

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

MARCH 14, 2022

The Board of County Commissioners met in regular session at the Douglas County Courthouse, Waterville, Washington. Commissioners Straub, Sutton, and Steinburg, were present, the Clerk of the Board Tiana Rowland was present. County Administrator James Barker and Civil Prosecuting Attorney James Mitchell in attendance.

I. 08:29 AM Pledge of Allegiance and Call to Order.

II. 08:30 Am The Board Met With Land Services Principal Planner Nate Pate.

A. Discussion held on the Urban Growth Area expansion and mapping. Further discussion on land capacity use analysis, and agriculture land designation.

III. 09:10 AM Executive Session RCW(42.30.110)(1)(G) Personnel.

1. County Administrator Interview

Attendees: Commissioners Straub, Sutton, and Steinburg, County Administrator Jim Barker. At 9:10 AM Commissioner Straub called for an executive session pertaining to personnel for 60 minutes. At 10:30 AM executive session ended with no action taken.

IV. 10:33 AM NCW Fair Bid Opening Re-Roofing & Siding Project.

A. One responsive bid received from Signature Roof Service.

Project grouping 1:	Bid Amount \$67,254.30,
Project grouping 2:	Bid Amount \$64,330.20,
Project grouping 3:	Bid Amount <u>\$54,820.00</u>
Total Bid amount for all projects:	\$199,066.50

V. 10:36 AM The Board Met with County Auditor Thad Duvall and GIS Coordinator Amanda Taub.

A. Overview of the previous redistricting of the commissioner district boundaries, the second amendments is for the State Congressional Districts, the final will be the prescient districts.

VI. 10:49 AM The Board Met with Administrator Jim Barker.

1. Staff Report

Administrator

Jim Barker, Administrator:

A. Discussion held on the demolition of the NCW Fair barns and concession roofing.

B. Overview of the Transportation Bids; the bids are significantly high due to inflation. Further discussion held on holding the chip seal preservation projects until next year anticipating the inflation prices will decrease. The Board would like to continue with the McCabe Road project.

MARCH 14, 2022 CONTINUED

VII. 11:00 AM The Board Met with Land Services and BERK & Associates.

A. Discussion held on the proposed project and current land use designations within the County.

With no further business, the Board Chairman called to recess the meeting at 11:40 AM, and will resume again on Tuesday, March 15, 2022 at the Douglas County Courthouse, Waterville, Washington.

MARCH 15, 2022

The Board of County Commissioners met in regular session at the Douglas County Courthouse, Waterville, Washington. Commissioners Straub, Sutton, and Steinburg, were present, the Clerk of the Board Tiana Rowland was present. County Administrator James Barker and Civil Prosecuting Attorney James Mitchell in attendance.

I. 08:29 AM Pledge of Allegiance and Call to Order.

II. 08:30 AM The Board Met with NCW Fair Manager.

A. Update to the Board on an event for a Junior Rodeo camp and bible study, there is currently not a rate structure for youth camps. The Board would like to have a rate structure for youth camps/groups for the rodeo arena for \$3,000 and an in-kind option of attendees who are interested in providing grounds keeper services.

III. 08:42 AM The Board Met with County Administrator Jim Barker.

1. Staff Report Administrator

Jim Barker, Administrator:

- A. Review and approval of the Administrator's Decisions and Directives from 3.7.22, as well as the Public Records Request.
- B. Discussion held on the purchase of an outdoor stage for the NCW Fair, the cost for the stage is \$49,434.97. The stage was budgeted through the NCW Fair budget and will be purchased from the MRSC Vendor list ARPA funds will be used for the purchase.
- C. Discussion held on opening the 19th street hearing room for after hour public use.
- D. Discussion held on memorial at the plaza entrance at the Apple Capital Trail.

1) Approved Department of Corrections Contract K12612

Motion:

Commissioner Steinburg moved to approve the contract with the Washington State Department of Corrections, Community Corrections Division; Commissioner Sutton seconded the motion and Commissioner Straub concurred.

2) Approved Credit Application and Purchase

ProSound and Stage Lighting

Motion:

Commissioner Steinburg moved to approve the credit application and purchase of the NCW Fair outdoor stage; Commissioner Sutton seconded the motion and Commissioner Straub concurred.

2. Personnel

Administrator

A. The Board approved the following Payroll Change Notices: Alex Espinoza, Solid Waste Program Assistant II; Sandy Townsend, Records Tech 5; Brittany Robbins, Records Tech 3.

B. The Board approved the following Request for Hire: Administrative Secretary, Survey Party Chief.

IV. 10:00 AM The Board Met with Transportation Land Services.

County Engineer, Aaron Simmons:

A. Staff report provided.

B. The Pear Hill consultant agreement will be held over.

C. Discussion held on the establishment of a radar speed sign for Fancher Field Road to assist in mitigating the speeding on the roadway with mitigation from the Sheriff's Department. Alternate options discussed on the development of a traffic circle.

D. Discussion held on requesting a funding award extension for the Airport Road in Mansfield as the cost estimate for the road repair has exceeded the funding award due to inflation.

Roads Super Intendent, Scott Reiman:

Review of the bid proposals, the cost is exceptionally higher than budgeted, further discussion on holding awards and rebid or award of specific bid items and reevaluation at a later date. Request for award of traffic paint and dust control, the Hot Mix and Emulsified Asphalt will be rebid in May.

1) Recommendation for Bid Awards

Material Bids 2022

- Resolution TLS 22-12A Call for Bids Traffic Paint
 - Bid Award Alpine Products: Yellow \$ 81,225.00 & White Paint \$94,672.50
 - Bid Award Rodda Paint: Glass Beads for Pavement \$21,315.88
- Resolution TLS 22-13A Call for Bids Dust Control
 - Bid Award GMCO Corporation: Magnesium Chloride \$47,471.40
 - Bid Award Meenderinck LLC.: Lignin Sulfonate \$43,360.00
- Resolution TLS 22-14A Call for Bids Emulsified Asphalt-All Bids Rejected
- Resolution TLS 22-11A Call for Bids Hot Mix-All Bids Rejected

Motion:

Commissioner Sutton moved to approve the bid awards as presented for the paint and dust control, Commissioner Steinburg seconded the motion and Commissioner Straub concurred.

Interim Land Services Director Perry Huston:

A. Review of memorandum for the Board regarding Code Enforcement Boards and the potential establishment with the petition to the Hearings Examiner.

B. Discussion on the Urban Growth Area boundaries, and the county code related to UGA.

MARCH 15, 2022 CONTINUED

V. 10:45 AM Douglas County Treasurer Felisha Rosales and Auditor Thad Duvall.

- A. Update to the Board on the controls implemented following the Audit finding.
- B. The EFTPS payments were submitted two days late due to lack of information provided to the County by one of the special purpose districts the county processes payroll services for. The missed payment occurred in July of 2021 to the IRS. The Auditor and Treasurer have notified the IRS, Special Purpose District and have taken the necessary steps to apply the correct payments.

VI. 11:04 AM The Board Met with Human Resource Officer Dayna Prewitt.

- A. Review of Union negotiations.

VII. 11:30 AM Board Administrative Session.

- A. The Blue grade gate will be closed during fire season and inclement weather during the winter, further discussion held on allowing for local access only by locked gate.

1) Contract Award- Signature Roof Service LLC.

NCW Fair

Motion:

Commissioner Steinburg moved to approve the contract with Signature Roof Service, Commissioner Sutton seconded the motion and Commissioner Straub concurred.

2) Interlocal Agreement-Regional Port

Sewer Extension for PISA Amendment #2

Motion:

Commissioner Sutton moved to approve the Interlocal Agreement Amendment #2 with the Regional Port Authority for the sewer expansion to the Pangborn Industrial Service Area (PISA); Commissioner Steinburg seconded the motion and Commissioner Straub concurred. **Auditor's AFN: 3253785*

3) Interlocal Agreement-City of East Wenatchee

Comprehensive EM Mgmt Plan

Motion:

Commissioner Sutton moved to approve the Interlocal Agreement between the City of East Wenatchee and Douglas County to develop a comprehensive emergency management plan; Commissioner Steinburg seconded the motion, and Commissioner Straub concurred. **Auditor's AFN: 3254220*

4) Interlocal Agreement-Chelan County Regional Jail

Inmate Housing

Motion:

Commissioner Steinburg moved to approve the Interlocal Agreement with Chelan County for inmate housing, Commissioner Sutton seconded the motion and Commissioner Straub concurred. **Auditor's AFN: 3253959*

MARCH 15, 2022 CONTINUED

VIII. Consent Agenda:

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

- 1) **Approved of Marijuana License Application Lock Heart & Anderson Enterprises LLC.**
- 2) **Memorandum of Voluntary Stewardship Working Group Appointees**
- 3) **Appointment of Mark Spurgeon to Civil Service Commission Resolution CE 22-15**
- 4) **Project Search License Agreement CDDD Program**
- 5) **Key Hole Security Camera Installation Simon Street and 2nd Street Complex**
- 6) **Pacific Automation Ricoh IM 2500 Copier Lease Simon St. Coroner's Office**
- 7) **Approved Electronic Records Access Subscription Agreement District Court**
- 8) **Approved Fair Contracts:**
 - a. South Douglas Conservation District: Carol Cowling Facilities Use Agreement
 - b. Carmela Solorio Facilities Use Agreement
 - c. James Custer-Custer Enterprises LLC. Service Provider Contract

9) **Approved Vouchers**

		Check Numbers	Total Amount
1.	Vouchers	00355023-00355148	\$244,168.14
2.	ACH	80007297	\$125.00

With no further business, the Board of County Commissioners recessed at 1:00 PM to meet again on Wednesday, March 16, 2022 at the Douglas County Courthouse, Waterville, Washington.

MARCH 15, 2022 CONTINUED

March 16, 2022

There were no appointments scheduled, no session was held. There being no further business, the Clerk of the Board in accordance with RCW 42.30.90 adjourned for the Board of County Commissioners to meet again on Monday, March 21, 2022 at the Douglas County Public 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

Marc S. Straub Chair

Dan Sutton Vice-Chair

Kyle Steinburg Member