

**Klickitat County  
Board of Commissioners  
Minutes – Meeting of Tuesday, April 28, 2020**

<b>Topic</b>	<b>Agenda Item - Comment/Disposition</b>
	<b>Call to Order/Roll Call</b>
Morning Workshop Session – Tuesday, April 28, 2020	Interim - Chairman Jim Sizemore called the meeting to order at 9:30 AM. Commissioners present: Jim Sizemore, (David M. Sauter and Rex F. Johnston via telephone).
	<b>Workshop Session Agenda</b>
Economic Development/Natural Resource Department Update	<p><b>9:30 AM – Klickitat County Business and Economic Development Update</b></p> <p>Attendance: Economic Development Specialist Richard Foster, Building Inspection/Code Compliance Director Lynn Ward in Chambers, various county employees and residents via telephone.</p> <p>Economic Development Specialist Richard Foster reported on available funds from State Grants for local small businesses; the pay-check protection program, followed by a discussion of how fast the funds will be able to be distributed to the local business.</p> <p>A brief discussion was held about Personal Protective Equipment and the availability of agriculture housing in the Roosevelt area.</p>
	<p>Building Inspection/Code Compliance Director Lynn Ward requested guidance regarding resuming existing construction inspections that are considered low risk, followed by a staff update.</p> <p>The Board was in support to proceed with low-risk construction inspections, noting Governor Inslee’s Proclamation addressed construction projects.</p>
	<p>Department of Emergency Management Director Jeff King reported on the discussion held between Emergency Operations Center and the Public Health Department for re-opening business; followed by an update on the number of current COVID-19 cases in Klickitat County.</p> <p>Social distancing procedures were reviewed and the balance between physical needs and economical needs was discussed.</p>
Public Works/Road Department Update	<p><b>10:00 AM – Public Works Department Update</b></p> <p>Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Human Resources and Administrative Services Director Robb Van Cleave in Chambers, various county employees and residents via telephone.</p> <p>Public Works Director Gordon Kelsey reviewed consent agenda items; construction projects; the Courtney Road Safety Project, followed by a request and approval to purchase a temporary fuel tank for Bickleton.</p>

	<p>Public Works Deputy Director Jeff Hunter reported on the Klickitat Radio Site, followed by an update on the new County Services Building.</p> <p>A discussion was held regarding a request from Washington Gorge Action Programs to utilize the county fairgrounds to store food for the local food bank as well as use the shower facilities; the Board stated the grounds are currently being used as temporary offices, followed by a discussion of the ability to get portable housing provided by Federal Emergency Management Agency.</p> <p>Director Kelsey stated parks are allowed to be open for day use only and the Trout Lake Park will require an on-site steward to monitor compliance.</p>
<p>Emergency Management Department Update</p>	<p><b>10:30 AM - Department Update/Comment:</b></p> <p>Attendance: Emergency Management Director Jeff King (via telephone), Treasurer Greg Gallagher, Auditor Brenda Sorensen, Human Resources and Administrative Services Director Robb Van Cleave in Chambers, various county employees and residents via telephone.</p> <p>Emergency Management Director (DEM) Jeff King reported on the functionality of the radio system; radio maintenance schedules; the amateur Radio System Project, noting that the five (5) sites are of no cost to the County and are being installed by volunteers.</p> <p>DEM Chief of Operations / 9-1-1 Coordinator Julie Buck provided a staff report and COVID-19 office procedures.</p> <p>DEM Coordinator Buck requested and received verbal permission to proceed with the purchase of computer software from Geo-Comm, Inc. to develop an Address Point Layer for the Department of Emergency’s mapping system.</p> <p>A discussion followed regarding the Outdoor Burn Ban for zone one and two; followed by a brief discussion of available grants that require a match for Emergency Management programs.</p> <p>Human Resources and Administrative Services Director Robb Van Cleave requested received direction regarding the current County directive to remain closed until May 4, 2020. The Board will request Elected Officials and Department Heads to have a re-opening plan to be discussed next week.</p> <p>Public Health Interim – Director David Kavanagh reported the Department of Labor and Industries has guidelines for Departments to follow.</p> <p>The Board agreed an extension of the County Closure will allow Departments to receive personal protective equipment, noting that if Governor Inslee extends the Stay at Home Order it supersedes the resolution passed today.</p>
<p>Lunch Recess</p>	<p>The Board recessed for lunch at 11:41 AM.</p>

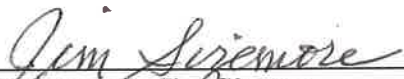
	<b>Call to Order/Roll Call:</b>
Regular Meeting for Tuesday, April 28, 2020	Interim - Chairman Jim Sizemore called the meeting to order at 1:00 PM. Commissioners present: Jim Sizemore, (David M. Sauter and Rex F. Johnston via telephone)
	<b>Agenda:</b>
Business Agenda	<b>Approved (M/Johnston, S/Sauter. Passed unanimously):</b> with 2 Add-ons, the first under new Business: resolution extending the closure of all county offices and facilities through May 18, 2020 and at 2:30 PM, a discussion with the Hospital Districts and North Shore on COVID-19.
	<b>Approval of Commissioner Meeting Minutes</b>
Approval of Meeting Minutes	* <b>Approved (M/Sauter, S/Johnston. Passed unanimously):</b> Board of Commissioners' Meeting Minutes for April 7, 2020, April 14, 2020, and April 21, 2020, as presented.
	<b>Citizen Comment:</b>
Comments will be limited to seven (7) minutes per individual	<p>Citizen Dan Christopher reported on the Goldendale Grange food distribution effort being overseen by Goldendale Grange Volunteers; deliveries are being conducted twice a week. Mr. Christopher asked if the County would donate money towards the purchase of food, following a brief discussion the Board stated they would like to have a further conversation next week.</p> <p>Building Inspection/Code Compliance Director Lynn Ward requested and received guidance regarding social distancing in the work-place, followed by a discussion to install plexiglass where needed and conduct business by appointment only.</p>
	<b>Public Meetings/Public Hearings/Bid Openings:</b>
Public Meeting: To consider the approval of a Shoreline Substantial Development permit application in the Trout Lake vicinity. Applicant: Ron Davis	<p><b>Approved (M/Johnston, S/Sauter. Passed unanimously):</b> of a Shoreline Substantial Development permit application to remove all unpermitted fill material that was brought in, 2015, and to restore the dike to the original footprint; parcel No's. 06-10-1500-0017/00, 06-10-1508-3504/00 and 06-10-1518-2104/00; thereby forwarding to the Department of Ecology for filing; this is located in the Trout Lake vicinity. Applicant: Ron Davis.</p> <p>Attendance: Planning Director Mo-chi Lindblad in Chambers, various county employees and residents via telephone.</p> <p>Interim – Chairman Sizemore stated the purpose of this meeting is to consider a Shoreline Substantial Development permit filed by Ron Davis to remove all unpermitted fill material that was brought in, 2015 and asked for a staff review.</p> <p>Planning Director Mo-chi Lindblad stated the original dike was established prior to Sept 8, 1975, as part of an agricultural operation; the purpose of the dike is to protect the adjacent land from flooding to facilitate crop cultivation for livestock feeding.</p> <p>The landowner anticipated the placement of additional fill material would be viewed as maintenance of the existing dike; the footprint of the dike was enlarged beyond where</p>

	<p>it was originally constructed and was not considered normal repair or maintenance; the landowner proposed to remove the additional fill material and restore the older dike to its original footprint.</p> <p>Prior to the motion, a discussion was held regarding culture resources in the area and the timeline of the Shoreline Substantial Development Application.</p>
<p>Findings, Conclusion and Decision in support of Board decision to approve Application #OS-OS-2020-01 for classification to the Open Space Open Space</p>	<p><b>Unfinished Business:</b></p> <p><b>Approved (M/Johnston, S/Sauter. Passed unanimously):</b> Motion to adopt the Findings, Conclusion and Decision in support of Board decision of Tuesday, April 14, 2020, to approve Application #OS-OS-2020-01 for classification to the Open Space Open Space Land for Current Use Classification under Chapter 84.34 RCW involving three (3) Parcel(s) 06-20-3052-0002/00, 06-20-3052-0003/00 &amp; 06-20-3052-0004/00, totaling 42.90 acres and authorization for the Chairman to sign the “Notice of Approval of Application for Classification as Open Space” as well as on the “Open Space Taxation Agreement”: Applicant: Alder Creek Pioneer Association.</p> <p>Prior to the motion, Interim - Chairman Sizemore provided an overview of the conditions and requirements that are included in the approval of the Open Space Open Space land designation.</p>
<p>Republic Services Quarterly Update</p>	<p><b>Miscellaneous Reports:</b></p> <p>Attendance: Solid Waste Director Ruby Irving in Chambers, Republic Services Area Director of Operations Don Tibbets, various county employees and residents via telephone.</p> <p>Republic Services Area Director of Operations Don Tibbets introduced Republic Services General Area Manager, Joseph Allen-Thompson, followed by the first-quarter financial report.</p> <p>Mr. Tibbets stated there has been a reduction of 30% in waste for April largely due to the restraints on construction, which generates special waste.</p> <p>A discussion followed regarding the reduction in delivery trains coming into the Roosevelt Station and the ability to recover.</p>
<p>Continued discussion regarding Union employee vacation accruals and department update</p>	<p><b>Department Update/Report:</b></p> <p>Human Resources and Administrative Services Director Robb Van Cleave, Human Resource Manager KC Sheridan in Chambers, various county employees and residents via telephone.</p> <p>Human Resources and Administrative Services Director Robb Van Cleave requested and received permission to allow Union Employees to accrue vacation hours in addition to the maximum listed in their bargaining agreement, noting the accrued vacation hours will be used within 90 days.</p> <p>A discussion continued regarding COVID-19 testing in the workplace for employees.</p>

<p>Skyline Hospital CEO, KVH CEO and North Shore Administrator COVID-19 update</p>	<p><b>New Business:</b></p> <p>Attendance: Treasurer Greg Gallagher, Auditor Brenda Sorensen, Building Inspection/Code Compliance Director Lynn Ward in Chambers, Skyline Hospital CEO Robb Kimmes, Klickitat Valley Health (KVH) CEO Leslie Hiebert and North Shore Administrator Cindy Robertson, various county employees and residents via telephone.</p> <p>Skyline Hospital CEO Robb Kimmes reported on Personal Protective Equipment on hand; the Emergency Room visitation volume and the elective procedures that have been postponed due to the COVID-19 pandemic, noting they did not see the influx of patients they were predicting.</p> <p>KVH CEO Leslie Hiebert stated the hospital has received upfront funding from the State to help with the cost associated with the pandemic; the hospital has COVID-19 test kits available and KVH Hospital Emergency Room visit numbers are also down. North Shore Administrator Cindy Robertson stated some patients are not going to the hospital or emergency room when they need to.</p> <p>Questions and answers followed regarding the degree of infection that was initially predicted; the importance of social distancing practices; continued hygiene recommendations; plans for resuming outpatient surgeries and necessary treatments that are considered low risk.</p> <p>A discussion continued regarding the importance of not overwhelming the health care system; what the sustainable amount of patients the local hospitals and County Health Department can maintain.</p>
<p>Treasurer's Finance and Revenue Update.</p>	<p><b>Elected Official Report/Update:</b></p> <p>Attendance: Treasurer Greg Gallagher in Chambers, various county employees and residents via telephone.</p> <p>Treasurer Greg Gallagher reported on the tax revenue received to date, noting that citizens have utilized the E-Check payment option available to them.</p> <p>Treasurer Gallagher stated the long term loan paperwork to pursue the State LOCAL program loan for the new County Services Building will be ready for signature next week.</p>
	<p><b>New Business:</b></p> <p><b>Approved (M/Johnston, S/Sauter. Passed unanimously): Resolution No. 07120</b> in the matter of extending the closure of all Klickitat County Offices and Facilities to the public, and the designation of Commissioner Jim Sizemore as Chairman through May 18, 2020, or until Governor Jay Inslee removes the Washington State Stay Home, Stay Healthy emergency order.</p>

	<p><b>Consent Agenda:</b></p> <p><b>Approved (M/Johnston, S/Sauter. Passed unanimously):</b> with four (4) items.</p> <ul style="list-style-type: none"> <li>* 1) <b>Resolution No. 06820</b> in the matter of setting dates for the 2021 Budget Development Process, hereby setting alternate dates for RCW 36.40.010 and 36.40.050 as allowed by RCW 36.40.071 as follows:             <ul style="list-style-type: none"> <li>● The County Auditor’s call for estimates shall be issued on or before September 8.</li> <li>● The departments shall submit their complete budget estimate packets on or before September 25<sup>th</sup> to both the County Auditor and the Fiscal Manager.</li> <li>● The County Auditor shall file the budget with the Board of County Commissioners on or before October 6, 2020.</li> </ul> </li> <li>* 2) <b>Community Development Agreement (C06120)</b> between Klickitat County (Economic Development Department) and Community Enrichment for Klickitat County, a non-profit organization, for the purpose of providing Klickitat County Public Economic Development Authority (EDA) funding not to exceed \$5,000 to be used for conducting tasks, or purchasing materials as it relates to exterior painting and basic facility maintenance for the Mountain View Grange Hall #98 facility, located at 1085 Main Street, White Salmon, WA.</li> <li>* 3) <b>Resolution No. 06920</b> in the matter of adopting the Families First Coronavirus Response Act Policy to provide temporary protected leave and paid leave benefits absences arising from the COVID-19 outbreak; implementation will be May 1, 2020, and will expire December 31, 2020.</li> <li>* 4) <b>Notice to contractors and scheduling a bid opening</b> to be held on May 19, 2020, at 1:30 PM for the Trout Lake Highway Overlay, CRP 347. This contract provides for the improvement of 1.33 miles of Trout Lake Highway by grinding and removing existing asphalt, adding base rock, slope flattening, installing an HMA pre-level, HMA wearing course, pavement markings, signs, guidepost, fencing, guardrail, draining repair, removal of roadside hazards and all other work in accordance with the Contract Plans, Contract Provisions, and the Standard Specifications.</li> </ul>
<p>Voucher Certification and Approval</p>	<p><b>Payment Approvals:</b></p> <ul style="list-style-type: none"> <li>* <b>Approved Warrants (M/Sauter, S/Johnston. Passed unanimously):</b> Accounts Payable Warrants: (#298169 – #298244), (#298253 - #298255) and Electronic Transfer (#888) for a net of \$217,145.17.</li> </ul> <p>Combined Payroll Warrants (#207125 – #207394, Co. Benefit Warrants (#298245 – #298252), and Co. Benefit Electronic Transfer (#889) \$1,021,025.89. For a combined total of \$1,238,171.06 for the date ending April 27, 2020.</p>
<p>Prosecuting Attorney’s Update</p>	<p><b>Elected Official Report/Update:</b></p> <p>Attendance: Prosecuting Attorney David Quesnel, county employees and residents were present via telephone.</p> <p>Prosecuting Attorney David Quesnel reported on the timeline for court case proceedings, noting some hearings are being held telephonically.</p>

Issues as determined by the Board of Commissioners	<b>Board Pending:</b> A discussion was held regarding Governor Inslee's announcement to open parks for limited day use only; the Columbia River Gorge Parks are to remain closed; the Board requested a meeting with Columbia Gorge Forest Service Area Manager, Lynn Burdett.  * Correspondence noted for the record: <ul style="list-style-type: none"><li>• Letter to Dallesport Water District advising that the District will need to reapply to the Landfill Gas Improvement Committee due to changes in the scope of work of their Landfill Gas Infrastructure Improvement project.</li></ul>
Adjournment	<b>Approved (M/Sauter, S/Johnston. Passed unanimously):</b> There being no further business before the Board, the meeting adjourned at 3:39 PM. No scheduled workshops.
	* 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 4-28-20.

  
Approved: Jim Sizemore  
Interim - Chairman of the Board



May 12, 2020  
Date