

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

OCTOBER 14, 2019

The Board of County Commissioners met in regular 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. 08:30 AM Pledge of Allegiance and Call to Order.

II. 08:31 AM Chelan Douglas Developmental Disabilities Budget Meeting.

Present: Chelan-Douglas Developmental Disabilities Tamara Burns, Administrator
Jim Barker, and Chief Financial Officer Karen Goodwin.

- A. Review of budget, no additional cost request only increase in revenue from State Grant Contract.
- B. Review of service provider contracts for renewal. Approval will be granted by the Board tomorrow.

III. 08:48 AM The Board Met with Human Resource Officer Dayna Prewitt.

- A. Update to the Board on Personnel Committee meeting, Prosecuting Attorney request to increase step range for Deputy Prosecuting Attorneys, as well as salary adjustment for Prosecuting Attorney based off the allocation from the state. Human Resource Officer is looking in to neighboring counties coroner technician positions and comparable salaries. Assistant Chief Financial Officer position request. County Engineer, requesting salary increase for assistant county engineer. Chief Clerk step increase for the Clerk's office.

IV. 09:44 AM Transportation Land Services Budget Meeting.

ER&R:

Present: Dell Mires ER&R, Scott Reiman Road Super Intendant, Administrator Jim Barker, and TLS Accountant Phil Young.

- A. Review of ER&R Budget request for additional truck purchase, Board would like department review to prioritize needs of equipment, capital facility, versus need for additional personnel.

Storm Water Utility:

Present: Assistant County Engineer Jennifer Lange, Administrator Jim Barker, and TLS Accountant Phil Young.

- A. Review of expenditures, revenue and account balances. Review of projects for stormwater drainage planned for 2020.

B. Update to the Board on Road Q, in Rudd's Canyon fence encroachment in the county right of way. Property owner was contacted, initial comments were the fence will be moved, however property owner is requesting county crews to slow down when plowing. Staff has prepared a response letter to the property owner that the fence is encroaching and any damages will be at the expense of the property owner.

V. 10:41 AM The Board Met with County Administrator Jim Barker.

1. Staff Report

Administrator

Jim Barker, Administrator:

A. County Administrator approved CCD 29R lights for the interview room

B 137 P 791

B. County Administrator approved CCD 37 for the VFW pavers at the flag pavilion in the amount of \$6,152.84.

B 137 P 792

C. County Administrator approved CCD 01 for the courtroom and hearing room AV system.

B 137 P 793

D. Board of Commissioners approved Amendment No. 2 for MJ Neal Associates for architect and project management fees

B 137 P 794

E. Board of Commissioners approved NC Painting Bid estimate for painting and sealing the Douglas County Public Services Building in the amount of \$20,075.02 and an additional \$2,949.98 for building repairs associated with painting.

B 137 P 795

F. Update to the Board on livestock concern in the Bridgeport area regarding chickens.

G. County Engineer joined session to provide an update to the Board on traffic control and accident that occurred on Grant Road between Kentucky and the Airport. Driver was at fault due to inattention while turning in to Van Wells.

Minute Notation:

H. Board approved the transfer of designated funds for Stormwater management for 4th Street Road improvements for additional stormwater ditching and curb gutter and sidewalk.

2. Personnel

Administrator

Jim Barker, Administrator:

A. Discussion ensued regarding community economic director/planner for the County working in tandem with the consolidated Port District.

Minute Notation:

Board provided the County Administrator and Human Resource Officer the directive to begin developing the job description and salary range for the Economic Director Position whom will oversee the planning department.

With no further business, the Board of County Commissioners will meet again on Tuesday, October 15, 2019 at the Douglas County Courthouse, Waterville, Washington.

OCTOBER 15, 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. 08:28 AM The Board Met with Administrator Jim Barker.

1. Staff Report

Administrator

Jim Barker, Administrator:

A. 19th Street Law and Justice Center Boundary Line Adjustment Lot Description Board Approved signature authority granted to the Chairman of the Board to sign on the Board's behalf.

B 137 P 796

B. Historic review to the Board on the Elected Officials salary designation and proposed increase for the elected officials.

C. Review of County Administrator Notes from September 16 &17, 2019.

2. Personnel

Administrator

Jim Barker, Administrator:

A. Approved Personnel Request for Hire Forms: Transportation Department Inspector, Deputy Prosecuting Attorney.

B. Approved Personnel Payroll Change Forms: Corey Gorle, Travis Morley, Gabriella Sanchez, Tiana Rowland.

III. 09:08 AM The Board Met with Transportation Land Services.

Land Services:

1) Notice of Public Meeting: Flood Damage Prevention

TLS 19-47A

Motion:

Commissioner Sutton moved to approve the notice of hearing set for October 29, 2019 at 9:15AM to consider amendments to Douglas County Code Chapter 15.48 Flood Damage Prevention, Commissioner Straub seconded the motion to approve, and Commissioner Steinburg concurred.

B 137 P 797

Motion:

Commissioner Sutton moved to approve the final plat for subdivision P15-04: Maryhill Estates, Commissioner Straub seconded the motion to approve, and Commissioner Steinburg concurred.

Mark Kulaas:

A. Update to the Board on historical agricultural land for development purposes and the potential requirements of lead arsenic testing of soil for contamination imposed by the Department of Ecology.

Transportation:

Aaron Simmons:

1) Notice of Hearing

TLS 19-46A

Motion:

Commissioner Straub moved to approve the notice of hearing for the 2020-2025 Six year transportation improvement program to be held on October 29, 2019 at 9:00 AM, Commissioner Sutton seconded the motion, and Commissioner Steinburg concurred.

B 137 P 798
B 137 P 799 Report

- A. Staff report given.
- B. Deferral has been issued for the Rock Island Drive frontage improvement for Rockway Contractors.
- C. Update on Douglas Creek slide, crews were able to work last week to remove the debris.

IV. 10:05 AM Assessor’s Budget Meeting

Present: Assessor Jim Rudd, Administrator Jim Barker, and Chief Financial Officer Karen Goodwin.

A. Assessor request for salary review, CAMA cloud software subscription purchase request.

V. 10:18 AM Prosecuting Attorney Budget Meeting

Present: Prosecuting Attorney Edgar Gordon, Office Administrator Jenny Schlaman, Administrator Jim Barker, and Chief Financial Officer Karen Goodwin.

A. Request for Deputy Coroner position for the anticipated population growth and need for an Elected Coroner. Request for an additional Deputy Attorney position and review of salary increase in order to assist with retention of employees due to travel. Coroner election will be held in 2021 and taking office in 2022.

OCTOBER 15, 2019 CONTINUED

B. Request for when state funding increase for the Prosecuting Attorney position to be automatically increased/passed through on to the salary of the Prosecuting Attorney.

VI. 11:00 AM Superior Court Judge’s Budget Meeting

Present: Judge Brian Huber, Court Administrator Jo Jackson, Administrator Jim Barker, and Chief Financial Officer Karen Goodwin.

A. Request to move funding from the state for CASA to be administered by the Juvenile Department.

B. Due to Legislation and Supreme Court decisions there will likely be an increase in expert witness for court cases.

VII. 11:15 AM MIS Budget Meeting

Present: MIS Director Juan Sanchez, Administrator Jim Barker, and Chief Financial Officer Karen Goodwin.

A. Entry level help desk position was approved with the 2019 budget, however the position has not been filled. In 2020 the Director will be looking in to filling the position. Request for 6 month salary increase for training of new administrative director.

VIII. 11:30 AM The Board Convened as the Board of Equalization

1) Assessor’s Certificate of Assessment Rolls review

2) Assessor’s Certificate of New Construction value review

*Original documents maintained by Board of Equalization Clerk

IX. 11:57 AM Consent Agenda:

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

A. Board held discussion on Engineering rendering of the Douglas County Fire District 2, Engineering firm reached out to the Board regarding a status update, Staff is working with firm to meet code requirements.

1) Chelan Douglas Developmental Disabilities Service Provider Contracts

a. Eastmont Metropolitan Parks and Recreation Contract No. 2020-0012

B 137 P 800

b. Janis Flower Planning Dreams Service Provider

B 137 P 801

c. Brave Warrior Project Contract No. 2020-0006

B 137 P 802

OCTOBER 15, 2019 CONTINUED

d. North Central Educational Services District		Contract No. 2020-0007
B 137 P 803		
e. Tierra Village		Contract No. 2020-0010
B 137 P 804		
f. Elmview		Contract No. 2020-02
B 137 P 805		
g. Goodwill Industries		Contract No. 2020-04
B 137 P 806		
h. Able Opportunities		Contract No. 2020-0021
B 137 P 807		
i. Debra McLean		Contract No. 2020-0022
B 137 P 808		
j. Special Olympics City of Wenatchee Parks and Recreation		Contract No. 2020-0003
B 137 P 809		
k. Manson Park and Recreation District		Contract No. 2020-0007
B 137 P 810		
l. Mission Vista		Contract No. 2020-03
B 137 P 811		
m. Ambitions Community Support Services of Washington INC.		Contract No. 2020-01
B 137 P 812		

2) Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00330860-00330962	\$414,080.25
2.	ACH	80005016-80005017	\$379.59

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, October 16, 2019 at the Douglas County Courthouse, Waterville, Washington.

OCTOBER 16, 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, October 21, 2019 at the Douglas County Transportation Land Services Building, East Wenatchee, Washington.


The minutes are hereby read and approved.



BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON



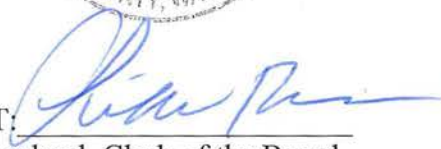
Kyle Steinburg Chair



Dan Sutton Vice-Chair



Marc S. Straub Member

ATTEST: 

Tiana Rowland, Clerk of the Board