BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

MARCH 27, 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  Lobbyist Jim Pots and Zac Kennedy

1. Discussion Held

Received update on State legislative issues.

II. 08:50 AM  The Board met with Administrator Jim Barker.

1. Staff Report

**Jim Barker, Administrator:**

A. Gave project updates.
B. Gave update on Fair Manager position.

III. 09:00 AM  The Board met with Sheriff Harvey Gjesdal and Undersheriff Kevin Morris.

1. Monthly Report

**Sheriff’s Monthly Report:**

A. Received update on current retirements, and new hires.
B. Reviewed budget summary update.
C. Gave update on policy review for Sheriff’s office.
D. Gave summary of volunteer hours.

IV. 09:30 AM  The Board met with Auditor Thad Duvall and Chief Financial Officer Karen Goodwin

1. Report Received  Statement of Expenditures Compared to Budget

Board received and reviewed the Statement of Expenditures Compared to Budget.

B 136  P 110

2. Personnel Approved  Out of State Travel
March 27, 2017 Continued

Board approved the out of state travel request for Patty Browning to attend the PDS Software Training in Palm Springs, CA on September 11-15.

V. 10:00 AM The Board held a conference call with Senator Brad Hawkins on transportation issues. No action was taken the meeting was informational.

VI. 10:30 AM The Board met with South Douglas Conservation District members: Carol Cowling, Joe Sprauer, Eileen Bowmen, and Jeff Brock

1. Update Received South Douglas Conservation

Received a Powerpoint presentation on South Douglas Conservation District. Meeting was informational only.

III. Consent Agenda:

Commissioner Steinburg moved, Commissioner Sutton second and Commissioner Stanton concurred the motion to approve the following Consent Agenda Items:

1. Sent Letter City of East Wenatchee

Sent letter to the City of East Wenatchee Mayor and Councilmembers, and copied the EMPD. Letter was regarding open space requirement.

   B  136  P  111

2. Sent Letter Senator Brad Hawkins

Sent letter of support to Senator Hawkins regarding the Chelan County Regional Emergency Operations Center.

   B  136  P  112

3. Contract Executed NCW District Fair

Contract between NCW District Fair and Jesus Garcia for facilities use.

   B  136  P  113

4. RES CE 17-13 Appointment Open Space Committee

Approved Resolution CE 17-13 Appointment of David Marden to the Open Space Committee

   B  136  P  114
5. RES CE 17-14 Appointment  

Approved Resolution CE 17-14 Appointment of Randy Mittelstaedt to the Open Space Committee

B  136  P  115

There being no further business the Board of County Commissioners recessed to meet again on Tuesday, March 28, 2017 at the Douglas County Courthouse, Waterville, Washington.

MARCH 28, 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 The Board met with Administrator Jim Barker.

1. Staff Report  

Jim Barker, Administrator:
A. Robert Knowles joined session to review contract and answer questions

2. Contract Executed  

Jim Barker, Administrator:
B  136  P  116

C. Right now numbers for Waterville breakfast is 46 and East Wenatchee BBQ is at 62. Jordyn and Becci will do a final number count by the 7th. They will be in Waterville at 6:30 AM.
D. Commissioners approve recommendation by the NCW Fair Board for selecting of the Manager.

3. Personnel Approved  

Jim Barker, Administrator:
E. Reviewed sign placement in Palisades area.

Return to Administrator’s Report:

Out of State Travel

Board approved the out of state travel for Dayna Prewitt to attend PDS Human Resources software training in Palm Springs, CA from September 11-15
F. Dezellem road project was discussed. It was agreed to have a meeting with property owners. Commissioner Jenkins will facilitate.

4. **Personnel Change**

Payroll Change Notices

The Board approved the following payroll change notices: Nate Weakley; Tiffany Augustson; Becci Peipel; Christopher Strother; Thane Lamar; Robert Craig; Gerardo Perez; Clark Wright; Melodie Gutzwiler; Susan Jacobucci; Annette Owens

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.

1. **Contract Executed**

Grant Amendment

Commissioner Sutton moved, Commissioner Steinburg second, and Commissioner Jenkins concurred the motion to approved the Amendment to Washington State Department of Commerce - Growth Management Update Grant when contract is presented. Mark is out on vacation next week. (Recorded on 4/4/17)

2. **Contract Executed**

Archaeological Services

Commissioner Steinburg moved, Commissioner Sutton second, and Commissioner Jenkins concurred the motion to approved the Contract for Archaeological Services

B 136 P 117

3. **Contract Executed**

Nichols Kovich

Commissioner Steinburg moved, Commissioner Sutton second, and Commissioner Jenkins concurred the motion to approved the Contract Nichols Kovich Engineering

B 136 P 118

4. **Staff Reports**

Transportation Land Services

**Doug Bramlette, County Engineer:**

A. Gave the Board an update on issue on Urban Industrial Way with design not being built to standard in Batterman industrial area.

B. Hartel Pit violation completion is almost finished.

C. 32nd Place property owner complaint. County Engineer recommends not to install speed bumps in public R/W, speed bumps are an issue for emergency services, noise, and snow plowing. The County Engineer recommended to the owner that they contact the Sheriffs’ Office-Engineer responded and Board agreed with response.

III. 10:00 AM  Public Hearing  

RES TLS 17-11A
PRESENT:

[Sign in sheet attached]

B 135  P  119

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 attached to the document copies are available upon request.

Chair opened the public hearing for Resolution TLS 17-11A Consider Vacation of a Portion of County Road 808 (Rd 11), and then turned the hearing over to County Engineer Doug Bramlette. County Engineer provided staff report.

PUBLIC COMMENT:

1. Steve Thompson, spoke in favor
2. Mr. and Mrs. Jacobsen, spoke in favor as long as their property line stay the same no issue.

County Engineer answered question, and noted phone comment by Daryl Yonko.

MOTION:

Commissioner Steinburg moved to approved Vacation, Commissioner Sutton second, and Commissioner Jenkins concurred the motion to approve Resolution TLS 17-11B Order to Vacate County Road 808 (Rd 11)

B 136  P  120

1. Staff Report

County Engineer’s staff report.

B 136  P  121

2. Phone Testimony

Mr. Yonko provide public comment regarding vacation.

B 136  P  122

IV. 10:15 AM  Public Hearing

PRESENT:

[No public was present for hearing]

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 attached to the document copies are available upon request.
Chair opened the public hearing for Resolution TLS 17-14A Amendments to the Rock Island Municipal Code, and then turned the hearing over to Land Services Director Mark Kulaas for report. Land Services Director provided recommendation from the Douglas County Planning Commission.

Discussion:  Mark noted that there was a change to Rock Island’s code per recommendation by their Attorney. No issue with change procedural only.

Public Comment:

MOTION:

Commissioner Sutton moved, Commissioner Steinburg second, and Commissioner Jenkins concurred the motion to approve Ordinance TLS 17-02-14B Adoption of amendments to the Rock Island Municipal Code

B 136  P  123

1. Recommendation Received  DC Planning Commission

Douglas County Planning Commission recommendation received.

B 136  P  124

V. 10:20 AM Constituent Daryl Lemons was present and stated his concern about junk yard and marijuana distribution center. No action was taken. Board will have staff look into.

Return to TLS Staff Report:

Mark Kulaas, Land Services Director:
A. Letter to City of East Wenatchee and EMPD - will draft interim administrator direction for the Board to consider.

Doug Bramlette, County Engineer:
D. Baker Avenue project is in the second week of construction, clearing and grubbing, excavation and embankment, removing sidewalks, and installing sanitary sewer manholes.
E. Baker Flats - An alignment has been prepared, details and R/W are the next stage for work and descriptions. Grades adjacent to McDougall property are dictated by the construction and installation of that segment of road on Strider Property. Maximum grade is 9% on the McDougall Parcel.
G. Discussed mailbox concern the Postmaster did say it was required.

Jennifer Lange, Assistant County Engineer
A. No report

5. Letter Approved

Approved letter to TLS staff regarding Confluence Health.

B 136 P 125

VI. 11:00 AM Commissioner Jenkins was excused.

VII. 11:00 AM Bid Due

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<tr>
<td>Steve Peck Fabrication LLC</td>
<td>Base Price $23,900.00</td>
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Road Superintendent reviewed and made a recommendation to award Steve Peck Fabrication with the following options: Epoxy Coating for inside of Tank and Gravity Bar.

Commissioner Steinburg moved to approved bid by Steve Peck Fabrication LLC based on recommendation by staff for 3200 Gallon Slide in Water Tank including epoxy and gravity bar. Commissioner Sutton second and concurred.

B 136 P 126

Bid from North End Truck Equipment was denied.

VIII. 11:11 AM MIS Director Juan Sanchez joined session.

1. Discussion Held

The Board and Juan discussed county website. Juan will look at updating the picture on front page, adding official announcements; adding link to Facebook and Twitter account; and some other minor items. Will review again later.

IX. Voucher

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X. Consent Agenda:
MARCH 28, 2017 CONTINUED

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

1. Memo Approved
   State of Washington Notice to Owner, General Contractor, and Lender.
   B 136 P 127

2. Contracts Executed
   NCW District Fair
   A. Douglas County Commissioners, Facilities
      B 136 P 128
   B. James Long, Facilities
      B 136 P 129

There being no further business the Board of County Commissioners recessed to meet again on Wednesday, March 29, 2017 at the Douglas County Courthouse, Waterville, Washington.

MARCH 29, 2017

No session was held due to lack of a quorum. Clerk of the Board was present. There being nothing further, the Clerk of the Board in accordance with RCW 42.30.90 adjoumed for the Board of County Commissioners to meet again on Monday, April 3, 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