

# BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

DECEMBER 3, 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. 08:31 AM The Board met with County Auditor Thad Duvall**

A. Discussion held on L&I Retro Pool program, the reformation of the pool now requires the county to step away from the pool. Safety Alliance provides the 3<sup>rd</sup> party administration for the L&I administration of claims.

B. Board approved letter to Safety Alliance to utilize L&I administration services.

**1. Nationwide Life Insurance**

**Agreement**

**Minute Notation:**

Board approved Option 1 section A the 3% fixed rate.

**B 137 P 172**

**III. 08:46 AM The Board met with Fair Manager Carolyn Morley and MIS Director Juan Sanchez.**

A. Update to the Board on the Fair premium points checks. The first 12 records were correct and the accounts after were incorrect due to an unknown error. MIS has looked at the spread sheets and cannot identify why the error occurred. Outreach efforts have been made to inform the public of the incorrect checks that were issued, many have been returned and exchanged for the correct winnings amounts. Stop orders payments for checks that were issued in the amount of \$75.00 and above.

**Approval:**

B. Board approved the incorrect expenditure payments to come from the general fund.

**IV. 09:15 AM Public Hearing**

**Resolution TLS 18-49B**

*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**

**Marc Straub**

DECEMBER 3, 2018 CONTINUED

**Jennifer Lange, Engineering Programs Manager:**

Staff report given, recommendation to approve the Six Year Transportation Improvement program.

**Motion:**

Commissioner Steinburg moved to adopt resolution TLS 18-49B the 2019-2024 Six Year Transportation Improvement Program, Commissioner Jenkins seconded and Commissioner Sutton concurred.

B 137 P 173

V. 09:23 AM Public Hearing Resolution CE 18-53B&CE 18-54B

*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**

Marc Straub

**Karen Goodwin:**

A. Recommendation to continue the public hearing to December 10<sup>th</sup>, 2018 as to allow enough time for the junior taxing districts to submit levy information.

**Motion:**

Commissioner Steinburg moved to continue the budget public hearing to December 10<sup>th</sup>, 2018 at 9:00 AM in the Douglas County Courthouse, in Waterville, Commissioner Jenkins seconded the motion, and Commissioner Sutton concurred.

VII. 9:30 AM The Board met with Chief Financial Officer Karen Goodwin.

A. Billing discussion.

VIII. 9:35 AM The Board met with Sheriff Kevin Morris.

A. Fund update on the firearm exchange anticipated cost is \$27,300. Sheriff will be returning anticipated \$300,000 funds for 2018 budget, requesting the carry over from 2018 budget to be used towards firearms exchange.

B. Board approved the fund transfer.

1) Declaring Sheriff Canine Surplus

Resolution CE 18-58

**Motion:**

Commissioner Jenkins moved to approve resolution CE 18-58 the declaration of surplus and retirement of Sheriff Canine Hamu to Deputy Michael Baker. Commissioner Steinburg seconded the motion to approve, and Commissioner Sutton concurred.

B 137 P 174

DECEMBER 3, 2018 CONTINUED

2) Release and Indemnity Agreement  
B 137 P 175

Law Enforcement Service Canine

IX. 9:47 AM The Board met with County Administrator Jim Barker.

2. Staff Report

Administrator

**Jim Barker, Administrator:**

A. Billing for Fair Rodeo funds discussion.

B. Discussion held on Grette Associates contract.

C. Board approved the Decisions and Directives from November 26&27

X. 10:16 AM The Board met with Countywide Solid Waste Director Becci Piepel

1) Request for Proposals

CE 18-48B

**Award:**

Transfer Station Consultant Evaluation Summary: Recommendation to award Great West Engineering.

**Motion:**

Commissioner Steinburg moved to approve the recommendation to award with Great West Engineering contingent upon agreed negotiated contract terms can be met, Commissioner Jenkins seconded the motion to approve, and Commissioner Sutton concurred.

2) Request for Name and Logo Change

**Minute Notation:**

The Board of Commissioners approved the name and logo change from Douglas County wide Solid Waste Programs to Douglas County Solid Waste.

XI. 11:00 AM The Board met with Honorable Judge Eric Biggar.

A. Discussion held on District Court public defender contract.

**DECEMBER 3, 2018 CONTINUED**

**XII. 11:20 AM Consent Agenda:**

The Douglas County Board of Commissioners made a blanket motion to approve the following consent agenda items.

**1) Support of Second Amendment**

**Resolution CE 18-59**

**Motion:**

Commissioner Steinburg moved to approve resolution CE 18-59 in support of the second amendment to keep and bear arms, Commissioner Jenkins seconded the motion to approve, and Commissioner Sutton concurred.

**B 137 P 176**

**2) Call for Bids Gasoline & Diesel Area I&II**

**Resolution TLS 18-56A**

*Bids due Monday, December 17<sup>th</sup> at 4:00 PM to Douglas County Commissioner's Office.*

**B 137 P 177**

**3) Call for Bids Gasoline & Diesel Area I&II**

**Resolution TLS 18-57A**

*Bids due Monday, December 17<sup>th</sup> at 4:15 PM to Douglas County Commissioner's Office.*

**B 137 P 178**

With no further business, the Board of County Commissioners will meet again on Tuesday, December 4, 2018 at the Douglas County Courthouse, Waterville, Washington

**DECEMBER 4, 2018 CONTINUED**

**DECEMBER 4, 2018**

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

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

**II. 08:31 AM The Board met with County Administrator Jim Barker.**

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

**Jim Barker, Administrator:**

A. Update on the Sand Pit contract for sale and use for property exchange.

**1) Cost Accounting Management Agreement**

**TLS**

B. Board approved the contract with Cascade Software Systems, INC. for Transportation Land Services Cost Accounting Management System.

**B 137 P 179**

**III. 08:39 AM The Board met with Prosecuting Attorney Steve Clem.**

**Minute Notation:**

A. Request for signature authority for the Department of Commerce STOP grant application, signature authority granted to the Prosecutor to sign on behalf of the Chairman of the Board.

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

Commissioner Jenkins called for Executive Session at 8:48 AM for 10 minutes. In accordance to RCW (42.30.110)(g) for Personnel. At 8:56 AM the Chair called to end Executive Session with no action taken

**IV. 09:00 AM Continued Public Hearing** **Resolution TLS 18-50B**

*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**

**Mike Near, Assistant County Engineer**

Recommendation to grant the order of vacation, adjacent property owners have been met with to discuss concerns from previous hearing.

DECEMBER 4, 2018 CONTINUED

**Public Comment:**

None

**Motion:**

Commissioners Jenkins moved to adopt the order of vacation for a portion of South Nevada Avenue, Commissioner Sutton seconded and concurred the motion to vacate.

**B 137 P 180 Auditor's AFN #3217619**

**B 137 P 181 Attendance Sheet**

**V. 09:06 AM The Board met with Jim Lillian, Northwest Wholesale.**

**Notation:**

Commissioner Sutton requested himself from the decision making process due to personal conflicts.

A. Discussion held on the Temporary Occupancy for Northwest Wholesale. Meeting Recorded.

**VI. 9:40 AM The Board met with Land Services Director Mark Kulaas**

**1) Notice of Public Meeting**

**TLS 18-55A**

**Motion:**

**Commissioner Jenkins moved to approve the notice of hearing to consider adopting the amendments to the Douglas County Capital Facilities Plan, to be held Tuesday, December 18<sup>th</sup> at 9:00 AM in the Douglas County Courthouse. Commissioner Sutton seconded and concurred the motion to approve.**

**B 137 P 182**

**VII. 9:56 AM The Board met with Foster Creek Director Amanda Ward.**

A. Voluntary Stewardship Program update.

B. FEMA Grant update. Foster Creek will be the lead agency on the application, Douglas County will enter in to a Interlocal Agreement if funding is granted/ award by the Federal Emergency Management Agency.

**VIII. 10:30 AM Consent Agenda:**

The Douglas County Board of Commissioners made a blanket motion to approve the following consent agenda items.

**1) Approved Fair Contracts**

a) Funky Junk: Teresa Ruud

Fair Facilities

**B 137 P 183**

**DECEMBER 4, 2018 CONTINUED**

**2) Payroll**

**NET PAYROLL  
FOR:**

*November 1 - November 30 2018*

**PAY DATE OF:**

<b>December 5 2018</b>	<b>Voucher/Warrant Numbers</b>	<b>Total Amount</b>
<b>Check Reconciliation</b>	<b>61467-61476</b>	<b>\$ 27,687.06</b>
<b>Direct Deposit</b>	<b>ACH</b>	<b>\$ 577,782.39</b>
		<b>\$ 605,469.45</b>

**3) Vouchers**

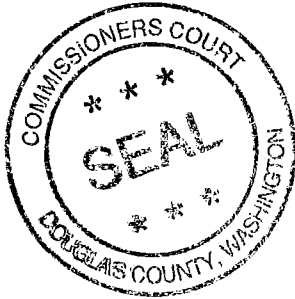
		<b>Check Numbers</b>	<b>Total Amount</b>
<b>1.</b>	<b>Vouchers</b>	<b>00321640-00321740</b>	<b>\$412,401.58</b>
<b>2.</b>	<b>ACH</b>	<b>None</b>	<b>\$0.00</b>

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, December 5, 2018 at the Douglas County Courthouse, Waterville, Washington.

DECEMBER 5, 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 10, 2018 at the Douglas County Courthouse, Waterville, Washington.

The minutes are hereby read and approved.

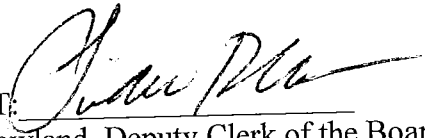


BOARD OF COUNTY COMMISSIONERS  
DOUGLAS COUNTY, WASHINGTON

  
Dan Sutton Chair

  
Kyle Steinburg Vice-Chair

  
Steven D. Jenkins Member

ATTEST:   
Tiana Rowland, Deputy Clerk of the Board