

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, May 19, 2020**

| Topic | Agenda Item - Comment/Disposition |
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| | Call to Order/Roll Call |
| Morning Workshop Session – Tuesday, May 19, 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). |
| | Workshop Session Agenda |
| Economic Development/Natural Resource Department Update | <p>9:30 AM - Klickitat County Business and Economic Development Update</p> <p>Attendance: Economic Development/Natural Resource Director Dave McClure, Natural Resource Coordinator Jacob Anderson, Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter in the Chambers, various county employees and residents via telephone.</p> <p>Economic Development/Natural Resource Director Dave McClure reported Klickitat County Public Economic Development Authority (KCPEDA) has been offered a \$154,553 grant to fund cost reimbursement grants to 36 small businesses in the county severely impacted by COVID-19 emergency closures; these businesses employ 121 individuals and the grants will prevent the loss of 94 jobs. Director McClure proposed the County contract with KCPEDA to implement the grant program in order to expedite getting funding to the impacted businesses. Director McClure noted that many more businesses are at risk of failure due to the pandemic and proposed that the County allocate some of the CARES Act funding it will receive to fund a complementary grant program. The Board was generally in support, but asked that the proposals be presented at the upcoming KCPEDA Board meeting for an advisory vote.</p> <p>Natural Resource Coordinator Jacob Anderson reported on the unemployment status of Washington State; the U.S. Small Business Administration’s (SBA’s) Economic Injury Disaster Loan program available for agricultural producers, followed by an update on the SBA’s Paycheck Protection Program and Klickitat County Public Utility District’s small business customer assistance program.</p> <p>Economic Development Specialist Richard Foster reported there have been applications received for funding requests to help facilitate Americans with Disabilities Act (ADA) accessibility ramp at the Stonehenge Memorial site and to help construct infrastructure and a building at the Columbia Gorge Regional Airport, followed by a discussion about the Columbia Gorge Community College’s new aviation maintenance technician training program.</p> |
| | Workshop Session Agenda |
| Public Works/Road Department Update | <p>10:00 AM – Public Works Department Update</p> <p>Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Human Resources and Administrative Services Director Robb Van Cleave in the Chambers, various county employees and residents via telephone.</p> <p>Public Works Director Gordon Kelsey reviewed consent agenda items, bid opening for the Trout Lake Highway Overlay and pay estimate No. 1 for the new County Services Building on this afternoon agenda.</p> |

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| | <p>Director Kelsey stated the speed studies have been completed for Bickleton, Dallesport and Erickson Road in Centerville and will hold the three public hearings together.</p> <p>Director Kelsey stated the Dallesport Airport fuel tank pads will be poured this week and he continues to work on the right-of-way and permit issues on the Courtney Road Safety Project.</p> <p>Director Kelsey reported an unusually high number of vandalism instances occurring around the county annex buildings.</p> <p>A discussion followed regarding the removal of the message boards that promoted the “Stay Home, Stay Safe” order, followed Director Kelsey’s request to move forward with pursuing a Trout Lake Campground Host Agreement, the Board was in support.</p> <p>Director Kelsey reviewed the procedures to open the Courthouse for employees to return to work, stating he is working with the Elected Officials and Department Heads to address office needs.</p> |
| Human Resource Department update | <p>10:45 AM - Department Update/Report</p> <p>Human Resources/Administrative Services Director Robb Van Cleave, Human Resource Manager KC Sheridan, Information Technology Manager Jeff Roe, Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter in the Chambers, various county employees and residents via telephone.</p> <p>HR Director Robb Van Cleave reviewed Governor Inslee’s phased reopening of businesses, the County needs to be in Phase 3 to reopen the Courthouse and annex buildings to the public, Director Van Cleave requested and received clarification about employees currently using the earnings code for COVID-19. The Board stated employees can return to work when the facilities are ready and meets The Occupational Safety and Health Administration standards.</p> <p>A discussion was held regarding the Families First Coronavirus Response Act policy, followed by an update from HR Manager KC Sheridan on the number of fraudulent unemployment claims statewide, noting some county employees have received fraudulent claim notifications.</p> <p>Information Technology Manager Jeff Roe reported on the security changes being implemented for County employees.</p> <p>HR Director Van Cleave provided a staff update, noting he will be managing the financial services upon Information Technology & Budget Director Glen Chipman’s retirement this month. Director Van Cleave stated the CARES Act Federal Funding Committee Director Chipman was overseeing will be overseen by the HR Department.</p> |
| Lunch Recess | The Board recessed for lunch at 11:27 AM. |

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| | Call to Order/Roll Call: |
| Regular Meeting for Tuesday, May 19, 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) |
| | Agenda: |
| Business Agenda | Approved (M/Sauter/, S/Johnston. Passed unanimously): the Business Agenda as presented. |
| | Approval of Commissioner Meeting Minutes |
| Approval of Meeting Minutes | * Approved (M/Johnston, S/Sauter. Passed unanimously): the Klickitat County Board of Commissioners Meeting Minutes for May 5, 2020, as presented. |
| | Citizen Comment: |
| Comments will be limited to seven (7) minutes per individual | <p>Commissioner Johnston reported on a conversation he had with the Building Inspection/Code Compliance Director Lynn Ward regarding unpermitted buildings in Klickitat County. Commissioner Johnston stated building material is generally purchased in 8, 10, or 12-foot increments and suggested the unpermitted buildings square footage be increased from 200 to 240. The Board was in support; Director Ward will follow-up with a presentation in November.</p> <p>The Board held a discussion about the requirements for Klickitat County to meet and the importance progressing out of phase 1; the Board requested Public Health Interim-Director David Kavanagh work with Department of Emergency Management Director Jeff King on a matrix that can be posted on the County's website to keep citizens informed of what standards the County is currently meeting.</p> |
| | Public Meetings/Public Hearings/Bid Openings: |
| Bid Opening: for the Trout Lake Highway Overlay | <p>Bids Forwarded (M/Johnston, S/Sauter. Passed unanimously): to the Public Works Department for review and recommendation of the four (4) bids received for the Trout Lake Highway Overlay, CRP 347. Engineer's Estimate: \$1,199,900.00.</p> <ul style="list-style-type: none"> ● James Dean Construction White Salmon, WA \$1,199,521.14 ● Central Washington Asphalt Moses Lake, WA \$1,183,000.00 ● Crestline Construction The Dalles, OR \$1,314,173.59 ● Granite Construction Yakima, WA \$1,265,000.00 |
| Public Meeting: To consider for simultaneous approval of Boundary Line Adjustment BLA 2019-17 | <p>Approved (M/Sauter, S/Johnston. Passed unanimously): granting final approval of Boundary Line Adjustment BLA 2019-17 and Short Plat SPL 2019-06; which is an adjustment the common property lines between parcels 04-10-0251-0003/00 and 04-10-0251-0004/00; SPL 2019-06 is a proposal to create 2 lots from 5.78 acres, in the Husum vicinity. Applicant: Ben West.</p> <p>Attendance: Assistant Planner Denise Lee, various county employees and residents via telephone</p> <p>Assistant Planner Denise Lee reported Boundary Line Adjustment No. BLA 2019-17 is a proposal to simultaneously adjust the common property lines between parcels 04-10-0251-0003/00 and 04-10-0251-0004/00; with SPL 2019-06, a proposal to divide 5.78 acres into 2 lots. This parcel is located in the Husum vicinity. The applicant is Ben West.</p> |

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| | <p>Associate Planner Lee stated that assurances from the County Health Officer, County Engineer and the Planning Department have been received and have obtained signatures attesting to this.</p> |
| <p>Public Meeting: To consider approval of Short Plat SPL 2019-31</p> | <p>Approved (M/Johnston, S/Sauter. Passed unanimously): granting final approval of Short Plat No. SPL 2019-31, which is a proposal to short plat a 20-acre parcel into 3 lots from parcel 05-16-2800-0002/00; in the Goldendale vicinity. Applicants: Greg & Linda Renoud.</p> |
| | <p>Attendance: Assistant Planner Denise Lee, various county employees and residents via telephone</p> <p>Assistant Planner Denise Lee stated Short Plat No. SPL 2019-31 is a proposal to short plat parcel 05-16-2800-0002/00 into 3 lots. The 20-acre parcel is located in the Goldendale vicinity. The applicants are Greg & Linda Renoud.</p> <p>Ms. Lee stated an administrative review of this short plat has been completed. Signatures have been obtained from the Road, Health, and Planning Departments, and the Treasurer's Office. All conditions attached to the preliminary approval have been met.</p> |
| <p>Public Meeting: To consider approval of Short Plat SPL 2020-14</p> | <p>Approved (M/Sauter, S/Johnston. Passed unanimously): granting final approval of Short Plat No. SPL 2019-14, a proposal to short plat a 2.42-acre parcel into 2 lots. Parcel 04-14-3000-0004/00; located in the Lyle vicinity. Applicants: Gary & Peyt Turner.</p> <p>Attendance: Assistant Planner Denise Lee, various county employees and residents via telephone</p> <p>Assistant Planner Denise Lee reported Short Plat No. SPL 2019-14 is a 2.42-acre parcel; the proposal is to create 2 lots from parcel 04-14-3000-0004/00; located in the Lyle vicinity. Applicants: Gary & Peyt Turner.</p> <p>Ms. Lee stated an administrative review of this short plat has been completed. Signatures have been obtained from the Road, Health, and Planning Departments, and the Treasurer's Office. All conditions attached to the preliminary approval have been met.</p> |
| | <p>Department Update/Report:</p> |
| <p>Adult Probation/Juvenile Court Department Update</p> | <p>Attendance: Adult/Juvenile Probation Director Larry Barker in the Chambers, various county employees and residents via telephone.</p> <p>Adult/Juvenile Probation Director Larry Barker reported the staff in the Adult and Juvenile Departments have been doing home visits to stay in contact with clients and working out of the office as needed.</p> <p>Director Barker held a discussion regarding Juveniles currently in Norcor and the inability to have a trial for them right now.</p> |
| | <p>Miscellaneous Reports/Comments:</p> |
| <p>Discussion regarding the potential boundary expansion</p> | <p>Attendance: Washington State Department of Natural Resources (DNR) Southeast Region Assistant Regional Manager Larry Leach and Natural Areas Specialist Keyna Bugner via telephone, Planning Director Mo-chi Lindblad, Economic Development &</p> |

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| <p>of the White Salmon Oaks Natural Resource Conservation Area.</p> | <p>Natural Resource Director Dave McClure, Natural Resource Coordinator Jacob Anderson, Solid Waste Director Ruby Irving in Chambers, various county employees and residents via telephone.</p> <p>Natural Areas Specialist Keyna Bugner reported on 551 acres the Natural Resource Conservation Area (NRCA) is looking at in the purchasing in the White Salmon area, followed by a discussion of why the NRCA is interested in this property. The Board noted that as the land becomes an oak habitat there will be no harvestable timber and no revenue.</p> <p>A discussion was held regarding the location for tribal housing the Army Corp. of Engineers is considering. The Board expressed as County Trust Land gets given away, land should be replaced to generate revenue back to the County.</p> <p>WA State DNR Assistant Regional Manager Larry Leach reported on the projected income from Klickitat County Trust Lands, a discussion followed regarding a Sustainable Cut Analysis on the County's 20,000 plus acres for 2020.</p> |
| | <p>New Business:</p> |
| <p>Solid Waste Director Ruby Irving: Art Competition 'Reduce and Reuse presentation</p> | <p>Attendance: Solid Waste Director Ruby Irving and various county employees and residents via telephone.</p> <p>Solid Waste Director Ruby Irving reported she is unable to continue the outreach and education for school-age children since the COVID-19 pandemic; Director Irving requested and received permission to have a Waste Reduction themed art contest for the children in Klickitat County.</p> <p>Director Irving reported a brief update on the Roosevelt Regional Landfill.</p> |
| | <p>Consent Agenda:</p> |
| | <ul style="list-style-type: none"> * Approved (M/Sauter, S/Johnston. Passed unanimously): the Consent Agenda with seventeen (17) items. * 1) Community Development Agreement (C07920) 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 \$15,000. * 2) Cumulative Reserve Fund #125 project list change which is required in order to reflect approval of Agreement (C07920) with Community Enrichment for Klickitat County for the purpose of providing Klickitat County Public Economic Development Authority (EDA) funding not to exceed \$15,000 to be used for COVID-19 food relief. * 3) Request from the Columbia Gorge Regional Airport Manager Aryn Rasmussen to consider granting a waiver of the Binding Site Plan Application fee of \$500.00, which was necessary to facilitate the leasing of property to the Pacific Coast Cherry Packers at the Columbia Gorge Regional Airport Business Park. * 4) Memorandum of Lease between the City of The Dalles, Klickitat County and the Pacific Coast Cherry Packers for the purpose of providing constructive notice of the Subject Lease to all third parties; Landlord's Consent and Waiver of Lien; and Right-of-Way Easement. * 5) Settlement and Release (C08020) of All Claims between Eric Hood and Klickitat County with regards to Yakima County Superior Court Cause Number 2020031309. |

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| | <ul style="list-style-type: none"> * 6) Administrative Offer Summary for full acquisition of approximately 0.95 acres of Lot 16 of Block 19 of Golden 2nd addition to Goldendale. * 7) Final Acceptance and Release of Contract Bond in the form of Liberty Mutual Insurance Company Bond No. 023208420, certifying that all contract requirements have been met by Cascade Bridge, LLC. for the Wahkiacus Bridge Repair, CRP 272. * 8) Resolution No. 07820 in the matter of setting a public hearing to be held on the 16th day of June 2020, at 1:30 PM, with the intent of establishing an additional portion of a dedicated plat road now known as Shepler Street, County Road No. 20980 in Dallesport, Washington. * 9) Personnel Authorization to begin the advertising process to fill a Senior Accountant I/System Administrator; Grade 69, step 1-3. Depending on Qualifications within the Public Works Department. * 10) Authorization request from the Sheriff's Office to purchase a computer and monitor with sufficient power and memory to accommodate the FARO 3D/2D drawing software for collision and crime scene investigations; at a cost of \$4,333.88, including tax. * 11) Authorization request from the Sheriff's Office to purchase the FARO 3D/2D drawing software for collision and crime scene investigations; at a cost of \$2,359.68, including tax. * 12) Memorandum from the Planning Department setting a public hearing to be held on the 26th day of May 2020, at 1:30 PM to consider approval of waiving the requirement of a Road Easement Width Waiver to reduce the 60-foot minimum requirement to 46 feet; in the White Salmon vicinity. Applicant: Don Struck. * 13) Senior Service CI-TSB- Transportation Subcontractors-CI-2020-TSB-01; Contract Instruction regarding additional per pick up fee; the HSC contract provides transportation for non-emergency medical rides for Medicaid recipients; due to COVID-19 additional sanitation and limitation of passengers was implemented. * 14) Contract (C08120) Amendment No. 1 between Agency Home Care Services and Klickitat County (Senior Services Department) to provide additional funds for Electronic Visit Verification Implementation. Klickitat County will be paid \$21,389 upon completion of an Electronic Visit Verification implementation survey. * 15) Contract (C08220) between Klickitat County (Senior Services Department) and Area Agency on Aging & Disabilities of Southwest Washington (AAADSW) for the purpose of providing COVID-19 Response (Senior Nutrition Services and Transportation); \$32,157 for COVID-19 Families First Coronavirus Response Act Nutrition Services and \$82,210 for COVID-19 CARES Nutrition and Transportation services. * 16) Resolution No. 07920 in the matter of establishing the County ban on outdoor burning within the unincorporated areas of Klickitat County as requested by Klickitat County Fire District #1, #3, #8 and #13. The requested County Burn Ban would be from June 1, 2020, through October 1, 2020, for Klickitat County Burn Ban Zone Three. * 17) An alternative work schedule for the Litter Crew Supervisor (Lori Niva) within the Solid Waste Department for a flexible work schedule; four - 10 hour days per week. |
| <p>Voucher Certification and Approval</p> | <p>Payment Approvals:</p> <ul style="list-style-type: none"> * Approved Warrants (M/Johnston, S/Sauter. Passed unanimously): Accounts Payable: (#298461 – 298461 and 298462 - 298547) \$1,076.049.75 for the date ending May 18, 2020. <p>There were no Payroll warrants requiring approval.</p> |

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| Payment Estimates | * Approved (M/Johnston, S/Sauter. Passed unanimously): Pay Estimate No. 1 to Kirby Nagelhout Construction Company for mobilization, site cleaning, demolition and earthmoving completed for the month of April in the amount of \$420,882.02; this excludes retainage in the amount of \$20,530.83 and includes tax in the amount of \$30,796.25. |
| | Board Pending: |
| Issues as determined by the Board of Commissioners | A brief discussion was held regarding the Goldendale Pump Storage Project. The Board discussed and agreed to address their concerns to The Department of Ecology's Director, Laura Watson about the scope of the Clean Air Act and its impact on the Roosevelt Regional Landfill. |
| Adjournment | Approved (M/Sauter, S/Johnston. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 3:08 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 5-19-20. |

Jim Sizemore

Approved: Jim Sizemore
Interim - Chairman of the Board



May 26, 2020

Date