

# BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

AUGUST 3, 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. 08:31 AM The Board Met with Administrator Jim Barker.**

**1. Staff Report**

**Administrator**

**Jim Barker, Administrator:**

A. Discussion held on the Washington State Department of Health coming to evaluate and assist the Chelan Douglas Health District with the recent increase in Coronavirus cases within the county.

**III. 08:35 AM The Board Met with County Engineer Aaron Simmons:**

B. Discussion ensued regarding the bonding model for the county for development. The Board determined there needs to be a consistent methodology applied to each development project. Discussion ensued regarding Sage Brooke Subdivision road improvement bonding cost the cost estimates are significantly less than the DCTLS staff cost estimates for the project. The Board would like to see a uniform standard applied to all bonding aspects for projects.

**IV. 09:00 AM The Board Met with xx/ Held a Work Session on Development Projects & Bonding. Adam Brisendine moved to Tuesday**

**V. 09:27 AM The Board Held a Work Session on the Following Items:**

**Code Enforcement Plan with DCSO:**

A. The plan is land services will have a code compliance officer, updates in Douglas County code, two letters will be sent then the information packet will be sent to the DCSO and the Sheriff's department will review the case and conduct their investigation. A deputy will be assigned investigation and observance of violation then contact will be made with the violator. The Deputy will then determine if a citation will be issued.

**VI. 09:38 AM The Board Met with Sheriff Morris.**

A. Update to the Board on the position vacancies, request for assistance with social media campaign assistance. Board is in agreement to publish on all County social media handles.

**AUGUST 3, 2020 CONTINUED**

B. Update to the Board on the need for a long term plan for housing of arrestees and inmates the development of a holding or jail facility is needed to meet the needs of the County. Short term plan the sheriff believes there is a need for 4 additional deputies in order to accommodate the transportation of arrestees from East Wenatchee area to Okanogan County jail, rather than booking with the CCRJ. \$135,000 per deputy. Discussion ensued regarding the cost for booking with CCRJ and anticipated projections for 2021.

**10:30 AM Return to Administrator's Report:**

**2. Personnel**

**Administrator**

**Jim Barker, Administrator:**

A. Approved Request for Hire: One Sheriff Deputy, Building Code Compliance Inspector, and step increase for Katherine Buckingham. As Commissioner Sutton is meeting remotely he requested use of his signature stamp for position.

**1) Approved Service Provider Contract**

**NCW Fair Auctioneer**

**B P**

**2) North West Cascades Notice to Proceed**

**B P**

B. Discussion on Current Expense Grader: The proceeds from the grader rental are used for the maintenance and operations. The air conditioning is out the estimated cost to repair is \$3,000. Discussion on Interlocal Agreement and transfer of asset to the Fire Districts. The Board is in agreement to pay for the repair through current expense funds, and remain in possession of the grader and continue rental to the Fire Districts.

C. Discussion with the Board on transparent and open negotiations, continued hearing will be held on August 25<sup>th</sup>. Consideration of including Board of Commissioners to attend the negotiations process, the Board does not believe this is the best process due to scheduling and decision making process would not be expedited as the entire Board would need to come to a consensus. The Board determined they would like to wait until January 1, 2021 to begin the amended agreed upon open negotiation process. The Board is not in favor of using the proposed federal mediation group.

**V. 10:30 AM The Board Held an Administrative Work Session.**

**Weekly Social Media Campaign:**

The Board would like to focus on the Sherriff's Office for this week covering the position availability and recent support for fire management.

**Regional Council Meeting:**

Discussion ensued regarding the proposed language amendment to extend the grant award for road project applications. Board is in agreement to provide proposed language at the Regional Council meeting. Approval of applications and memo for project requests.

## AUGUST 3, 2020 CONTINUED

### **Community Development Block Grant- Coronavirus:**

The Board would like to have the hearing set for the 18<sup>th</sup> of August. Clerk of the Board will draft grant and prepare documentation for the hearing.

With no further business, the Board of County Commissioners will meet again on Tuesday, August 4, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington

## AUGUST 4, 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. 08:31 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. Update to the Board on the facility maintenance Director's resignation.
- B. Approved payroll change notice and request for hire.
- C. Update to the Board on COVID Coordinator purchases and absence.
- D. Commissioner Sutton provided an update on potential CARES Act funding,
- E. Request for purchase of ER&R vehicle for surplus vehicle with snow plow from Yakima County. Board approved the purchase request.

**2. Personnel**

**Administrator**

### **Jim Barker, Administrator:**

A. Approved Request for Hire: Facilities Maintenance Coordinator, Seasonal Temporary Help Facilities, Cody Preugschar temporary grounds keeper.

**III. 08:50 AM The Board Met with Human Resource Officer Dayna Prewitt.**

- A. Request for amendment to resolution CE 20-18 pertaining to administrative leave request asking employees to stay home and use personal leave. As well as amendment to administrative leave for building closures following the CDC and Health Districts guidelines. Request for amendment to use the Board directed administrative leave as this can be reimbursable the families first leave would be used following the administrative leave. Resolution CE 30-25 would then be rescinded.

**AUGUST 4, 2020 CONTINUED**

**1) Amending COVID-19 Leave**

**Resolution CE 20-18B**

**Motion:**

Commissioner Straub moved to approved the amendment COVID-19 leave as presented,  
Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

**B P**

**2) Rescind Resolution CE 20-18**

**Resolution CE 20-25B**

**Motion:**

Commissioner Straub moved to approve the rescinding of resolution CE 20-18, Commissioner  
Steinburg seconded the motion, and Commissioner Sutton concurred.

**B P**

**IV. 09:00 AM The Board held a Work Session on Construction Bonding**

**Attendees:** Adam Brizendine, Aaron Simmons, Mark Botello, Charlie

- A. Adam provided perspective that the plat review process for approval and moving forward with the project on road development, goal is to allow for concurrent development and approval with bonding. Issues with bonding is developed and work is being out preformed and evaluation of unit pricing is evaluated stringently.
- B. The Board would like to ensure consistency is evaluated and in place for all projects. Using established metrics for developers can use when creating the bonding cost estimates. Completing a walk-through of the job site for evaluation will be an additional step taken by TLS staff.
- C. issues surrounding the storm pond requirements, no longer able to bond for storm pond track as it will be owned by the HOA. Response this could be due to the engineer needing to sign off on final completion phases of the project. Staff will review the department of ecology and Charlie to determine the current language requirements for engineer approval.

**V. 09:57 AM The Board Met with Prosecuting Attorney Edgar Gordon.**

- A. Board had a question on the notification of the COVID-19 related unattended death.

**VI. 10:09 AM Bid Opening: NCW Fair Site Prep for Modular Restroom.**

Cascade Central: \$50,901.00

Rudnick: \$47,877.81

Bishop: \$39,817.60 Bid Awarded  
**B P Bid Tabulation**  
**B P Bid**

**AUGUST 4, 2020 CONTINUED**

**VII. 10:20 AM Public Hearing**

**CE 20-45B & TLS 20-39B**

*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 Attendees
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**Staff Report Clerk of the Board:**

Review of county assets intended for surplus, recommendation to approve the items for surplus are presented to the Board.

**Public Comment:**

No Public Comment.

**Motion:**

Commissioner Steinburg moved to approve the motion for surplus, Commissioner Straub seconded and Commissioner Sutton concurred.    **B     P**

**VIII. 10:25 AM    The Board Met with Transportation Land Services.**

**Aaron Simmons:**

A. Discussion ensued on support for development projects moving forward.

**1) Amendments to Administrative Settlement for ROW**

**TLS 20-38B**

**Motion:**

Commissioner Straub moved to approve the rescinding of resolution TLS 20-30 and adopting resolution TLS 20-30B, Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

**B     P**

**2) Lease Renewal with Auvil Fruit Company**

**Sand Stockpile**

**Motion:**

Commissioner Steinburg moved to approve the renewed lease agreement with Auvil fruit company, Commissioner Straub seconded the motion, Commissioner Sutton concurred.

**B     P     Auditor's AFN:3232919**

**3) Interlocal Agreement: Wenatchi Landing Sewer Expansion Project**

**Motion:**

Commissioner Straub moved to approve the interlocal agreement with the Douglas County Sewer District No. 1 for the Wenatchi Landing Project, Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

**B     P**

B. Discussion ensued regarding strategic and staffing for the county.

**AUGUST 4, 2020 CONTINUED**

- C. Discussion on sidewalk pavement at 4<sup>th</sup> street, Board approved the \$7,000 construction change request for sidewalk improvements.
- D. Update to the Board on contractor agreement with developer for Spanish Castle.
- E. Update to the Board on the Department of Ecology audit.

**Mark Botello:**

- A. Update to the Board on the small business CARES Act grant opportunity.
- B. Update on staffing and planning review with evaluation of code.

**Minute Notation:**

- C. Request for approval of investing the funds deposited for the Badger Mountain Solar Project, fund number 403. Funds are intended for permit fees associated with the application process. Board is in agreement to allow funds to be invested.

**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.

Chairman Sutton called for an executive session at 11:35 AM for 30 minutes. Executive session ended at 11:50 AM with no action taken.

**IX.. 12:10 AM Consent Agenda:**

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

- 1) **Approved Second Payment Request: NCW Fair** **San's Construction**  
B      P
- 2) **Approved Statutory Warranty Deed to John Housden** **Packwood Cemetery**  
B      P
- 3) **Signature authority granted to Jack Murphy** **BECCA Grant**  
B      P
- 4) **Vouchers**

		<b>Check Numbers</b>	<b>Total Amount</b>
<b>1.</b>	<b>Vouchers</b>	<b>00339151-00339215</b>	<b>\$234,839.74</b>
<b>2.</b>	<b>ACH</b>	<b>None</b>	<b>\$0.00</b>

AUGUST 4, 2020 CONTINUED

5) Payroll

NET PAYROLL FOR: July 1 - July 31 2020

PAY DATE OF:

August 5 2020	Voucher/Warrant Numbers	Total Amount
Check Reconciliation	62494-62508	\$23,779.60
Direct Deposit	ACH	\$656,024.78
		\$679,804.38

ACH Check Numbers: 80005695-80005715 in the amount of \$402,454.58

AP Check Numbers: 00339085-00339150 in the amount of \$653,388.73

**\*Includes all applicable special purpose districts payroll that is processed by the Auditor's Office.**

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, August 5, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

**AUGUST 4, 2020 CONTINUED**

**AUGUST 5, 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 10, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

The minutes are hereby read and approved.

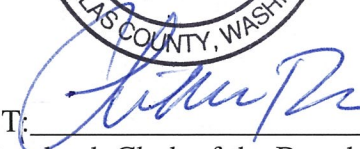


**BOARD OF COUNTY COMMISSIONERS  
DOUGLAS COUNTY, WASHINGTON**

  
\_\_\_\_\_  
Dan Sutton Chair

  
\_\_\_\_\_  
Marc S. Straub Vice-Chair

  
\_\_\_\_\_  
Kyle Steinburg Member

ATTEST:   
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Tiana Rowland, Clerk of the Board