

# BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

FEBRUARY 25, 2019

The Board of County Commissioners met in regular session at the Douglas County Transportation Land Services East Wenatchee, Washington. Commissioners Steinburg, Sutton and Straub were present, Clerk of the Board was present.

**I. 08:45 AM The Board Met with County Administrator Jim Barker.**

**1. Staff Report Administrator**

**Jim Barker, Administrator:**

A. Discussion held on Sutton place modular development setback is only 10 feet and designated parking and roadway access is limited.

B. Letter presented for signature regarding the Davey Enterprises LLC. Breach of easement.

**B 137 P 319**

C. Construction change order request, \$779.60 lighting upgrade request for the exterior of the Law and Justice Center. Board approved signature authority designation to County Administrator

**B 137 P 320**

**II. 09:01 AM The Board Met with Countywide Solid Waste Director Becci Piepel.**

A. Letter presented to the Board regarding the Countywide Solid Waste programs need for additional storage for recyclables.

**B 137 P 321**

B. Presentation of contract with HDR Engineering, INC. for the transfer station feasibility study, held over for signature Tuesday.

**III. 09:03 AM The Board Met with Under Sheriff Tyler Callie.**

A. Update to the Board on year to date budget expenses.

B. Return to work update to the Board.

C. Emergency Management update, responsibilities will be taken over by Sergeant Rich Poppie. He will also be responsible for the administration of the Marine and Field training program.

D. Deputy Mike Baker will be moving to the night Sergeant position. Night corporal position is now open.

E. Conditional offer for records receptionist, background check underway.

F. National night out event update.

**FEBRUARY 25, 2019 CONTINUED**

**1) Pension Certification 2018**

**Sheriff's Department**

Chairman of the Board approval.                    **B      137      P      322**

**Return to Administrator's Report:**

D. Discussion held on floodplain designation at Canyon B, discussion ensued regarding amending the designation per request of property owners.

**IV.      09:30 AM      The Board Met with County Auditor Thad Duval and Chief Financial Officer Karen Goodwin.**

A. 2019 budget compared to year to date expenses report.

**B      137      P      323**

**V.      09:45 AM      The Board Met with Civil Deputy Prosecutor Jim Mitchell.**

A. Draft interlocal agreement for the Town of Waterville regard the use of the non-potable well water at the NCW Fairgrounds has been sent to the Town for review.

**VI.      10:00 AM      The Board Met with Washington Rural County Risk Insurance Pool.**

A. Introductions, program overview, Board of Directors review.

B. Standard deductible is \$10,000, the program has a self retainage among the pool at \$50,000 and the final portion of the claim is then covered by insurance excess carrier. \$575,000 is the pools stop loss cost for claims. 2 Million reserve among the pool in aggregate.

C. Liability and property loss is covered in same plan package, 15 million is the combined coverage.

D. Claims adjustments and litigation coverage overview. In house public agency trained adjustment is covered within the program. Pre-litigation services are included with in premium.

**VII.     11:23 AM      The Board Met with Mr. Dave Hansen.**

A. Request for temporary occupancy permit for the closing and sale of home. The sidewalk needs to be developed prior to occupancy and ownership of the home.

B. Need for the transfer of liability from the county to the builder to allow temporary occupancy for 60 days until sidewalk is developed. Developer/Mr. Hansen is responsible for sidewalk development and will assume the responsibility for any liability. Sidewalks will need to be developed once weather allows. Board would like to implement future code change to allow for incidents like this to occur.

**FEBRUARY 25, 2019 CONTINUED**

**VIII. 11:44 AM The Board Met with County Engineer Aaron Simmons and Assistant Engineer Jennifer Lange.**

- A. Rock Island grade road closure, gate has been closed and keys have been redistributed to impacted property owners. Keys have 'do not duplicate' for safety measure.
- B. Update to the Board on citizen concern at Grand and Quincy Ave. Safety evaluation will be underway for curb and sidewalk
- C. Update to the Board on Mr. Dezellem's concerns regarding Dezellem hill sloughing issues.
- D. Dixon request for Road Vacation, and Road 4 NW from Road M to Road L. Board directive to provide analysis for vacation of Road 4 NW to include Road L through Road I.
- E. Discussion held on half street road improvements on Mountain View Drive and Catalina Drive options for Laura Mounter for access to parcels 60500001101, 60500001709.

**Return to Administrator Report:**

- E. Clustering Code amendments, Board would like to see amendments within 6 months.

**IX. 12:18 PM The Board Met with Land Services Director Mark Kulaas.**

- A. Update on the time line for development code and comprehensive plan amendment process.

**B 137 P 324**

**X. 12:39 PM The Board Met with Transportation Land Services Accountant Phil Young.**

- A. Request for purchase of three 10 yard dump trucks with ER&R. Funds have been budgeted for purchase in 2020, however lead time for ordering and supply fulfillment is anticipated to one year. Request for budget authority to expend funds in 2019 that have been budgeted for 2020.

**Minute Notation:**

Board approved the request for budget authority expenditure for the purchase of three, 10 yard dump trucks for ER&R.

With no further business, the Board of County Commissioners will meet again on Tuesday, February 26, 2019 at the Douglas County Courthouse, Waterville, Washington.

**FEBRUARY 26, 2019**

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

**I. 08:28 AM Call to Order and Pledge of Allegiance**

**II. 08:30 AM The Board Met with County Administrator Jim Barker.**

**1. Personnel Administrator**

**Jim Barker, Administrator:**

A. Approved Payroll Change Notices: Eva Isidro, Araceli Valdovinos, Obdulia Mishra, Ed Daling, Ian Munoz, Becci Piepel, Thane Lamar, Larry Selden.

B. Approved title change, Confidential Secretary to Executive Assistant, responsibilities and salary range will remain the same under the Confidential Secretary hiring and classification.

C. Approved Requests for Hire: Administrative Secretary and Permit Center Facilitator.

**2. Staff Report Administrator**

**Jim Barker, Administrator:**

A. Approved Progress Payment for Halme Construction, in the amount of \$543,524.89.

**B 137 P 325**

B. Approved claims adjustment reduction for McNeil Canyon Road Guard Rail damage with Progressive Insurance Company in the amount of \$121.10 total claim for damages \$12,487.31.

**B 137 P 326**

C. Certificate of Liability Insurance Advanced

**Minute Notation:**

Board approved the request from February 25, 2019 for budget authority expenditure for the purchase of three Western Star, 10 yard dump trucks for ER&R.

**III. 08:45 AM The Board Met with Civil Prosecuting Attorney Jim Mitchell.**

A. Discussion held on options for well water access and storage of water at the NCW Fairgrounds.

**FEBRUARY 26, 2019 CONTINUED**

**IV. 09:08 AM Return to Administrator's Report:**

C. Board approved the capping of the wet fire extinguishing system and use of a fire sensor call out for notification approved dry fire suppression system.

D. Board approved raised flooring in the courtroom cost of \$5,800 for insulation of 1,300 square feet. Change order will be presented next week.

**V. 09:30 AM The Board Met with Transportation Land Services**

**County Engineer, Aaron Simmons:**

**1) Notice of Hearing**

**Resolution TLS 19-14A**

**Motion:**

Commissioner Straub moved to approve the notice of hearing for resolution TLS 19-14A regarding designation of primitive roads hearing set for March 12<sup>th</sup>, 2019 at 9:00 AM

Commissioner Steinburg seconded and concurred.

**B 137 P 327**

**2) Request for Road Vacation**

**Portion of Road 4 County Road 135**

A. Constituent request and petition submitted by Ms. Jenna Dixon, portion of county right of way lies within property line.

**Minute Notation:**

Commissioner Straub moved to provide the directive to the County Engineer to vacate a portion approximately 3 miles of Road 4 NW known as County Road 135. Commissioner Steinburg seconded and concurred.

**Consulting Engineer, Mitch Reister:**

**1) Request for Proposals**

**Baker Flats Rezoning**

A. Using MRSC Engineering and Architecture roster, the Notice to Consultants for the transportation Alternatives Analysis for Baker Flats Industrial Area. Closing date is March 22, 2019 at 4:00 PM.

**B 137 P 328**

**Mark Kulaas, Tanner Ackley, and Curtis Lillquist:**

**1) Final Plat Approval**

**Maryhill Estates Division 5**

**Motion:**

**Commissioner Straub moved to approve the final plat for Maryhill Estates Division 5, Commissioner Steinburg seconded and concurred the motion to approve.**

A. Presentation provided on the Code Amendments and Moratorium regarding Crypto currency and Cargo container use. Code section review of chapter 18.60. Outline of code amendments.

**Return to Administrator's Report:**

**Minute Notation:**

A. Board approved the \$7,000 reimbursement to the NCW Fair to be reimbursed out of the Current Expense account of the Chief Financial Officer choosing.

**1) Bid Opening: Rabbit & Poultry Barn NCW Fair**

**CE 19-14A**

Engineer Estimate is 116,000          Bishop Contracting 145,853.60 taxed bid

**2) Bid Opening: Show Covering NCW Fair**

**CE 19-15A**

Engineer Estimate is 64, 0000          Bishop Contracting 101,708 taxed bid

**Motion:**

Commissioner Straub moved to formally reject the submitted by Bishop Contracting LLC. Bids for the NCW Fair show covering and rabbit and poultry barn. Commissioner Steinburg seconded and concurred the motion.

**V.      11:02 AM      The Board Met with Chief Financial Officer Karen Goodwin.**

A. Overview of project funds and expenses. Review of NCW Fair projects and premium points issue.

**VI.     11:04 AM     The Board Met with County Clerk Tristen**

A. Tech line was bought out by conica, the cost for records transfer would be too expensive to transfer to onbase. The District Court has chosen to transfer records to Laserfiche system. Request for a budget amendment in the amount of \$12,000.

**Motion:**

Commissioner Straub moved to approve the budget amendment as needed pending consolidation of budgets in December, Commissioner Steinburg seconded the motion to approve, and concurred.

**FEBRUARY 26, 2019 CONTINUED**

**VII. 11:23 AM The Board Met with Civil Prosecuting Attorney Jim Mitchell.**

A. Discussion held on project bidding process. Board has chosen to rebid the fair barn projects.

**VIII. 11:35 AM Consent Agenda:**

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

**1) Approved Transfer Station Feasibility Study Agreement HDR Engineering**  
**B 137 P 329**

**2) Correspondences:**

a. Support for the Apple Capital Loop INFRA Grant Secretary of Transportation  
**B 137 P 330**

b. Letter of Withdraw Regional Council Playground Project Town of Mansfield  
**B 137 P 331**

c. Chelan County Regional Jail Contract Amendments Chelan County  
**B 137 P 332**

**3) Approved Contracts Chelan-Douglas Developmental Disabilities**

a. Criminal Justice Treatment Account *(Contract terminated May, 23, 2019 funds*  
*allocated to BHASO (Beacon))* **B 137 P 333**

b. WISE Service Provider **B 137 P 334**

**4) Approved Fair Contracts**

a)Douglas Co. Sheriff's Dept. Fair Facilities  
**B 137 P 335**

b)Carlee Meredith Fair Facilities  
**B 137 P 336**

c)Chapter Z PEO Servicers Provider  
**B 137 P 337**

**5) Approved Verification of Oath Inventory January 1, 2018-December 31, 2018**

**B 137 P 338**

**6) Vouchers**

		<b>Check Numbers</b>	<b>Total Amount</b>
<b>1.</b>	<b>Vouchers</b>	<b>00324093-00324164</b>	<b>\$127,512.41</b>
<b>2.</b>	<b>ACH</b>	<b>None</b>	<b>\$0</b>

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, February 27, 2019 at the Douglas County Courthouse, Waterville, Washington.


FEBRUARY 27, 2019

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, March 4, 2019 at the Douglas County Transportation Land Services Building, East Wenatchee, Washington.

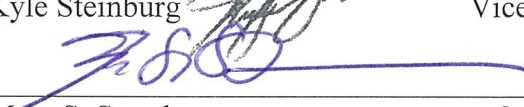
The minutes are hereby read and approved.

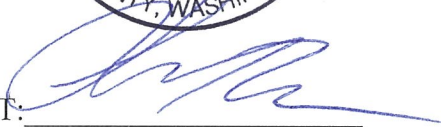


BOARD OF COUNTY COMMISSIONERS  
DOUGLAS COUNTY, WASHINGTON

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

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

  
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Marc S. Straub Member

ATTEST:   
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Tiana Rowland, Clerk of the Board