

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, March 3, 2020**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, March 3, 2020	Chairman Rex F. Johnston called the meeting to order at 9:30 AM. Commissioners present: Jim Sizemore and Rex F. Johnston. David M. Sauter was away on county business.
	Workshop Session Agenda
Public Works/Road Department Update	<p>9:30 AM – Public Works Department Update</p> <p>Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Planning Director Mo-chi Lindblad, Developers Don McDurmont, Rick Graves, Alisha Nightingale and Todd Burwell, Jennifer Kallio, Undersheriff Mike Kallio, Solid Waste Ruby Irving, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe, Information Technology & Budget Director Glen Chipman, Resident Dan Christopher and 4 additional members of the public.</p> <p>Public Works Director Gordon Kelsey reviewed items on the Consent Agenda for this afternoon; a first and final pay estimate; construction programs and Maintenance projects.</p> <p>Director Kelsey provided details regarding the new County Services Building and reported various utility companies are working to move fiber and power lines this week.</p> <p>Director Kelsey requested and received verbal approval to begin the advertising process to fill a vacant Clerical Administrative Assistant I, II or III position and one (1) additional Flagger for the east end of the County.</p> <p>A discussion was held about the Title 12 Road Standard and the Department of Ecology’s (DOE) manual that the County follows for new development in the area. Director Kelsey stated the County can formally adopt the DOE’s manual or write our own. Questions and answers followed requiring road width; zoning and the international fire code.</p> <p>Director Kelsey proposed a Road Standard Committee be formed that included members of the community and Klickitat County Department representatives; they will bring a proposal before the Board for final approval, the Board was in support. Director Kelsey requested the Public Works Deputy Director Jeff Hunter oversee this process while he continues to move forward with the new County Service’s Building.</p>

Auditor Department Update	<p>10:45 AM - Elected Official Report/Update</p> <p>Attendance: Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe, Solid Waste Director Ruby Irving, Human Resource Director Robb Van Cleave, Information Technology & Budget Director Glen Chipman, Prosecuting Attorney David Quesnel, and resident Dan Christopher.</p> <p>Auditor Brenda Sorensen provided an update on the February 11th election and the upcoming Presidential election.</p> <p>Auditor Sorensen reported on the Finance Department; Licensing/Recording and the Veteran's Service Officer.</p> <p>Auditor Sorensen requested and received verbal approval to proceed with the advertising process to fill a Sr. Accountant.</p>
Solid Waste Department Update	<p>11:00 AM - Department Update/Comment</p> <p>Attendance: Solid Waste Director Ruby Irving, Information Technology & Budget Director Glen Chipman, Clerk Renea Campbell, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe, Human Resource Director Robb Van Cleave, Prosecuting Attorney David Quesnel, residents Dan Christopher and Kevin Barry.</p> <p>Solid Waste Director Ruby Irving provided a litter crew collection report by each district; a Solid Waste Advisory Committee Meeting schedule; a legislative update, noting the single-use bag bill is moving quickly.</p> <p>Director Irving stated she is currently working on outreach and education material that will be translated to Spanish and continues to work on upcoming events to promote recycling.</p> <p>A staff update was provided, followed by a brief update on Republic Services new equipment and a tonnage report for January 2020.</p>
	<p>Human Resource Director Robb Van Cleave along with Auditor Sorensen provided clarification to the previous request of approval to proceed with the advertising process to fill a Sr. Accountant I, II or a Chief Accountant in the Auditor's Office at step placement 1-5, depending on qualifications. The Board was in support.</p> <p>HR Director Van Cleave provided a brief update on the second interview being scheduled for the Public Health Director position.</p> <p>Chief Civil Deputy Karen Elings provided an answer to Commissioner Sizemore question regarding the sales tax on vehicle purchases for County use.</p>
Lunch Recess	The Board recessed for lunch at 11:10 AM.

	Call to Order/Roll Call:
Regular Meeting for Tuesday, March 3, 2020	Chairman Johnston reconvened the meeting at 1:00 PM. Commissioners present: Jim Sizemore and Rex F. Johnston. David M. Sauter was away on county business.
	Agenda:
Business Agenda	Approved (M/Sizemore, S/Johnston. Passed unanimously): the Business Agenda as presented.
	Approval of Commissioner Meeting Minutes
Approval of Meeting Minutes	There were no Commissioner Meeting minutes requiring approval at this time.
	Citizen Comment:
Comments will be limited to seven (7) minutes per individual	Residents Tadashi Atkins held a brief discussion regarding Cannabidiol, fruit trees and wineries in the area. Klickitat County PUD Commissioner Dan Gunkel provided a Renewable Natural Gas and Goldendale Pump Storage update.
	Public Meetings/Public Hearings/Bid Openings:
Public Hearing: To consider vacation of county right-of-ways on the plat of Columbus in the town of Maryhill	<p>Approved (M/Sizemore. S/Johnston. Passed unanimously): Resolution No. 03820 in the matter of vacating the County right-of-ways on the plat of Columbus in the town of Maryhill, Washington.</p> <p>Attendance: Public Works Director Gordon Kelsey, Adult Probation Case Manager Steve Crow, Prosecuting Attorney David Quesnel, Maryhill residents Tadashi Atkins and Dan Gunkel.</p> <p>Chairman Johnston declared the public hearing open and asked if Board members wished to disclose ex-parte contact or conflict of interest, hearing none he requested a staff review.</p> <p>Public Works Director Gordon Kelsey stated in accordance with RCW 36.87.040 and the Engineer's report it is in the best interest of the County to vacate portions of Columbus Road and Stonehenge Drive. The cost to vacate the roads is limited; turning these roads over to the adjacent property owners for their management and use is in the best interest of the County, the sections of the right-of-way do not serve the general public and do not provide current or future connectivity, it has no useful purpose for the county road system.</p> <p>Chairman Johnston opened the public hearing to receive public testimony.</p> <p>* Director Kelsey provided one written comment stating the agreement to vacate Columbus Road but not Stonehenge Drive; questions and answers followed with the present neighboring Maryhill land-owners, noting both were in support to vacate Columbus Road and Stonehenge Drive, followed by a motion.</p>

	<p>Adult Probation Case Manager Steve Crow provided clarification on Consent Agenda item number 4 regarding the GPS home monitoring system contract.</p>
	<p>Consent Agenda:</p>
	<p>* Approved (M/Sizemore, S/Johnston. Passed unanimously): the Consent Agenda with eleven (11) items.</p> <p>* 1) Letter and Resolution No. 03920 in the matter of appointing Jason Blain to the Klickitat County Open Space Advisory Committee. The appointment shall be to an unexpired one (1) year term, expiring February 15, 2021.</p> <p>* 2) Resolution No. 04020 in the matter of amending the Klickitat County Senior Services Advisory Board By-Laws to reflect changes recommended by the Senior Services Advisory Board, effective March 3, 2020.</p> <p>* 3) Memorandum from the Planning Department scheduling a public meeting to be held Tuesday, March 10, 2020, at 1:30 pm to consider approval of a Subdivision, SUB2019-02; parcel number 04-10-0217-0304/00, in the BZ Corner vicinity. Applicant: Matt Graves.</p> <p>* 4) Master Services Agreement (C02720) between Klickitat County (Adult Probation) and Omnilink Systems to be able to have GPS units in the office for hooking clients up for alternative jail sentences; the contract will allow the Adult Probation Department to have two (2) GPS units on hand at all times with no charge to the county.</p> <p>* 5) Notice from the Public Works Department to schedule a public hearing on Tuesday, March 17, 2020, at 1:30 PM to consider the establishment of maximum speed limits on roads in the Bickleton area.</p> <p>* 6) Resolution No. 04120 in the matter of authorization to sole source street and area lighting connected to the Klickitat County Courthouse lawn and sidewalk in connection with the Klickitat County Services Building Project to Platt Electric Supply.</p> <p>* 7) Approval and Award of the Small Works Contract (C02820) between Felton Fire Service and Klickitat County (Public Works Department) for the Klickitat County Fire Alarm Test and Inspection 2020-2022 for the four fire alarm systems.</p> <p>* 8) Final Acceptance and release of the SWC BZ Glenwood Highway - Glenwood Highway Terminals Guardrail repair to Columbia River Contractors, Inc. in the amount of \$12,272.00.</p> <p>* 9) Local Agency Standard Consultant Supplement Agreement (C02920) between Klickitat County (Public Works Department) and Bell Design Company for the purpose of providing on-call survey services including various small surveying projects associated with the proposed roadways; bridge reconstruction projects and rock quarry sites that Klickitat County has planned.</p> <p>* 10) Local Agency Standard Consultant Agreement (C03020) between Klickitat County (Public Works Department) and Lower Columbia Research and Archaeology LLC. For the purpose of performing archaeological and historical cultural resource surveys and testing for compliance-related projects undertaken by the Klickitat County Public Works Department.</p> <p>* 11) Final Contract Voucher Certificate and Release of Retainage in the amount of \$19,562.68 certifying all contract requirements have been met by Stripe Rite Inc. for the 2019 Annual Striping Program RN- 642-19.</p>

	Payment Approvals:
Voucher Certification and Approval	* Approved Warrants (M/Sizemore, S/Johnston. Passed unanimously): Accounts Payable: (#296940 - 297137) \$264,549.42 for the date ending March 2, 2020. There were no Payroll warrants requiring approval.
Pay Estimate	* Approved (M/Sizemore, S/Johnston. Passed unanimously): First and final pay estimate to Sun Pacific Services, Inc. in the amount of \$2,913.25; which includes sales tax in the amount of \$203.25 for the Klickitat County Annex Building Hazardous Materials Testing and Audit.
Executive Session: Annual performance evaluation of a public employee	At 2:00 PM Chairman Rex F. Johnston announced that the Board would be convening into Executive Session in accordance with RCW 42.30.110(1) (g) to conduct an annual performance evaluation of a public employee. Chairman Rex F. Johnston noted that the session would last fifteen (15) minutes. The Board convened back into Regular Session at 2:15 PM. Department of Emergency Management (DEM) Director Jeff King sought direction regarding re-organizing the Department of Emergency Management Staff to include a part-time position that will provide emergency employee training and support the Department of Emergency Management in additional duties as assigned. The Board stated they would like to discuss it further with a full Board. DEM Director King reported on this morning's COVID-19 meeting with all the health agencies in Klickitat County and Public Health's Health Officer to manage the flow of information and to discuss the protocol for potential COVID-19 cases in Klickitat County. A discussion followed regarding the inmate population and the denial of permits to allow social gatherings in the area, followed by an update on the procedures in place for local schools.
	Board Pending:
Issues as determined by the Board of Commissioners	* Board correspondence noted for the record: A letter to Klickitat Valley Health's Director of Services, Jonathan Lewis to express Klickitat County's strong support for Klickitat Valley Health's Sunderland Foundation Grant application.
Adjournment	Approved (M/Sizemore, S/Johnston. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 3:28 PM.
	Reference Document on File
	* 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 3-03-20.

Jim Sizemore
Approved: **Jim Sizemore**

Interim Chairman of the Board



3/31/2020

Date