

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

JUNE 15, 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. 08:30 AM The Board Met with Administrator Jim Barker.

1. Staff Report Administrator

Jim Barker, Administrator:

A. Approved expense voucher for disposable masks. The Board would like to have 15,000 disposable masks in stock for the county.

B. Update to the Board on County Administrator COVID-19 purchases.

C. Request for parking overflow at the seconded street complex for Northern Fruit Company packing shed due to increased workforce for cherry and apple harvest. The Board agrees to allow the second street complex to be used for overflow parking by Northern Fruit Company. Question raised if an indemnity clause is needed.

D. Coyote pups on the trail, both Fish and Wildlife and the Humane Society will not remove the mother and pups. Staff will monitor the situation as the pups may have moved out of the area.

E. Review of proposed purchases with the county COVID relief funds. Discussion on proposed assistance for farm worker housing. The Board would like to have external doors and lobby offices keyfob access at the Douglas County Public Services Building, the Board would like to have exterior of the Courthouse keyfob access then department specific lock to public access. This will allow for touchless access to the building in an effort to mitigate the spread of the COVID-19 virus.

B P Department of Commerce Response on approved purchases

F. Request for contract with Mitch Reiser to be on call for consultant services as needed.

Motion:

Commissioner Steinburg moved to approve the contract with M2Consulting, Commissioner Straub seconded, and Commissioner Sutton concurred.

B P

III. 09:02 AM The Board Met with the Washington State Auditor's Office.

A. Exit meeting for accountability audit review of management letter, no findings were made.

B P

B. Entrance meeting for the federal financial audit.

B P

JUNE 15, 2020 CONTINUED

IV. 09:45 AM The Board Met with County Auditor Thad Duvall.

- A. Review of proposed budget amendment for 2020. The Accounts payable position will not be filled for 9 months,
- B. Point of clarification on Auditor's office responsibility on tracking departmental budgets and representation of cuts. The Board would like to have continued budget monthly reports, the board would like to have overall percent bases, but have the departments determine which line items are expended.
- C. Update to the Board on grant process and project for the state auditor.

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

Attendees: Civil Prosecuting Attorney Jim Mitchell, Board of Commissioners, County Administrator, Auditor Thad Duvall, Chief Financial Officer Karen Goodwin, and Clerk of the Board.

Chairman Sutton called for executive session at 09:55 Executive session for 10 minutes, executive session was extended for an additional 5 minutes. Executive session ended at 10:10 AM with no action taken.

V. 10:08 AM The Board Met with Director Barbra Walters North Central Washington Regional Library Board of Trustees.

- A. Introduction to the Board and North Central Washington Regional Library program.
- B. Letter of resignation provided for Deborah Moore as Douglas County representative for the Board of Trustees. Request for Douglas County Board of Trustees representative. Public service announcement will be sent out to the media, posting on the county page and social media handles.
- C. Libraries are to be reopen in phase 3 of the Governor's safe reopening plan.

VI. 10:25 AM The Board held a Work Session on the Following Items.

Wenatchi Landing Overlay District:

- A. Update to the Board on the Land Services work shop with the City of East Wenatchee planning commission, the commission is in favor of moving forward with the district overlay for the landing area. The next steps is do hold a public hearing, then recommendation provided to the city council for approval.

Small Business Grant via CARES Act Relief Funds:

- B. Mark Botello provided the Board an update on the Port's first round of grant awards in the amount \$150,000 to local business. Evaluation and review of each applicant is occurring weekly, all applications will be reviewed by the Port Authority and the Land Services Staff.
- C. Update on Fraley request for SEPA application. SEPA environmental check list and review was requested by Mr. Fraley however it is not required for development area.
- D. Board held discussion on potentially selling the 10 acres of the urban industrial way parcel to new data development planning to construct at urban industrial way. Discussion also ensued regarding zoning and potential amendments for classification of use for that data center development.

Wenatchi Landing Sewer Project:

A. Paving of the Wenatchi Landing sewer project to complete full street improvements rather than half street improvements using the remainder of the grant funds available to the sewer project. The Sewer district bids were significantly lower than the grant funds available, the county will request for full street improvements until funds are expended from the grant.

Badger Mtn. Road Realignment:

A. Board is in agreement to provide the design and construction of the western road approach at the north end of the Badger Mountain Road realignment corridor in exchange for the property-owner's dedication of right-of-way for the approach and Badger Mountain Road. The approach will be designed in coordination with the property owner at 2320363001 and constructed to approximately the western end of each return.

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

Attendees: Civil Prosecuting Attorney Jim Mitchell, Board of Commissioners, County Administrator Jim Barker, Human Resource Officer Dayna Prewitt, and Clerk of the Board.

Chairman Sutton called for executive session at 11:35 Executive session for 20 minutes, executive session was extended for an additional 5 minutes. Executive session ended at 11:57 AM with no action taken.

VII. 11:58 AM The Board held an Administrative Session.

A. Review of Edge Water Estates CCR's, Lien assessment for the Water District formation for edge water estates. Board would like to have an increased repair fund balance and they will feel comfortable with moving forward with the hearing to form the water district.

**1) Interlocal Agreement: CARES Act-Small Business Grants Regional Port Authority
Motion:**

**Commissioner Straub moved to approve the interlocal agreement with the Regional Port Authority for the administration of the Douglas County small business grant program in the amount of 1 Million dollars via the CARES Act relief fund.
Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.
B P**

B. Review of the proposed amendments to the County's purchasing policies and procedures with the incorporation of federally contract provisions.

With no further business, the Board of County Commissioners will meet again on Tuesday, June 16, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

JUNE 16, 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. 08:30 AM The Board Met with Administrator Jim Barker.

1. Staff Report Administrator

Jim Barker, Administrator:

A. Approved Payroll change notices:

B. Review of updated proposed COVID-19 purchases discussion on the keyless entry for the Douglas County Courthouse. The Board is in agreement to exclude the HVAC, gator, and backhoe per the feedback from the State Department of Commerce the expenditures do not meet the intent of the grant award. Chief Financial officer stated her concern regarding the prefabricated restroom, as this is a capital project and documentation of justification is needed.

1) Procurement Policies and Procedures

Resolution CE 20-34 & TLS 20-34

Motion:

Commissioner Steinburg moved to approve the amendments to the purchasing policies and procedures, Commissioner Straub seconded the motion, and Commissioner Sutton concurred.

B P

III. 09:02 AM The Board Met with Transportation Land Services.

County Engineer Aaron Simmons:

A. Update to the Board on road crew maintenance projects.

B. Statements of qualifications will be received soon for Badger Mountain Road.

C. Mr. Beardslee joined the meeting via zoom and provided the Board an update of his client is no longer interested in pursuing a road vacation for lucky badger road.

D. Review of cuts and fills for the Pangborn industrial area.

Land Services Director Mark Botello:

A. Update on communication to the businesses awarded the small business grants via the CARES Act relief funds.

B. Comprehensive Plan amendment deadline is July 13, for transportation amendments with additional turn offs from Eastmont extension will need to be completed. This would be a Board sponsored amendment. Board is in agreement to move forward.

C. Proposed solar farm included 5,000 acres on the plateau, parcel owners are seeking the necessary permits and will then recruit developers for investments. FAA, Fish and Wild life will review the project and provide comments.

JUNE 16, 2020 CONTINUED

IV. 09:45 AM The Board Met with Ed Daling Fair Maintenance Manager via Phone Call.

1) Call for Bids CE 20-37A

Motion:

Commissioner Steinburg moved to approve the call for bids for a prefabricated restroom bids due June 30, 2020 at 10 AM, Commissioner Straub seconded the motion and Commissioner Sutton concurred.

B P

V. 10:00 AM Consent Agenda:

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

1) Allocation of Funds: Host Agreement CE 20-35

Motion:

Commissioner Straub moved to approve the allocation of funds per the Waste Management Second Amendment to the Host Agreement, Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

B P

2) Issuance of County Credit Card: COVID Coordinator CE 20-36

Motion:

Commissioner Steinburg moved to approve the issuance of a county credit card to the COVID coordinator with the credit limit of \$4,000 until October 31, 2020, Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

B P

3) Liquor License Approval Eagle Rock Cafe

B P

4) RoverCom: Signature Authorization Form Approved

B P

5) RiverCom: SECO Coordinator Agreement

Allocation of \$34,627 contract period July 1, 2020-August 15, 2021.

B P

6) Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00337960-00338072	\$192,207.22
2.	ACH	80005598-80005601	\$41,132.87

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, June 17, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.


JUNE 17, 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, June 22, 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



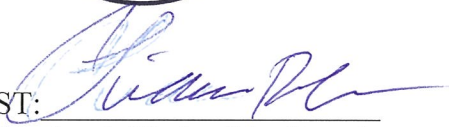
Dan Sutton Chair

Excused

Marc S. Straub Vice-Chair



Kyle Steinburg Member

ATTEST: 

Tiana Rowland, Clerk of the Board