

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

JUNE 8, 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. 08:32 AM Pledge of Allegiance and Call to Order.

II. 08:33 AM Call for Executive Session Personnel.

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

Attendees: Civil Prosecuting Attorney Jim Mitchell, Board of Commissioners, County Administrator, Human Resource Officer Dayna Prewitt, Land Services Director Mark Botello, and Clerk of the Board.

Chairman Sutton called for executive session at 08:33AM for 10 minutes. Executive session ended at 8:36 with the following action taken. Directive to have the exposed employee(s) sent home and to be tested for COVID-19, if employee(s) chose not to be tested they would need to self-quarantine for 2 weeks per recommendation for the Chelan Douglas Health District.

III. 8:40 AM The Board Met Amongst Themselves.

Commissioner Straub provided an update on the COVID-19 impact for the Washington State Farm Bureau. The Farm Bureau has requested a million dollars in funding support from the Department of Agriculture and the State in order to cover the cost for the H2A farm worker housing requirements due to the COVID-19 pandemic, worker spacing resulting in additional field hands, hand washing station, and additional restroom requirements. Request for both counties to draft a letter to the Department of Agriculture seeking reductions in housing requirements for farm working housing. Proposed use of residual funds from COVID-19 homeless exposure mitigation be used toward farm worker housing.

IV. 08:54 AM The Board Met with Administrator Jim Barker.

1. Staff Report

Administrator

Jim Barker, Administrator:

A. COVID Payment requests approved.

B. The Board granted the County Administrator the authority to make purchases for personal protective equipment with COVID relief funds from the CARES Act. Purchases for PPE will not need prior approval by the Board for procurement.

JUNE 8, 2020 CONTINUED

C. Bid Update for large tree at the Douglas County Courthouse. Board is in agreement to allow for employees to harvest the wood from the tree being taken down, Board is also ok if employees harvest during work hours.

D. Board approved J&J Custom Land Landscape Services quote for tree removal in the amount of \$3,200.00 at the Douglas County Courthouse, facility maintenance cost.

B P

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

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

Chairman Sutton called for executive session at 09:00 Executive session for 10 minutes, executive session was extended for an additional 5 minutes. Executive session ended at 9:15 AM with no action taken.

V. 9:25 AM Return to Administrator's Report:

E. DOT shop exchange for road maintenance in area 3, after review of Road 172 the maintenance on the road is significantly more than the benefit of the shop. Staff's recommendation is not to move forward. Board is in agreement with this recommendation.

F. Policy change to accept private performance bonds for private roadway development. Code allows for this action to occur. Assurance from parcel owners will grant access for county staff to enter on to the property.

G. Rock Island Road sewer extension has asked for an additional week closer of the roadway.

H. DOT has pulled the 35th street roundabout, county may need to repay for right of way purchased by the DOT.

I. Encouragement of LINK to consider additional bus stop on Sunset Highway, DOT is reviewing roadway expansion.

VI. 9:32 AM The Board Met with Solid Waste Director Becci Piepel.

1) Presentation of letter of appreciation for host agreement amendments and homeless encampment cleanup.

V. 09:39 AM The Board Held a Work Session on the Following Items.

Stormwater Service Charge:

A. Review of 2020 Collection Status and Delinquent Accounts, Board in in agreement to allow the stormwater department to hold checks if property owners need to make partial payments for stormwater utility service charge given the COVID-19 impacts. There is a grace period until June 31st, 2020.

JUNE 8, 2020 CONTINUED

Land Services:

- A. Mary Hill Estates plat approval.
- B. Port Authority small business grant application review will be occurring on Thursday, Mark Botello Land Services Director will be participating.

NCW Fair:

- A. The Board held discussion on hosting the NCW Fair for 2020, there are limitation on participation. FFA & 4-H has stated they will not allow for fair participation unless the county is in phase 4. The Fair was able to secure a packer, they will host an online auction for the participants to sell their animals.
- B. Review of prefabricated ADA restroom and shower facility options.

Minute Notation:

The Board of Commissioners is in agreement to not host the 2020 NCW Fair, a statement and media release will be drafted.

VI. 10:12 AM Return to Administrator's Report:

- J. Discussion on the constituent complaint regarding illegal operation of a home daycare, staff will draft a letter to the property owner stating they will need to apply for a conditional use permit and state licensing.
- K. Review of questions to the department of commerce on the CARES Act relief funding use for Douglas County.
- L. Aging and Adult care lease agreement discussion at second street, they would like to have an action at the location but have been limited due to COVID-19, they plan to continue renting for 2 additional months until auction can be held.
- M. Commissioner Sutton proposed RiverCom's proposal of surplusung a county parcel off badger mountain road for a signal tower installation for RiverCom 911. County Administrator suggested an Easement access for the parcel and installation of signal tower.
- N. Approved Purchase Forms:
 - a. Idaho Asphalt \$85,046 per RES TLS 20-12A for area 2
 - b. Idaho Asphalt \$156,746.97 per RES TLS 20-12A for area 3
 - c. Interface Financial Software for Questica \$9,500.00 Auditor's Department

With no further business, the Board of County Commissioners will meet again on Tuesday, June 8, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington

JUNE 9, 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. 08:33 AM The Board Met with Administrator Jim Barker.

1. Staff Report Administrator

Jim Barker, Administrator:

A. Discussion ensued regarding employees attending the Commissioners' zoom meetings while being on the clock. The Commissioners state if employees would like to participate in the meeting they should not be using county time.

B. Risk Manager Jordyn Giulio provided the Board a proposed press release regarding the cancelling of the 2020 NCW Fair.

C. Discussion ensued regarding using the NCW Fairgrounds camping facilities as a housing isolation site for farm worker housing or general population isolation if needed. Discussion on the need for restroom facilities in order to accommodate a potential outbreak mitigation site.

D. Substantial completion and change order approval for landscaping of the Law and Justice Center

a. Certificate of substantial completion **B P**

b. Change order in the amount of \$120,797.00 **B P**

E. The City of East Wenatchee provided their final approval and issuance of occupancy for the Law and Justice Center with the completion of the landscaping.

2. Personnel Administrator

Jim Barker, Administrator:

A. Request for replacement position for the road crew in area 2. Approved.

III. 8:58 AM The Board Met with Transportation Land Services

1) Shoreline Master Plan Amendments Agreement Anchor QEA

Motion:

Commissioner Steinburg moved to approve the Shoreline Master Plan Amendments Contract with Anchor QEA, Commissioner Straub seconded the motion, and Commissioner Sutton concurred.

B P

2) Final Order of Vacation

Resolution TLS 20-21C

Motion:

Commissioner Straub moved to approve the final order of vacation for resolution TLS 20-21C China Knoll Landing, Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

B P Auditor's AFN: 3231049

3) Local Agency Agreement Supplement

Guardrail Project

B P

4) Local Agency Federal Aid Project Prospectus

Guardrail Project

B P

Staff Update:

A. right of way discussion on Urban Industrial Way for Navix Data Center, the Board is in agreement to request staff to develop a workable solution for the development.

B. Update to the Board on testing for 4th street inspection.

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 9:22 Executive session for 5 minutes, executive session was extended for an additional 5 minutes. Executive session ended at 9:32 AM with no action taken.

09:32 AM Jenifer Lange Joined the Meeting.

A. Discussion regarding the Spanish Castle development. Commissioner Sutton will follow up directly with the developer Mr. Allen Bird.

IV. 09:41 AM Return to Administrator's Report

A. Discussion on legislative representation, the Board would like to use Wise lobbying group. Commissioner Sutton will follow up to negotiation aspects of the contract for specific lobbying topics.

V. 10:00 AM The Board Met with NCW Fair Maintenance Manager Ed Daling

1) Notice of Project Clouse Out

a. Open Class Horse Barn Front: Bishop Contracting

B P

b. A1 Asbestos-sub under TGR Roofing: Fair House

B P

Motion

Commissioner Straub moved to approve the project close out, Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

**2) Project Extension
Motion**

Horticulture/Flower Building

Commissioner Straub moved to approve the contract extension, Commissioner Steinburg seconded the motion and Commissioner Sutton concurred.

B P

3) Restrooms for the NCW Fairgrounds

A. The Board would like to have coin operated showers in order to limit water consumption and potential maintenance concerns and ease of sanitation and limited exposure of public interaction during use.

B. The Board would like to have separation for the showers and the restrooms, the Cheyenne restroom/shower combination would meet this need.

C. The slab pouring and site development will need to go out to bid for the project.

D. The Board has requested to have a contract ready for next week, with a justification drafted by the COVID coordinator.

VI. 10:25 AM Board Held Administrative Session

1) Edgewater Estates Water District formation

a. The Board is concerned the minimum fund balance is too low and may not meet the \$19,000 threshold as anticipated if the lots do not sale in a timely manner.

b. The Board would feel assured if the minimum fund balance included the cost to replace the water system with labor estimates in order to cover the cost of water main failure.

c. The Board would like to review the proposed bylaws for the operation of the water district.

2) Regional Port Authority Small business Grant.

Review of application process.

A. Discussion on the Water District Commissioner appointment, limited applications have been received no suggestion has been received yet for the County to consider.

B. The Board met amongst themselves discussing current projects within the county and census.

C. Discussion ensued regarding the potential lead arsenic issue for legacy pesticide use and mitigation prior to development.

VII. 10:50 AM Consent Agenda:

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

1) Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00337820-00337904	\$163,937.08
2.	ACH	None	\$0.00

There being nothing further, the Board of County Commissioners adjourned to meet again on Wednesday, June 10, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.


JUNE 10, 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 15, 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