

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

AUGUST 17, 2020

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

Administrator

Jim Barker, Administrator:

A. Approved payroll change notices: Rosa Silva, Cassidy Bartley, Kasey Mendall, Patricia Trapp, John Gormley, Annette Jester, Nathan Pate, Steve Van Lith, Robert Goodwin, Darrin Nelson, Josh Geisler, James Horan, Manuel Ramirez, Corey Corle, MacKenzie Jardine, Jennifer Biggar, Matt Scheibe, Jason Moore, Zach Horton.

B. Hector Rosa, retirement September 2021; District court judge is looking to potentially contract for translation services.

C. Update to the Board on Records and Risk Management temporary coverage.

2. Staff Report

Administrator

Jim Barker, Administrator:

A. Discussion held on the CARES Act funds, projects and allocation. County Administrator will have an update tomorrow.

B. Discussion on abandon vehicle at 3rd st. park and ride, Board is in agreement to move forward with towing as it is posted not to park.

C. Discussion held on M2 Consulting, Board would like to hold original contract agreement to not exceed original agreed upon amount.

D. Commissioner Straub moved to approve the rental rate increase for portable forklift/scissor lifts, Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

E. Review of proposed language for grant funding extension through the Regional Council for road projects and projects that will require extensive capital improvements.

F. The Board approved the flyer mailing and signage for the parcels within Kansas loop pertaining to education on parking within sidewalks due to reduced driveway setbacks for the development.

G. Approved purchase approval for Alpine Products in the amount of \$37,932.08.

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III. 09:03 AM The Board Held a Work Session on the Following Items:

A. Decant Facility Grant: Use of second street shop as proposed decant facility location, would require conditional use permit from the City of East Wenatchee. The County would seek grant funds, the parcel value could be used as the potential match for the project. Board would like to use the Pangborn Industrial Park as the Department of Ecology application site location rather than the second street location.

09:18 Commissioner Sutton was excused for an emergency management team meeting.

B. Review of Douglas County Code language for DCC 17.10 Preliminary Subdivisions, short subdivisions and binding site plans. Primary edits in section 17.10.040 for advance construction/model homes.

C. Review of Douglas County Code language for DCC 14.24 Code Enforcement and Penalties.

IV. 09:51 AM The Board Met with Undersheriff Tyler Caille.

A. Request to the Board on CARES Act funds, for the EMS within Mansfield and the Fire Districts. Request for assistance for retrofitting the ambulances with new stretcher anticipated cost to be \$60,000. The Board is in agreement to allow for the application of funds as long as the project meets the CARES Act requirement.

V. 10:20 AM The Board Held an Administrative Work Session.

A. Board is in agreement to carry over vacation due to COVID 19 impacts and many vacations being cancelled or payout of employee leave, Board would not like to penalize employees.

B. Social Media Campaign, to cover the fair barns and the 4H online auction for the fair.

C. Discussion ensued regarding the COVID 19 testing and support from the Department of Health and National Guard for testing and contact tracing.

VI. 10:49 AM The Board Met with Human Resource Officer Dayna Prewitt.

A. Request for direction on leave allowance for employees given the schools not reopening for the fall. The board would like to have an email out to the elected officials asking for which employees can have an alternate work schedule or teleworking and if it is anticipated leave needs are to change within the next 6 months.

B. Update to the Board on applications for open positions, and meeting with the union representatives scheduled on Wednesday this week.

VII. 11:31 AM The Board Met Amongst Themselves.

A. The Board approved sending Stormwater assessments to Armada collection agency for payment collection, the Board previously extended the deadline by an additional 2 months, delinquent property owners have been notified of payment needed three times.

With no further business, the Board of County Commissioners will meet again on Tuesday, August 18, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

AUGUST 18, 2020

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

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

1. Personnel

Administrator

Jim Barker, Administrator:

A. Approved payroll change notices: Phil Young, Becci Piepel, Jenny Schlaman, Dale Pray Interim facilities Coordinator, Patty Hall Maintenance II.

B. Review of staffing levels and backup for key essential positions. Need for stormwater and environmental engineer experience followed by a capital programs manager. Discussion held on assistant accountant needed for County Road and Current Expense.

2. Staff Report

Administrator

Jim Barker, Administrator:

A. Commissioner Straub provided an update regarding the Department of Health meeting from yesterday, discussion was held on other counties that are in a 1.5 reopening status to join the same business opening criteria as Chelan and Douglas counties. Gathered from the meeting is the State Department of Health is not anticipated to revert counties back to phase 1 or close.

III. 09:13 AM The Board Met with Transportation Land Services.

Aaron Simmons:

A. Update to the Board on 4th street construction project, anticipating paving to be done at the end of the month.

B. Project updates and grant applications.

C. Discussion ensued regarding stormwater infrastructure placement and final plat approval process.

Mark Botello:

A. Discussion on code enforcement position being filled, several applications have been received. The County will need to review contracts with the cities for code compliance as the position is filled.

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B. Update to the Board on potential lumber yard moving in to the County, planning is working with the Port District to review conditional permit requirements and potential code amendments for future development.

C. Staff is currently reviewing the fee schedule and cost comparison to other counties with cost recovery analysisist.

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

Attendees: Civil Prosecuting Attorney Jim Mitchell, Board of Commissioners, County Administrator, and Clerk of the Board.

Vice Chairman Straub called for executive session at 10:27AM for 20 minutes. Executive session ended at 10:40 AM with the no action taken.

Commissioner Sutton provided an update regarding his meeting with Governor Inslee and staff, request for contract extension on CARES Act use of funds.

10:46 AM Return to Administrator's Report:

A. Discussion on grading of the Sheriff's department tactical range, as work at Crane Orchard Road has completed early, the equipment and crew can be transferred to complete the site work by TLS crew. The Board is in agreement to have crews begin work on grader blading and spread of rock located on site.

B. Review of CARES Covid spending by the county. The Board is in agreement to allocate \$100,000 for the Chelan-Douglas Health District for covid relief response.

IV. 11:10 AM Consent Agenda:

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

1) Recommendation for Bid Award: Site Prep

Bishop Contracting

Motion:

Commissioner Steinburg moved to approve the recommendation to award the bid to Bishop Contracting for the NCW Fair site prep for the modular restroom.

Commissioner Straub seconded the motion and Commissioner Sutton concurred.

B P

2) Approved Transfer of Funds:

CE 20-55

\$280,975.00 from Current Expense non departmental #001 to Land Use Building Fund #403 per budget approval.

B P

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3) Approved Electronic Subscription Agreements- District Court

- a. Cozart Moreau law offices, PLLC
B P
- b. Radillo Law Firm, PLLC **B P**
- c. Robert Gower, Titus & Gower, PLLC **B P**
- d. Brizendre LLC **B P**
- e. Woods, Brangwin & Bratton, PLLC **B P**
- f. Chelan-Douglas CASA Program **B P**
- g. Fuller & Associates **B P**
- h. Olympic Credit Service Inc. **B P**

4) COVID Purchase Approval- Hand Sanitizer

5) Correspondence: Foster Creek Conservation District Update **B P**

6) Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00339621-00339701	\$220,247.13
2.	ACH	80005750	\$42,977.98

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, August 19, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

AUGUST 19, 2020

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, August 24, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

The minutes are hereby read and approved.



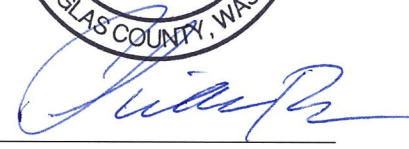
BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON



Dan Sutton Chair



Marc S. Straub Vice-Chair

ATTEST: 

Tiana Rowland, Clerk of the Board



Kyle Steinburg Member