had to be cancelled due to heavy rain; but they held a training the following day on the grass area.
- C. Contractor will hopefully start work on post installation for sunshades.
- D. Tables and benches have been ordered; no delivery date as there is no tracking number. The Board asked Ramon to follow up with the company for a quicker delivery or find a different vendor.
- E. Plumbing in the horse stall barn is installed and paving should happen soon. The company is currently backed up and there is no current timeline for delivery. Once it has been delivered it will take about a week to set up. Rental of AD temporary stalls if horse barn does not get completed on time. The board would like completion of this project before the Fair.
- F. Monster Truck event ticket sales were lower than last year. NCW Fair is pushing for one more year of this event.
- G. Motorcycle event being held during the fair.
- H. Ramon has requested striping of parking spaces once grading has been complete in the parking lot, or he would like to use cones to lay out parking spaces during the monster truck event. The Board would like to move forward with striping of the parking lot; a quote will be presented to the Board for approval at a later date.

**JULY 11, 2023 CONTINUED**

I. Friends of the Fair are funding both ticket booths and should be delivered at the end of the month.

**V. 10:00 AM Continued Public Hearing**

**TLS 23-34A**

*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: Jo Anne Wright, iPhone, iPhone, Peggy Rice, Emmy Hager, Zarling, 142-533-6830, tackley, Kathy Hager, Brian Hager, Scott Painter, Dee Miller, Joe Miller. Staff Present: Perry Huston, Aaron Simmons, James Mitchell**

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

Review of Ordinance TLS 23-07-34G for Resolution TLS 23-34A Comprehensive Plan Amendments for CPRZ-2022-03 DD Vineyards.

**Motion:**

Commissioner Steinburg made a motion to continue the hearing until July 25, 2023 at 10:00 AM to allow presentation of a draft of the development for public review; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

**Public Comment:**

Public comment portion is closed.

**10:24 AM Auditor Thad Duvall Joined the Board.**

A. Discussion regarding the tax levy increase. The resolution for the tax levy increase is due August 1<sup>st</sup>. All ballot titles are reviewed by the Prosecutor.

**10: 35 AM The Board Held an Administrative Session.**

A. The Board approved the following request for hire: Auditor/Elections Temporary Elections Workers, NCW Fair/Douglas County Fairgrounds Secretary Temp, Board of Commissioners Project Oversight and Management Specialist, Land Services Building Inspector/Plans Examiner.

**1) Request for Qualifications: Towing Services**

**Resolution CE 23-23A**

**Motion:**

Commissioner Steinburg made a motion to award Resolution CE 23-23A the Request for Qualifications for Towing Services to Randy's Towing Services; Commissioner Straub seconded and Commissioner Sutton concurred.

**JULY 11, 2023 CONTINUED**

**VII. 10:40AM 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) Notice of Liquor License Application Elevate Vineyard and Winery LLC**

**Motion:**

Commissioner Steinburg made a motion to approve the Notice of Liquor License Application for Elevate Vineyard and Winery LLC License: 433008-6D; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

**2) 2023-25 Biennium Contract No. K2411 Foster Creek**

**Motion:**

Commissioner Steinburg made a motion to approve the 2023-25 Biennium Contract No. K2411 between Washington State Conservation Commission and Douglas County VSP Program Implementation; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

**3) RiverCom SECO Coordinator Professional Development Contract SFY2024**

**Motion:**

Commissioner Steinburg made a motion to approve the RiverCom SECO Coordinator Professional Development (CPD) Contract SFY2024; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

**4) Call for Bids Resolution TLS 23-39A**

**Motion:**

Commissioner Steinburg made a motion to approve Resolution TLS 23-39A Call for Bids Sale of a Grader *due Monday, July 24, 2023 at 4:00 PM to be opened and read the following day*; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

**5) Payroll and Request for Hire Policy Resolution CE 23-26 & TLS 23-37**

**Motion:**

Commissioner Steinburg made a motion to approve Resolution CE 23-26 and TLS 23-37 Payroll and Request for Hire Policy; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

**6) State of Washington Department of Veterans Affairs Amendment No. 2**

**Motion:**

Commissioner Steinburg made a motion to approve the State of Washington Department of Veterans Affairs Amendment No. 2 to DVA Contract No. 305E-18-117; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

**7) Appointment of Designated Crisis Responders**

**Motion:**

Commissioner Steinburg made a motion to appointment of Ms. Kristen Hines as the Designated Crisis Responder; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

**8) Amendments to Personnel Policies**

**Resolution CE 23-27 & TLS 23-40**

**Motion:**

Commissioner Steinburg made a motion to approve Resolution CE 23-27 & TLS 23-40 Amendments to Personnel Policies Chapter 4.10.100 – County Branded Clothing; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

**9) 23-25 Community Litter Cleanup Program Grant Agreement**

**Motion:**

Commissioner Steinburg made a motion to approve the 23-25 Community Litter Cleanup Program Grant Agreement; Commissioner Straub seconded the motion and Commissioner Sutton concurred.

**10) WSDOT Interlocal Agreement**

**Solid Waste**

*\*Item held over, not ready for approval.*

**11) Approved Vouchers**

		<b>Check Numbers</b>	<b>Total Amount</b>
<b>1.</b>	<b>Vouchers</b>	<b>00368453-00368618</b>	<b>\$929,352.85</b>
<b>2.</b>	<b>ACH</b>	<b>80008107</b>	<b>\$1,156.258</b>

With no further business, the Board of County Commissioners recessed at 11:05 AM to meet again on Wednesday, July 12, 2023 at the Douglas County Courthouse, Waterville, Washington.

JULY 12, 2023

There were no appointments scheduled, no session was held. There being no further business, the Deputy Clerk of the Board in accordance with RCW 42.30.90 adjourned for the Board of County Commissioners to meet again on Monday, July 17, 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

  
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Marc S. Straub Member

ATTEST:

  
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Erika Guerrero, Deputy Clerk of the Board