

**BOARD OF COUNTY COMMISSIONERS PROCEEDINGS**

**DECEMBER 2, 2019**

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

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

**II. 08:32 AM The Board Met with Administrator Jim Barker.**

**1. Staff Report Administrator**

**Jim Barker, Administrator:**

A. Review of conduit within the Town of Mansfield sidewalks, the conduit was installed too shallow and needed to be placed in depth deeper.

B. Approval of purchase for a scissor lift in the amount of \$6,300 with 52 hours GS1930 2017 model.

C. The Board of Commissioners are in agreement to all participate in the Interviews for Planning and Economic Development Director.

**III. 09:10 AM Public Hearing Resolution**

**CE 19-53B**

**Budget Amendments**

*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.*

**Present**

**No Public Present**

Recommendation provided to the Board by Chief Financial Officer Karen Goodwin, outlining the budget amendment from the approved 2019 budget and the expenditures from 2019.

**Motion:**

Commissioner Sutton moved to approve resolution CE 19-53B 2019 budget amendments, Commissioner Straub seconded the motion to approve, and Commissioner Steinburg concurred.

**B 137 P 870**

DECEMBER 2, 2019 CONTINUED

IV. 09:15 AM Public Hearing: Budget Hearings

CE 19-54B&TLS 18-51B

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.

**Present**

No Public Present

Chair opened the continued public hearing, and then turned the hearing over to Chief Financial Officer Karen Goodwin. Reviewed the presented budget.

The Board of Commissioners deferred to make a blanket motion for all budget hearing items.

1. Resolution CE 19-56 2020 Revenue Sources, Current  
Expense Tax Levy increase by inflation factor  
B 137 P 871
2. Resolution TLS 19-53 2020 Revenue Sources, Setting 2020  
County Road Tax Levy increase by inflation factor  
B 137 P 872
3. Resolution CE 19-54B and TLS 19-51B Adoption of the Final 2020  
Douglas County Budget  
B 137 P 873

**Motion:**

Commissioner Straub moved to approve the Levey and Budget items as presented and provided to the Board. Commissioner Sutton seconded the motion and Commissioner Steinburg concurred.

V. 09:30 AM Final Subdivision Approval P 2017-02 East Haven

**Motion:**

Commissioner Straub moved to approve the East Haven Subdivision Plat, Commissioner Sutton seconded the motion to approve, and Commissioner Steinburg concurred.

1) Notice of Public Hearing

TLS 19-57A

**Motion:**

Commissioner Sutton motioned to approve the notice of public hearing set for Tuesday, December 17, 2019 at 9:00 AM to establish interim controls for the North End Wenatchi Landing Overlay District, Commissioner Straub seconded and Commissioner Steinburg concurred.

B 137 P 874

DECEMBER 2, 2019 CONTINUED

VI. 09:45 AM Public Hearing Ordinance TLS 19-19-52B

*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

**Curtis Lillquist, Principal Planner:**

Staff report given, recommendation to approve the Capital Facilities Plan.

**Motion:**

Commissioner Sutton moved to adopt Ordinance TLS 19-19-52B the Douglas County Capital Facilities Plan, Commissioner Straub seconded and Commissioner Steinburg concurred.

B 137 P 875

VII. 10:00 AM Consent Agenda

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

- 1) Transfer of Funds \$561,950.00 Land Use #001 to Building Services #403 CE 19-57  
B 137 P 876
- 2) Transfer of Funds \$40,000 Trial Court Fund#165 to Local Gov. Fund #155 CE 19-58  
B 137 P 877
- 3) Transfer of Funds \$1,500,000.00 Non-Departmental #001 to Jail Fund #176 CE 19-59  
B 137 P 878
- 4) Transfer of Funds \$830,000.00 CAPP Fund #122 to County Road Fund #119 TLS 19-54  
B 137 P 879
- 5) Transfer of Funds \$50,000.00 County Road #119 to Emergency Reserve #115 TLS 19-55  
B 137 P 880
- 6) Transfer of Funds \$29,000.00 Host Fee Fund #171 to Building Services #403 TLS 19-56  
B 137 P 881
- 7) Appointments of Commissioners Boards and Committees CE 19-04B  
B 137 P 882
- 8) Approved Schedule of Holidays  
B 137 P 883
- 9) Declaration of Storm Water System Maintenance Restrictions and Covenants 19<sup>th</sup> St.  
B 137 P 884 City of East Wenatchee



**10) Vouchers**

		<b>Check Numbers</b>	<b>Total Amount</b>
<b>1.</b>	<b>Vouchers</b>	<b>00332574-00332643</b>	<b>\$92,188.99</b>
<b>2.</b>	<b>ACH</b>	<b>80005091</b>	<b>\$48,058.41</b>

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, December 3, 2019 at the Douglas County Public Services Building, East Wenatchee, Washington.

**DECEMBER 3, 2019**

The Board of County Commissioners met in regular work session at the Douglas County Public Services Building, East Wenatchee, Washington. Commissioners Steinburg, Sutton, and Straub were present, and Clerk of the Board was present.

**I. 08:32 AM Pledge of Allegiance and Call to Order.**

**II. 08:33 AM The Board Met with Administrator Jim Barker.**

**1. Staff Report**

**Administrator**

**Jim Barker, Administrator:**

A. Discussion ensued regarding recent accident on SR 28 on Beebee Bridge, State Patrol was diverting traffic up McNeil Canyon, however this road has been closed during the winter months. Staff will be following up with State Patrol

**III. 08:44 AM The Board Met with HR Director Dayna Prewitt.**

A. Review of position approval for the Coroner assistant, discussion on salary range at 14. This will need to go before the reclassification personnel committee.

B. Additional Deputy Prosecuting Attorney position was approved.

C. Reclassification of Deputy Prosecuting Attorney

D. Review of approved positions with the 2020 budget.

E. Review of the Economic Development Director candidates and interview process.

F. Board reviewed the Drug and Alcohol Policy for Commercial Driver Licenses holders, federal mandate requirement change.

**DECEMBER 3, 2019 CONTINUED**

G. Discussion ensued regarding the Paid Family Medical Leave Act compared to the Family Medical Leave Act and County responsibility for payment. The State has not determined if payment of benefits is required. Recommendation with the new policy updates to remove the shared leave option with the County due to the employee's option for Paid FMLA.

**IV. 09:31 AM The Board Met with Land Services Director Mark Kulaas.**

A. Waiting to hear back from Ecology on the DFW comments for the Shoreline Master Plan updates with the County, anticipated meeting to come.

B. Request for contract extension with Anchor QEA for periodic review portion of the Shoreline Master Plan updates.

C. There will be three plat review for the Planning Commission on Wednesday December 19<sup>th</sup> meeting.

**10:35 AM Return to HR Director**

A. Discussion ensued regarding open public meeting for interview process. Candidates will be contracted and made aware of the interview format.

**10:38 AM The Board Met with District Court Judge Eric Biggar.**

A. Discussion ensued regarding the substitution of council for Woods and Bragdin for indigent defense, Judge Biggar followed up with Chelan County District Court Judges they had no reservation. Judge Biggar is in agreement to allow for the substitution of council. Titus and Gower will be taking over the management of the contract.

B. Update to the Board on the Bridgeport Annex courtroom, there are safety concerns for security of the courtroom as it is small. The solution will be to move the Law and Motion calendar will be to East Wenatchee one day per month. Infraction calendar via video conference will be occurring in Bridgeport.

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, December 4, 2019 at the Douglas County Courthouse, Waterville, Washington.

DECEMBER 4, 2019

There were no appointments scheduled, no session was held. There being no further business, the Clerk of the Board in accordance with RCW 42.30.90 adjourned for the Board of County Commissioners to meet again on Monday, December 9, 2019 at the Douglas County Public Services Building, East Wenatchee, Washington.

The minutes are hereby read and approved.



BOARD OF COUNTY COMMISSIONERS  
DOUGLAS COUNTY, WASHINGTON

  
\_\_\_\_\_  
Kyle Steinburg Chair

  
\_\_\_\_\_  
Dan Sutton Vice-Chair

  
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Marc S. Straub Member

ATTEST:   
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Tiana Rowland, Clerk of the Board