

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, April 23, 2019**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, April 23, 2019	Chairman David M. Sauter called the meeting to order at 9:30 AM. Commissioners present: Jim Sizemore, David M. Sauter and Rex F. Johnston.
Legislative Lobbyists Jim Potts and Zak Kennedy: Legislative update	<p>9:30 AM - Legislative Update</p> <p>Attendance: Legislative Lobbyists Jim Potts and Zak Kennedy (via teleconference), Natural Resource/Economic Development Director Dave McClure and Centerville resident Dan Christopher.</p> <p>The Board discussed the budgets before State legislators including County's Payment In Lieu of Taxes, unfunded mandates and the carbon credit initiative proposed by Governor Inslee.</p>
	Solid Waste Director Ruby Irving requested and received verbal confirmation of the Boards intent to fund \$30,000 in addition to the Solid Waste Litter Crew Grant to hire a Litter Crew Supervisor.
	A discussion was held regarding the upcoming Environmental Impact Study Working Group meeting for the Hood River – White Salmon Bridge Replacement. The U.S. Department of Transportation is requesting participating agencies be responsible for identifying, as early as practicable, any issues of concern regarding this Project's potential environmental, social, or economic impacts that could substantially delay or prevent an agency from granting a permit or other approval that is needed for the project.
	Commissioner Sizemore stated he will be meeting with Washington Department of Fish and Wildlife regarding the use of dogs to deter cougars from encroaching on civilization.
	Workshop Session Agenda
Public Works/Road Department Update	<p>10:00 AM – Public Works Department Update</p> <p>Attendance: Public Works Director Gordon Kelsey, Assistant County Engineer Jeff Hunter, Deputy Prosecuting Attorney Rebecca Sells and Centerville resident Dan Christopher.</p> <p>Public Works Director Gordon Kelsey reviewed Consent Agenda items noting the Final Contract Voucher Certificate and Release of Retainage to Stripe Rite Inc. for last summers' annual striping program. Director Kelsey stated the release is a pretty typical time frame and it has an impact on who bids the jobs.</p>

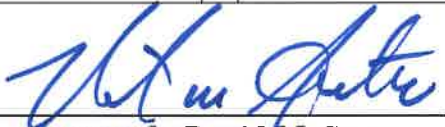
	<p>An update on the Wahkiacus Bridge was given; the construction signs go up May 20th and the bridge closure will start on Tuesday, May 28th. The open house is scheduled for May 1st in the Klickitat Community Center.</p> <p>Deputy Director Jeff Hunter responded to the request the Board asked last week; regarding the price of earth tone guardrail to be installed on Old Highway 8, rather than the standard galvanized guardrail. He stated it is \$20 more per foot making it around \$50 a foot.</p> <p>Director Kelsey stated he continues to work with the Gorge Commission for permits to start the design process on Courtney Road.</p> <p>A discussion was held regarding the new County Services Building and further discussion will take place with Treasurer Greg Gallagher regarding financing options and payment schedules.</p> <p>Deputy Director Hunter stated the Chief Range Officer is working to complete the Standard Operating Procedures and an operating resolution for the Firearms Training Facility.</p> <p>Director Kelsey requested and received verbal approval for a Personnel Authorization to begin the advertising process to fill a Temporary Buildings and Grounds Summer position.</p>
Human Resource Department update	<p>10:30 AM -- Department Update/Comment</p> <p>Attendance: Human Resource (HR) Director Randi Post, HR Specialist KC Sheridan, Sheriff Bob Songer, Prosecuting Attorney David Quesnel, Deputy Prosecuting Attorney Rebecca Sells and Centerville resident Dan Christopher.</p> <p>Human Resource Director Randi Post provided an update on the Summer Internship Program as well as a review of the \$1,500 funding agreement with White Salmon and Goldendale High Schools for Career Day support.</p> <p>HR Director Post stated she is in the process of reviewing Public Records Officer job descriptions as well as conducting a wage study. Chairman Sauter requested a workshop to discuss the Records Officer position further and would like to encourage Elected Official's and Department Heads to be present.</p> <p>HR Director Post reported on the Public Health Department's All Staff Training she attended and a brief discussion was held about the vehicle replacement policy.</p> <p>The HR Director job description was reviewed and a discussion followed outlining the expectations and additional duties assigned. Followed by a Records Retention Workshop update and how departments can utilize digital records retention; Chairman Sauter stated he will attend the next Records Retention Workshop.</p>

	HR Director Post requested and received Board direction regarding the appointment of a Job Classification Committee member to review a classification request for the new Litter Crew Supervisor position in the Solid Waste Department; noting that she has spoken with Recycling Coordinator Avery Morgan regarding the potential cost of radio job announcements for recruiting a more diverse population.
Lunch Recess	The Board recessed for lunch at 11:26 AM.
	Call to Order/Roll Call:
Regular Meeting for Tuesday, April 23, 2019	Chairman David M. Sauter reconvened the meeting at 1:00 PM. Commissioners present: Jim Sizemore, Rex F. Johnston and David M. Sauter.
	Agenda:
Business Agenda	Approved (M/Sizemore, S/Johnston. Passed unanimously): the Business Agenda with one add on under New Business.
	Approval of Commissioner Meeting Minutes
Approval of Meeting Minutes	* Approved (M/Johnston, S/Sizemore. Passed unanimously): the Klickitat County Board of Commissioners Meeting Minutes for April 9, 2019 as presented.
	Citizen Comment:
Comments will be limited to Seven (7) minutes per individual	<p>Klickitat Community resident Sandra Klotz expressed her concern with roosters in the Community of Klickitat. She stated the rooster's crow in excess in a residential neighborhood and it is affecting many citizens in the area. Chairman Sauter stated he will look into the zoning provisions further with Planning Director Mo-chi Lindbland.</p> <p>Local cannabis growers Suzie Wilson and Brad Johnson held a discussion about relocating their businesses. Both growers have well-established businesses in Klickitat County and requested assurance that they are able to relocate without losing their license. The Board was supportive and suggested having a discussion with potential/future neighbors to ensure a smooth move.</p>
	Unfinished Business:
Husum Ranch Subdivision SUB2018-02; Applicants: Husum Ranch LLC	* Granted (M/Sizemore, S/Johnston. Passed unanimously): Resolution No. 04819 in the matter of considering the Planning Commission recommendation to grant preliminary approval for the Husum Ranch Subdivision SUB2018-02; with the conditions. Applicants: Husum Ranch LLC. Attendance: Planning Director Mo-chi Lindblad, Senior Planner Amanda Smeller, Environmental Health Manager David Kavanagh, Natural Resource/Economic Development Director Dave McClure, Building & Compliance Director Lynn Ward, Public Works Director Gordon Kelsey, Prosecuting Attorney David Quesnel, Husum Ranch Developer Alisha Nightingale, Pioneer Engineering representative Dustin Conroy and Centerville resident Dan Christopher.

	<p>Environmental Health Manager David Kavanagh provided information regarding the septic system for the Husum Ranch Development; Mr. Kavanagh stated the system meets or exceeds State and local requirements and it is designed for small cities and will require two site visits per year. Brief discussion followed clarifying the bus stop location, followed by the motion.</p>
	<p>Payment Approvals:</p>
<p>Voucher Certification and Approval</p>	<p>* Approved Warrants (M/Johnston, S/Sizemore. Passed unanimously):</p> <p>Accounts Payable: (#289165 – 289289 and Electronic Transfer #852) for a net of \$161,795.60 for the date ending April 22, 2019.</p> <p>There were no Payroll warrants requiring approval.</p>
	<p>Consent Agenda:</p>
	<p>Approved (M/Johnston, S/Sizemore. Passed unanimously): the Consent Agenda.</p> <ul style="list-style-type: none"> * 1) Memorandum from the Information Technology & Budget Department scheduling a public hearing to be held Tuesday, May 7, 2019 at 1:30 PM to receive comments on the State Auditor’s Information Technology Audit. * 2) Authorization of Chairman’s signature for the Designation of the Klickitat County Public Economic Development Authority Board as Klickitat County’s Associate Development Organization, to coordinate economic development services for the County under contract with the Washington State Department of Commerce. * 3) Adoption of the Klickitat County Veterans Advisory Board Bylaws, effective April 23, 2019. * 4) A purchase request from Building and Compliance Department for an Epson WF DS-60000 Scanner to be used by staff for scanning and building permit files for archiving. * 5) Alternative Work Schedule for Public Health Supervisor/DDA Coordinator Laurell Kaiser to work 44 hours week 1 (Monday through Friday) and 36 hours week two (Monday through Thursday). * 6) Request from the Juvenile Department for authorization to proceed with a credit card limit increase from \$2,000 to \$4,000 to allow staff to attend training events. * 7) Amendment No. A. (C05419) between Klickitat County (Department of Emergency Management) and Washington State Military Department and State Enhanced 911 Funds. The purpose of the amendment is to change the total contract amount from \$463,941 to \$462,866 a reduction of \$1,075. * 8) Amendment No. A. (C05519) between Klickitat County (Department of Emergency Management) and Washington State Military Department and US Department of Homeland Security (DHS) for the purpose of amending the budget. * 9) Grant Agreement (C05619) between the Washington State Department of Commerce, Community Services and Housing Division, Office of Crime Victims Advocacy and Klickitat County (Juvenile Department) for the purpose of providing grant funding in the amount of \$5,000.00 to support transportation, lodging and fees for trainings, effective April 1, 2019 through June 30, 2019.

	<p>* 10) Final Contract Voucher Certificate and Release of Retainage in the amount of \$16,060.37 certifying all contract requirements have been met by Stripe Rite Inc. for the 2018 Annual Striping Program.</p> <p>* 11) Supplemental Agreement No. 1 (C05719) between Klickitat County (Public Works Department) and Skillings Connolly, Inc. to provide on-call environmental services as needed in consideration of compensation in the amount not to exceed \$50,000. This supplemental agreement extends the project completion date from April 30, 2019 to December 31, 2019.</p>
	<p>New Business:</p>
<p>Columbia Gorge Regional Airport Board's recommendation to transfer ownership of Aviation Management Services</p>	<p>Granted (M/ Johnston, S/Sizemore. Passed unanimously): Request for concurrence to accept the Columbia Gorge Regional Airport Board's recommendation to transfer ownership of Aviation Management Services to David and Aryn Rasmussen as allowed under section 4.6 of Airport Management Agreement (C00718), dated January 9, 2018.</p> <p>Attendance: Natural Resource/Economic Development Director Dave McClure, Prosecuting Attorney David Quesnel, Environmental Health Manager David Kavanagh, Columbia Gorge Regional Airport Board President Jim Wilcox, Aryn Rasmussen, and County residents Kathy Moco and Dan Christopher.</p> <p>Aryn Rasmussen provided a brief history of her career; stating her and David Rasmussen, her husband, welcome the opportunity to Manage the Columbia Gorge Regional Airport.</p> <p>Columbia Gorge Regional Airport Board President Jim Wilcox expressed support to transfer management of the Columbia Gorge Regional Airport to David and Aryn Rasmussen.</p>
<p>Assignment of Funds for Binding Site Plan No. BSP-2018-02; Applicant: Ross Companies</p>	<p>Granted (M/ Johnston, S/Sizemore. Passed unanimously): Assignment of Funds for insuring the required widening and hard surfacing of county road improvements required for Binding Site Plan No. BSP-2018-02, should the developer, Ross Companies, fail to complete the required improvements, the financial institution, designated in Exhibit B, is holding funds in the amount of Thirty-five Thousand Dollars. The developer is required to improve Fairgrounds Road in Goldendale to meet County Local Access Road Standards.</p>
	<p>Elected Official Report/Update:</p>
<p>Prosecuting Attorney's Update</p>	<p>Prosecuting Attorney David Quesnel noted he had no items of a general nature for discussion in open session.</p>

Executive Session: Discuss pending and potential litigation	<p>At 2:10 PM Chairman Sauter announced that the Board would be convening into Executive Session with Prosecutor Quesnel in accordance with RCW 42.30.110(1)(i) for a pending and potential litigation update. Chairman Sauter noted that the Executive Session would be for five (5) minutes.</p> <p>The Board reconvened back to Regular Session at 2:15 PM. No action was taken.</p>
	<p>Board Pending:</p>
Issues as determined by the Board of Commissioners	<p>Chairman Sizemore stated Susan Kelsey requested he extend a thank you to the Board for their action regarding I-1639.</p>
Adjournment	<p>Approved (M/Johnston, S/Sizemore. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 2:27 PM.</p>
	<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 4-23-19.</p>



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



5-7-2019
 Date