

**FEBRUARY 26, 2018**

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

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

**1. Personnel**

**Human Resource Officer**

**Dayna Prewitt, Human Resource Officer:**

A. Formal announcement of Judge Judy McCauley Retirement from District Court Judge effective May 1, 2018.

Application will be available on Thursday, March 1<sup>st</sup> and due by Friday, March 30<sup>th</sup>, 2018.

**B 136 P 659**

B. Recommendation to approve Reclassification Request & Policy, Environmental manager. County Assistant Engineer, Transportation Land Services Account range. Risk Manager and Public information officer.

**Motion:**

Commissioner Steinburg moved to approve the reclassification suggestions as written and presented to the board, Commissioner Jenkins seconded the motion, and Commissioner Sutton concurred.

**B 136 P 660**

C. **Approved Payroll Change Notices:** Engineering Program specialist, Larry Selden acting county surveyor, Justin Roozen, Environmental Manager, Jordyn Giulio, Public Information Officer, Aaron Simmons, Assistant County Engineer, Phil Young, Account Manager. Engineering Program Specialist Approval for hire.

**D. Oath of Inventory**

**Capital Assets to Auditor**

**Motion:**

Commissioner Jenkins moved to approve the Oath of Inventory of County Assets to the County Auditor, Commissioner Steinburg seconded the motion to approve. Commissioner Sutton concurred the motion to approve.

**B 136 P 661**

**FEBRUARY 26, 2018 CONTINUED**

**II. 09:00 AM The Board met with Sheriff Harvey Gjesdal via video and Undersheriff Kevin Morris.**

**1. Monthly Report**

**Sheriff**

**Sheriff Report:**

- A. Chief for the day, for Apple Blossom update.
- B. Possible candidate is finishing review/interview process for the Bridgeport patrol area. This position would to replace the patrol deputy who will be transitioned to serve the Bridgeport school as the school resource officer.
- C. Overtime and budget are on track for being under budget for beginning 2018.

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

**1. Report Received Statement of Expenditures Compared to Budget**  
**B 136 P 662**

**Staff Report:**

A. Budget Liability Acknowledgement letter, the Auditor will distribute the acknowledgement to all department heads and elected officials. The Board will plan to send this acknowledgement with the call for budget and letter of explaining the responsibility in tracking the budget.

**IV. 09:41 AM The Board met with Commissioner Andy Hover of Okanogan County, Eric Fritts of Okanogan County's Veteran of Foreign War Program Administrator, and David Schwab Douglas County's Veteran of Foreign War Program.**

- A. Presentation on Veteran Services with Okanogan County and possible partnership.
- B. The Board would like to increase the levy amount of Veteran's taxes by 2cents for the 2019 levy. The Board is in agreement that additional services are needed to server the Veteran's of Douglas County.
- C. The Board would like Okanogan County to draft a contract for services via interlocal agreement for the Veteran Service Officer Program. Okanogan will draft a budget of expenses and interlocal agreement.

V. 10:45 AM The Board met with County Administrator Jim Barker.

1. Staff Report Administrator

**Jim Barker, Administrator:**

A. The Board approved a laptop for Ashley Freeman, Fair Secretary for her ability to work from home as she is recovering.

With no further business, the Board of County Commissioners will meet again on Tuesday, February 27, 2018 at the Douglas County Courthouse, Waterville, Washington.

**FEBRUARY 27, 2018**

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

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

1. Personnel Administrator

**Jim Barker, Administrator:**

A. Updated reclassification form for Phil Young.

B. Approved Payroll change notice: Shirley Long,

1. Staff Report Administrator

**Jim Barker, Administrator:**

A. Telecommunication Service Agreement LocalTel Communications

The Chairman of the Board approved the LocalTel Communications agreement beginning the 1<sup>st</sup> of March, 2018 and expiring the 1<sup>st</sup> of March, 2023 for telecommunication services.

B 136 P 663

B. Discussion held on VFW program funds, the allocation would be covered by Current Expense funds, the levy increase would occur in January for 2019.

**FEBRUARY 27, 2018 CONTINUED**

C. Discussion held on the Health District fees for disposal of sanitation and the possible L&I concerns if disposal does not occur properly.

D. Martin Hall update, \$180 per day bed rate and the recent request for 'capital maintenance' improvements.

**II. 08:43 AM The Board met with Mr. Bob Kinies**

A. Discussion regarding the request to build a carport within the County right of way. The Property has an additional driveway that was developed for RV camper storage.

B. The Board has chosen to not to deviate from the County Code in allowing structures within the right of way to be developed.

**III. 08:53AM The Board met with Mr. Shane Rinker**

A. Mr. Rinker is requesting a Boundary line adjustment to include a small parcel and adjoining larger parcel of 41300000104.

Staff: Additional research related to the plate and zoning area will need to be conducted before a recommendation can be provided to the Board.

**IV. 09:00AM Public Hearing Resolution**

**TLS 18-07B**

*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**

<p><b>Marc Straub</b> <b>Jack Anderson</b> <b>Darrell Richards</b> <b>Nick Nelson</b> <b>Ron Lervold</b> <b>Shane Rinker</b></p>
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**Mitch Reister:**

Staff report provided outlining the proposed code amendments, staff's recommendation is to adopt the written and presented code amendments.

Board discussion on steps for contact for Code Enforcement violations.

**Public Comment:**

**Jack Anderson:** Encroachment issues have been and issue for over 30 years, encouraging education and addressing issues of compliance. Stating issues of water drainage issues, in Sun Cove and Bauer's Landing.

**Richard:** Supportive of Ordinance Amendments to have 3 violation contacts, rather than imposing a significant fine or misdemeanor infractions.

**Nick Nelson:** Developer with in SunCove, would like to work with county Engineer on road issues.

**Daryl Yonko:** Written Comment

**Motion:**

Commissioner Jenkins made the motion to adopt County Ordinance TLS 18-03-07B, Amendments to the Douglas County Code Chapter 12.32 Unauthorized Use of County Rights-of-Way; Commissioner Steinburg seconded the motion, Commissioner Sutton concurred.

**B 136 P 664**

**V. 09:45AM Public Hearing Public Hearing Resolution**

**TLS 18-08B**

*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**

<b>Marc Straub</b> <b>Shane Rinker</b>
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**Mitch Reister:**

Staff report provided outlining the proposed code amendments, staff's recommendation is to adopt the written and presented code amendments.

No Comments

No Discussion

**Motion:**

Commissioner Steinburg Motion to motion to adopt County Ordinance TLS 18-04-08B, Amendments to the Douglas County Code Chapter 8.04 Temporary Noise Regulation Variances; Commissioner Jenkins seconded the motion, Commissioner Sutton concurred.

**B 136 P 665**

**VI. 09:55AM The Board Met with Transportation Land Services Staff, County Engineer Mitch Reister, Assistant Engineer Aaron Simmons, Road Supervisor Scott Reiman, Storm water Manager Jennifer Lange, Land Services Director Mark Kulaas.**

**Mitch Reister:**

A. Urban Growth Boundary adjustment update related to storm water, suggestion to not reduce the size of Urban Growth Boundary.

**B. Non-Discrimination Agreement**

**Annual Report**

Presented for signature by the Chairman of the Board, the Washington State Department of Transportation and Douglas County Transportation and Land Services Non-Discrimination agreement.

**B 136 P 666**

**VII. 10:04AM County Prosecutor, Assessor, Administrator, County Surveyor, County Engineer, County Land Services Director, Assistant Land Services Director, and GIS Coordinator.**

Meeting in relation to Ordinance TLS 17-12-44C, addressing concerns that were raised during the Public Comment session of the Hearing.

1) County Engineer delegation for review of plats, short plats, and binding site plans. This was done 25 years ago to determine county rights of way and correct survey lines. By not having this delegation line, there becomes a bottle neck of review for signature authority with only allowing the County Engineer to review.

2) Data is review in accordance with the Department of Revenue checklist for review of boundary survey data on plats.

3) Addressing Conflicts within Codes and Policies which should be applied, the standard practice has been that the most restrictive would apply.

4) At the Plat stage need to ensure there is a connection between road way and driveway, allowing 20 degrees of perpendicular

5) Discussion held on Boundary Line Adjustment Code, the Code was written to reflect the application form. Legal lot of record definition development, the public has used this process this has been a positive process overall.

**VIII. 10:20 AM Consent Agenda**

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

**1) Call for Statement of Qualifications**

**CE 18-13A**

Commissioner Jenkins moved to approve that statement of qualification for consultant services for the Douglas County Hazard Mitigation Comprehensive Plan due on April 2, 2018.

Commissioner Steinburg seconded the motion to approve, and Commissioner Sutton concurred.

**B 136 P 667**

**Vouchers**

		<b>Check Numbers</b>	<b>Total Amount</b>
<b>1.</b>	<b>Vouchers</b>	<b>00312316-00312388</b>	<b>\$124,100.32</b>
<b>2.</b>	<b>ACH</b>	<b>80003797-80003817</b>	<b>\$655.14</b>

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, February 28, 2018 at the Douglas County Courthouse, Waterville, Washington.

**FEBRUARY 28, 2018**

There were no appointments scheduled, no session was held. 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, March 5<sup>th</sup>, 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

  
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Steven D. Jenkins Member

ATTEST:   
Tiana Rowland, Deputy Clerk of the Board