

Chelan-Douglas Transportation Council (CDTC)

Meeting convened remotely via Zoom

MEETING MINUTES | FEBRUARY 11, 2021

GOVERNING BOARD MEMBERS PRESENT:

Randy Agnew, City of Rock Island
Jerrilea Crawford, City of East Wenatchee
Jim Fletcher, City of Cashmere
Kevin Overbay, Chelan County
Kyle Steinburg, Douglas County

JC Baldwin, Regional Port Authority
Richard DeRock, Link Transit
Frank Kuntz, City of Wenatchee
Dave Bierschbach, WSDOT - NCR

STAFF & EX-OFFICIO MEMBERS PRESENT:

Jeff Wilkens, Executive Director
Chad Daggett, Clerk of the Board
Carl Florea, City of Leavenworth

Riley Shewak, Transportation Planner
Jill Thompson, Town of Waterville
Bob Goedde, City of Chelan

HONORED GUESTS PRESENT:

Roger Millar, WSDOT Secretary of Transportation
Richard Palmer, Colville Confederated Tribes

Julie Norton, Legal Counsel

In order to comply with the [Governor's Proclamation 20-28.4](#) and all respective Amendments, meeting participation was through remote access. Board members, Ex-Officio Members and Honored Guests were given a link for Zoom video conferencing and Zoom generated telephone numbers were distributed to the public with the draft agenda/board meeting public notice; the public was able to listen to the meeting telephonically. No public comments were received.

1) Call to Order & Introductions

Upon a quorum, the meeting was called to order via video conference at 9:01 a.m. by CDTC Vice-Chair, Jerrilea Crawford. There was a roll call for introductions.

2) Approval of Consent Agenda

- February 11, 2021 Draft Meeting Agenda
- January 14, 2021 Draft Meeting Minutes
- Monthly Financial Reports (*through December 2020*)
- January 2021 Payroll: \$30,912.50
- Checks numbered 00344376 – 00344385 in the amount of \$4,539.12 for Jan. 2021 vouchers

Upon a motion by Frank Kuntz, seconded by Jim Fletcher, the Board unanimously approved the consent agenda as presented. Motion carried.

3) State of Transportation Presentation with Q & A

WSDOT's Secretary of Transportation Roger Millar gave a presentation (copy on file) titled, "Return on Investment: Ideas for our transportation future and making that vision a reality."

4) Authorize Ranking of Local Projects for Biennial WSDOT Consolidated Grants

Chad Daggett explained the consolidated grant application and ranking process. He stated that usually CDTC invites applicants to give brief presentations of their project(s) seeking grant funding. Link Transit was the only applicant this biennium thus Richard DeRock gave an overview of Link's application project: "Link Transit Dial-A-Ride that serves the greater Chelan area." Afterward, WSDOT's North Central Region community liaison, Kate Tollefson, thanked CDTC staff for their work on the grant program and briefly explained the timeline of the application and award process.

Upon a motion by Frank Kuntz, seconded by Kevin Overbay, the Board unanimously approved an "A" ranking for Link Transit's General Public Dial-A-Ride in the greater Chelan area. Motion carried.

5) Resolution 1-2021: Authorizing Provision of Food/Refreshments at Expense of CDTC During Periodic Interagency Meetings, Outreach, and Other Training Hosted by CDTC

Vice-Chair Jerrilea Crawford presented the Resolution. The Board had no questions. Upon a motion by Frank Kuntz, seconded by JC Baldwin, the Board approved and adopted Resolution 1-2021: Authorizing the Provision of Food and/or Refreshments at the Expense of CDTC during Periodic Interagency Meetings, Public Outreach and Other Training Meetings Hosted by CDTC. Motion carried.

6) Authorize 2021 STP/TAP Call-For-Projects

Jeff Wilkens and Riley Shewak presented the final draft of the 2021 Surface Transportation Block Grant Program (STP) and Transportation Alternatives Program (TAP) Call-For-Projects application and scoring criteria (on file). Kevin Overbay recommended a change in category two – Active Mobility Projects, changing the "installs sidewalk/improves crosswalk" line to be worth 2 points instead of 1 point. The Board had no other concerns or comments. Randy Agnew motioned to approve authorization of the 2021 STP/TAP Call-For-Projects inclusive of the change recommended by Kevin Overbay. Kevin Overbay seconded the motion. Motion Carried.

7) Status Report on Colville Confederated Tribes CDTC Board Membership

Jeff Wilkens introduced Richard Palmer from the Colville Confederated Tribes (Tribes). Mr. Wilkens stated that he along with the Executive Committee members and Julie Norton of Ogden Murphy Wallace met with Mr. Palmer to discuss the Tribes' pending CDTC board membership, and to determine if this would be achieved through an amendment of the CDTC Bylaws or Interlocal Agreement. Mr. Wilkens explained that the group agreed that an amendment to the Interlocal Agreement is necessary.

Julie Norton presented to the Board a draft "First Amendment to Chelan-Douglas Transportation Council Governance Agreement" (Amendment). Ms. Norton stated that she will be meeting with the Tribes legal counsel to discuss the draft Amendment and solicit their feedback. Ms. Norton will update the Board at an upcoming meeting to present the finalized document and to request Board approval and adoption of the Amendment.

8) Legislative Update

Jeff Wilkens presented to the Board a contingency list of projects (on file) for potential state funding within a new transportation revenue package. The Board entered discussion.

Upon a motion by Kevin Overbay, seconded by Frank Kuntz, the Board approved the "Plan B" list of projects to submit to Senator Brad Hawkins. Motion carried.

9) Director's Report

Jeff Wilkens updated the Board on the following:

- The state audit has been completed; a report will be given at the March 11, 2021 meeting.
- No board meeting in April. Instead, the CDTC Executive Committee will meet to review the preliminary 2022 CDTC budget.
- A 2021 CDTC budget amendment may be needed.

10) Member Roundtable – Transportation Updates

Board members gave a brief update on their ongoing transportation project(s).

11) Adjournment

With no new business to conduct, Chair Randy Agnew adjourned the meeting at 11:05 a.m.

MINUTES APPROVED: March 11, 2021



 RANDY AGNEW | 2021 Board Chair

ATTEST: 

 JEFF WILKENS | Executive Director

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