

CHELAN COUNTY COMMISSIONERS
MINUTES OF MARCH 16&17, 2020

Monday, March 16, 2020

9:05:16 A.M. Opening – Pledge of Allegiance

Chairman England calls the meeting to order. Present for session are Commissioners Bugert and Overbay, County Administrator Cathy Mulhall and Clerk of the Board Carlye Baity.

9:05:47 A.M. Consent Agenda

Upon motion and second by Commissioners Overbay and Bugert, the Commission unanimously approves the consent agenda as follows:

1. Approval of Minutes
2. Vouchers as submitted and listed
3. Payroll Changes:
 - a) Nancy Sanchez, Juvenile Detention, New Hire Extra Help
 - b) Emily Pratt, Regional Justice Center, New Hire
 - c) Gregory Bull, Regional Justice Center, Step Increase
 - d) Jeremy Cheever, Regional Justice Center, Step Increase
 - e) Michael Menley, Regional Justice Center, Step Increase
 - f) Jason Nieman, Regional Justice Center, Step Increase
 - g) Kent Williams, Regional Justice Center, Step Increase
 - h) Michael Smith, Regional Justice Center, Longevity Increase
 - i) Kevin Webb, Regional Justice Center, Longevity Increase
 - j) Gary Amaral, Regional Justice Center, Resignation
 - k) Darius Steinbrech, Horticultural Pest & Disease, New Hire Extra Help
 - l) Erin McKay, Natural Resources, Step Increase
 - m) Adrienne Roumasset, Natural Resources, Step Increase
 - n) Matthew Rallios, Facilities Maintenance, Promotion
 - o) Ronald Babst, Facilities Maintenance, Retirement

9:06:00 A.M. Board Discussion

- Changes to agenda
- Discussion of operational responses to COVID-19
- Declaration of Emergency

9:28:03 A.M. Jail Director Bill Larson

- Procedural changes in response to COVID-19
- Introduction of Deputy Emily Pratt
- Business Manager Nicole Thompson gives monthly budget update
- Departmental Updates

9:46:29 A.M. Continued Board Discussion Re: operational response to COVID-19

**10:00 A.M. County Administrator Cathy Mulhall
Discussion**

1. Administrative Update

10:29:29 A.M. **Action**

Upon motion and second by Commissioner Bugert and Overbay, the Commission unanimously approves the action items as follows:

1. Grant Services Agreement RE: 2020 Lodging Tax Funded Activities with Ohme Gardens 20200316A2-1
2. Grant Services Agreement RE: 2020 Lodging Tax Funded Activities with Leavenworth Winter Sports 20200316A2-2
3. Grant Services Agreement RE: 2020 Lodging Tax Funded Activities with Salmon Festival 2020 20200316A2-3

10:30:21 A.M. **Continued Board Discussion – HR Director Rosario Nystrom**

- Department emergency response steps
 1. Identify type of employee leave used
 2. Protection of office space
 3. Triggering mechanism for emergency response
 4. Department succession planning
 5. Develop strategy for remote access
- Employee leave and what qualifies during pandemic
- Possible requirements for high risk groups

11:03:23 A.M. **Natural Resources Director Mike Kaputa Discussion**

1. Agreement with WA Department of Natural Resources for Building Forest Partnerships/ Stemilt Partnership Support
2. Assistance agreement with US Bureau of Reclamation for Entiat and Wenatchee Habitat Project Development and Monitoring
3. Department planning and staffing

11:21:42 A.M. **Action**

Upon motion and second by Commissioner Overbay and Bugert, the Commission unanimously approves the action items as follows:

1. Agreement with WA Department of Natural Resources for Building Forest Partnerships/ Stemilt Partnership Support 20200316A5-1
2. Assistance agreement with US Bureau of Reclamation for Entiat and Wenatchee Habitat Project Development and Monitoring 20200316A5-2

11:22:42 A.M. **Continued Discussion**

- Recommendation of nominee to Salmon Recovery Board

11:25:18 A.M. **Recess**

12:00 P.M. Meeting with Elected/Appointed Officials Re: COVID-19 Departmental Procedures, Meeting Room 1

12:55:27 P.M. Executive Session

Upon motion and second by Commissioners Bugert and Overbay, the Commission unanimously approves to move into a 30 minute Executive Session Pursuant to RCW 42.30.110(g), to evaluate the qualifications of an applicant for public employment.

Extend executive session by 15 minutes – Public Notified

1:40:36 P.M. Move back to regular session

1:41:25 P.M. Executive Session

Upon motion and second by Commissioners Overbay and Bugert, the Commission unanimously approves to move into a 15 minute Executive Session Pursuant to RCW 42.30.110(g), performance of a public employee.

Extend Executive Session by 6 minutes – Public Notified

2:02:11 P.M. Move back to regular session

2:02:54 P.M. Kent Sisson with Emergency Management joins meeting via telephone conference Re: Emergency Declaration for COVID-19 for public assistance

2:08:40 P.M. Executive Session

Upon motion and second by Commissioners Bugert and Overbay, the Commission unanimously approves to move into a 10 minute Executive Session Pursuant to RCW 42.30.110(i), to discuss with legal counsel matters relating to enforcement actions, litigations or potential litigation.

Extend executive session by 5 minute – Public Notified

2:23:39 P.M. Move back to regular session

2:23:56 P.M. Continued Discussion Re: Emergency Declaration

2:29:37 P.M. Board recesses until Tuesday session

Tuesday, March 17, 2020

8:03:29 A.M. Chairman England calls the meeting to order. Present for session are Commissioners Bugert and Overbay, County Administrator Cathy Mulhall and Clerk of the Board Carlye Baity.

8:03:50 A.M. Board Discussion

- Prosecuting Attorney Doug Shae and Deputy Prosecutor Susan Hinkle are present to discuss Resolution Declaring an Emergency Regarding the COVID-19 virus

8:05:46 A.M. Action

Upon motion and second by Commissioner Overbay and England, the Commission unanimously approves the action items as follows:

- Resolution #2020-32 RE: Emergency Declaration for COVID-19 Response

8:06:26 A.M. Continued Discussion Re: Department of Commerce funding for temporary housing for homeless and those displaced during pandemic

8:15:14 A.M. Recess

9:28:55 A.M. Public Works Director Eric Pierson

DELAYED BID OPENING - Wenatchee Heights Road Project, CRP 702

Discussion

1. Agreement with Central Washington Asphalt for Supplying Crushed Aggregate Seal Coat for Wenatchee District
2. Agreement with Central Washington Asphalt for Supplying Crushed Aggregate Seal Coat for Cashmere District
3. Agreement with Central Washington Asphalt for Supplying Crushed Aggregate Seal Coat for Leavenworth District
4. Agreement with Central Washington Asphalt for Supplying Crushed Aggregate Seal Coat for Chelan District
5. Call for Bids – Dryden Transfer Station Push Pit Floor Repair
6. West Cashmere Bridge – Construction Stormwater Transfer of Coverage
7. Event Permit – Chelan Electric Bikes
8. Event Permit – Manson Apple Blossom Festival
9. Event Permit – Plain Road Race
10. Event Permit – Tour De Bloom Time Trial

9:30:56 A.M. Action

Upon motion and second by Commissioner Bugert and Overbay, the Commission unanimously approves the action items as follows:

1. Agreement with Central Washington Asphalt for Supplying Crushed Aggregate Seal Coat for Wenatchee District 20200316A5-3
2. Agreement with Central Washington Asphalt for Supplying Crushed Aggregate Seal Coat for Cashmere District 20200316A5-4
3. Agreement with Central Washington Asphalt for Supplying Crushed Aggregate Seal Coat for Leavenworth District 20200316A5-5
4. Agreement with Central Washington Asphalt for Supplying Crushed Aggregate Seal Coat for Chelan District 20200316A5-6
5. Call for Bids – Dryden Transfer Station Tipping Floor Repair 20200316B1-1

6. West Cashmere Bridge – Construction Stormwater Transfer of Coverage
20200316A5-7

9:31:35 A.M. **Continued Discussion Re: Public Works Continuity Plan for COVID-19**

9:59:39 A.M. **Executive Session**

Upon motion and second by Commissioners Overbay and Bugert, the Commission unanimously approves to move into a 5 minute Executive Session Pursuant to RCW 42.30.110(i), to discuss with legal counsel matters relating to enforcement actions, litigations or potential litigation.

Extend Executive Session by 1 minute – Public Notified

10:05:14 A.M. **Move back to regular session**

10:11:29 A.M. **Community Development Interim Director Deanna Walter Discussion**

1. P 2019-002 Scott Cluster Subdivision – Planner Emily Morgan
2. Ecology Grant for Shoreline Master Program Periodic Update
3. Title 3 archiving fees
4. 2020 Docket Notice of Hearing – Planning Manager Kirsten Larsen

10:29:22 A.M. **Action**

Upon motion and second by Commissioner Bugert and Overbay, the Commission unanimously approves the action items as follows:

1. P 2019-002 Scott Cluster Subdivision 20200316P1-1
2. 2020 Docket Notice of Hearing 20200316H6-1
3. Department of Ecology Grant for Shoreline Master Program - **add on**
20200316A2-4

10:32:33 A.M. **Chairman England declares Resolution #2020-32 Re: Emergency Declaration for COVID-19 was passed this morning at 8:05 A.M. - Resolution has been sent out to local media and posted to Chelan County website.**

10:38:03 A.M. **Recess**

11:00 A.M. **Follow-up Meeting with Appointed Officials Re: COVID-19 Departmental Procedures, Meeting Room 1**

12:00 P.M. **Follow-up Meeting with Elected Officials Re: COVID-19 Departmental Procedures, Meeting Room 1**

12:59:37 A.M. **Review of Departmental Continuity Response Plans during the COVID 19 Pandemic**

1:27:35 P.M. **Action**

Upon motion and second by Commissioner Overbay and England, the Commission unanimously approves the action items as follows:

- Contract with the Department of Commerce for the COVID-19 funding \$615,800
20200316A2-5

1:28:19 P.M. **Adjourn**

Board adjourns until Monday, March 23, 2020.

Weekly Voucher Approval for Payment	20200316B4-1
Current Expense	\$689,035.21
Other Funds	<u>\$535,689.15</u>
Total All Funds	\$1,224,724.36

BOARD OF CHELAN COUNTY COMMISSIONERS

DOUG ENGLAND, CHAIRMAN

CARLYE BAITY, Clerk of the Board