BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

JANUARY 2, 2017

NEW YEARS DAY HOLIDAY OBSERVED. ALL COUNTY OFFICES WERE CLOSED.

JANUARY 3, 2017

The Board of County Commissioners met in regular session at the Douglas County Courthouse, Waterville, Washington. Commissioners Jenkins, Sutton, and Steinburg were present. Clerk of the Board was present.

I. 08:30 AM   Elected Officials and Department Head meeting.

Present:  WSU Ext Chair, Margaret Viebrock; Records/Risk Manger Jordyn Guilio; NCW District Fair Manager Ed Daling; Countywide Solid Waste Administrator Becci Piepel; Sheriff Harvey Gjesdal; NCWBH/Chelan-Douglas Disability Board Administrator Tamara Burns; Chief Deputy Treasurer Natalie Marx; Treasurer Nona Haberman; Assessor Jim Ruud; Prosecutor Steve Clem; Administrator Jim Barker; Judge John Hotchkiss; Clerk Tristen Worthen; Auditor Thad Duvall; Chief Financial Officer Karen Goodwin; Undersheriff Kevin Morris; and Administrator Jim Barker.

Via Video:   Probation Jack Murphy; MIS Director Juan Sanchez; and District Court Marcella Presler

Introductions and descriptions of each departments were made. Hourly reporting for elected officials was reviewed.

II.  10:00 AM   The Board met with Robert Knowles and Administrator Jim Barker.

1. Report Received

Received a report and recommendation on the Dougal County Law And Justice Facilities Evidence Storage building.

   B    135    P    982

2. Contract Executed

   Rimmer & Roeter –RES CE 16-39

Commissioner Steinburg moved, Commissioner Sutton second and Commissioner Jenkins concurred the motion to approve the Contract with Rimmer and Roeter, Inc., and notice to proceed.

   B    135    P    983
   B    135    P    984
3. **Motion Approved**  
Lease for Evidence Storage
Board approved to proceed with extending the lease of the current agreement between Douglas County Sheriff and TNT Business.

4. **Motion Approved**  
Change Orders for Project
The Board was in concurrence with authorizing Administrator Jim Barker to sign change orders for the Evidence Storage Building up to $5000, anything above $5000 but under $10,000 would be authorized by either Commissioner Sutton or Steinburg, anything over $10,000 would be presented to the entire Board. This will prevent any delays in the project.

III. **Consent Agenda:**

Commissioner Steinburg moved, Commissioner Sutton second and Commissioner Jenkins concurred the motion to approve the following consent agenda items:

1. **RES CE 17-01 Transfer**  
NCW District Fair
Resolution CE 17-01 Transfer of $50,000 from Non Departmental to NCW District Fair Funds for start up cash
   
   B  135  P  985

2. **RES CE 17-02 Amend**  
Appointments and Committees
Resolution CE 17-02 Amending the appointments by the Board of Commissioners to Board and Committees.
   
   B  135  P  986

3. **Motion Approved**  
Employee Acknowledgement of Receipt
The commissioner signed and approved the Employee Acknowledgement of Receipt for use of county visa cards.
   
   B  135  P  987

4. **Letter Received**  
Whitley Fuel LLC
Received letter from Whitely Fuel requesting to extend 2016 fuel bid through 2017
   
   B  135  P  988

5. **Letter Received**  
Coleman Oil
Received letter from Coleman Oil requesting to extend fuel bid through 2017 for Area III, Bridgeport and Mansfield.
   
   B  135  P  989
IV. Voucher

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V. 10:30 AM The Board attending training by Prosecuting Attorney Steve Clem, MIS Director Juan Sanchez, and Records/Risk Manager Jordyn Giulio.

1. Training Received Commissioner Training

The Board of Commissioners received training on email; open public meetings act; and public records act.

There being no further business the Board of County Commissioners recessed to meet again on Wednesday, January 4, 2017 for special session at the Douglas County Public Services Building, 140 NW 19th ST, East Wenatchee, Washington.

JANUARY 4, 2017

The Board of County Commissioners met in special session at the Douglas County Public Services Building, 140 NW 19th ST, East Wenatchee, Washington. Commissioners Jenkins, Sutton, and Steinburg were present. Clerk of the Board was present.

I. 08:30 AM The Board met with Administrator Jim Barker.

1. Invoice Approved Parkside

Board approved the security invoice for Parkside. Authorize either Commissioner Sutton and Steinburg to sign form.

2. Staff Report Administrator

Jim Barker, Administrator:
A. Agreed to proceed with posting NCW Fair Manager position. Commissioner Steinburg will attend the next Fair Board meeting on the 12th of January.
B. Will review the 2017 responsibilities of departments.
C. Received update on personnel issues.

II. 09:30 AM Administrator Jim Barker, Land Services Director Mark Kulaas, and County Engineer Doug Bramlette were present. Assistant County Engineer Jennifer Lange was present via video conferencing.
JANUARY 4, 2017 CONTINUED

1. **Staff Reports**

   **Transportation Land Services**

   **Doug Bramlette, County Engineer:**
   
   A. Provide a summary of projects and status of projects.

   **Jennifer Lange, Assistant County Engineer**
   
   A. Project summaries where provided.
   
   B. Reviewed with the Board Plat amendment to remove restriction the plat an create a “buildable lot”. BLA have encompasses a portion of the “frontage” along the unimproved ROW if his becomes a buildable lot who improves the right of way.

   **Mark Kulaas, Land Services Director:**
   
   A. Reviewed what Planning is working on and what issue will be before the Board for action.

There being no further business the Board of County Commissioners recessed to meet again on Monday, January 9, 2017 at the Douglas County Courthouse, Waterville, Washington. The minutes are hereby read and approved.

BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON

Steven D. Jenkins Chair

Dan Sutton Vice-Chair

Kyle Steinburg Member

ATTEST: Dayna Prewitt, Clerk of the Board