

## BOARD OF COMMISSIONERS

FEBRUARY 7, 2022

The Board of Commissioners met in regular session at the Douglas County Courthouse, Waterville, WA. Commissioners Straub and Steinburg were present. Commissioner Sutton was excused. Also present was Civil Prosecuting Attorney James Mitchell, Administrator James Barker, and Acting Clerk of the Board Dayna Prewitt.

### I. 08:30 AM OPENING-PLEDGE OF ALLEGIANCE

### II. 08:35 AM ADMINISTRATIVE REPORT

#### Administrator Jim Barker

1. Review recycling center and use by City Rock Island for their shop building, requesting Douglas County to make improvements. Board and staff reviewed letter sent to Rock Island back on May 4, 2021. Board wants another letter to go to mayor stating that any improvements would be their responsibility.
2. Administrator reviewed the Interim Planning & Economic Development Director direction. Proceed with letter of interest with Perry Huston
3. Reviewed the software contract for the Public Defender. Software will not be installed until December.
4. Consider looking at posting position for and additional Building Inspector once Director Position is filled.
5. Discussed draft MOU for Chelan County Regional Jail for temporary holding while Okanogan is unable to house more of our inmates. Effective February 1<sup>st</sup> reduce the amount of payment to Okanogan County to 5 beds – Confirmation from date forward – Commissioner Straub will follow up with Commissioner Hover asking for a revised interlocal agreement services. Then proceed with Interlocal Agreement with Chelan County for one year at a set rate and number of beds. (25 beds a day \$102 a day, and user fee paying a portion for 24 hour hold).
6. Received, reviewed and approved D&D January 31<sup>st</sup>.
  
7. Contract Approved

Commissioner Steinburg moved, Commissioner Straub second and concurred the motion to approve the contract with Karpel Solutions for defender software.

#### 8. Waste Management

Commissioner Steinburg moved, Commissioner Straub second and concurred the motion to approve the contract WSDOT for homelessness cleaning by Douglas county Solid Waste

## FEBRUARY 7, 2022 CONTINUED

### III. 09:00 AM DOUGLAS COUNTY RECORDS AND RISK MANAGER

1. Energy Facility Site Evaluation Council Update held over until Commissioner Sutton returns.

### IV. 09:30 AM TRANSPORTATION AND LAND SERVICES

#### Transportation:

1. RES TLS 22-01C

Commissioners Steinburg moved, Commissioner Straub second and concurred the motion to approve Resolution TLS 22-01C To Amend a Scrivener's Addition for the Application of: Washington Department of Fish and Wildlife for a Franchise to construct and maintain a cattle guard over, under, along and upon certain county road right-of-way.

2. Bid Approved

Staff recommended awarding bid. Commissioners Steinburg moved, Commissioner Straub second and concurred the motion to approve the bids from Coleman for 2022 Fuel Bid for Areas I, II, and III relating to Resolutions TLS 22-05A and TLS 22-06A

3. RES TLS 22-09A

Commissioners Steinburg moved, Commissioner Straub second and concurred the motion to approve Resolution TLS 22-09A Application for Franchise Agreement Brent Billingsley for Olson Rd. *set for Tuesday, February 22, 2022 at 9:00 AM.*

#### Staff Report:

Aaron:

1. Provided draft email and language to send people who call in regards to fiber installation
2. Bill sent to Northern Fruit
3. Meeting with developer and 10<sup>th</sup> St.
4. Ackerman easement

#### Return to Administrator's report:

9. NCW Fair Grants – 3 grants requires a \$1000 match up to \$5000. Board agreed to apply – already approved
10. Gave update on 2<sup>nd</sup> st

## FEBRUARY 7, 2022 CONTINUED

### 11. Consent Agenda:

- A. ARPA FUNDS – WSAC ARPA Technical Assistance Assessment
- B. Payroll: \$757,440.44 ACH Check Numbers: 80007186-80007205 in the amount of \$441,932.93  
AP Check Numbers: 00353981-00354041 in the amount of \$660,098.26

**\*Includes all applicable special purpose districts payroll processed by the**

#### **Auditor's Office**

- C. Vouchers: SSBN \$306,554.13 check numbers 00354042-00354155 and ACH \$3646.78 check numbers 80007206-80007209
- D. Out of state travel: 2022 PNW Bridge Conference: Brad Long, Jennifer Lange, Scott Reiman, Ty Howard, John Pease, and Andy Stibal
- E. Request for hire: Deputy Clerk of the Board; Payroll Accounting Tech I; Program Assistant II
- F. Electronic Records Request – District Court: Collier Law Firm
- G. January 24, 2022 minutes

With no further business, the Board of County Commissioners adjourned at 10:00 AM to meet again on Tuesday, February 8, 2022 at the Douglas County Courthouse, Waterville, Washington.

## FEBRUARY 8, 2022

The Board of Commissioners met in regular session at the Douglas County Courthouse, Waterville, WA. Commissioners Straub was present, and Commissioner Steinburg called in. Commissioner Sutton was excused. Also present was Civil Prosecuting Attorney James Mitchell, Administrator James Barker, and Acting Clerk of the Board Dayna Prewitt.

### **I. 08:30 AM OPENING-PLEDGE OF ALLEGIANCE**

### **II. 08:45 AM NCW DISTRICT FAIR MANAGER CAROLYN MORLEY**

#### **1. Discussion Held**

Discussed the approved website for the Fair. Questions is where does it need to be paid out of, pay out of cash carry over or excise tax. Discussion on how the budget has been set up and capital improvement projects. Commissioner Steinburg requested that the capital improvement projects be itemized, then have the expenditures applied. Get with the Chief Financial Officer and finalize how the projects will need to be applied. Carolyn was directed to bring in a list of items that have been approved by the Board, total cost, plus sales tax and add a 15% contingency.

### **III. 08:35 AM ADMINISTRATIVE REPORT**

#### **Administrator Jim Barker**

## FEBRUARY 7, 2022 CONTINUED

1. Assessor Jim Ruud stated that the review on server famers will not be done until August. Commissioner Steinburg was interested in the Omni Grid. Jim will check and get back to Board.

## FEBRUARY 8, 2022 CONTINUED

2. Reviewed letter to Mayor of Rock Island. Commissioner Straub reviewed and approved. Commissioner Steinburg approved using signature stamp.
3. Conning – rezone – look at what the threshold is – no action at this time.
4. Discussed Commercial building permit process and timeline. Is there an ability to be flexible with the first meeting? Jim will get with staff and report to Board.
5. Approved the following request for hire: Facilities Maintenance Tech III; Staff Engineer / Staff Engineer In Training

### IV. 09:00 AM Public Hearing

CE 22-06A

*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**

<b>Meeting held via Zoom teleconference attendees:</b> <b>Commissioner Steinburg</b>
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Chair Straub opened the public hearing, and turned the hearing over to Civil Attorney James Mitchell for a staff report. Recommendation is to proceed with ordinance.

Chair opened hearing up for Public Comment: there was no public comment.

#### **MOTION:**

Commissioner Steinburg moved to approved Ordinance CE 22-02-06B Formation of the Douglas County Office of Public Defense District. Commissioner Straub second and concurred the motion. Commissioner Steinburg approved signature stamp.

#### Additional Approval:

1. Approved the creation of the Selection Committee.  
Board – Commissioner Straub.  
Superior court Judge  
Attorney – John Brangwyn
2. Approved request to hire and posting position will have a final review of job description to BCC on Monday.
3. Directed Dayna to send letter of appointment to Selection Committee.

With no further business, the Board of County Commissioners adjourned at 10:23 AM to meet again on Wednesday, February 9, 2022 at the Douglas County Courthouse, Waterville, Washington

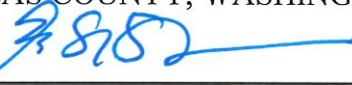
**FEBRUARY 9, 2022**

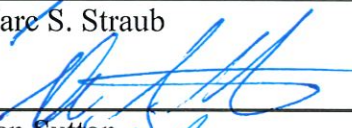
There were no appointments scheduled, no session was held. There being no further business, the Clerk of the Board in accordance with RCW 42.30.90 adjourned for the Board of County Commissioners to meet again on Monday, February 14, 2022 at the Douglas County Public Services Building, East Wenatchee, Washington.

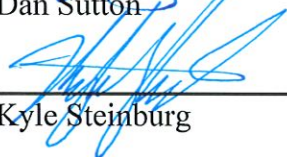
The minutes are hereby read and approved.



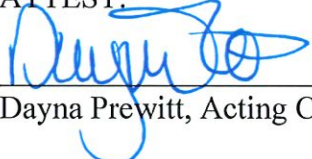
BOARD OF COUNTY COMMISSIONERS  
DOUGLAS COUNTY, WASHINGTON

  
\_\_\_\_\_  
Marc S. Straub Chair

  
\_\_\_\_\_  
Dan Sutton Vice-Chair

  
\_\_\_\_\_  
Kyle Steinburg Member

ATTEST:

  
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Dayna Prewitt, Acting Clerk of the Board