

## BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

SEPTEMBER 6, 2019

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

**I. 03:00 PM Special Meeting Called to Order.**

**II. 03:01 PM The Chair of the Board Called for an Executive Session Pursuant RCW 42.30.110(1)(i). At 4:00 PM Chair called to end executive session with no action taken.**

Present: Commissioner Steinburg, Sutton, Straub, County Administrator, Civil Prosecutor, and Clerk of the Board.

SEPTEMBER 9, 2019

The Board of County Commissioners met in regular work 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. 08:38 AM Pledge of Allegiance and Call to Order.**

**II. 08:39 AM The Board Met with Administrator Jim Barker.**

**1. Staff Report**

**Administrator**

**Jim Barker, Administrator:**

A. Update to the Board on shooting/hunting in the canyon 2 area, county will be posting sign on 'county owned property'.

B. Update to the Board on Ribbon cutting ceremony for the Hotel adjacent to the second street law and justice center. Board is in agreement to allow for over flow parking in the lot.

C. Discussion ensued regarding the Boundary Line Adjustment for the 19<sup>th</sup> Street complex. County would like to move forward on adjusting the complex in to 3 parcel lot lines. Transportation Land Services Public Services Building, Evidence Storage Facility, and the new Law and Justice Center.

D. Discussion ensued regarding Our Valley Our Future budget request and project outcomes. Board would like to have a detailed budget allocation prior to reviewing and allocating funds in contribution to the organization.

**SEPTEMBER 9, 2019 CONTINUED**

E. Update to the Board on the Law and Justice Center acoustic needs for the Sheriff's Office and District Court. The acoustic products provided did not represent the description provided, company requires 20% restocking and shipping fees. This may be at the County's expense.

**2. Personnel**

**Administrator**

**Jim Barker, Administrator:**

A. Discussion ensued regarding moving the Maintenance Facility Position with the NCW Fair to AFSME Union. The Board is in agreement with moving forward with moving the position in to the AFSME Union.

B. Mediation scheduled for Friday September 13, 2019.

**III. 08:59 AM The board met with Mike Miller with the Greater Wenatchee Irrigation District.**

A. Request for updates on filed Boundary Line adjustments to properly assess property owners and ensure accuracy of easements. Board is in agreement to send a courtesy notification to GWID via SmartGov when Boundary Line Adjustments are filed to allow for comments, however, there will be no delay in the permit application process.

B. Discussion ensued regarding allocation of downstream water rights.

C. Request for notification on areas of planned road maintenance in order for GWID to conduct waterline maintenance as needed assisting in reducing their overhead costs.

**IV. 9:37 AM The Board Met with State Auditor Representatives**

A. Exit Audit Meeting review of the Financial Statement Report. There were no Audit findings for the County during the review of county finances from January 1, 2018 through December 31, 2018.

**B 137 P 756**

**V. 09:50 AM The Board Held a Work Session on the Following Items:**

**1) Primitive Road Exemptions:**

A. Discussion ensued regarding road standards and exemptions of single family homes on primitive roads. Fire Marshall's concern is being able to turn around and exit a fire affected area as well as grade concerns for attempting to access parcels by the fire district. Discussion ensued regarding incorporation of the International Fire code within the County code. Fire Marshall's response is the International Fire Code is the state law requirements. Board would like to move forward with review of county code and road standards for development with additional opportunities for fire apparatus turn around on rural primitive roads.



**2. Personnel**

**Administrator**

**Jim Barker, Administrator:**

A. Approved Payroll Change Notices: Alfonso Bravo, Ralph Deboer, Shannon Edinger.

**III. 09:00 AM Bid Opening for Surplus Parcel #29-24-15-2-0002**

**TLS 19-36C**

A. John Hudson on behalf of the Packwood Cemetery Association: Bid \$2,055.00

B. John Sproul: Bid \$1,776.01

**Motion:**

Commissioner Sutton moved to approve the apparent high bid to Mr. John Hudson in the amount of \$2,055.00 Commissioner Straub seconded and Commissioner Steinburg concurred.

**IV. 09:15 AM The Board Met With Transportation Land Services.**

**County Engineer Aaron Simmons:**

**1) Awarded Bid**

**Central Washington Asphalt**

**Motion:**

Commissioner Sutton moved to approve the apparent low bid to Central Washington Asphalt in the amount of \$783,783.00; Commissioner Straub seconded and Commissioner Steinburg concurred. **B 137 P 759**

**2) Motion for Continuation**

**Rural Gravel Road Standards**

A. Additional time for legal and engineering review along with fire marshal.

**V. 10:00 AM The Board Met Amongst Themselves.**

A. Discussion ensued regarding the Fire Marshal requirements. The Board would like to explore the requirements for incorporating Building Inspector and Fire Marshal duties in to one position. Board would like to review the certification requirements.

B. Personnel discussion ensued regarding positions and reporting structure within the Land Services Department and conjunction with Engineering Services.

**Executive Session RCW(42.30.110)(1)(g) Personnel:**

Commissioner Steinburg called for Executive Session at 10:30 AM for 30 minutes. . In accordance to RCW (42.30.110)(g) for Personnel. The Chair called to end Executive Session ended at 10:58 AM with the directive given to the County Administrator the option to negotiate up to a 6 month severance package.

Commissioner Steinburg, Sutton, Straub, County Administrator, Civil PA Jim Mitchel, and Clerk of the Board were present.

**VI. 11:02 AM Consent Agenda:**

**1) Transfer of Funds NCW Fair**

**Resolution TLS 19-44**

**Motion:**

Commissioner Sutton moved to approve the transfer of funds in the amount of \$61,000 from Non-Departmental Fund #021 to NCW Fair M&O Fund #105.001.001, Commissioner Straub seconded the motion to approve, and Commissioner Steinburg concurred.

**B 137 P 760**

**2) Repayment of Temporary Loan**

**Resolution TLS 19-40B**

**Motion:**

Commissioner Straub moved to approve the repayment of the NCW Fair temporary loan in the amount of \$37,067.23 from NCW Fair fund #105.001.031 to General Fund #001.001.001; Commissioner Sutton seconded the motion to approve, and Commissioner Steinburg concurred.

**B 137 P 761**

**3) Approved Fair Contract**

a) Jose Ponce Fair Facilities

**B 137 P 762**

**4) Payroll Approval:**

**NET PAYROLL**

**FOR: August 1 - August 31 2019**

**PAY DATE OF:**

<b>September 5 2019</b>	<b>Voucher/Warrant Numbers</b>	<b>Total Amount</b>
<b>Check Reconciliation</b>	<b>61948-61972</b>	<b>\$28,941.47</b>
<b>Direct Deposit</b>	<b>ACH</b>	<b>\$643,731.75</b>
		<b>\$672,673.22</b>

**5) Voucher Approval**

	<b>Check Numbers</b>	<b>Total Amount</b>
<b>1. Vouchers</b>	<b>00329842-00329930</b>	<b>\$367,822.25</b>
<b>2. ACH</b>	<b>80004938-80004939</b>	<b>\$1,610.83</b>

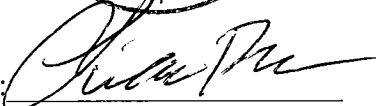
There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, September 11, 2019 at the Douglas County Courthouse, Waterville, Washington.

**SEPTEMBER 11, 2019**

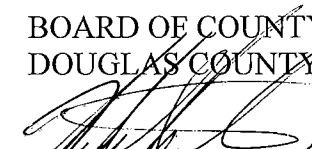
There were no appointments scheduled, no session was held. There being no further business, the Deputy Clerk of the Board in accordance with RCW 42.30.90 adjourned for the Board of County Commissioners to meet again on Monday, September 16, 2019 at the Douglas County Transportation Land Services Building, East Wenatchee, Washington.

The minutes are hereby read and approved.



ATTEST:   
Tiana Rowland, Clerk of the Board

BOARD OF COUNTY COMMISSIONERS  
DOUGLAS COUNTY, WASHINGTON

  
\_\_\_\_\_  
Kyle Stemburg Chair

  
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Dan Sutton Vice-Chair

  
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Marc S. Straub Member