

# BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

OCTOBER 29, 2018

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

**I. 08:30 AM Call to Order and Pledge of Allegiance**

**II. 08:32 AM The Board met with County Administrator Jim Barker.**

**1. Personnel Administrator**

**Jim Barker, Administrator:**

- A. Update to the Board on the County Engineer applicants.
- B. 47 applicants for the confidential secretary position.

**2. Staff Report Administrator**

**Jim Barker, Administrator:**

- A. Update to the Board on the Veteran's Memorial Flag installation at the Law and Justice Center.
- B. Update on the Badger Mountain land acquisition, the vacant land purchase agreement terms have been sent.
- C. Clean up of the gasoline spill on Nile update, vehicle owner will be responsible for cleanup cost as gasoline drums fell out of the vehicle.
- D. Hydraulic cylinder broke on the grade during the use of the Mansfield area fire occurring over the weekend, maintenance will be billed to the Douglas County Fire District.

**Minute Notation:**

Board approved the Fleet Manager, Dell Miers County credit card increase the limit from \$2,000 to \$5,000 for Area shop supplies and fleet maintenance needs.

**III. 9:00AM Continued Public Hearing Resolution TLS 18-43B**

*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.*

OCTOBER 29, 2018 CONTINUED

**Present**

**Marc Straub**

**Aaron Simmons, County Engineer:**

Staff's recommendation to seasonally close Rock Island grade with gate and lock, due to unsafe road maintenance during winter months. Keys will be provided to property owners for access.

**Motion:**

Commissioner Jenkins moved to approve the resolution TLS 18-48B, Commissioner Steinburg seconded the motion to approve, and Commissioner Sutton concurred.

- B 137 P 130 Resolution**
- B 137 P 131 Public Written Comment**
- B 137 P 132 Public Written Comment**

**III. 09:30 AM North Central Washington Fair Budget Meeting**

Present: Fair Manager Carolyn Morley, Fair Maintenance Manager Ed Darling, Administrator Jim Barker, and Chief Financial Officer Karen Goodwin.

A. Friends of the Fair Capital Improvement funds: Underground irrigation system, Parking access signage, and \$3,000 house improvements, as well as bleacher purchase depending on budget expenses.

B. Addition of Maintenance position.

**IV. 10:27 AM Washington State University Extension Budget Meeting**

Present: Chelan-Douglas Extension Director Margaret Viebrock, Administrator Jim Barker, and Chief Financial Officer Karen Goodwin.

A. Increase in budget request of \$3,500.

- B 137 P 133**

**V. 11:03 AM The Board met with Chief Financial Officer Karen Goodwin.**

**Budget Review:**

A. Administrative services: \$8,000 budget increase request for 2019 Board approved.

B. Assessor's Budget: Board approved removing \$300,000 from the Assessor's vehicle purchase funds, and allocating toward current expense projects. The Board approved the replacement of funds beginning 2019. Board approved the total budget increase to \$11,700.00.

## OCTOBER 29, 2018 CONTINUED

C. The Board approved the use of REET funds for capital improvements to replace the NCW Fair barns.

D. Discussion held on the transfer of current expense to land use and services in the amount of \$280,000.00.

E. \$5,000 request for website development for the Opportunity Zone areas and funding sources database for developers. Board approved the ear marking of funds at a later date.

F. Discussion held on the Auditor's request of increase  $\frac{3}{4}$  position to full time position. Board approved the position increase. Board did not approve the \$2,000 in travel increase. Elections general budget, Board did not approve the travel budget increase.

G. Facilities services: Increase of \$62,000.00 for law and justice center maintenance and janitorial services, estimated increase in hiring staff. Board approved the increase to the Facilities budget. Leaving the Fairgrounds facilities maintenance position in the Facilities budget.

H. Board approved WSU Extension budget increase of \$3,690.00.

I. The Board approved the request for \$125,000 from Non-Departmental PILT funds used toward County Roads in developing Jamison Lake for the next two years, totaling \$250,000.

J. Treasurer's Budget: Board approved the budget increase of \$7,500.

K. Board approved the \$2,000 budget increase for the District Court.

L. Board approved the positions for legal assistance and civil attorney, total increase \$84,096.00.

M. REET funds approved for the capital facilities development of the Sheriff Office shooting range.

N. Board did not approve the hiring of a deputy for the Drug Task force. The Board did approve the corporal position advancements, and the Emergency Management position.

O. Superior Court: Reclassification of Superior Court Administrator and \$1,000 in security approved.

### **Return Jim Barker, Administrator:**

E. Correspondence to the Board regarding the property trade and acquisition.

**B      137    P      134**

**OCTOBER 29, 2018 CONTINUED**

**VI. 11:45 AM Consent Agenda:**

The Douglas County Board of Commissioners made a blanket motion to approve the following consent agenda items.

**1) Approved Fair Contracts**

- |                                    |                  |
|------------------------------------|------------------|
| a)Maria Valdovinos                 | Fair Facilities  |
| <b>B 137 P 135</b>                 |                  |
| b)Waterville Shockers Booster Club | Fair Facilities  |
| <b>B 137 P 136</b>                 |                  |
| c)Paulette Whitehall               | Fair Facilities  |
| <b>B 137 P 137</b>                 |                  |
| d)Douglas County HR                | Fair Facilities  |
| <b>B 137 P 138</b>                 |                  |
| e)Waterville School District       | Service Provider |
| <b>B 137 P 139</b>                 |                  |

There being no further business, the Board of County Commissioners adjourned to meet again on Tuesday, October 30, 2018 at the Douglas County Courthouse, Waterville, Washington

**OCTOBER 30, 2018**

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

**I. 08:33 AM Call to Order and Pledge of Allegiance**

**II. 08:35 AM The Board met with County Administrator Jim Barker.**

**1. Staff Report**

**Administrator**

**Jim Barker, Administrator:**

A. Progress payment in the amount of \$221,624.98 for Halme Builders, INC. for the Law and Justice Center development. **B 137 P 140**

B. Fair barns and additional repair projects have been listed in the capital improvements comprehensive plan update.

C. Update to the Board on agreement with the Douglas County VFW for the installation of the Flag memorial in front of the Law and Justice Center. The draft agreement will be sent for Prosecutor's review.

OCTOBER 30, 2018 CONTINUED

**III. 08:50AM The Board met with Chief Financial Officer Karen Goodwin**

A. Insurance contributions discussion with the Board for Transportation Land Services Non-Union. Discussion held on increasing the employee benefit contribution to \$1,000 per month.

B. The Board would like to compare comparative benefits packages for the Cities and Chelan County.

**Return to Administrator's Report:**

**1) Appointment of an Acting County Road Engineer**

**TLS 18-19B**

**Motion:**

**Commissioner Jenkins moved to approve the resolution TLS 18-19B to appoint Aaron Simmons as the Acting County Road Engineer, Commissioner Steinburg seconded the motion to approve, and Commissioner Sutton concurred.**

**B 137 P 141**

**IV. 09: 19 AM The Board met with Deputy Clerk Tiana Rowland**

**1) Amendments to Public Facilities Sales & Use Tax Funding**

**Resolution CE 18-52**

Board would like to review and hold of this item until next year after reconvening as the Regional Council to discuss amendments with the Cities and Towns.

**2) Lease Agreement with Foster Creek Conservation District**

**Motion:**

**Commissioner Steinburg moved to approve the lease agreement with Foster Creek, Commissioner Jenkins seconded the motion to approve, and Commission Sutton concurred.**

**B 137 P 142**

**V. 9:30AM The Board Met with Transportation Land Services Staff, County Engineer Aaron Simmons, Storm water Manager Jennifer Lange, Land Services Director Mark Kulaas.**

**Aaron Simmons:**

A. Update to the Board on crushing contract, request to move forward on the RFP for two year contract based on the preliminary budget request for 2019. The Board unanimously approved the Engineering Department to move forward on the request for proposals for countywide crushing.

**OCTOBER 30, 2018 CONTINUED**

B. Discussion held on changing Rock Island Grade to a primitive roadway, County Engineer would like to look in to explore adding additional county roadways to primitive roads.

C. Board held discussion on the meeting this afternoon regarding sewer expansion on the North end of East Wenatchee/Douglas County.

**1) Notice of Hearing**

**RES TLS 18-50A**

**Motion**

Commissioner Jenkins moved to approve the notice of hearing for resolution TLS 18-50A to consider the vacating a portion of S. Nevada Ave. Commissioner Steinburg seconded the motion and Commissioner Sutton concurred. *Set for November 27, 2018 at 9:00 AM*

**B 137 P 143**

**2) Contract Construction Ahead Inc.**

**Pavement Surface Control**

**Motion:**

**Commissioner Jenkins moved to approve the contract with Constriction Ahead Inc. for Pavement Surface Control with the Transportation department, Commissioner Steinburg seconded the motion to approve, and Commissioner Sutton concurred.**

**B 137 P 144**

**VI. 10:13AM Public Hearing Resolution**

**TLS 18-49B**

*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**

**Marc Straub**

**Jennifer Lange:**

A. Recommendation to the Board to adopt the Six Year Transportation Improvement Program for 2019-2024.

**Discussion:**

A. Board would like to include the development of a maintenance facility as a capital need in the Transportation Improvement Plan.

**Motion:**

Commissioner Steinburg moved to continue the public hearing to Tuesday, November 6<sup>th</sup> at 9:30 AM Commissioner Jenkins seconded the continuance, and Commissioner Sutton concurred.

**B 137 P 145 Attendance Sheet**

**OCTOBER 30, 2018 CONTINUED**

**Return to Staff Reports**

**Jennifer Lange:**

- A. Update to the Board on the Stormwater Utility collection fee for delinquent payments.
- B. Burlington Northern crossing guard at Spanish Castle update.

**Mark Kulaas:**

- A. Update to the Board on the inclusion of parcels to Industrial Zoning from Agricultural Zoning areas. All property owners have requested to be included in the Industrial Zoning designation. The Planning commission will be reviewing designations next week.
- B. Staff Report.

**VII. 10:55 AM Consent Agenda:**

The Douglas County Board of Commissioners made a blanket motion to approve the following consent agenda items.

**1) Approved Fair Contracts**

- a) Happy Faces Face Painting and Art by Kathy Hirschel
- B 137 P 146**

Entertainment Contract

**2) Vouchers**

		<b>Check Numbers</b>	<b>Total Amount</b>
<b>1.</b>	<b>Vouchers</b>	<b>00319563-00319637</b>	<b>\$407,298.78</b>
<b>2.</b>	<b>ACH</b>	<b>None</b>	<b>\$0.00</b>

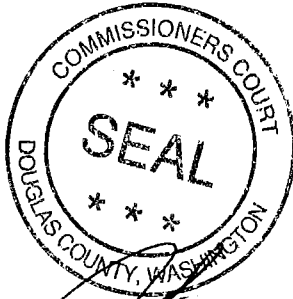
There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, October 31, 2018 at the Douglas County Courthouse, Waterville, Washington.

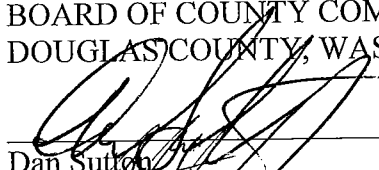
OCTOBER 31, 2018

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, November 5, 2018 at the Douglas County Courthouse, Waterville, Washington.

The minutes are hereby read and approved.

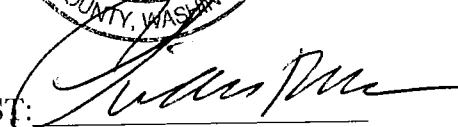
BOARD OF COUNTY COMMISSIONERS  
DOUGLAS COUNTY, WASHINGTON



  
\_\_\_\_\_  
Dan Sutton Chair

  
\_\_\_\_\_  
Kyle Steinburg Vice-Chair

  
\_\_\_\_\_  
Steven D. Jenkins Member

ATTEST:   
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Tiana Rowland, Deputy Clerk of the Board