

**Klickitat County  
Board of Commissioners  
Minutes – Meeting of Tuesday, January 19, 2021**

| <b>Topic</b>                                         | <b>Agenda Item - Comment/Disposition</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
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|                                                      | <b>Call to Order/Roll Call</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Morning Workshop Session – Tuesday, January 19, 2021 | Chairman David M. Sauter called the meeting to order at 10:00 AM. Commissioners present: David M. Sauter, Jacob L. Anderson and Dan Christopher.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                      | <b>Workshop Session Agenda</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Public Works/Road Department Update                  | <p><b>10:00 AM – Public Works Department Update</b></p> <p>Attendance: Public Works Director Gordon Kelsey in the Chambers, various county employees and residents via telephone.</p> <p>Public Works Director Gordon Kelsey reviewed the 2021, Annual Striping Program bid opening and consent agenda items on this afternoon’s agenda, followed by a brief review of the payment approvals.</p> <p>Director Kelsey reviewed the Courtney Road Safety Project; the Old Mountain Road reconstruction; the 2021, Roosevelt Grade paving Project and the grant-funded county-wide edge lines and guidepost upgrades.</p> <p>Chairman David Sauter left the meeting at 10:14 AM</p> <p>An update was given on the east and west end maintenance projects which include reacting to the winter weather activities as needed; water over the roadway; minor rock fall cleanup; patching Darland Road; removing roadside brush and cleaning culverts. Director Kelsey stated the Stop and Yield signs that were stolen in the Centerville area were replaced Monday morning.</p> <p>Chairman David Sauter rejoined the meeting at 10:26 AM</p> <p>Director Kelsey reported on the upcoming facilities work including the new County Services Building, stating the contractor is continuing to move forward with the electrical, plumbing, HVAC and fire suppression system; the framing is 95% complete and the contractor’s new completion date is mid-October 2021.</p> <p>Director Kelsey stated they are working to negotiate right-of-way at the Fairgrounds to relocate the Natural Resource and Economic Development Department building and move the south access road near the Exhibit Hall, followed by an update on the approval from the Department of Archaeology Historic Preservation to rebuild the main and southern steps into the Courthouse and repair the Americans with Disabilities Act (ADA) sidewalk ramp at the south entrance.</p> <p>An update was given on the vaccination station at the Fairgrounds and the tent in the Courthouse parking lot for departments to meet with citizens.</p> |

Sheriff's  
Department Update

**10:30 AM – Elected Officials Report:**

Attendance: Sheriff Bob Songer, Undersheriff Mike Kallio, Chief Civil Deputy Karen Elings in the Chambers, various county employees and residents via telephone.

Sheriff Bob Songer reported on call volumes for service and papers served from January 1<sup>st</sup> to January 18<sup>th</sup>.

Sheriff Songer acknowledged individuals who have organized the “People’s Rights” group in Klickitat County, noting the People’s Rights Group is a non-partisan network of local neighbors united to defend the inalienable rights of the people under the US Constitution and Washington State Constitution.

Sheriff Songer extended an invitation to the Klickitat County’s People’s Right Town Hall Meeting, Constitutional Study Group and to the Constitutional Sheriff and Peace Officer Association Seminar, noting he will be among one of the seven (7) guest speakers.

An update was provided on the Klickitat County Sheriff’s Office Community Policing Program, stating the Air Wing Division has six (6) Special Deputy Pilots, the west end County Posse Division has thirty-eight (38) Posse Deputies assigned, the Central County Posse Division has eighty-seven (87) Posse Deputies assigned, there are two (2) Posse Auxiliary Members assigned to the Posse Organization, ten (10) Reserve Deputies assigned to the Klickitat County Sheriff’s Office. Sheriff Songer noted the Reserve Deputies and Posse Members are a major part of the Klickitat County Sheriff’s Office Community Policing Program and the individuals are volunteers who donate numerous hours serving citizens of our County.

Sheriff Songer noted that there are 149 Posse Members including the Air Wing Division; during 2020, the Reserve Deputies volunteered a total of 3,902.20 hours of law enforcement services to the citizens of Klickitat County, a value of \$97,555.00 in savings to the County for donated law enforcement services. The Posse Deputies volunteered 6,107 hours of various law enforcement services for a donated value of \$91,605.00, this does not account for the various Pilot Flying hours.

Sheriff Songer stated he is recruiting applicants for Reserve Deputy positions, noting he plans to start another Reserve Academy around April or May 2021.

An update was given on K-9 Profi and handler Gaven Marble, stating Profi passed his Narcotic Training and is certified as a Track Dog and a Narcotic Dog. The Klickitat County Sheriff’s Office is continuing to accept donations from the public for the K-9 Program.

Sheriff Songer stated there are twenty-four (24) inmates housed in the jail at this time.

Recessed

The Board Recessed at 11:19 AM

Recessed Ended

The Board resumed at 11:24 AM

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|                                                              |   | <p>Commissioner Dan Christopher stated he would like to stay with the posted agenda order in case citizens would like to participate, followed by a discussion of the video recorded meetings that will be posted to the County's Website.</p> <p>The Board held a discussion regarding Senate Bill 5045 and the lack of USDA inspectors, Commissioner Christopher requested the full Board support the Bill, followed by Commissioner Christopher requesting if the Board was in favor of moving forward with a Prosecutor's Opinion Request regarding re-opening the County Courthouse following Governor Inslee's new "Healthy Washington Road Map to Recovery" The Board is in support and requested staff to do a Prosecuting Attorney's Opinion Request.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Lunch Recess</b>                                          |   | <b>The Board recessed for lunch at 11:39 AM.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|                                                              |   | <b>Call to Order/Roll Call:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Regular Meeting for Tuesday, January 19, 2021                |   | Chairman Sauter reconvened the meeting at 1:00 PM; Opening with the Pledge of Allegiance. Commissioners present: David M. Sauter, Jacob L. Anderson and Dan Christopher.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|                                                              |   | <b>Agenda:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Business Agenda                                              | * | <b>Approved (M/Anderson, S/Christopher. Passed unanimously):</b> with one (1) Add-on under Unfinished Business.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|                                                              |   | <b>Approval of Commissioner Meeting Minutes</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Approval of Meeting Minutes                                  |   | There were no minutes for approval.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                                              |   | <b>Citizen Comment:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Comments will be limited to seven (7) minutes per individual |   | <p>Goldendale resident Dana Peck on behalf of Gus Melonas, formerly of Burlington Northern Santa Fe Corporation (BNSF) is requesting a small monument commemorating Tom Seifert and the Melonas family be placed in the Wishram park; utilizing the previously awarded \$10,000 grant to the county from the BNSF Foundation to alter the structure around the county's steam engine in Wishram so the engine doesn't look so cramped.</p> <p>Greg Wagner member of C.E.A.S.E inquired about a statement made by the Board during last week's Board workshop, wanting to be fair to all citizens, and would like to know how the Board will reach all the citizens before projects come into the County. The Board clarified a citizen can comment on all projects when an application is received for a project but there is not an opportunity to comment on specific projects until an application is received; advertisement notices of a public hearing will follow a project application and citizen's comments will be taken into consideration.</p> <p>Goldendale resident Dave Barta inquired into the resolution added to this afternoon's Unfinished Business Agenda and inquired if there is a formal petition process for projects in the County; a discussion followed regarding when the County's Energy Overlay Zone was last reviewed and the megawatts being produced from energy projects.</p> <p>Nicole Lundin from Goldendale stated she has concerns regarding Sheriff Bob Songer's political activities.</p> |

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|                                                            | <p>Resident Rocil Demmick stating they have started an online petition questioning whether or not the County should be updating the current ordinance when it has to do with solar projects and stated she does not have the same opinion on the jobs that solar projects will bring to the County.</p> <p>Human Resource Manager KC Sheridan requested and received verbal approval to proceed with extending the casual Clerical Administrative Assistant I and Public Health Nurse positions as well as an additional two (2) casual employees, a casual Clerical Administrative Assistant III and a Public Health Nurse; a resolution will be submitted for signature next week.</p> <p>Manager Sheridan requested if the East District Court's .8 FTE can be increased to a full-time employee temporarily to cover an employee who is out, the Board was in support.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                             |                     |                     |                             |                    |                     |                            |                      |                     |
| <b>Public Meetings/Public Hearings/Bid Openings:</b>       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                             |                     |                     |                             |                    |                     |                            |                      |                     |
| <p>Bid Opening: 2021, Annual Striping Program RN642-21</p> | <p>* <b>Bids forwarded (M/Christopher, S/Anderson. Passed unanimously):</b> to the Public Works Department for review and recommendation of three (3) bids received for the 2021, Annual Striping Program RN642-21. Engineer's Estimate: \$447,102.00.</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">● <b>Specialized Pavement Marking, Inc.</b></td> <td style="width: 20%; text-align: center;"><b>Tualatin, OR</b></td> <td style="width: 20%; text-align: right;"><b>\$428,687.00</b></td> </tr> <tr> <td>● <b>Apply-A-Line, Inc.</b></td> <td style="text-align: center;"><b>Pacific, WA</b></td> <td style="text-align: right;"><b>\$419,261.00</b></td> </tr> <tr> <td>● <b>Stripe Rite, Inc.</b></td> <td style="text-align: center;"><b>Kennewick, WA</b></td> <td style="text-align: right;"><b>\$380,037.00</b></td> </tr> </table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | ● <b>Specialized Pavement Marking, Inc.</b> | <b>Tualatin, OR</b> | <b>\$428,687.00</b> | ● <b>Apply-A-Line, Inc.</b> | <b>Pacific, WA</b> | <b>\$419,261.00</b> | ● <b>Stripe Rite, Inc.</b> | <b>Kennewick, WA</b> | <b>\$380,037.00</b> |
| ● <b>Specialized Pavement Marking, Inc.</b>                | <b>Tualatin, OR</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>\$428,687.00</b>                         |                     |                     |                             |                    |                     |                            |                      |                     |
| ● <b>Apply-A-Line, Inc.</b>                                | <b>Pacific, WA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>\$419,261.00</b>                         |                     |                     |                             |                    |                     |                            |                      |                     |
| ● <b>Stripe Rite, Inc.</b>                                 | <b>Kennewick, WA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>\$380,037.00</b>                         |                     |                     |                             |                    |                     |                            |                      |                     |
|                                                            | <p>* <b>Approved (M/Anderson, S/Christopher. Passed unanimously): O011921</b> amending Klickitat County Code, Title 15 to adopt the international codes, 2018, edition, remove 15.38 Nuisance Abatement, clarify special outbuilding verbiage and set maximum time frames for extensions.</p> <p>Attendance: Building and Code Compliance Director Lynn Ward, Building and Code Compliance Office Manager Cindy McHargue in the Chambers, various county employees and residents via telephone.</p> <p>Prior to the motion, the public hearing proceeded as follows beginning with Chairman Sauter opening the hearing and requesting a staff review.</p> <p>Building and Code Compliance Director Lynn Ward reported The Washington State Building Code is customarily on a three (3) year cycle; with this cycle not being the normal three (3) year cycle; the State has amended and is adopting the 2018 International Codes. The State further requires that the State Building Code be enforced by counties and cities. The proposed draft ordinance adopts the 2018 State Building Code locally. The changes that are significant are the 2018 codes contained in RCW 19.27 take effect July 1, 2021, or at a further date as determined by Washington State Building Code Council.; although codes are adopted by reference, we need to codify local adoption to have a legal base from which to work.</p> <p>Director ward noted a copy has been made available to the public (via our website or copy upon request) a strike through and underline copy.</p> |                                             |                     |                     |                             |                    |                     |                            |                      |                     |

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|   | <p>Chairman Sauter opened the hearing to public testimony, noting no one from the public spoke, closed the Public Hearing for Board discussion, none was held. A motion followed.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| * | <p><b>Approved (M/Christopher, S/Anderson. Passed unanimously): O011921-1</b> amending Klickitat County Code, Title 16 Building construction and standards for factory assembled structures in order to clarify language and requirements, increase time frames of permit expiration and provide maximum time frames for extensions.</p> <p>Attendance: Building and Code Compliance Director Lynn Ward, Building and Code Compliance Office Manager Cindy McHargue in the Chambers, various county employees and residents via telephone.</p> <p>Prior to the motion, the public hearing proceeded as follows beginning with Chairman Sauter opening the hearing and requesting a staff review.</p> <p>Building and Code Compliance Director Lynn Ward stated The Building Department is charged with the enforcement of Placement Permits for Factory Assembled Structures and collection of fees associated with the permitting process; this proposed draft adopts a longer permit period and clarifies language and requirements. A significant change is the Placement Permits extension from 90 days to 180 days to allow a broader window for applicants to prepare the site and receive delivery.</p> <p>Director Ward stated factory times have been delayed and applicants are requesting several extensions before the structure is even delivered to the site. A copy has been made available to the public (via our website and upon request), a strike through and underline copy.</p> <p>Chairman Sauter opened the hearing to public testimony, noting no one from the public spoke, closed the Public Hearing for Board discussion, none was held. A motion followed.</p> |
| * | <p><b>Approved (M/Anderson, S/Christopher. Passed unanimously): O011921-2</b> creating Klickitat County Code, Title (TBD) to move section 15.38 Nuisance Abatement from Title 15 to become an independent title and direct staff to begin the workshop process to further amend the title.</p> <p>Attendance: Building and Code Compliance Director Lynn Ward, Building and Code Compliance Office Manager Cindy McHargue in the Chambers, various county employees and residents via telephone.</p> <p>Prior to the motion, the public hearing proceeded as follows beginning with Chairman Sauter opening the hearing and requesting a staff review.</p> <p>Building and Code Compliance Director Lynn Ward reported Title 15 is the local adoption of Washington State Building Codes to match the State's adoption schedule, typically on a 3-year cycle. Historically Section 15.38 Nuisance Abatement has been incorporated into Title 15. Section 15.38 is proposed to be moved into an independent</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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|                                                                                | <p>Title, as it deals with a variety of Codes and Departments, not just the Building Code. Further revisions would then incorporate one primary function within that Title.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                                                                | <p><b>Unfinished Business:</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <p>Discussion regarding short-term rentals and recreational vehicle issues</p> | <p>Attendance: Building and Code Compliance Director Lynn Ward, Building and Code Compliance Office Manager Cindy McHargue in the Chambers, various county employees and residents via telephone.</p> <p>Building and Code Compliance Director Lynn Ward reported locating the specific verbiage stating time limits for Recreational Vehicle (RV) occupancy has proven difficult. It is hard to pinpoint the exact origin, however, most jurisdictions use the 30/60 day rule (30 consecutive days or 60 days in a 12 month period), unless it is a temporary permit in conjunction with a building permit for a dwelling.</p> <p>Noting, RV's are considered as temporary living quarters for recreation, camping, travel, or seasonal use. RV's are exempt from Housing and Urban Development (HUD) Safety Standards for Manufactured Homes. They are not designed for use as a permanent dwelling. Washington State Labor and Industries defines both a Manufactured Home and an RV and has different labeling for each. A HUD label will not be applied to an RV, only Manufactured Homes, indicating that they do not have jurisdiction over the length of stay or permitting.</p> <p>Director Ward stated other areas have provided variations to the 30/60 day rule, but none have permitted an RV outright as a permanent dwelling. The potential options that have been used are; Temporary Hardship Permits that are renewed annually; Temporary Placement Permits that are renewed annually; allowing only one RV on an individual's private property; approved water and sanitation means by the Health Department; zoning areas approved by the Planning Department; Driveways and roadways approved by the Public Works Department; Permit conditions to properly identify the location with a clearly visible address, no alterations to the RV are allowed, keeping the property free of trash accumulation.</p> <p>Director Ward stated she reviewed Chelan County, Skagit County, Spokane, Walla Walla, Pacific County and Kitsap County regarding Short Term Rentals; these areas have chosen to regulate Short Term Rentals with varying sets of criteria determined by the local jurisdictions. Many are requirements of House Bill 1798 and RCW 64.37.</p> <p>Director Ward stated workshops with applicable departments would be needed. The Board was in support and stated they do not want to tell residents what to do with their own properties but health violations need to be addressed.</p> |
| <p>Resolution in support of the Board's motion on January 14, 2021.</p>        | <p>* <b>Approved (M/Christopher, S/Anderson. Passed unanimously): Resolution No. 01121</b> in support of the Board's motion on January 14, 2021, in the matter solar energy development projects that would connect into the Bonneville Power Administration (BPA) Knight Substation to be subject to review through a conditional use process.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

**Consent Agenda:**

- \* **Approved (M/Christopher, S/Anderson. Passed unanimously):** the Consent Agenda with nineteen (19) items.
- \* 1) Acceptance of Proposal and Authorization to proceed with a contract **(C00321)** with Radio Service Solutions LLC. For a Tier 3 Public Safety Radio System Management, Operations and Maintenance Support Professional Service contract at a cost of \$34,650 annual fee. For the Klickitat County Department of Emergency Management.
- \* 2) Grant Program Agreement **(C00421)** Amendment 18 SHSP (E21-180) between to Klickitat County (Department of Emergency Management) and the Washington State Military Department for the purpose of providing State, local, territorial and tribal governments to prevent terrorism and other catastrophic events and to prepare the Nation for threats and hazards that pose the greatest risk to the security of the United States. The grant is \$41,757.73 and the period of performance is September 1, 2018, to July 31, 2021.
- \* 3) Request for Proposals from the Information and Technology Department to solicit proposals for Technical Support for Klickitat County's Mitel Phone System for Klickitat County's Goldendale and White Salmon Offices. The successful proposer will be invited to work with the IT Division to develop a final proposal and contract that will be presented to the Board for final review and approval.
- \* 4) **Resolution No. 01221** in the matter of declaring certain real property as surplus within the Sheriff's Department to be disposed of through public sale or auction. Parcel No. 02-12-0358-1301/00 and or legal description of LOT 1 BLK 13 LYLE FIRST LESS 20' ON SE & RW BY AF#1104232; 3-2-12: no longer meets the departmental needs of the Sheriff's Department. **Resolution No. 01321** in the matter of the sale of certain tax title properties by public auction with or without reservations when it appears to the Board to be in the best interest of the County and to determine the terms of the sale.
- \* 5) Memorandum from the Planning Department scheduling a public meeting to be held Tuesday, January 26, 2021, at 1:30 PM to consider approval of an amendment request to the Mountain View Estates Subdivision Preliminary Approval; parcel numbers 02-13-3375-0015/00 and 02-13-3360-1001/00, in the Dallesport vicinity. Applicant: Greg Wallace (Darrin Eckman representative).
- \* 6) Award the Inmate Telephone Agreement **(C00521)** contract to Consolidated Telecom, Inc. for the Inmate Telephone System for the Klickitat County Jail at a cost of 42% commission on all inmate telephones, 20% commission on all remote video visitation, no charge for this on-site and \$0.01/text as an employee reimbursement fund. Effective upon the date of signature.
- \* 7) Equitable Sharing Agreement **(C00621)** and Certification for the Sheriff's Office allowing the County to keep a portion of funds from seized properties. Effective upon the date of signature.
- 8) Work for hire agreement **(C00721)** between Dean J. Cameron and Klickitat County (Assessor's Office) for the purpose of providing training and consulting services to improve the quality of annual assessments; services shall not exceed \$6000.00; the term of this contract is January 1, 2021, to December 31, 2021.  
And  
Work for hire agreement **(C00821)** between David Loomer and Klickitat County (Assessor's Office) for the purpose of providing training and consulting services to improve the quality of annual assessments; services shall not exceed \$6000.00; the term of this contract is January 1, 2021, to December 31, 2021.

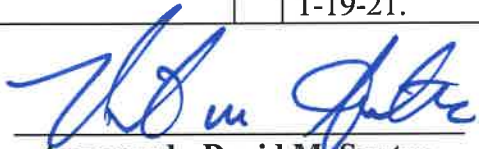
- 9) Interagency Agreement (**C00921**) for Medicaid Administrative Claiming between Klickitat County (Public Health Department) and The Washington State Health Care Authority to support Medicaid related outreach and linkage activities performed by Local Health Jurisdictions to Washington State residents who live within its jurisdiction. The contract effective date is January 1, 2021, to December 31, 2022.
- 10) Local Agency Agreement (**C01021**) Supplement No, 1 between Klickitat County (Public Works Department) and Washington State Department of Transportation for the purpose of using Federal Funds during the design phase of the Countywide Edge Lines Project, CRP 357 on various roads. Estimated Federal Funds in the amount of \$14,000.00.
- 11) Washington State Department of Transportation Local Agency Federal Aid Project Prospectus between Klickitat County (Public Works Department) and the Washington State Department of Transportation for the purpose of obligating Federal Funds for the Countywide Edge Lines Project on various County roads in the amount of \$175,300.00 – Klickitat County, Countywide Edge Lines Project, CRP 357.
- 12) Local Agency Agreement (**C01121**) between Klickitat County (Public Works Department) and Washington State Department of Transportation for the purpose of using Federal Funds during the design phase of the Countywide Guide Post & Signing, CRP 358 on various roads. Estimated Federal Funds in the amount of \$30,000.00.
- 13) Washington State Department of Transportation Local Agency Federal Aid Project Prospectus between Klickitat County (Public Works Department) and the Washington State Department of Transportation for the purpose of obligating Federal Funds for the Countywide Guide Post & Signing Project on various County roads in the amount of \$613,500.00 – Klickitat County, Countywide Edge Lines Project, CRP 358.
- 14) Request to publish Notice of Planned County Force Work pursuant to RCW 36.77.070, notice must be published in the newspaper of record that the County does not intend to use County force labor in 2021, on any projects.
- 15) Concurrence to Award Bid and Small Works Contract (**C01221**) between All Seasons Heating and Air Conditioning and the Klickitat County (Public Works Department) for the Klickitat Fire District 12 HVAC Replacement Project 2021, as bid in the amount of \$9,024.92 and authorize the Public Works Director to execute any change orders for this project due to unforeseen conditions up to 10% of the contract (\$902.49) for an aggregate of \$9,926.91, including tax.
- 16) Notice to contractors and scheduling a bid opening to be held February 16, 2021, at 1:30 PM for Courthouse Entrance Improvement Project Contract. This contract provides for the construction for the removal and replacement of North, East, and South entrances, including concrete steps and landings, hand/guardrails, demolition, repairs and alterations and other work, all in accordance with the Contract Provisions, and the Standard Specifications.
- 17) Award and execute the Contract (**C01321**) between Coburn Electric Inc. and Klickitat County (Public Works Department) for on-call electric services for On-Call Electrical Services for 2021-22. Bids were requested for three (3) weeks and Coburn Electrical Inc. was the lowest responsive bidder with a bid in the amount of \$1,587.22 including tax.
- 18) Personnel Authorization to begin the advertising process to hire an Emergency Management Program Coordinator at Grade 38, Step 1 to 3, within the Department of Emergency Management.



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|                                                    |   | 19) Subrecipient Agreement ( <b>C01421</b> ) between Klickitat County (Public Health Department) and the Columbia Gorge Housing Authority for the purpose of providing Federal Coronavirus funds through the US Department of Housing and Urban Development to the State Community Development Block Grant (CDBG) Program at the Washington State Department of Commerce.               |
|                                                    |   | <b>Payment Approvals:</b>                                                                                                                                                                                                                                                                                                                                                               |
| Voucher Certification and Approval 2020            | * | <b>Approved Warrants (M/Christopher, S/Anderson. Passed unanimously):</b><br><br>Accounts Payable for 2020, in the amount of \$1,409,487.33, for the date ending January 19, 2021.<br><br>There were no Payroll warrants requiring approval.                                                                                                                                            |
| Voucher Certification and Approval 2021            | * | <b>Approved Warrants (M/Christopher, S/Anderson. Passed unanimously):</b><br><br>Accounts Payable for 2021, in the amount of \$142,709.23, for the date ending January 20, 2021.<br><br>There were no Payroll warrants requiring approval.                                                                                                                                              |
| Pay Estimate                                       | * | <b>Approved (M/Anderson, S/Christopher. Passed unanimously):</b> Pay estimate No. 2 to All Service Heating & Air Conditioning, Inc. in the amount of \$165,846.47; with retainage in the amount of \$7,713.79 and 7.5% sales tax in the amount of \$7,713.79 for a payment amount of \$158,132.68 for the Klickitat County Jail HVAC System.                                            |
| Pay Estimate                                       | * | <b>Approved (M/Anderson, S/Christopher. Passed unanimously):</b> Pay estimate No. 9 to Kirby Nagelhout Construction Company in the amount of \$786,970.56; with retainage in the amount of \$39,348.53 and 7.5% sales tax in the amount of \$59,022.79, for a payment amount of \$806,644.82, for the County Services Building Project, Contract No. C03120.                            |
|                                                    |   | <b>Elected Official Report/Update:</b>                                                                                                                                                                                                                                                                                                                                                  |
| Prosecuting Attorney's Update                      |   | Attendance: Prosecuting Attorney David Quesnel, various county employees and residents via telephone.<br><br>Prosecuting Attorney David Quesnel stated they had a criminal docket today that went well despite the Clerk's Office being closed and encouraged the Board to remind Department Heads and Elected Officials to have contingency plans for emergency closures of an office. |
|                                                    |   | <b>Board Pending:</b>                                                                                                                                                                                                                                                                                                                                                                   |
| Issues as determined by the Board of Commissioners |   | Human Resource and Administrative Services Director Robb Van Cleave requested and received verbal approval to proceed with an extension resolution to the Family First Coronavirus Response Policy.<br><br>Clerk of the Board Lee Snell reported on Burlington Northern Santa Fe Railroad Grant awarded for raising the roof that covers the engine at the Wishram Park.                |

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| <p>Adjournment (3:49 PM)</p>                                                                 | <p>The Board recessed at 3:11 PM for five (5) minutes.</p> <p>The meeting resumed at 3:16 PM.</p> <p>Commissioner Anderson requested if the Board would support a 2021-2023 Capital Budget Request from the Recreation and Conservation Office's Community Forest Program during the 2021, legislative session.</p> <p><b>Approved (M/Anderson, S/Christopher. Passed unanimously):</b> to support the Recreation and Conservation Office's (RCO) Community Forest Program during the 2021 legislative session.</p> <p>Commissioner Anderson inquired if the Board would like to revisit the Marijuana Moratorium; a discussion followed regarding small changes to businesses and representing what citizens want.</p> <p>Commissioner Anderson asked if the Board would be in support of sending thank you cards to long term Senior Service Volunteers, the Board was in support.</p> <p>Commissioner Anderson reported on his Columbia Gorge Regional Airport Meeting, followed by Chairman Sauter stated he has done his Area Agency on Aging &amp; Disabilities of Southwest Washington orientation.</p> <p>A brief discussion was held about the Thursday's workshop.</p> <p><b>Approved (M/Anderson, S/Christopher. Passed unanimously):</b> There being no further business before the Board, the meeting was adjourned until 8:35 AM on Thursday, January 21, 2021.</p> |
|                                                                                              | <p><b>Call to Order/Roll Call</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p>Regular Meeting Extension:<br/>       Workshop Session for Thursday, January 21, 2021</p> | <p>Chairman David Sauter reconvened the meeting at 8:37 AM. All three (3) Commissioners were present.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                                                                                              | <p><b>Workshop Session Agenda</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|                                                                                              | <p><b>Continued discussion regarding policy for board appointment to boards, commissions and committees.</b></p> <p>The Board reviewed the draft resolution setting policies for board appointments to boards, commissions and committees, which was submitted by Commissioner Christopher. After discussion, the Board reached agreement for the final resolution and directed staff to forward the resolution to the Prosecutor for review.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|                                                                                              | <p>The Board adjourned at 9:55 AM to participate in a Klickitat County Board of Health meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

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|             | <p>At 11:20 AM, Chairman Sauter reconvened the workshop to discuss a matter specific to the layout of the Commissioner’s Chambers in the new building. Director Kelsey advised that Prosecutor Quesnel recommended that the side counter where Elected Officials, Department Heads, and staff will sit be swapped to the other side of the room. Following a brief discussion the Board agreed with the Prosecutor’s recommendation.</p> <p>The Board had a brief discussion regarding the State’s classification for first responders who are eligible to receive COVID vaccinations in Phase I.</p> <p>Commissioner Anderson provided an update regarding a health violation related to a septic issue. Commissioner Anderson noted that the matter should be resolved soon and the Health Department will be following up with the property owner.</p> <p>Chairman Sauter provided an update on the status of a Solid Waste bid in Kitsap County.</p> |
| Adjournment | <b>Approved (M/Anderson, S/Christopher. Passed unanimously):</b> There being no further business before the Board, the meeting adjourned at 11:35 AM.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|             | <p>* Reference Document on File</p> <p>Please Note: The Board of Commissioners’ minutes are action minutes. A digital recording is on file as part of the official record and available on file BOCC Meeting 1-19-21.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

  
Approved: **David M. Sauter**  
Chairman of the Board



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**2.09.2021**  
Date