BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

JANUARY 23, 2017

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

I. 08:30 AM    Lobbyist Jim Potts and Zac Kennedy

1. Discussion Held

Reviewed legislative items for the Board to keep an eye on. Commissioner Sutton will contact Jim and Zac at the next Legislative Steering Committee meeting.

II. 08:50 AM    The Board met with Administrator Jim Barker.

1. Personnel Approved

Board approved the payroll change notice for Becci Piepel

2. Personnel Approved

Board approved the Annual & Sick Leave Buyout correction from January 17th.

B 136 P 007

3. Staff Report

Jim Barker, Administrator:
A. Non-uniform guild contract should be ready for approval next week. Reviewed the changes that were made.

III. 09:00 AM    The Board met with Sheriff Harvey Gjesdal and Undersheriff Kevin Morris

1. Monthly Update

Sheriff’s Monthly Report:
A. Gave update on budget.
B. Reviewed overtime.
C. All in staff meeting on Wednesday, January 25th at 6:00 PM.
D. Discussed training for deputies.

2. Interlocal Agreement

Town of Coulee Dam
Commissioner Steinburg moved, Commissioner Sutton second and concurred the motion to approve the Interlocal Agreement between Douglas County Sheriff and the Town of Coulee Dam for Law Enforcement Services. (Auditor’s Recording #3201298)

B 136 P 008

IV. 09:30 AM  The Board met with Auditor Thad Duvall, and Chief Financial Officer Karen Goodwin.

1. Motion Approved  ER&R

It was agreed to have the Chief Financial Officer proceed with setting up an ER&R fund for vest ($27000) and Taser ($11000) in the Sheriff’s office. These funds were carry over funds from 2016. Undersheriff was present during discussion.

2. Report Received  Monthly Report

Reviewed the statement of expenditures compared to budget.

B 136 P 009

3. Discussion Held  Petty Cash

Auditor notified the Board of petty cash that has been missing. They are reviewing the policy, and have notified the State Auditor’s office. Auditor and Chief Financial Officer will be will reviewing and audit all petty cash in the county.

4. Discussion Held  Server Farm Tax Exemption

Auditor attended the meeting with Senator Warnick regarding the Service Farm Tax Exemption, and gave the Board a summary of the meeting.

5. Motion Approved  Information Authorization

The Board approved the Confidential Tax Information Authorization form for Senators Warnick and Hawkins.

B 136 P 010

6. Discussion Held  AWC L&I Retro Pool

Thad provided the [Board with an update on AWC L&I Retro pool. The county will continue using AWC for L&I Retro Pool. Direction was given to have Risk Pool Manager to run a report on the number of L&I injuries, and start looking at types of training available to possibly reduce the number.

V. 10:50 AM  The Board met with Countywide Solid Waste Administrator Becci Piepel

1. Work Session  Countywide Solid Waste

Received a work session on Countywide Solid Waste program.
VI. 12:05 PM Executive Session 42.30.110(1)i2 Potential Litigation

Prosecuting Attorney Steve Clem and Administrator Jim Barker joined session. Commissioner Steinburg moved to enter into executive session in accordance to RCW 42.30.110(1)i2 for 5 minutes. Commissioner Sutton second and concurred the motion. Recessed at 12:10 PM. No action at this time was taken.

VII. Consent Agenda:

Commissioner Steinburg moved, Commissioner Sutton second and concurred the motion to approve the following Consent Agenda Items:

1. **RES CE 17-03 Certification**  
   Levy Dollar Amount

   Amended Resolution CE 17-03 Certification of Levy Dollar Amount to be Collected 2016 Value for 2017 Tax. (Reference prior RES CE 16-57)  
   B 136 P 011

2. **RES 16-210 – CC**  
   Grant County

   Resolution 16-210 CC Re-appointment of Trustee of the North Central Regional Library District for Gail Huntley, Grant County representative.  
   B 136 P 012

3. **Contract Executed**  
   Justin Titus, Titus & Gower PLLC

   Contract between Douglas County Clerk and Justin Titus, Titus & Gower PLLC for Electronic Records Access Subscription Agreement.  
   B 136 P 013

4. **Motion Approved**  
   Visa Request

   Board approve the visa request for Secretary at NCW District Fair.

5. **Contract Executed**  
   Facilities

   NCW District Fair Facilities Use Agreement with South Douglas Conservation District.  
   B 136 P 014

6. **Letter Received**  
   Coleman Oil

   Effective March 27, 2017 they will no longer be operating their fuel cardlock facility at 1820 Foster Creek Ave in Bridgeport.  
   B 136 P 015
JANUARY 23, 2017 CONTINUED

There being no further business the Board of County Commissioners recessed to meet again on Tuesday, January 24, 2017 at the Douglas County Courthouse, Waterville, Washington.

JANUARY 24, 2017

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

I. 08:30 AM Chief Financial Officer Karen Goodwin

1. Discussion Held

   Juvenile Budget

The Board approved moving the remaining $62882 from the 2016 Juvenile budget into the 2017 Juvenile ER&R fund.

The Board met with Administrator Jim Barker.

1. Staff Report

Jim Barker, Administrator:

A. Stated that stormwater and state legislators are looking at taking away de-ice.
B. There was discussion about request from constituent who is interested in a land swap with the county. At this time will need to find out more information on the property they are wanting to swap.
C. Foster Creek Bridge and irrigation line replacement and outstanding debt. At this time the Board would like for staff to set up a meeting for Tuesday, February 21st, with the irrigation district and then take final action. Letter was sent to Bridgeport Irrigation District requesting meeting.

   B 136 P 016

II. 09:30 AM Administrator Jim Barker, and County Engineer Doug Bramlette were present. Assistant County Engineer Jennifer Lange was present via video conferencing. Land Services Director Mark Kulaas was excused.

1. Motion Approved

   Non Discrimination Agreement

Board approved the Non Discrimination Agreement Annual Report Population Under 100,000.

   B 136 P 017

2. Staff Reports

Doug Bramlette, County Engineer:

A. Doug received three proposals for the geotechnical services RFQ for Dezellem. Doug and staff have reviewed qualifications for the proposals, and will proceed with negotiation for project. Board agreed to have Doug proceed with negotiating a contract with Aspect Consultants
for the CR 970 Dezellem Hill Road Repair. Other submittals where: Nelson Geotech and Shannon and Wilson Inc.

B. Notified the Board of meeting on the North End Study on Wednesday, January 25th. Commissioner Sutton will attend. Doug reviewed what would be discussed at the meeting.
C. Chelan Douglas Transportation Council met last week, Doug provided a summary of the meeting. It is possible 32nd St funding will be moved to the following year.

3. RES TLS 17-04 Authorization

Commissioner Sutton moved, Commissioner Steinburg second and Commissioner Jenkins concurred the motion to approved Resolution TLS 17-04 Authorization of County Engineer & Assistant County Engineer to sign Federal Grant Reimbursement Requests

B 136 P 018

Returned to Staff Reports:

Doug Bramlette, County Engineer:
D. Reviewed request for guardrail

Mark Kulaas, Land Services Director:
A. Provided a Powerpoint presentation on Title 14

Jennifer Lange, Assistant County Engineer
A. Excused.

III. 10:35 AM MIS Director Juan Sanchez, Records/Risk Manager Jordyn Giulio, and prosecuting Attorney Steve Clem

1. Discussion Held

Reviewed the process for the county’s social meeting. It was agreed the items will be sent to Jordyn so she can post on the county’s site. Jordyn will draft up a process, and summary of meeting for the Board to look at.

IV. 11:03 AM Executive Session

Prosecuting Attorney Steve Clem, Administrator Jim Barker, and County Engineer Doug Bramlette were in session. Chair called for Executive session in accordance to RCW 42.30.110(1)(i)2 for 10 minutes. Commissioner Sutton second and concurred the motion. Recessed at 11:12 AM. No action was taken.

V. Payroll

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JANUARY 24, 2017 CONTINUED

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ACH Prepayment SSBN $30626.17
SSBN - $15,312.05

VI. Voucher

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VII. Other Business and Correspondences:

1. Sent Letter

Sent letter to the North Central Washington Economic Development District withdrawing Douglas County’s membership.

B 136 P 019

There being no further business the Board of County Commissioners recessed to meet again on Wednesday, January 25, 2017 at the Douglas County Courthouse, Waterville, Washington.

JANUARY 25, 2017

No session was held due to lack of a quorum. Commissioner Sutton attended a Homeless Steering Committee meeting, and North End Study meeting. Clerk of the Board was present. There being nothing further, the Clerk of the Board in accordance with RCW 42.30.90 adjourned for the Board of County Commissioners to meet again on Monday, January 30, 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:
Dayna Prewitt, Clerk of the Board