

## BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

SEPTEMBER 30, 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 Probation Budget Meeting.**

Present: Probation Administrator Jack Murphy, Administrator Jim Barker, and Chief Financial Officer Karen Goodwin.

State's decision to remove funding for detention of truancy cases, this may potentially impact the funds received for the juvenile court. CASA invoicing and payment will be removed from Superior Court and assigned to the Juvenile department. Additional purchase of 4 laptops to allow for paperless operation. Approval granted for vehicle purchase in 2019 from state bid with Sheriff's Department for 2020 use. Martin Hall daily rate increase for 2020 will be \$155, transportation contract may see an increase due to employment changes within the Spokane area. There is currently plumbing issues within Martin Hall additional capital facilities funding request may be requested from the County.

**III. 09:00 AM The Board Met with the Wenatchee Valley Humane Society Dawn Davies.**

A. Request for funding increase of 3% in the amount of \$89,177.00 with a 2% additional increase each consecutive year for 2021: \$90,960.54 and 2022: \$92,779.75. Hiring of an additional control officer.

**B 137 P 778**

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

Commissioner Steinburg called for Executive Session at 9:12 AM for 20 minutes. In accordance to RCW (42.30.110)(g) for Personnel. The Chair called to end Executive Session ended at 9:20 AM with no action taken.

Commissioner Steinburg, Sutton, Straub, County Administrator, Civil PA Jim Mitchel, Clerk of the Board, Human Resource Officer Dayna Prewitt, and County Administrator Executive Assistant were present.

**IV. 9:23 AM The Board Met with Transportation Land Services.**

A. Update to the Board regarding the Douglas County Fire District Development 2 building permit for the new Fire Station development. Communication was sent to Frontier Communication to update utility lines during the 35<sup>th</sup> street paving and development process, Frontier Communication chose not to move forward with the relocation. The Fire District per the development code requirements with the County is required to move the utility lines, however Frontier is requesting movement occur at a cost to the DCFD2.

**V. 09:44 AM Solid Waste Budget Meeting**

Present: Solid Waste Director Becci Piepel, Administrator Jim Barker, and Chief Financial Officer Karen Goodwin.

Increase in revenue for state litter crew grant. Request for reclassification of Program Assistant position. Reduction in office administration fees, and additional fund request for purchasing of equipment replacement forklift needed.

**VI. 10:05 AM District Court Budget Meeting**

Present: District Court Judge Eric Biggar, Court Administrator Susan Jacobucci, Administrator Jim Barker, and Chief Financial Officer Karen Goodwin.

Request for additional \$2,500 in funding for courtroom metal detection scanner. Additional funds for increase in personnel position will be paid for half in by probation department and District Court budget the position would handle the administrative services tasks for the District Court probation department.

**VII. 10:15 AM WSU Extension Budget Meeting**

Present: WSU Extension Director Margaret Viebrock, Administrator Jim Barker, and Chief Financial Officer Karen Goodwin.

Salary increase of 3% for all positions. Increase in copier rental rate as new copy machine contract will need to be entered in to.

**VIII. 11:00 AM Sheriff's Budget Meeting**

Present: Sheriff Kevin Morris, Under Sheriff Tyler Callie, Tiffany Augustson, Sheriff's Administrative Assistant, Administrator Jim Barker, and Chief Financial Officer Karen Goodwin.

No anticipated revenue loss for 2020, Deputies will receive 4% increase in salary rate. Request for additional funding for investigation to allow for deputy to enter in to the Chelan-Douglas drug taskforce required \$43893.00 buying back in to the taskforce. There would be and additional \$25,000 in grant allocations from the taskforce, total cost would be \$126,000 per year for the position. Range and step increase for Chief Civil Deputy and Administrative Assistant.

**IX. 11:30 AM The Board Met with Administrator Jim Barker.**

**1. Staff Report**

**Administrator**

**Jim Barker, Administrator:**

A. HVAC System in the TLS building is no longer working and will need to be replaced. HVAC repair has been coordination for repair has occurred.

B. County Administrator approved the CCD for potholing identification of utilities for replacement of the connecting parking lot of the law and justice center and evidence storage facility.

**1) Approval of Veteran Relief Funds**

**DCVR Case #190902**

Douglas County Veteran Service Officer requested relief funds in the amount of \$3,960.08 Board is in agreement to provide final vote of approve the expenditure of funds via conference call tomorrow, October 1st, 2019 and delegated signature stamp authority to the Clerk of the Board.

**B 137 P 779**

At 12:00 PM The Board recessed for lunch, to reconvene at 1:00 PM at the Douglas County Public Services Building for a Special Joint Meeting with the Douglas County Fire District #2.

**X. 01:00 PM The Board Met with the Douglas County Fire District Number 2.**

A. Discussion ensued regarding the development permit for the NW Cascade Fire Station. The Fire District has experienced several delays during their review and permit process. Issue stems from Frontier Communication utility poles with in the County Right of Way needing to be relocated. Relocation expense would be incumbent upon the Fire District.

Request for sidewalk development to occur behind the utility pole, with landscape around the utility pole. Fire District states that the traffic flow on NW Cascade will not be significant enough to warrant the frontage improvement requirements.

Commissioner Sutton stated the North End Wenatchii Landing area will be further developed in the upcoming years, the impact to traffic and pedestrian use will increase along with development.

County previously communicated with Frontier to have the utility pole removed, Frontier indicated moving conduit underground however this did not occur.

The Board of Commissioners will work with staff to discuss an option if possible to allow for sidewalk development behind the utility pole. Erlandsen will provide rendering of landscape and sidewalk design. Staff added a pole on the property will also need to be relocated due to paving of road development to accommodate a turn lane. Fire District is aware of this additional pole relocation and anticipate moving the utility pole the spring 2020.

**B 137 P 780 attendance sheet**

At 2:15 PM the meeting adjourned.

With no further business, the Board of County Commissioners will meet again on Tuesday, October 1, 2019 at the Douglas County Courthouse, Waterville, Washington.

**OCTOBER 1, 2019**

There were no appointments scheduled, no session was held. Board delegated signature authority to the Clerk of the Board for Vouchers and Payroll approval.

**1) Vouchers**

		<b>Check Numbers</b>	<b>Total Amount</b>
<b>1.</b>	<b>Vouchers</b>	<b>00330439-00330516</b>	<b>\$377,997.26</b>
<b>2.</b>	<b>ACH</b>	<b>80004979-80004980</b>	<b>\$9,043.37</b>

**2) Payroll**

**NET PAYROLL**

**FOR: SEPTEMBER 1 - SEPTEMBER 30 2019**

PAY DATE OF:

<b>OCTOBER 4 2019</b>	<b>Voucher/Warrant Numbers</b>	<b>Total Amount</b>
<b>Check Reconciliation</b>	<b>62001-62012</b>	<b>\$25,728.99</b>
<b>Direct Deposit</b>	<b>ACH</b>	<b>\$638,923.50</b>
		<b>\$664,652.49</b>

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 Wednesday, October 2, 2019 at the Douglas County Courthouse, Waterville, Washington.

**OCTOBER 2, 2019**

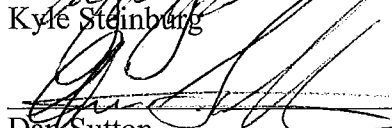
There were no appointments scheduled, no session was held. There being no further business, the Clerk of the Board in accordance with RCW 42.30.90 adjourned for the Board of County Commissioners to meet again on Monday, October 7, 2019 at the Douglas County Transportation Land Services Building, East Wenatchee, Washington.

The minutes are hereby read and approved.




BOARD OF COUNTY COMMISSIONERS  
DOUGLAS COUNTY, WASHINGTON

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

  
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Dan Sutton Vice-Chair

  
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Marc S. Straub Member

ATTEST:   
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Tiana Rowland, Clerk of the Board