

**BOARD OF COUNTY COMMISSIONERS PROCEEDINGS**

**DECEMBER 17, 2018**

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

**I. 08:30 AM Call to Order and Pledge of Allegiance**

**II. 08:35 AM The Board met with County Administrator Jim Barker.**

**1. Personnel Administrator**

**Jim Barker, Administrator:**

A. Board held discussion on holding open public meetings for negotiations.

B. Payroll change notices approved for the following employees: Juan Sanchez, Brad Eckert, Seth Super, Natalie Marx, Dale Prey, Andy Stibal, Sandra Townsend, Margarita Ochoa.

**III. 08:43 AM The Board met with Human Resource Officer Dayna Prewitt.**

**Executive Session RCW(42.30.110)(1)(g) Personnel:**

Commissioner Jenkins called for Executive Session at 8:48 AM for 15 minutes. In accordance to RCW (42.30.110)(g) for Personnel. At 9:03 AM the Vice Chair called to end Executive Session with no action taken.

A. Discussion held on the cost of living adjustment for employee compensation.

**IV. 09:05 AM The Board met with County Administrator Jim Barker.**

**2. Staff Report Administrator**

**Jim Barker, Administrator:**

A. Approved construction change order directive CCD #04:Lump sum credit in the amount of \$4,664.56 for omitting the Flag poles and light fixtures. **B 137 P 197**

B. Approved write-off of interest on accounts receivable for repairs to County fence and guardrail in the amount of \$53.37 and \$111.86. **B 137 P 198**

C. Approved progress payment for the Law and Justice Center to Halme Builders, INC, in the amount of \$166,279.26.

**B 137 P 199**



DECEMBER 17, 2018 CONTINUED

**5) Transfer of Funds County Road**

**Resolution TLS 18-65**

Transfer of funds from the CAPP Fund #122 to the County Road fund #119 in the amount of \$450,000.

**B 137 P 206**

**6) Call for Bids**

**Resolution TLS 18-66A**

Area III Mansfield Gasoline & Diesel fuel bids, *Bids due January 7, 2019 at 4:00 PM.*

**B 137 P 207**

**7) Transfer of Funds Trial Court Improvements**

**Resolution CE 18-66**

Transfer of funds from the Trial Court Improvement Fund #155 to the Local Government Fund #155 in the amount of \$50,000.

**B 137 P 208**

**8) Transfer of Funds Jail Fund**

**Resolution CE 18-67**

Transfer of funds from Non Departmental Fund #001.001.021 to the Jail Fund #176.001.001 in the amount of \$1,500,000.

**B 137 P 209**

**9) Transfer of Funds CEERP Taser Fund**

**Resolution CE 18-68**

Transfer of funds from the General Fund Sheriff's Budget #001.001.011 to the CEERP Taser Fund #157.001.003 in the amount of \$28,000.

**B 137 P 210**

**10) Transfer of Funds Election Reserve**

**Resolution CE 18-69**

Transfer of funds from the Current Expense Fund #001 to the Election Reserve Fund #121 in the amount of \$100,000.

**B 137 P 211**

**11) Establishing Petty Cash Fund NCW Friends of the Fair**

**Resolution CE 18-70**

NCW Friends of the Fair Petty cash fund establishment in the amount of \$1,000 with Umpqua Bank.

**B 137 P 212**

With no further business, the Board of County Commissioners will meet again on Tuesday, December 18, 2018 at the Douglas County Courthouse, Waterville, Washington.

**DECEMBER 18, 2018**

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

**I. 08:28 AM Call to Order and Pledge of Allegiance**

**II. 08:30 AM The Board met with Human Resource Officer Dayna Prewitt.**

**1. Personnel Human Resources**

**Dayna Prewitt, Human Resources:**

A. Reclassification approved for Superior Court Administrator Jo Jackson.

B. Approved new position for administrative duties for Planning and Engineering services.

**III. 08:40 AM The Board met with County Administrator Jim Barker.**

**2. Staff Report Administrator**

**Jim Barker, Administrator:**

A. Discussion held on Distressed Counties Sales and Use Tax funds for the Regional Council.

**IV. 08:53 AM The Board met with Prosecuting Attorney Steve Clem.**

A. Interlocal agreement discussion for the towns and cities relating to the funds distributed for the Distressed Counties Sales and Use Tax.

**1) City of East Wenatchee Quit Claim Deed Additions Stormwater Easement**

A. Corrected Deed presented to the Board.

Commissioner Steinburg moved to approve the Quit Claim Deed for the City of East Wenatchee, for parcel 40300003101. Commissioner Sutton seconded and concurred the motion to approve.

**B 137 P 213 Auditors AFN: 3217625**

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DECEMBER 18, 2018 CONTINUED

V. 09:05 AM Public Hearing

Resolution TLS 18-55B

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

No public present

Tanner Ackley, Associate Planner: Presentation given on the Planning Commission's recommendation for approval regarding the amendments to the Capital Facilities Plan.

Motion:

Commissioner Steinburg moved and seconded the motion to adopt Ordinance TLS 18-12-55B the amendments to the Capital Facilities Plan as written and presented to the Board, Commissioner Sutton seconded and concurred the motion to approve.

- B 137 P 214 Ordinance
B 137 P 215 Planning Commission Recommendation

VI. 09:09 AM The Board met with Transportation Land Services Staff, County Engineer Aaron Simmons, Engineering Programs Manager Jennifer Lange, Land Services Director Mark Kulaas, Development Review Engineer Mike Neer.

Mark Kulaas:

A. Discussion held on the zoning for Baker Flats Industrial area. B 137 P 216

Mike Neer:

A. Building permit discussion for McDougall & Sons warehouse.

1. Bid Award RES TLS 18-56A

Commissioner Steinburg moved, Commissioner Sutton second and concurred the motion to award the bid from Whittley Fuel, LLC for Resolution TLS 18-56A: Unleaded Gasoline \$.150; Diesel Fuel No. 1 \$.150; and Diesel Fuel No. 2 \$.150

B 137 P 217

2. Bid Award RES TLS 18-57A

Commissioner Steinburg moved, Commissioner Sutton second and concurred the motion to award the bid from Wilcox & Flegel Fuel, LLC for Resolution TLS 18-57A: Unleaded Gasoline \$.230; Diesel Fuel No. 1 \$.230; and Diesel Fuel No. 2 \$.230

B 137 P 218
B 137 P 219 Bid Tabulation

**DECEMBER 18, 2018 CONTINUED**

**3. Denied Bids**

**RES TLS 18-56A and TLS 18-57A**

Denied the following bids: Whitley Fuel LLC for TLS 18-57A

**Aaron Simmons:**

A. Presentation on Easement Access for Martin Davies and the County's sand pit property. Discussion held on zoning for Marijuana production, area is not zoned for outdoor production, zoning requires indoor and odor mitigation for marijuana production.

Board of Commissioners agrees the conditions of the easement must be met in order to maintain easement agreement and access. The condition of single-family home easement access will be maintained, the Board does not approve commercial use easement access.

Staff will draft response letter.

B. Rock Island grade gate has been closed.

C. Enforcement action will be moving forward for Sun Cove area.

**Jennifer Lange:**

**1. Approval of CAAP Program**

**Resolution TLS 18-62**

Commissioner Steinburg moved to approve the 2019 Annual Construction Program and CAPP Program, Commissioner Sutton seconded the motion and concurred.

**B 137 P 220**

**VII. 10:25 AM The Board met via Conference Call with Sheriff Kevin Morris.**

A. Discussion held on the miscommunication regarding inmate housing and transport.

**2. Staff Report**

**Administrator**

**Return to Administrator Report:**

**1) Nelson GeoTechnical Associates, INC.**

**Agreement**

Commissioner Steinburg moved to approve the contract for geotechnical services with Nelson Geotechnical Associates, INC. for the evaluation of 4 parcels located around the intersection of Badger Mountain Road and Daniel s Drive NE. The County is evaluating the parcels for purchase to realign the Badger Mountain Roadway. Commissioner Sutton seconded and concurred the agreement approval.

**B 137 P 221**

DECEMBER 18, 2018 CONTINUED

2) Invoice for Professional Services

MJ Neal Law and Justice Center

Commissioner Steinburg moved to approve the progress payment in the amount of \$18,830.89; Commissioner Sutton seconded and concurred.

B 137 P 222

3) Memorandum

Credit Card Limit Increase

Minute Notation:

Board approved Fleet Manager Dell Mires Credit Card limit increase to \$5,000.00.

B 137 P 223

4) Request for Laserfiche Record Management

District Court

A. District Court has requested to use Laserfiche software for file and records management.

VIII. 11:00 AM The Board met with Deputy Clerk Tiana Rowland

Consent Agenda:

The Board of Commissioners made a blanket motion to approve the following consent agenda items:

1) Washington State Auditor

Audit Response Letter

B 137 P 224

2) Bid Award

RES TLS 18-55A

Commissioner Steinburg moved, Commissioner Sutton second and concurred the motion to award the bid from John Beuhler Law Firm for Resolution TLS 18-55A: Superior Court Indigent Defense Services. No other Bids received.

B 137 P 225

3) Approval granted for signature stamp use for letters to the Towns and Cities related to the Rural Counties Sales and Use Tax and vouchers.

4) Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00322009-00322127	\$292,993.12
2.	ACH	80004372-80004384	\$37,289.16

With no further business, the Board of County Commissioners will meet again on Wednesday, December 19, 2018 at the Douglas County Courthouse, Waterville, Washington.

**DECEMBER 19, 2018**

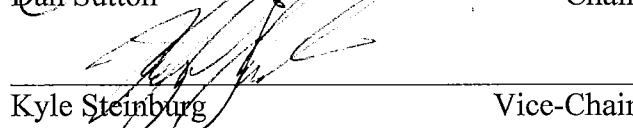
There were no appointments scheduled, no session was held. There being no further business, the Deputy Clerk of the Board in accordance with RCW 42.30.90 adjourned for the Board of County Commissioners to meet again on Monday, December 24, 2018 at the Douglas County Courthouse, Waterville, Washington.

The minutes are hereby read and approved.


**BOARD OF COUNTY COMMISSIONERS  
DOUGLAS COUNTY, WASHINGTON**



  
Dan Sutton Chair

  
Kyle Steinburg Vice-Chair

  
Steven D. Jenkins Member

ATTEST:   
Tiana Rowland, Deputy Clerk of the Board