

BOARD OF COUNTY COMMISSIONERS PROCEEDINGS

MAY 4, 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 Clerk of the Board was present.

I. 08:30 AM Pledge of Allegiance and Call to Order.

II. 08:31 AM The Board Met with Administrator Jim Barker.

1. Staff Report

Administrator

Jim Barker, Administrator:

A. Update to the Board on District Courts plan to no longer operate the satellite Bridgeport court office, court is not currently occurring now. Judge Biggar is planning to shut down the office on January 1, 2021. The Board would like to know if the Judge can move forward on the closure now. The Judge plans to follow up with Mayor Conklin on courts decision as the city hall is rented out for court space.

B. Update to the Board on received budget cuts from departments, 4 budgets have been received, deadline for updates is May 15, 2020.

III. 08:39 AM The Board Met with County Auditor Thad Duvall.

A. Update to the Board on filing deadlines for elections.

B. Confirmation for replacement of accounts payable position, Commissioner Steinburg requested to temporary postpone on moving forward with hiring. Commissioner Sutton believes the position is essential to the operations of the county for payroll, the current accounts payable employee training for the payroll position there then leaves a need for the accounts payable position. Thad explained the critical need for the position is now due to the COVID-19 funding and updated leave tracking. Commissioner Straub would like to postpone hiring by a month. Board is in agreement to allow for moving forward with interviews and not provide a letter of offer until June.

C. The goal for the department budget cuts is \$800,000 collectively 10% across all departments would be expenditures of 2 million dollars for current expense.

D. Update to the Board on office expansion at the courthouse election department, the funds would be for COVID-19 elections funds use. Board is in agreement to seek contractors estimates.

IV. 09:30 AM The Board held a Work Session on the Following Items.

2020 Long Range Planning:

- A. Review of land services department permits issued for the month.
- B. Overview of 2020 draft long range planning, development code, and comprehensive plan review amendments. The Board would like to establish a work group for high-end users of the code.
- C. Discussion ensued regarding fire marshal services, Mark will review cost benefit analysis during budget season next year.

Service Request Report:

- A. Update to the Board on City of East Wenatchee requirements for road standard access for a 9 lot short plat. Staff has reached out to the City of East Wenatchee to propose amendments to their road standards to allow for the access points.
- B. Review of Service Request for March-April 2020.

B P

CRP 983 RH2 Supplemental:

- A. Approved agreement with RH2 for an addendum supplemental to be on call for services as needed in the 4th Street SE project.

B P

Solid Waste Host Agreement Allocation:

- A. Review with the Board on the host fee allocation, request for reduction from the community fee to be reallocated to the solid waste department and planning for code enforcement.
- B. Board approved new allocation: .02 Scholarship, .52 Solid Waste, .20 Planning, .85 Roads +CPI, and .20 community fund.
- C. Review of letter to Governor Inslee's Office regarding the department impacts to the Stay Home & Stay Healthy Proclamation.

B P

- D. Solid waste grant application with the Department of Ecology, the grant is \$68,000 with a 33% match of \$20,000 for contamination of recycling operations program. This program will be a requirement by 2021 mitigation efforts of how to remove contaminants from recycling. \$5,000 for litter education for loop trail, and \$50,000 on CROP. In-kind current work can be used as the grant match. Solid Waste is close to meeting this work expense, the grant is refundable. The Board is in agreement to move forward with the application.

- E. Update to the Board on homeless encampment clean up.

MAY 5, 2020 CONTINUED

V. 10:35 AM The Board Met with Under Sheriff Tyler Caille.

A. Update to the Board on grant application amendment for replacement of EOC truck to pull the trailer, the truck is under performing for the towing capacity. A new truck will be purchased with the use of the grant funds, CERT funds, and sale of the current truck. Board approved moving forward on the purchase.

VI. 10:55 AM The Board Met Amongst Themselves.

A. Discussion ensued regarding short term vacation rental resolution, the Board is in agreement to follow suite with Chelan County and allow the resolution to expire at midnight today.

B. Commissioner Steinburg provided an update to the Board on the water district water tower expansion, the Water District is concerned about funding availability for the distressed counties sales and use tax funds. Commissioner Steinburg proposed to use the Utility Improvement District, managed by the county. Funds for the water tower expansion would be collected from permit application fees, these fees would then be used to pay back the bond if the .09 distressed counties sales and use tax funds were to be taken away.

C. The Board held discussion on the budget impacts due to the COVID-19 state closure.

D. The Board held a work session to develop a communication to Governor Inslee requesting a variance for Douglas County to be included in the 10 counties allowed to move forward with phase 2 of the Washington State reopen plan.

E. Board is in agreement that the allocated \$35,000 from the Open Space Deferred fund for the development of the pump track is to be disbursed on a reimbursement bases to the Eastmont Metro Parks District. The Board is in agreement to pay for the pump track sign directly as this was previously agreed upon with the Parks District due to potential naming competition. EMPD will be responsible for accounting and cost compliance for use of fund.

With no further business, the Board of County Commissioners will meet again on Tuesday, May 5, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

MAY 5, 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, Clerk of the Board was present.

I. 08:33 AM Pledge of Allegiance and Call to Order.

II. 08:35 AM The Board Met with Administrator Jim Barker.

1. Staff Report

Administrator

Jim Barker, Administrator:

- A. Update to the Board on code enforcement.
- B. Update to the Board on the Growth Manage Board for a Hearing if the Wenatchee landing site zoning change is not accepted by the City of East Wenatchee. Curtis provided an update to the Board on regional consensus for planning adoption, the Board would like to explore the interlocal agreement in allowing for GMA.
- C. Approved Request of Purchase: Lignin for Road Stabilization \$28,419.00, Software Renewal for Drone footage \$4,999.00, Graybeal Signs for EMPD pump track fund used from open space account \$3,564.23, A1 Asbestos sub-contractor under Trey Gooch Roofing Contract for NCW Fair \$16,807.08.

2. Personnel

Administrator

Jim Barker, Administrator:

- A. Approved payroll change notices: Shari Tincher, Carolyn Morley, Dayna Prewitt, Peter Kobzar, Tiffany Prazer, Ty Howard, Joby Clark, Justin Roozen.
- B. Approved request for hire: Homeless Encampment Cleanup, Litter Crew Supervisor, Litter Crew Members.

III. 09:00 AM Public Hearing

TLS 20-21B

Following is a summary of the public hearing; and action taken by the Board of Commissioners. The summary is not intended to be a verbatim transcript. As the hearing was held at the Douglas County Public Services Building due to COVID-19 there is no recording of the hearing.

Present

Doug Stockwell, Steve Scheib

Staff Report Aaron Simmons, County Engineer:

Overview of County Engineer's report, recommendation to approve.

Public Comment:

No comments made.

Motion:

Commissioner Straub moved to approve resolution TLS 20-21B the order of vacation for a portion of county road 781-China Knoll Landing, Commissioner Steinburg seconded the motion to approve and Commissioner Sutton concurred.

B P Reference AFN:

MAY 5, 2020 CONTINUED

IV. 09:15 AM Public Hearing

TLS 20-23B

Following is a summary of the public hearing; and action taken by the Board of Commissioners. The summary is not intended to be a verbatim transcript. As the hearing was held at the Douglas County Public Services Building due to COVID-19 there is no recording of the hearing.

Present

None

Staff Report Aaron Simmons, County Engineer:

Overview of County Engineer’s report, recommendation to approve.

Public Comment:

No comments made.

Motion:

Commissioner Steinburg moved to approve resolution TLS 20-23B the order of vacation for a portion of county road 922-Mauntell Landing, Commissioner Straub seconded the motion to approve and Commissioner Sutton concurred.

B P Reference AFN:

V. 09:23 AM Bid Award

4th Street Project

Recommendation to award to Selland Construction \$1,655,341.00

B P

B P Bid

B P Bid Tabulation

B P Project Addendums

VI. 09:25 AM The Board Met with Transportation Land Services.

A. County Engineer and the Board discussed funding sources for the badger mountain road realignment. Geological technical hazard assessment needs to be conducted for the proposed alignment. Discussion on incorporating cascade street improvements with the alignment and water tank expansion. Discussion on Request for proposal for design development of the project to include geo technical review. The Board is in agreement to move forward with the request for proposal.

B. Planning Commission member update to the Board.

MAY 5, 2020 CONTINUED

VII. 09:58 AM Bid Award

NCW Fair

Recommendation to award to Stan’s Construction \$75,810.00

B P

B P Bid

B P Bid Tabulation

VIII. 09:58 AM NCW Fair Manager Carolyn

A. Lincoln County Fair cancelled and several westside fairs have cancelled, discussion on mandates for fair requirements to occur based off information from the state fair association and national fair commission.

B. Review of mitigation efforts needed to run the fair. Given the global pandemic of COVID-19 cancellation has been expected amongst vendors.

C. Discussion on scaling down of the activities, either way having the fair there will be a loss in revenue.

IX. 10:40 AM The Board Met Amongst Themselves.

A. Review of Interlocal agreement with the Water District for the distressed counties sales and use tax.

B. Review of letter to the Governor requesting Douglas County be included in phase 2 of the reopen Washington plan.

1) Interlocal Agreement

East Wenatchee Water District

Motion:

Commissioner Steinburg moved to approve the interlocal agreement with the East Wenatchee Water District allocating .09 Sales and Use Tax funds to the water tank expansion project, Commissioner Straub seconded the motion, and Commissioner Sutton concurred.

B P Reference AFN:

X. 11:30 AM Consent Agenda:

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

1) Approved Fair Contracts

a)Geno’s Kettle Korn

Fair Concession

B P

MAY 5, 2020 CONTINUED

2) Payroll
NET PAYROLL
FOR:

APRIL 1 TO APRIL 30 2020

PAY DATE OF:

MAY 5 2020	Voucher/Warrant Numbers	Total Amount
Check Reconciliation	62395 - 62400	\$12,084.10
Direct Deposit	ACH	\$637,392.09
		\$649,476.19

3) Vouchers

		Check Numbers	Total Amount
1.	Vouchers	00336994-00337060	\$192,832.11
2.	ACH	None	\$0.00

With no further business, the Board of County Commissioners will meet again on Wednesday, May 6, 2020 at the Douglas County Public Services Building, East Wenatchee, Washington.

MAY 6, 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, May 11, 2020 at the Douglas County Transportation Land 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