

**Klickitat County  
Board of Commissioners  
Minutes – Meeting of Tuesday, May 21, 2019**

<b>Topic</b>	<b>Agenda Item - Comment/Disposition</b>
	<b>Call to Order/Roll Call</b>
Morning Workshop Session – Tuesday, May 21, 2019	Chairman David M. Sauter called the meeting to order at 10:00 AM. Commissioners present: Jim Sizemore, David M. Sauter and Rex F. Johnston.
	<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, Public Works Deputy Director Jeff Hunter, Natural Resource/Economic Development Specialist Denny Newell, Solid Waste Recycling Coordinator Avery Morgan, Prosecuting Attorney David Quesnel, Deputy Prosecuting Attorney Rebecca Sells and Centerville resident Dan Christopher.</p> <p>Public Works Director Gordon Kelsey reviewed consent agenda items, noting the resolution removing the Volvo Motor Grader from Public Works equipment inventory; the first and final pay estimate for the Sheriff’s Office rooftop unit also on this afternoon agenda.</p> <p>Public Works east end Maintenance crews continue to prepare Schilling, Harms and Horseshoe Bend Roads for necessary detours for the upcoming Wahkiacus Bridge closure. Director Kelsey stated the bridge will be closed June 10<sup>th</sup>.</p> <p>Public Works is applying for the Transportation Alternatives Program Grant to extend the sidewalk in Klickitat from the Community Center to the river along the north side of Ballfield Road.</p> <p>Director Kelsey reported on a meeting he had with the new County Services Building Architects and held a discussion regarding the relocation of departments currently in annex buildings.</p> <p>Public Works Deputy Director Jeff Hunter provided an update on the radio projects followed by a report on the Firearms Training Facility, noting he is working with Chief Range Officer Tim Sipe to complete the Standard Operation Procedure and an Operating Resolution for the range.</p>
Human Resource Department update	<p><b>10:30 AM - Department Update/Report</b></p> <p>Attendance: Human Resource Director Randi Post, Human Resource Specialist KC Sheridan, Economic Development Specialist Denny Newell, Solid Waste Recycling Coordinator Avery Morgan, Prosecuting Attorney David Quesnel, Deputy Prosecuting Attorney Rebecca Sells and Centerville resident Dan Christopher.</p>

<p>Executive Session:          Performance of a          public employee</p>	<p>Human Resource Director Randi Post reviewed the Job Classification Committee's pay grade recommendation of grade 35 for the Solid Waste Litter Crew Supervisor; followed by a brief discussion of the Litter Grant provisions. Director Post requested and received verbal approval to proceed with a Personnel Authorization to begin the advertising process.</p> <p>Director Post advised she is proceeding with the job classification request from Public Health Director Carla Bacon in accordance with County policy; Director Bacon has submitted a job description for a Clinical Division Manager, replacing the vacant Clinical Division Nurse Manager position.</p> <p>A discussion was held regarding an upcoming Lean Project within the Human Resource Department as well as County-wide De-Escalation training for employees.</p> <p>At 11:05 AM Chairman Sauter announced that the Board would be convening into Executive Session with HR Director Post, Prosecuting Attorney David Quesnel and Deputy Prosecuting Attorney Rebecca Sells in accordance with RCW 42.30.110(1)(g) to discuss the Performance of a public employee. Chairman Sauter noted that the session would last for five (5) minutes.</p> <p>The Board convened back to Regular Session at 11:10 AM No action was taken.</p>
	<p>The Board held brief discussions regarding the County's Annual Report as well as The Dallesport Water District.</p>
<p>Lunch Recess</p>	<p>The Board recessed for lunch at 11:17 AM.</p>
	<p><b>Call to Order/Roll Call:</b></p>
<p>Regular Meeting          for Tuesday, May          21, 2019</p>	<p>Chairman David M. Sauter reconvened the meeting at 1:00 PM. Commissioners present: Jim Sizemore, Rex F. Johnston and David M. Sauter.</p>
	<p><b>Agenda:</b></p>
<p>Business Agenda</p>	<p><b>Approved (M/Sizemore, S/Johnston. Passed unanimously):</b> the Business Agenda with one add on under New Business.</p>
	<p><b>Approval of Commissioner Meeting Minutes</b></p>
<p>Approval of          Meeting Minutes</p>	<p><b>Approved (M/Johnston, S/Sizemore. Passed unanimously):</b> the Klickitat County Board of Commissioners Meeting Minutes for May 7, 2019, as presented.</p>
	<p><b>Citizen Comment:</b></p>
<p>Comments will be          limited to Seven (7)          minutes per          individual</p>	<p>Planning Director Mo-chi Lindblad advised that a Washington State Environmental Policy Act (SEPA) appeal was received regarding the proposed Klickitat County Shoreline Management Plan update.</p> <p>Director Lindblad reported the Yakama Nation Housing project in Dallesport is considering wetlands in the area as they undergo the SEPA process. Followed by a brief discussion of the Safety Project on Courtney Road.</p>

<p>Public Meeting:          Consider approval of a 2-lot short plat, SPL2018-12:          Applicants: Dean &amp; Cindy Kobetich.</p>	<p><b>Public Meetings/Public Hearings/Bid Openings:</b></p> <p><b>Granted (M/Johnston, S/Sizemore. Passed unanimously):</b> Final approval of Short Plat No. SPL2018-12 which subdivides approximately 12.28 acres into two (2) lots; Applicant: Dean &amp; Cindy Kobetich.</p> <p>Chairman Sauter opened the public meeting and requested a staff review.</p> <p>Associate Planner Lori Anderson reported that SPL2018-12 is a proposal to subdivide parcel number 05-14-1600-0015/00, approximately 12.28 acres into two (2) lots in the Goldendale vicinity off the Glenwood Highway.</p> <p>Ms. Anderson noted that an administrative review of the short plat has been completed and 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>Dallesport Water District appointed Interim Manager WJ Morris reviewed Dallesport Water District boundaries; grants, loans, fire suppressant hydrants in the area. Chairman Sauter reviewed history regarding the water system consolidation and improvements.</p>
	<p><b>Department Update/Report</b></p>
<p>Adult Probation/Juvenile Court Department Update</p>	<p>Attendance: Adult/Juvenile Probation Director Larry Barker, Adult Probation Administrative Assistant Paula Duncan, Adult Probation Case Manager Courtney Cooke, Juvenile Probation Counselor Candy Wing, Juvenile Probation Counselor Sam Counts, Community Correction Support/Enforcement Officer Steve Crow, Economic Development Specialist Denny Newell, Senior Services Director Sharon Carter, Prosecuting Attorney David Quesnel and Centerville resident Dan Christopher.</p> <p>Adult/Juvenile Probation Director Larry Barker held a discussion regarding the Juvenile Community Correction Support/Enforcement Officer's budget options or alternatives to replace the loss of the Litter Grant.</p> <p>The Board advised the Community Correction Support/Enforcement Officer position pursue with County Policy to undergo a Job Classification study through the Human Resource Department</p>
<p>Discussion regarding the National Association of Development Organizations study report on "Rural Transportation Options in Klickitat County" and Senior Service Department Update</p>	<p>Attendance: Senior Services Director Sharon Carter, Economic Development Specialist Denny Newell, Prosecuting Attorney David Quesnel and County resident Dan Christopher.</p> <p>Senior Services Director Sharon Carter reviewed the National Association of Development Organizations (NADO) region's challenging transportation issues report regarding rural transportation needs and solutions meeting the needs of employers in eastern Klickitat County. Director Carter stated the research focused specifically on transportation solutions for a target industry (vineyard/winery cluster) with growing employment but remotely located.</p> <p>The Board expressed interest to meet with entities on the east end of the County and</p>

	<p>discuss housing needs as well as transportation needs.</p> <p>Director Carter proceeded with her department update which included a staff report, grants received and the transportation fixed route rider statistics. Director Carter noted she met with two members of the Area Agency on Aging and Disabilities of Southwest Washington to discuss various programs and services the Senior Service Department provides.</p>
	<p><b>New Business:</b></p>
	<p>* <b>Approved (M/Johnston, S/Sizemore. Passed unanimously):</b> Borrowed Vehicle Agreement (<b>C07319</b>) between Klickitat County (Senior Services Department) and Schetky Northwest Sales, Inc. for the purpose of providing a 2019 Ford World Trans cutaway mini bus loaner to Mt. Adams Transportation Services while an ordered vehicle is being completed.</p>
	<p><b>Consent Agenda:</b></p>
	<p>* <b>Approved (M/Johnston, S/Sizemore. Passed unanimously):</b> the Consent Agenda with ten (10) items.</p> <p>* 1) Scope of Work Agreement (<b>C07419</b>) between Klickitat County (Clerk’s Office) and Konica Minolta Business Solution U.S.A., Inc. for the purpose of providing discovery, conversion, document migration and OnBase implementation services to achieve successful conversion to OnBase. Professional Services.</p> <p>* 2) <b>Resolution No. 06419</b> 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 17, 2019 through September 30, 2019, for Klickitat County Burn Ban Zone Three.</p> <p>* 3) Independent Contractors Agreement (<b>C07519</b>) between Klickitat County (Economic Development Department) and the Maryhill Museum for the purpose of providing \$9,000 in 2018 lodging tax revenue funding for the expressed purpose of promoting tourist-related activities, effective May 1, 2019, and terminating December 31, 2019.</p> <p>* 4) Amendment No. 1 (<b>C7619</b>) to Project Agreement #18-2188P Lead Entity Operating 2018-2019 Grant between Klickitat County (Natural Resource Department) and the Washington State Recreation and Conservation Office for the purpose of extending the project agreement end date from June 30, 2019, to August 31, 2019, to complete the project.</p> <p>* 5) Amendment No. 2 (<b>C7719</b>) to Project Agreement #18-2188P Lead Entity Operating Grant 2018-2019 between Klickitat County (Natural Resource Department) and the Washington State Recreation and Conservation Office for the purpose of adding two months of capacity funding of \$10,000 to cover the time extension to August 31, 2019.</p> <p>* 6) <b>Resolution No. 06519</b> in the matter of removing the EQ1502, Volvo Motor Grader from the ERR Fund #504 equipment inventory.</p> <p>* 7) Intergovernmental Agreement (<b>C7819</b>) between Klickitat County Public Utility District No. 1 (KPUD) and Klickitat County (Public Works Department) for the purpose of an equipment sale through the Public Works Department.</p>

	<ul style="list-style-type: none"> <li>* 8) Rural Arterial Program Project Agreement Amendment No. 1 (<b>C7919</b>) between Klickitat County (Public Works Department) and the State of Washington County Road Administration Board for the purpose of a funding increase of \$673,000 for a total of \$1,118,700 to be used for resurfacing Trout Lake Highway.</li> <li>* 9) Rural Arterial Program Project Agreement (<b>C8019</b>) for Construction Proposal between Klickitat County (Public Works Department) and the State of Washington County Road Administration Board for the purpose of providing grant funding to be used for reconstructing a section of Sundale Road and Old Highway 8.</li> <li>* 10) <b>Resolution No. 06619</b> in the matter of revising Resolution Number 05419 for Temporary Closure of Horseshoe Bend Road, County Road Number 22140.</li> </ul>
	<p><b>Unfinished Business:</b></p>
<p>Findings, Conclusion and Decision in support of Board decision on Tuesday, May 7, 2019 to deny the application for reclassification to Open Space Open Space Land Current Use Assessment: Application No. OS-OS-2019-01: Applicant: Able Wolman</p>	<ul style="list-style-type: none"> <li>* <b>Approved (M/Sizemore, S/Sauter. Passed, with Johnston abstaining):</b> Motion to adopt the Findings, Conclusion and Decision in support of Board decision on Tuesday, May 7, 2019 to deny Application #OS-OS-2019-01 for reclassification to the Open Space Open Space Land for Current Use Classification under Chapter 84.34 RCW involving two (2) Parcel(s) 03-13-2100-0011/00 (29 acres) and 03-13-2100-0014/00 (40 acres) consisting of a total of 69 acres: Applicant: Abel Wolman and authorization for the Chairman to sign the “Notice of Disapproval”.</li> </ul> <p>Attendance: Prosecutor David Quesnel, Economic Development Specialist Denny Newell and county resident Dan Christopher.</p> <p>Prior to the motion, Chairman Sauter read the findings and conclusion in support of the Board decision to deny Application #OS-OS-2019-01 for reclassification to the Open Space Open Space Land for Current Use Classification.</p>
	<p><b>Payment Approvals:</b></p>
<p>Voucher Certification and Approval</p>	<ul style="list-style-type: none"> <li>* <b>Approved Warrants (M/Johnston, S/Sizemore. Passed unanimously):</b> Accounts Payable: (#289879 – 289986, Electronic Transfer #855) for a combined total of \$205,864.68 for the date ending May 20, 2019.</li> </ul> <p>There were no Payroll warrants requiring approval.</p>
<p>Payment Estimates</p>	<ul style="list-style-type: none"> <li>* <b>Approved (M/Sizemore, S/Johnston. Passed unanimously):</b> Pay estimate No. 1 final to Divco Incorporated in the amount of \$ 55,658.13, which includes retainage in the amount of \$2,588.75, for a total payment of \$53,069.38 for the Sheriff’s Office HVAC unit.</li> </ul>
	<p>Economic Development Specialist Denny Newell advised the Board, a commitment of matching funds scores higher in the competitive grant process for Community Development Block Grants; Specialist Newell recommended a commitment of \$750,000 for the construction of the Senior Services Facility within the County Services Building.</p>
	<p><b>Elected Official Report/Update:</b></p>
<p>Prosecuting Attorney’s Update</p>	<p>Prosecuting Attorney David Quesnel reported on concluded cases and the aid surveillance cameras provide in patrol cars to cases being tried.</p>

	Prosecuting Attorney Quesnel reported on his recent trip to Washington D.C. noting that it was a very productive trip and legislators were generous with their time.
Executive Session: Discuss pending and potential litigation	At 3:42 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.  The Board reconvened back to Regular Session at 3:47 PM.
	<b>Board Pending:</b>
Issues as determined by the Board of Commissioners	Commissioner Sizemore advised of a discussion held at The Cattlemen's Field Day regarding the use of All Terrain Vehicle (ATV's) on County Roads in the Bickleton area; followed by a brief discussion of last week's Washington Department of Fish and Wildlife Wolf presentation, noting the importance of the State providing a maximum number of wolves our region can support.  Chairman Sauter reported he discussed West Avery Park with legislators in Washington D.C., stating funds can be appropriated but there has not been an appropriation request.  A brief discussion followed regarding the Dallesport Water District and Chairman Sauter advised his seatmates he has directed the Human Resource Department Director to research and provide caseloads and staff levels for Adult and Juvenile Probation Departments with comparable Counties.
Adjournment	<b>Approved (M/Johnston, S/Sizemore. Passed unanimously):</b> There being no further business before the Board, the meeting was adjourned at 4:25 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 5-21-19.



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



6-4-19

Date