

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

FEBRUARY 5, 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. 08:28 AM The Board met with Administrator Jim Barker.

1. Staff Report Administrator

Jim Barker, Administrator:

1. Boat Shelter progress payment for overhead door and lock in the amount of \$12,487.97.
B 136 P 631
2. Keyhole Security payment for the key card entry and lock system in the Evidence Storage Facility Building in the amount of \$23,997.71.
B 136 P 632
3. Law and Justice Facility progress payment for Project Management in the amount of \$1,000.00
B 136 P 633
4. Law and Justice Facility progress payment for Project Management \$5,600.00 and Summit Engineering \$15,273.33 the total amount of \$20,873.33
B 136 P 634
5. Project Management of the Evidence Storage Facility in the amount of \$6,160.00.
B 136 P 635
6. Construction Change Order for Keyhole Security, Contract sum increased to \$23,997.71.
B 136 P 636

A) Discussion was held on the Evidence Storage Facility flooding and options to mitigate future events.

B) North Central Washington Economic Development District (NCWEDD), the Board has chosen not to participate in the NCWEDD at this time until additional information is provided to the Board regarding the mission and future planning projects.

II. 9:00 AM Elected Officials and Department Head Meeting

Present: County Administrator, Jim Barker; Undersheriff, Kevin Morris; Prosecuting Attorney, Steve Clem; Assessor, Jim Rudd; Treasurer, Nona Haberman; Human Resource Officer, Dayna Prewitt; Chief Financial Officer, Karen Goodwin; Developmental Disabilities/BHO Director, Tamara Burns; Fair Manager, Ed Darling; Management Information System Director, Juan Sanchez; Auditor, Thad Duvall; Clerk, Tristen Worthen; Countywide Solid Waste Director, Becci Piepel; Records/Risk Manager Jordyn Giulio

FEBRUARY 5, 2018 CONTINUED

1. Award presented to Karen Goodwin and Phil Young from the State Auditor's Office
2. Department Update Records and Risk Management; training module will be coming from the risk pool for anti-sexual harassment training and defensive driving training. Intercom system update will be occurring this week, this will be a follow up from the Active Shooter training.
3. Update from the Clerk's office on the transition of records from Liberty to Laserfiche and transition with the State records management system Odyssey.
4. Department update from Countywide Solid Waste, State budget passed grants have been issued, one grant awarded is less than previous years.
5. Auditor's Office update, employees need to update HR and Accounts Payable for name and address changes.
6. Update from MIS department, server and power movement from the Waterville Office to move to the Evidence Storage Facility, these servers will serve the East Wenatchee offices and the Waterville servers will be held in Waterville serving this area.
7. Fair Grounds update, Crab feed is coming up auction items for fundraising are being sought after now.
8. Developmental Disabilities update, Parkside renovation anticipated completion date is this spring, Behavioral Health Organization update in closing out of the program.
9. Human Resources update, policies and form updates occurring now. Updating PDS workflow system, interview questions, process updates. Training and onboarding updates occurring for new hiring of employees. Discussion was held on the L&I claims and return to work program Human Resources are working to develop the return to work program.
10. Treasurer's Office update: Statements for taxes will be coming out sooner this year, increases will be 0.71 per 1,000 property evaluation increase this year.
11. The property assessment of Waste Management has been settled for the assessment on the property used to operate the Waste Management facility in East Wenatchee.
12. Update from the Prosecutor's Office: There are 75-90 Bills in legislation for review and voting. Motor Vehicle accident claim trial will be occurring in May, the Risk Pool is covering the cost for litigation there will likely be a shared responsibility between the Risk Pool and County. Discussion was held on indigent defense funds.
13. Update from the Sheriff's Office, on the School Resource Officer with Bridgeport School District. New hire will be attending the academy.
14. Staffing update from Probation, grant received for mobile finger print scanning, office is moving to laserfiche.
15. Law and Justice Facility development update.
16. Update from Commissioner Steinburg on his trip from Washington DC regarding the Grant application with the City of Wenatchee, and Douglas County for the INFRA Grant.
17. Discussion held on the website update development.

FEBRUARY 6, 2018 CONTINUED

III. 11:11 AM The Board met with Tamara Burns, Developmental Disabilities Director and Karen Goodwin, Chief Financial Officer

- A. Mental Health Property Tax millage, the funds are available and need to be allocated as the Behavioral Health Organization is disbanding. Discussion was held on areas of allocation of funds, The Board would like staff to look in to shifting these funds to the Veterans of Foreign War relief treatment of mental health services.
- B. Discussion was held on the liquor excise tax, funds need to be allocated for drug and alcohol treatment. The Board chose to allocate funds to the Center for Drug and Alcohol treatment.
- C.

Return to Administrator Report:

- C) Update on the sand pit appraisal, staff will update the Board tomorrow with the new appraisal amount and information.
- D) Discussion on well pump development at the Fair Grounds. The funds have been budgeted for 2018 budget the Board approved moving forward on the purchase and installation.

IV. 10:20 AM The Board met via Telephone Conference Call with Jim Potts & Zac Kennedy

- A. Legislative initiative updates.

There being nothing further, the Board of County Commissioners adjourned to meet again on Tuesday, February 6, 2018 at the Douglas County Courthouse, Waterville, Washington.

FEBRUARY 6, 2018

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

- A. Update on capital improvements within the 2018 approved Fair Budget.

FEBRUARY 6, 2018 CONTINUED

B. The Evidence Storage Facility compression fitting has failed an addition two times causing flooding with in the armory room. Letter sent from project manager Robert Knowles to Rimmer and Roeter Construction Notice of Warranty Claim.

B 136 P 638

C. Telecommunications contract payment for Interwest Technology Systems in the amount of \$1082.57.

B 136 P 637

II. 8:45 AM The Board met with County Prosecutor Steve Clem

A. Discussion was held with the Board regarding the Wenatchee Humane Society's request for termination of contract and request for price increase. The Board will be following up with a letter to the Humane Society acknowledging the termination request, and request a meeting for further discussion.

Return to Administrator Report:

2. Personnel Administrator

A. Payroll Change Notices Approved: Steve Phillips, Facilities Maintenance Coordinator; Ty Howard, Bridge & Construction Inspector; Edward Johnston, Lead Probation Officer Juvenile.

B. New Position Notice Approved: Mandie Kalt, Probation Officer Juvenile.

3. Staff Report Administrator

D. Discussion held on the second street property and site plans following the sale of the Sand Pit.

E. Staff will have Bid documents and publications ready for the Board next week for the sale of the Sand Pit.

III. 09:27AM The Board Met with Transportation Land Services Staff, County Engineer Mitch Reister, Assistant Engineer Aaron Simmons, Storm water Manager Jennifer Lange, Land Services Director Mark Kulaas.

Mitch Reister:

A. Discussion held on Chelan-Douglas Transportation District Meeting scheduled for Thursday, February 8th.

B. Update on the 35th Street Road Development in accruing of property and rights of way.

C. Samples were taken on the Pine Canyon Landfill site. Results have not been presented back to Engineering, once processed by the Department of Ecology staff will have an update.

D. Discussion held on how to move forward on the Sun Cove development; road, storm water, and rights-of-way encroachment issues.

1) Notice of Hearing

Resolution TLS 18-07A

Commissioner Steinburg moved to approve resolution TLS 18-07A Revision of Douglas County Code Chapter 12.32- Unauthorized Use and Obstruction of County Rights-of-Way.

Commissioner Jenkins seconded and concurred the motion to approve the Notice of Hearing set for Tuesday, February 27th, 2018 at 9:00 AM.

B 136 P 639

2) Notice of Hearing

Resolution TLS 18-08A

Commissioner Steinburg moved to approve resolution TLS 18-08A Revision of Douglas County Code Chapter 8.04.105-Temporary Noise Variances. Commissioner Jenkins seconded and

concurred the motion to approve the Notice of Hearing set for Tuesday, February 27th, 2018 at 9:15 AM.

B 136 P 640

3) Conclusion of Amendments to the 2017 Comprehensive Plan Resolution TLS 18-09

Commissioner Jenkins moved to adopt resolution TLS 18-09 the conclusion of amendments to the 2017 Comprehensive Plan and sub-area Comprehensive Plan for the Greater East Wenatchee Area, the City of Bridgeport, the Town of Mansfield, the City of Rock Island, and the Town of Waterville Growth Management Act. Commissioner Steinburg seconded and concurred the motion to approve.

B 136 P 641

Mark Kulaas:

A. Staff update on the Planning Commission Meeting.

B. Yahoo Japan server plan development planning permit will be issued next week.

Executive Session:

Commissioner Jenkins called for Executive Session at 10:41 AM for 10 minutes in accordance to RCW (42.30:110)(d) for Contract Litigation, Commissioner Steinburg seconded the Call for Executive Session. At 10:51 AM the Vice Chair called to end Executive Session with no action taken.

IV. 10:55 AM Consent Agenda

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

Payroll for the Month of January 1-31, 2018.

NET PAYROLL January 1 - January 31, 2018

February 5 2018	Voucher/Warrant Numbers	Total Amount
Check Reconciliation	61015-61022	\$ 7,406.94
Direct Deposit	ACH	\$ 604,992.90
		\$ 612,399.84

Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00311631-00311788	\$135,290.43
2.	ACH	80003780-80003782	\$683,308.90

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, February 7, 2018 at the Douglas County Courthouse, Waterville, Washington.

FEBRUARY 7, 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, February 12th, 2018 at the Douglas County Courthouse, Waterville, Washington.

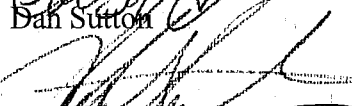
The minutes are hereby read and approved.



BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON



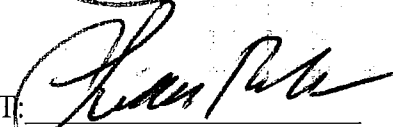
Dan Sutton Chair



Kyle Steinburg Vice-Chair



Steven D. Jenkins Member

ATTEST: 

Tiana Rowland, Deputy Clerk of the Board