

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

JUNE 22, 2020

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

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. Edgar Gordon joined the meeting, request for clarification on the Department of Commerce CARES Act funding. Treatment of assets, Department of Commerce will be entitled to all of the purchased items. Use of funds for furloughed employees, recommendation this is not allowable compared to the neighboring counties/cities plan to use funds to recuperate costs. Use of funds for position dedicated to COVID related coordination is allowable as this is not the employee's primary responsibilities and dedication of funds is used toward COVID expenditures. Use of funds for access to the courthouse building keyless entry limiting public access to facilities and minimizing exposure for employees.
- B. Discussion ensued regarding farm worker housing for agriculture isolation and quarantine and which allocation of funds will be utilized Department of Commerce or the CARES Act funds.
- C. Board is in agreement to have rock placed in the back parking lot behind the evidence storage facility

III. 09:00 AM The Board Met with Sheriff Kevin Morris.

- A. Review of expenses and overtime. Due to COVID-19 vacations for employees have been cancelled personally and has reduced overtime. Vacation buyout may be increased at the end of the year due to this.
- B. Update on scam calls, increase in vehicle thefts, and increase in domestic violence calls.

IV. 09:32 AM The Board Met with County Auditor

- A. Discussion ensued regarding the keyless entry to the county public services building \$54,000 and courthouse \$176,000 estimate with exterior and interior. The Auditors funds will be used for elections office access and annexation. Discussion on separating the projects
- B. The Board of Commissioners is directing funds from the Cares act funds to complete the exterior keyless access to the Courthouse limiting the touching of the doors. The Annex and elections office keyless access will be a separate job completed with the Auditor federal elections funding source. The project was anticipated prior to the COVID-19 Cares Relief funds intended to improve the security of election office and ballot processing. Securing the exterior of the Courthouse

JUNE 22, 2020 CONTINUED

- C. Discussion on salary coverage for accounts payable position replacement, the difference is \$12,000 in budgetary cost. The Board is in agreement to fund the position.
- D. Review of expenses in comparison to the budget.

B P

1) Signature Authority Granted

Ridgeline Construction Contract

Motion:

Commissioner Steinburg moved to approve the contract with Ridgeline Construction for the Auditor's Elections Office remodel with authorization of signature authority granted to the Auditor for the contract execution; Commissioner Sutton seconded and concurred the motion.

B P

V. 10:07 AM Bid Opening TLS 20-33A Crane Orchard Road.

Received Bids:

Central Washington Asphalt	\$632,447.75
Granite	\$675,000.00

Staff will review bids and provide a recommendation next week.

B P

VI. 10:24 AM The Board Held a Work Session on the Following Items.

Transportation:

- A. Update to the Board on SCJ alliance presentation on roadway continuity for the Baker Flats Industrial area.
- B. Update will be provided on Badger Mountain Road realignment.
- C. Update provided on sewer district expansion at 35th street and paving.

Land Services:

- A. Sponsored text amendments to the Greater East Wenatchee Area Comprehensive Plan Transportation Policy, allowing for additional access off of Eastmont extension. This will require review and approval from the City of East Wenatchee city planning commission then city council, review and approval by the Douglas County planning commission finally adoption by the Board of Commissioners. Commissioner Steinburg's concern is ensuring the continuity of traffic flow.

B P

- B. Discussion on expansion of industrial area dependent on census population data.
- C. Update on the small business grant with the Regional Port Authority via the Cares Relief Funds.

VII. 10:43 AM The Board Met with Risk Manager and Public Information Officer Jordyn Giulio.

- A. Update to the Board on public records request for the county.

With no further business, the Board of County Commissioners will meet again on Tuesday, June 23, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

JUNE 23, 2020

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

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 fallen tree at the Waterville Courthouse.
- B. Discussion on cubicle plexi-glass at the courthouse, elected officials and department heads will be offered the opportunity to request the purchase of plexi-glass dividers if needed.
- C. Approved Keyhole Security payment for Law and Justice Center: \$6,182.30.
- B P**
- D. Updated on reduced scope of work and cost estimates for exterior doors for keyless entry to the Courthouse project is under \$150,000. The Board is in agreement to move forward with the project, Chairman authorized the Administrator to use his signature stamp if needed in order to keep the project on track.
- E. Commissioner Sutton provided and update that the sewer district will be meeting with the Board on Monday regarding the sewer expansion at 35th street and paving of Empire Ave.

1. Personnel Administrator

Jim Barker, Administrator:

- A. Approved Payroll change notices: Luke Schwarz, Lance Judkins, Judy Brown, Tricia Sima, Stephanie Wiebe, Jenny Moser, Jennie Munson, Bonnie Grant, Leon Grant, Andreas Landon, Emily Thompson, Craig Quilter, Claudia Quilter, Ashley Freeman.

III. 08:56 AM The Board Met with Transportation and Land Services.

Land Services:

- A. Discussion on code enforcement position and contracts with cities within the County.

Transportation:

- A. Postponement of 2020 right of way procedures until next week.
- B. Pace Engineering and SCJ Alliance provided SOQs through the consultant roster for Badger Mountain Road realignment. Staff's initial review of the proposals would be to recommend SCJ Alliance. Staff will follow up to discuss cost estimate, scope of work, and schedule negotiations.
- C. Retaining walls on 4th street have been completed, utility work will be completed next.
- D. Discussion on recent development and parking within the right of way due to reduced driving setbacks. Board is in agreement to place no parking signs.

JUNE 23, 2020 CONTINUED

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 9:24 AM for 10 minutes. Executive session ended at 9:28 AM with no action taken.

IV. 10:00 AM Consent Agenda:

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

1) Purchase Approval

Auditor

\$7,068.24 General Election Envelops.

2) Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00338196-00338262	\$226,417.84
2.	ACH	800056017	\$2,195.00

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, June 24, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

JUNE 24, 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 29, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

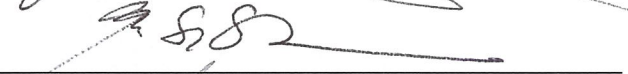
The minutes are hereby read and approved.




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



Dan Sutton Chair



Marc S. Straub Vice-Chair



Kyle Steinburg Member

ATTEST: 
Tiana Rowland, Clerk of the Board