

# BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

JULY 27, 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. 08:29 AM Pledge of Allegiance and Call to Order.**

**II. 08:30 AM The Board Met with Administrator Jim Barker.**

**1. Staff Report**

**Administrator**

**Jim Barker, Administrator:**

- A. Update to the Board on downed power lines at the NCW Fair, there was a tractor with a weeder attached the weeder caught the power line and pulled it down. The PUD has addressed the issue and the power line is repaired.
- B. Photo provided of the NCW Fair barn fronts, the barns have been updated and painted.
- C. Approved request for temporary hire NCW Fair-for installed insulation.
- D. Update to the Board on recent road accidents.
- E. Update to the Board on current COVID-19 and pending cases for the County. Deep cleaning protocol has been established, and facilities cleaning operations.
- F. Discussion ensued on the deadline for the expenditure of the CARES Act funding. There has been discussion the Governor may extend the deadline and provide additional funding from the State's CARES Act reserve.
- G. Board approved large air conditioning units to be purchased for the Lions Den for use of the Superior Court Jury room. This will allow the contractor to focus their efforts on the air conditioning installation.

**III. 09:00 AM The Board Met with Undersheriff Tyler Callie.**

- A. Update to the Board on overtime and cost expenses.
- B. Recent Fire has been approved by FEMA for FMAG approval and funds.
- C. Update on COVID cases within the office. Caleb Reynolds has provided resignation September 17<sup>th</sup>. Request for authorization for move forward with replacement. Board approved.
- D. Polycom and TV use at Bridgeport for District court, moving it to the sheriff's office location. Superior court would like to use the Polycom for the Court at the Community hall.

**IV. 09:27 AM The Board Met with Auditor Thad Duvall and Chief Financial Officer Karen Goodwin.**

- A. Review of expenditures and revenue compared to budget. **B P**
- B. Discussion held on the budget call for 2021 and final expenditure for 2020. Revenue and Expenses for the remainder of 2020 then 30 days after the conclusion of this provide proposed 2021 budget.

**1) Interlocal Agreement: Transfer of Voting Equipment**

**Auditor**

**Motion**

Commissioner Straub move to approve granting the County Auditor the signature authority for the interlocal agreement with the Chelan County Auditor for the transfer of equipment for election mail carts. Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

**B P**

**V. 09:45 AM The Board Met with Land Services Director Mark Botello.**

- A. The Board would like Mr. Botello to reach out to the Port District to decline their meeting invitation on August 5<sup>th</sup> to discuss the weatchi overlay district and designated use.
- B. Review of extension of Interim controls gravel road standards.
- C. Request for position to hire an additional associate planner for the department.

**VI. 10:05 AM The Board Met with Mayor Jerrilea Crawford.**

**Lori Barnett**

- A. Pre-annexation agreement with the City of East Wenatchee, Kentucky to the river from 3<sup>rd</sup> street is the plan currently for the City. Discussion on future planning to move east and the south with the city expansion, the county would like to anticipate the expansion for budgeting and transition of infrastructure with repayment agreement to the County.
- B. Discussion on the 2<sup>nd</sup> street complex as an option for the city to purchase meeting the needs for the public works. The City will consider the proposal.
- C. Discussion on communication to impacted property owners for the annexation discussion the benefits of incorporation to the City. The City will review funding allocation to the County via the proposed annexation agreement provided in 2018.

**VII. 10:55 AM The Board Met Amongst Themselves.**

- A. Discussion ensued regarding the pre-annexation agreement with the City of East Wenatchee.

**VIII. 11:08 AM The Board Met with County Engineer Aaron Simmons and Assistant County Engineer Jennifer Lange.**

- A. Consultant Agreement for Badger Mountain Road Alignment in the amount of \$367,883.00. Commissioner Steinburg does not want to extend the agreed timeline for the project till 2023, staff will follow up to reduce the timeline to match the bid proposal. Board is in agreement to use REET funds for the consultant agreement. Discussion on project scope.
- B. Update to the Board on current projects.
- C. Discussion ensued regarding setback requirements and variance granted for Stimac construction and the recent development on Kansas Loop. Constituent has contacted the county regarding ADA access due to parking within driveway/sidewalks. The allowance of the reduced setbacks was an adoption based off the City of East Wenatchee code amendments, as the development is located within the UGA. Staff will work towards responsive education of property owners.

**JULY 27, 2020 CONTINUED**

**IX. 11:40 AM The Board held an Administrative Work Session.**

**1) Fire Emergency Road Closure**

**TLS 20-40**

**Motion:**

Commissioner Straub moved to approve resolution TLS 20-40 for the requested by Fire District 2 for road closures due to fire danger, Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

**B P**

A. Discussion held on CDBG Covid grant funding for use in funding the health district for relief for the incident command team and allowing for personnel to return back to permit review and approval. Anticipated funds in the amount of \$102,360.

B. Weekly social media campaign: Board would like to have the small business grant awards via the CARES ACT to be featured.

With no further business, the Board of County Commissioners will meet again on Tuesday, July 28, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington

**JULY 28, 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. 08:28 AM Pledge of Allegiance and Call to Order.**

**II. 08:29 AM The Board Met with Administrator Jim Barker.**

**1. Staff Report**

**Administrator**

**Jim Barker, Administrator:**

A. The Aging and Adult Care has requested an additional month for their lease agreement for storage at the 2<sup>nd</sup> street complex. The Board is in agreement to grant the request for a month extension at no cost to Aging and Adult Care.

B. Approved Associate Planner position posting.

C. Notice to proceed with the HVAC system at the NCW Fair grounds with North Cascades Heating and Air Conditioning, Inc. Air conditioning units have been purchased for the Lion's Den.

D. Update to the Board on law and justice center damage to the restroom, Halme construction is on site this morning to begin work. Update on roofing claim, the insurance company is still reviewing.

E. Update to the Board on downed wiring at the NCW Fair, wiring impacted the fair office and now needs to be updated to 2020 specifications. There are issues with the point of connection and fiber internet. Discussion ensued on having wiring to terminate at a panel junction.

**JULY 28, 2020 CONTINUED**

F. COVID purchase requests and update from the Department of Commerce if projects cannot be completed due to building closures for COVID outbreaks, Commerce response was if the project can not be completed during the specified deadline for use of CARES Act funds then an alternate revenue source should be identified.

G. Discussion ensued regarding having a pool of business grant applications ready for approval if there are remaining funds available from the CARES Act.

H. Review of Stimac Sutton Place cottage development with variance of front yard and sidewalk setback.

**2. Personnel**

**Administrator**

**Jim Barker, Administrator:**

A. Approved payroll change notices: Tim Sampson.

B. Approved request for hire: Associate Planner.

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

**1) Central Washington Asphalt**

**Crane Orchard Road**

**Motion:**

Commissioner Straub moved to approve the agreement with Central Washington Asphalt for paving of Crane Orchard Roads, Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

**B P**

**2) Contractor Agreement: SCJ Alliance**

**Badger Mtn. RD. Realignment**

**Motion:**

Commissioner Steinburg moved to approve the consultant agreement with SCJ Alliance with the amended timeline for the project to 2021 for the Badger Mountain Road realignment project. Commissioner Straub seconded the motion to approve, and Commissioner Sutton concurred.

**B P**

**3) Interim Private & Gravel Road Standards**

**ORD TLS 20-05-36B**

**Ref ORD TLS 19-14-37B**

**Motion:**

Commissioner Steinburg moved to approve the ordinance extending the interim private and gravel road standards for an additional six months, Commissioner Straub seconded the motion to approve, and Commissioner Sutton concurred.

**B P**

**JULY 28, 2020 CONTINUED**

**IV. 09:52 AM The Board Met with Sheriff Morris and Land Services Director Mark Botello.**

- A. Discussion ensued regarding code enforcement within the county. The Sheriff's concern is investigation and observation of infraction needs to occur first. The Sheriff's perspective is communication and education first requesting compliance then following up as necessary with issuing infractions, infractions will not be issued by the Sheriff's office solely based off the letter and request from the code compliance employee with the Land Services Department. Commissioner Steinburg would like to see communication to violator with clear expectation if the violation is not addressed then the Sheriff's office will become involved. The code enforcement employee would then ride along with the deputy for contact with property owner. The Board is in agreement to increase the deputy staffing for the Sheriff's office and use for the deputy services for case specific issues. Funds coming from current expense rather than land services.
- B. Request for assistance with enforcement of parking on the sidewalks of Kansas Loop for the Sutton Place development following no parking sign installation.

**Minute Notation:**

Board directive to staff to review code language to institute amendments to the code to include civil infractions.

- C. Board held discussion with the Sheriff on inmate housing for and potential transport of all arrestees to Okanogan County, the City of East Wenatchee has indicated their potential interest in partnering with the County for transport. The fee increases with Chelan County Regional Jail and the cost expenses for transportation with Okanogan County Jail will be evaluated by the Sheriff's office with a report back to the Board.

**V. 10:46 AM Staff Discussion on Current Projects.**

**VI. Consent Agenda:**

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

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|--|--|
| <b>1) Provider Contract: Ambitions</b>           | <b>Chelan Douglas Developmental Disabilities</b> |
| B     P  |  |
| <b>2) Provider Contract: Mission Vista</b>       | <b>Chelan Douglas Developmental Disabilities</b> |
| B     P  |  |
| <b>3) Provider Contract: Goodwill Industries</b> | <b>Chelan Douglas Developmental Disabilities</b> |
| B     P  |  |
| <b>4) Provider Contract: Tierra</b>              | <b>Chelan Douglas Developmental Disabilities</b> |
| B     P  |  |
| <b>5) Provider Contract: Elmview</b>             | <b>Chelan Douglas Developmental Disabilities</b> |
| B     P  |  |
| <b>6) Provider Contract: New Beginnings</b>      | <b>Chelan Douglas Developmental Disabilities</b> |
| B     P  |  |

**JULY 28, 2020 CONTINUED**

**7) North Central Educational Services District      Chelan Douglas Developmental Disabilities**  
**B      P**

**8) Vouchers**

		<b>Check Numbers</b>	<b>Total Amount</b>
<b>1.</b>	<b>Vouchers</b>	<b>00338901-00339070</b>	<b>\$716,190.48</b>
<b>2.</b>	<b>ACH</b>	<b>80005694</b>	<b>\$5,005.00</b>

**VII. 11:27 AM      Road Closure Due to Fire**

RiverCom called Transportation regarding a brush fire at Hwy 2 (MP 151) & Rd 2 NW and is requesting Douglas County close Rd 2 NW at the intersection with Hwy 2. Board approved the Road closure until the fire is contained.

At 12:00 PM The Board adjourned to meet again with Chelan County at 1:00 PM at the Douglas County Public Services Building, East Wenatchee WA.

**VIII. 01:01 PM      The Board Met with Chelan County Board of Commissioners**

**Attendees:**

Commissioners Sutton, Straub, Overbay, England, Chelan County Administrator Cathy Mulhall, Clerk of the Board Douglas County, Clerk of the Board Chelan County.

A. Meeting called to order.

B. Discussion ensued regarding personnel and staffing concerns for the Chelan-Douglas Health District.

1:31 Meeting adjourned.

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, July 29, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

**JULY 29, 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 3, 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

  
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Marc S. Straub Vice-Chair

  
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Kyle Steinburg Member

ATTEST:   
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Tiana Rowland, Clerk of the Board