

## BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

DECEMBER 18, 2017

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

### **I. 08:30 AM The Board met with Administrator Jim Barker.**

#### **1. Staff Report**

**Administrator**

#### **Jim Barker, Administrator:**

- A. Discussion was held on having another appraisal for the 35<sup>th</sup> street property. If an agreement is not made by both parties within 6 months, another appraisal will be completed.
- B. Discussion was held on the year in review discussion for the all department head meeting.
- C. Discussion on Flood Zone areas and the impact of Type 1A vs. Type 2 designated areas.
- D. The Board had discussion on the contract agreement with the Humane Society, the current contract was negotiated for 2017-2019. The Board would like to keep the contract terms and not re-open the contract, a letter will be sent to the Humane Society stating the Board's decision.
- E. The Board held discussion on the Fair loans, a presented option would be to forgive the loans and not amending the 2018 Fair budget. No decision made at this time.

### **II. 09:00 AM The Board met with Countywide Solid Waste Director Becci Piepel**

1. Presented Litter Crew options for the Probation Department with the City of East Wenatchee Municipal Court. The Board discussed the types of offenders who would participate in the proposed program, the Board would like to non-violent offenders if future programs are approved. City of East Wenatchee will need to hold the L&I contract as they will be contracting with Countywide Solid Waste for litter crew services. Following discussion the Board is not interested in developing the program at this time.

### **III. 09:26 AM The Board met with County Prosecutor Steve Clem**

1. Discussion with the Board on the request from Animal Control regarding the increase of Douglas County's assessed rates. The Board is not interested in renegotiating contract terms at this time.
2. Discussion on separation of the joint Storm Water Utility with the City of East Wenatchee.
3. Maryhill Estates Phase 4 discussion by the Board. The Board has asked for follow up by staff on options to move forward with the Maryhill Phase 4 project.

**IV. 10:22 AM The Board met with County Human Resource Officer Dayna Prewitt**

1. Amendment to the Douglas County Personnel Policies will be presented to the Board tomorrow.

There being no further business the Board of County Commissioners recessed to meet again on Tuesday, December 19, 2017 at the Douglas County Courthouse, Waterville, Washington.

**DECEMBER 19, 2017**

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

**I. 08:30 AM The Board met with Administrator Jim Barker.**

1. **Staff Report** **Administrator**

**Jim Barker, Administrator:**

1. Payment authorization in the amount of \$6,143.27 for invoice# 228; for 21<sup>st</sup> Century Electric LLC, conduits through Evidence Storage Building to the Transportation Land Services building.

**B 136 P 566**

2. The Board would like to move forward on setting a call for sealed bids for the Douglas County surplus land known as the 'Sand Pit'. The Minimum Bid will be \$690,000.00
3. 2<sup>nd</sup> street shop building update.
4. The Board held discussion on the shipping containers moratorium.

**II. 09:30 AM Administrator Jim Barker County Engineer Mitch Reister, and Assistant County Engineer Aaron Simmons were present. Land Services Director Mark Kulaas, and Assistant County Engineer Jennifer Lange was present via video conferencing.**

**Staff Reports**

**Transportation Land Services**

**Mark Kulaas, Land Services Director:**

- A. Discussion with the Board regarding code development for Cargo container implement and amendments, to enforce the health and safety concerns as well as parameters for placement and appearance.

DECEMBER 19, 2017 CONTINUED

- B. Update to the Board on Code Enforcement issue, recent case resulted significant water and sewer damage causing the displacement of homeowner and adult daughter.

**Jennifer Lange, Assistant County Engineer**

**1. Interlocal Agreement Chelan Co. City of Wenatchee & East Wenatchee**

- A. Interlocal agreement with the City of East Wenatchee, City of Wenatchee and Chelan County municipalities for Development and Implementation of an Effectiveness Study related to Regional Stormwater Management and Permit Compliance.

**Motion:**

Commissioner Sutton moved to approve the interlocal agreement as written and presented to the Board, Commissioner Steinburg seconded the motion and Commissioner Jenkins concurred.

**B 136 P 567**

Reference: Chelan County AFN # 2472261

Reference: Douglas County AFN # 310222

**Mitch Reister, County Engineer:**

**1. Notice of Hearing Vacation Portion Fancher Field Road TLS 17-52A**

**Motion:**

Commissioner Sutton moved to approve the Notice of Hearing for the Vacation of a Portion of Fancher Field Road to be held on the 9<sup>th</sup> day of January 2018 at 9:00AM in the Douglas County Courthouse Commissioner's Chambers. Commissioner Steinburg seconded the motion to approve the notice of hearing, and Commissioner Jenkins concurred.

**B 136 P 568**

**Staff Report:**

- A. The Board chose not to take action on TLS 17-64 the exception of County Code for Maryhill phase 4, the Board would like to implement a special permit approval process instead. Staff will discuss options to move forward.
- B. Presentation to the Board by the Engineering Department.
- C. Discussion held on the development of pump park development.

**2. Transfer of Funds Paths & Trails TLS 17-61**

**Motion:**

Commissioner Steinburg moved to approve the Transfer of \$14,608.91 from the Paths and Trails Fund#118 to the County Road Fund#119. Commissioner Sutton seconded the motion to approve the transfer of funds, and Commissioner Jenkins concurred.

**B 136 P 569**

DECEMBER 19, 2017 CONTINUED

3. **Transfer of Funds Emergency Reserve**

TLS 17-62

**Motion:**

Commissioner Sutton moved to approve the Transfer of \$50,000.00 from the County Road Fund#119 to the Emergency Reserve Fund #115. Commissioner Steinburg seconded the motion to approve the transfer of funds, and Commissioner Jenkins concurred.

B 136 P 570

4. **Transfer of Funds CAPP Fund**

TLS 17-63

**Motion:**

Commissioner Steinburg moved to approve the Transfer of \$450,000.00 from the CAPP Fund #122 to the County Road Fund#119. Commissioner Sutton seconded the motion to approve the transfer of funds and Commissioner Jenkins concurred.

B 136 P 571

5. **Transfer of Funds Current Expense to Building Services**

CE 17-39B

**Motion:**

Commissioner Sutton moved to approve the Transfer of \$280,975.00 from the Non-Departmental Fund #001.001.021 to Land Use and Building Services Fund #403. Commissioner Steinburg seconded the motion to approve the transfer of funds, and Commissioner Jenkins concurred.

B 136 P 572

III. **10:15 AM The Board met with Developmental Disabilities Program Manager Carrie Gavin**

1. Currently auditing the service providers
2. 160 adults are currently receiving services 70 kids are in an early intervention program.
3. School to work program update

IV. **10:33 AM The Board met with County Human Resource Officer Dayna Prewitt**

1. Dayna provided the Board an update on the Personnel Policy changes.

**Adoption of Personnel Policy**

TLS 17-59 & CE 17-54

**Motion:**

Commissioner Sutton Moved to approve the drafted and presented changes to the Douglas County Personnel Policies related to Chapter 4.02 Definitions, Chapter 4.05 Recruiting & Hiring, Chapter 4.10 Employee Benefits, Chapter 4.12 Absences Due to Disability. Commissioner Steinburg seconded the motion to approve and Commissioner Jenkins concurred.

B 136 P 573

DECEMBER 19, 2017 CONTINUED

2. Personnel Approved

Request for Hire

The Board approved the request to hire Staff Engineer Development with the Transportation Department.

V. 10:45 AM Consent Agenda Items

1. Appointment of Marc Straub to Regional Events Center Board Resolution CE 17-58

Motion:

Commissioner Sutton motioned to approve the re-appointment of Marc Straub to the Greater Wenatchee Regional Events Center Public Facility District Board of Directors. Commissioner Steinburg seconded the motion to appoint, and Commissioner Jenkins concurred the motion.

B 136 P 574

2. MRSC Contract for Small Works and Consultant Roster Management

Motion:

Commissioner Sutton motioned to approve the Contract for Roster Management with MRSC, providing management and application services for the Small Works Roster. Commissioner Steinburg seconded the motion to approve the contract, and Commissioner Jenkins concurred the motion.

B 136 P 575

11:00 AM Commissioner Jenkins was excused.

3. Memorandum of Agreement

Washington State Univ. Extension

Commissioner Steinburg moved to approve the Memorandum of Agreement for January 1, 2018 through December 31, 2018 to provide services through the Washington State University Extension Program. Commissioner Sutton seconded the motion.

B 136 P 576

4. North Central Regional Board of Trustees

Appointment

Commissioner Steinburg moved to approve the Appointment of Kathleen Allstot to the North Central Regional Library. Commissioner Sutton seconded the motion.

B 136 P 577

5. Coleman Oil

Fuel Bid Extension

The Board approved the Colman Oil fuel bid for Area III, Bridgeport and Mansfield.

B 136 P 578

**6. Fair Contracts**

A. Tucker Cool				Services Provider Contract
	<b>B</b>	<b>136</b>	<b>P</b>	<b>579</b>
B. Tucker Cool				Services Provider Contract
	<b>B</b>	<b>136</b>	<b>P</b>	<b>580</b>
C. Douglas County TLS				Facilities Use Agreement
	<b>B</b>	<b>136</b>	<b>P</b>	<b>581</b>

**7. Correspondences**

- A. Letter sent to Wenatchee Valley Humane Society
- B. Letter received The Brandt Law Firm request for 3% cost of living increase for annual indigent defense contract.

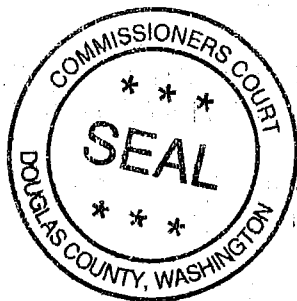
**Vouchers**

		Check Numbers	Total Amount
1.	Vouchers	00310187-00310331	\$1,905,350.95
2.	ACH	80003684-80003687	\$35,385.94

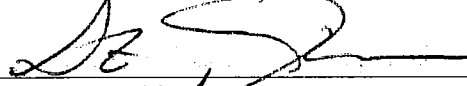
There being no further business the Board of County Commissioners recessed to meet again on Wednesday, December 20<sup>th</sup>, 2017 at the Douglas County Courthouse, Waterville, Washington

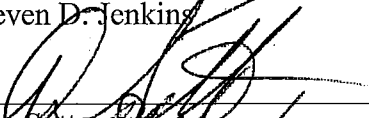
**DECEMBER 20, 2017**

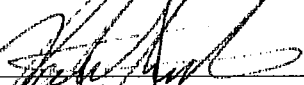
No session was held due to lack of a quorum. Deputy Clerk of the Board was present. There being nothing further, the Deputy Clerk of the Board in accordance with RCW 42.30.90 adjourned for the Board of County Commissioners to meet again on Monday, December 25th, 2017 at the Douglas County Courthouse, Waterville, Washington. The minutes are hereby read and approved



BOARD OF COUNTY COMMISSIONERS  
DOUGLAS COUNTY, WASHINGTON

  
\_\_\_\_\_  
Steven D. Jenkins Chair

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

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

ATTEST:   
Tiana Rowland, Deputy Clerk of the Board