

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

JUNE 29, 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. 08:33 AM Pledge of Allegiance and Call to Order.

II. 08:33 AM The Board Met with Administrator Jim Barker.

1. Staff Report

Administrator

Jim Barker, Administrator:

- A. Board is in agreement to allow for the contract extension with Aging and Adult Care for office equipment storage at the County second street facility location.
- B. Superior Court is looking to host court at the community hall located on the NCW Fairgrounds due to COVID 19, however there are no air conditioning or heating units at the community hall. County Administrator will have an update on cost estimate and courts on holding court at the community hall.
- C. Discussion ensued regarding if all designated funds from the CARES Act for small business grants are not used, reallocating the funds to other county needs. Board will consider a deadline for expense date later this month.
- D. Discussion held on allocation of remaining funds for CARES Act for AG farm housing for IQ facility. Board is in agreement to allow for any remaining contentment cares funds to be used for either H2A IQ housing or PPE needs for the agriculture community.
- E. Review of administrative approved COVID purchases, and small business emergency grants.
- F. The Board would like to have downed tree removed and not split and sold at the Fair auction.
- G. Discussion with County Engineer on roadway improvement schedules for the annexation agreements. The Board is in agreement to leave it at the discretion of the county engineer to review and incorporate as needed the road and bridge maintenance requirements of the annexation agreements with the City of East Wenatchee.
- H. Update to the Board on vandalism on south Mary construction site for Selland, there were drill holes in the pipeline when tested there was no pressure read.
- I. Clerk of the Board provided an update Mayor Crawford with the City of East Wenatchee would like to reschedule the pre-annexation meeting until July 27th.

III. 09:18 AM The Board Met with Transportation Land Services.

Land Services:

- A. Update to the Board on Hearing Examiner meeting, Maryhill estates, and Edge Water Estates plat approval occurred.
- B. Discussion ensued regarding the code enforcement issues, staff will work with the Sheriff's Office on formulating a use of service for delivering notices. Staff will be reviewing code for updates and looking to incorporate penalties.

JUNE 29, 2020 CONTINUED

Transportation:

- A. Sun Cove HOA has requested to shut down Sun Cove Road down for an hour to host a 4th of July parade. Fire District 4 would participate in the parade. Board is concerned with access for emergency response. Commissioner Straub will be reaching out to the HOA manager and the District 4 fire chief.

IV. 09:56 AM The Board Met with SCJ Alliance.

Baker Flats Industrial Area Transportation Alternatives Presentation:

- A. Increased industrial zone areas will cause an increase in traffic flows at Cascade avenue and Enterprise off the highway.
- B. The Board will need to review rezoning and SEPA conditions for future industrial land designation

B P *Report and Presentation Handout*

V. 11:02 AM The Board Met with the East Wenatchee Sewer District.

- A. Discussion with the sewer district on the sewer expansion project and paving of 27th street through 35th street of NW Cascade street. The Board of County Commissioners provided the proposal of rather than road repairs for sewer expansion/installation but to expand the scope to include additional paving of full roadway length rather than patch repairs. This would allow for continuity of roadway alignment in order to establish infrastructure for future anticipated development.
- B. The sewer district bid was substantially less than the grant award, however the sewer district is running in to issues with change orders for the depth needed to trench under the stormwater lines. The sewer district would like to allow for as much partnership as possible to allow for pavement and roadway improvements.

VI. 12:04 AM The Board held a Work Session on the Following Items.

- A. The Board would like to hold a work session with the Sheriff to discuss the code enforcement position and partnership.

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

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

Chairman Sutton called for executive session at 12:25 PM for 30 minutes. Executive session ended at 12:36 PM with no action taken.

With no further business, the Board of County Commissioners will meet again on Tuesday, June 30, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

JUNE 30, 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. Review of state, county, and special purpose district sales tax allocation.

1) Keyhole Security Final Closeout

Motion:

Commissioner Straub moved to approve the final close out of the Keyhole Security contract for the law and justice center security access and controls, Commissioner Steinburg seconded the motion, and Commissioner Sutton concurred.

B P

B. Update regarding the Health District Administrator, the Director Barry Kling resigned the Board has appointed Bruce Buckles in the interim.

2. Personnel Administrator

Jim Barker, Administrator:

A. Approved Payroll change notices: Judd Jones, Robert Mires, Dell Mires.

III. 08:55 AM The Board Met with Land Services Director Mark Botello.

A. Update to the Board on the Health Districts delay in permit processing due to COVID-19, the department is currently 2 weeks behind in the review process.

B. Update to the Board on CDBG block grants \$370,000 for COVID related expenses. Target is to reach small micro businesses, grant funds are Chelan-Douglas wide.

IV. 08:58 AM The Board Met with County Engineer Aaron Simmons.

1) Right of Way Procedures Approval

Motion:

Commissioner Straub moved to approve the County's right of way procedures, Commissioner Steinburg seconded the motion, and Commissioner Sutton concurred.

B P

2) Bid Award: Central Washington Asphalt

Crane Orchard Road

Motion:

Commissioner Steinburg moved to approve the bid award to Central Washington Asphalt for the Crane Orchard Road paving project, Commissioner Straub seconded the motion and Commissioner Sutton concurred.

B P

- A. Staff report, review of current projects.
- B. Discussion on short plat approval being signed off by a surveyor. The county does not have a surveyor on staff, county code requires approval by county surveyor for plat approval. The Board is in agreement to have a letter of exception to allow for County Engineer to approve the short plats in the interim until a code amendment can be adopted. Staff will present this letter next week.
- C. Discussion ensued regarding the paving for the sewer district sewer expansion project.
- D. Primitive road standards interim controls, extension needed. Work session will be held next week.

V. 9:40 AM Consent Agenda:

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

1) Appointees to Chelan Douglas DD Board

CE 20-37,38,39,40

Motion:

Commissioner Straub made a blanket motion to approve the recommendation of appointees to the CDDD Board as presented, Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

- | | | | |
|----------|----------|----------------------------|-----------------|
| B | P | <i>Alicia Finn</i> | CE 20-37 |
| B | P | <i>Christine Mickelson</i> | CE 20-38 |
| B | P | <i>Natalie Noyd</i> | CE 20-39 |
| B | P | <i>Nichole Johnson</i> | CE 20-40 |

2) Notice of Hearing: Water District Formation

CE 20-35A

Motion:

Commissioner Steinburg moved to approve the notice of hearing for Double D Vineyards, LLC application for the formation of a Water-Sewer District set for *Tuesday, July 14, 2020 at 9:00 AM*, Commissioner Straub seconded, and Commissioner Sutton concurred.

B P

3) Emergency COVID-19 Contract for Contractor Services

Auditor

Motion:

Commissioner Straub moved to approve the agreement with Ridgeline Construction, Inc. for the election ballot room project funds for the project are from the Elect CARES fund. Signature authority granted to the County Auditor Thad Duvall for contract execution. Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

B P

4) Emergency COVID-19 Access Control Work

Public Services Bldg.

Motion:

Commissioner Straub moved to approve the agreement with Keyhole Security for touchless keyfob entry in to the Douglas County Public Services Building CARES Act Funds will be used for the project. Signature authority granted to the County Administrator James Barker for contract execution. Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

B P

5) Emergency COVID-19 Access Control Work

Courthouse

Motion:

Commissioner Straub moved to approve the agreement with Keyhole Security for touchless keyfob entry in to the Douglas County Courthouse CARES Act Funds will be used for the project. Signature authority granted to the County Administrator James Barker for contract execution. Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

B P

6) Coronavirus Guideline for Farmworkers

Correspondence Sent

7) Approved Purchase Forms:

- a. Fog Seal Materials \$427.79/Ton
 - b. District Court Touchless Signature Pads \$3,128.53
 - c. Administrator Approved COVID Purchases \$32,417.21 total 6/1/20-6/26/20
- TLS
COVID

8) Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00338308-00338386	\$216,296.17
2.	ACH	80005650	\$179.39

VI. 10:00 AM Bid Opening

CE 20-36A

1) Bid Opening

NCW Fair Precast Restroom and Shower

Bids Received:

CXT: \$271,713.97

Motion:

Commissioner Steinburg moved to approve the bid from CXT, Commissioner Straub seconded the motion and Commissioner Sutton concurred.

A. Discussion ensued regarding proposed air conditioning and heating at the NCW Fair grounds community hall.

B. The Fair house remodel is underway, the windows, new doors, restroom, and painting has occurred.

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, July 1, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

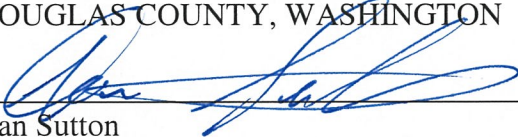
JULY 1, 2020

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, July 6, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

The minutes are hereby read and approved.



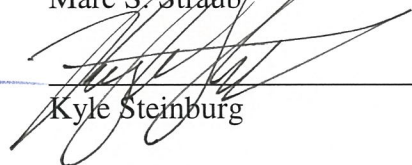
BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON



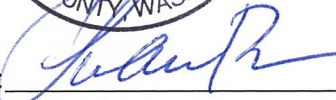
Dan Sutton Chair

excused

Marc S. Straub Vice-Chair



Kyle Steinburg Member

ATTEST: 

Tiana Rowland, Clerk of the Board