

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, June 16, 2020**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, June 16, 2020	Interim - Chairman Jim Sizemore called the meeting to order at 9:30 AM. Commissioners present: Jim Sizemore and David M. Sauter. Rex F. Johnston was absent.
	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, Economic Specialist Richard Foster, Human Resources/Administrative Services Director Robb Van Cleave, in the Chambers, various county employees and residents via telephone.</p> <p>Economic Development/Natural Resource Director Dave McClure reported on the Working Washington Small Business Grants; the Klickitat County Economic Injury Survey, Washington State Unemployment Claims, noting Klickitat County claims have leveled out and initial claims dropped from 69 to 45.</p> <p>Director McClure stated 56 businesses applied for the Economic Injury Disaster Loan, 17 businesses had received the grant advance and 14 have now received the loan.</p> <p>Director McClure proceeded by reporting on the Klickitat County Small Business Emergency Grant Program, stating 42 out of the 56 businesses are moving onto the ranking process, the ranking has been completed and the Review Committee will get together to go over the results, he noted this is a very successful program and the majority of businesses who were ranked will likely be receiving funding.</p> <p>A discussion followed regarding Klickitat County’s Agriculture Businesses and the amount of Personal Protective Equipment on hand.</p> <p>Economic Specialist Richard Foster provided an update on the status on the Dallesport Airport’s submission for a Federal Aviation Administration Grant and construction progress.</p> <p>Human Resources/Administrative Services Director Robb Van Cleave reported on the funding amount available from the Federal CARES Act Grant.</p> <p>Interim-Chairman Sizemore reported on his recent visit with the Commissioner of Public Lands, Hilary Franz regarding Klickitat County’s Youth Apprenticeship Program, the Simcoe Mountains and Carbon Sequestration.</p>
	Workshop Session Agenda
Public Works/Road Department Update	<p>10:00 AM – Public Works Department Update</p> <p>Attendance: Public Works Deputy Director Jeff Hunter, Human Resources/Administrative Services Director Robb Van Cleave in the Chambers, various county employees and residents via telephone.</p>

	<p>Public Works Deputy Director Jeff Hunter reported on the public hearing; consent agenda and payment approvals on this afternoon's agenda, followed by a construction program update and the road crew maintenance projects.</p> <p>* Deputy Director Hunter provided images of the rock wall proposal that was submitted to the Gorge Commission for the Courtney Road Safety Project.</p> <p>An update on the new County Services Building was provided; Deputy Director Hunter stated the contractor is scheduled to start the concrete pour tomorrow, the potable water and fire system connections are being installed this week and Public Works continues to acquire additional properties for future parking.</p> <p>Deputy Director Hunter stated the Fire Arms Training Facility is open and citizens are booking appointments.</p>
<p>Auditor Department Update</p>	<p>10:30 AM - Elected Official Report/Update</p> <p>Attendance: Chief Deputy Auditor Heather Jobe, Human Resources/Administrative Services Director Robb Van Cleave, Solid Waste Director Ruby Irving in the Chambers, Auditor Brenda Sorensen, various county employees and residents via telephone.</p> <p>Auditor Brenda Sorensen reported the ballots for the primary election will be mailed July 15, the ballot includes 36 candidates for Governor: two Commissioner races: one contested Precinct Committee Officer race and one levy lid lift proposition. The online voter guide will be available on June 19th.</p> <p>Auditor Sorensen stated the Annual Report was filed on May 28th and the State Auditor's Office will begin their annual audit remotely in July.</p> <p>An update was given on the Licensing and Recording departments, followed by an update on the Veteran's Service Officer.</p>
<p>Solid Waste Department Update.</p>	<p>10:45 AM - Department Update/Report</p> <p>Attendance: Solid Waste Director Ruby Irving, Human Resources/Administrative Services Director Robb Van Cleave in the Chambers, various county employees and residents via telephone.</p> <p>Solid Waste Director Ruby Irving stated the Litter Crew resumed this morning, followed by an update on the Secure Your Load Day on June 6th. Director Irving stated days leading up to the event were spent handing out informational flyers and the dangers of having an unsecured load.</p> <p>Director Irving reported on the Recycling Coordinator's Art Contest submissions from the young artists in the community, followed by an update on an upcoming event in July called "No Plastic July".</p> <p>Director Irving provided an update on the Solid Waste Management Plan and a report on Republic Services year to date tonnage report.</p>

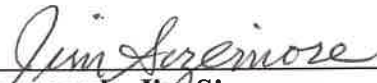
<p>Recess into a “Closed Session”</p>	<p>Approved (M/Sauter, S/Sizemore. Passed unanimously): to recess the regular meeting at 10:45 AM into a “closed session” to discuss collective bargaining proposals/negotiations, grievance, mediation, and/or arbitration proceedings all associated with collective bargaining in accordance with RCW 42.30.140(4) for 10 minutes.</p> <p>The Board convened back to Regular Session at 10:55 AM. No action was taken.</p>
	<p>A discussion was held regarding the Finance Committee Meeting and the Federal CARES Act grants.</p> <p>Clerk of the Board Lee Snell provided an update on the proposed resolution opposing the proposed revisions to the Columbia River Gorge Management Plan policies for Urban Area Boundary Revisions.</p> <p>Commissioner Sauter provided an update on the Forest Service Recreation Sites phased re-opening plans, followed by a continued update from Interim – Chairman Sizemore’s recent meeting with Commissioner of Public Lands, Hilary Franz. A discussion followed about the management of public lands in Klickitat County and the documentation needed from the Biologist regarding the “Natural Native Area Preserve” monitoring.</p> <p>Department of Emergency Management Director Jeff King reported on the requirements to move Klickitat County from phase II to phase III of the Governor’s “Safe Start” re-opening plan, followed by an update on the Isolation and Quarantine facilities at the Fairgrounds.</p>
<p>Lunch Recess</p>	<p>The Board recessed for lunch at 11:29 AM.</p>
	<p>Call to Order/Roll Call:</p>
<p>Regular Meeting for Tuesday, June 16, 2020</p>	<p>Interim - Chairman Jim Sizemore called the meeting to order at 1:00 PM. Commissioners present: Jim Sizemore and David M. Sauter. Rex F. Johnston was absent.</p>
	<p>Agenda:</p>
<p>Business Agenda</p>	<p>Approved (M/Sauter, S/Sizemore. Passed unanimously): the Business Agenda as presented.</p>
	<p>Approval of Commissioner Meeting Minutes</p>
<p>Approval of Meeting Minutes</p>	<p>There were no minutes requiring approval at this time.</p>
	<p>Citizen Comment:</p>
<p>Comments will be limited to seven (7) minutes per individual</p>	<p>Human Resource Department Manager KC Sheridan requested and received verbal approval to proceed with the advertising process to fill an Information Technology Help Desk Technician position, grade I or II and a full-time Department of Emergency Management Communications Officer position.</p>

<p>Public Hearing: To consider establishing an additional portion to the county road known as Shepler Street</p>	<p>Public Meetings/Public Hearings/Bid Openings:</p> <p>* Approved (M/Sauter, S/Sizemore. Passed unanimously): Resolution No. 08820 In the matter of intent to establish an additional portion of a dedicated plat road now known as Shepler Street, County Road No. 20980 in Dallesport, Washington.</p> <p>Attendance: Public Works Deputy Director Jeff Hunter, Planning Director Mo-chi Lindblad, Sheriff Bob Songer, Undersheriff Mike Kallio, Clerk Renea Campbell, Building Inspection and Code Compliance Director Lynn Ward in the Chambers, various county employees and residents via telephone.</p> <p>Interim-Chairman Sizemore 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 Deputy Director Jeff Hunter reported there is a 45-foot strip of road right-of-way running east from the end of Shepler Street that is needed for access and utilities to lots that are now being developed; the west half of this road was constructed, extending Shepler Street in 1992. However, the east half was not constructed at that time.</p> <p>Interim - Chairman Sizemore opened the public hearing to receive public comments in favor of or opposed to establishing an additional portion of Shepler Street.</p> <p>Anthony Rizzi sought clarification regarding the utility hook-ups.</p> <p>The Board discussed future development in the Dallesport area, followed by a motion.</p>
	<p>Consent Agenda:</p>
	<p>Approved (M/Sauter, S/Sizemore. Passed unanimously): the Consent Agenda with eleven (11) items.</p> <p>* 1) COVID-19 Funding Assistance Agreement (C12620) between Klickitat County (Economic Development Department) and the Quality Inn & Suites to provide up to \$5,000 of Working Washington Small Business Emergency Grant funds to be used to provide emergency funding due to the COVID-19 situation.</p> <p>* 2) Community Development Agreement (C12720) between Klickitat County (Economic Development Department) and the Maryhill Museum of Art for the purpose of providing Klickitat County Public Economic Development Authority funding not to exceed \$4,800 for conducting tasks, or purchasing materials as it relates to creating the concrete sidewalk ramp for better accessibility to the Veteran's Memorial located near the Stonehenge Monument.</p> <p>* 3) Cumulative Reserve Fund #125 project list change which is required to reflect approval of the Agreement with the Maryhill Museum for purpose of providing Klickitat County Public Economic Development Authority funding not to exceed \$4,800 for necessary repairs and ADA improvements at the Veteran's Memorial located near the Stonehenge Monument.</p> <p>* 4) Resolution No. 08920 in the matter of suspending the investigation and abatement of code enforcement to include nuisance complaint cases through the end of 2020 due to the COVID-19 pandemic.</p>

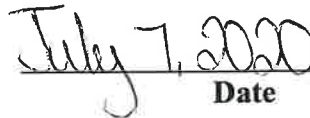
	<ul style="list-style-type: none"> * 5) Memorandum from the Senior Services Department requesting to carry over vacation hours for Jacqueline Farnsworth and Sharon Carter; to be used by September 30, 2020. * 6) Memorandum from the Planning Department requesting to carry over vacation hours for Mo-chi Lindblad; to be used by September 30, 2020. * 7) Amendment No. 4 to the Agreement (C12820) between the Washington State Department of Veterans' Affairs (WDVA) and Klickitat County (Auditor's Office) to extend the current WDVA Contract No C20316 established to provide information, referral services, and assistance to veterans and their family members in processing claims applications for the various veterans' benefits to which they may be entitled. * 8) Resolution No. 09020 in the matter of setting a public hearing to be held on the 7th day of July 2020 to discuss an application for a Public Services Community Development Block Grant for Washington Gorge Action Programs. * 9) Resolution No. 09120 in the matter of designating Economic Development Specialist Richard Foster as the Authorized Organizational Representation to apply for grants administrated by the Federal Economic Development Administration, granting authorization to apply for funding through the EDA Economic Adjustment Assistance and Disaster Assistance Program, and acknowledging that the County has the financial capability and will provide the required non-federal match up to 20% for the Aviation and Storage Hangar to be located at the Columbia Gorge Regional Airport. * 10) Local Agency Certification of value for the purchase of Parcel No. 04-16-2054-1901/00 at the price of \$120,000. The property is improved with an approximately 1,440 square foot single-family residence constructed in 1930. The residence includes three bedrooms, 1.5 bathrooms and is considered to be in fair to average condition; additional improvements on the site include a one-car garage/storage structure. * 11) Execute the Contract (C12920) and Contract Bond between Central Washington Asphalt, Inc. and Klickitat County (Public Works Department) for the Klickitat County Trout Lake Highway Overlay, CRP 347; in the amount of \$1,183,000.00 and authorize the Public Works Director to execute any change orders for this project due to unforeseen conditions up to 10% of the contract (\$118,300.00) for an aggregate of \$1,301,300.00.
	<p>Payment Approvals:</p>
<p>Pay Estimate</p>	<p>Approved (M/Sauter, S/Sizemore. Passed unanimously): Pay estimate No. 1 to Apply-A-Line, LLC in the total amount of \$174,894.40 for the 2020 Annual Stripping Program, RN 642-2020.</p>
<p>Pay Estimate</p>	<p>Approved (M/Sauter, S/Sizemore. Passed unanimously): Pay estimate No. 1 to Kirby Nagelhout Construction Company in the amount of \$673,390.76 which excludes retainage in the amount of \$32,848.33 and includes \$49,272.49 for tax, the payment amount is \$656,966.59, for the County Services Building Project, Contract No. C03120.</p>
<p>Pay Estimate</p>	<p>Approved (M/Sauter, S/Sizemore. Passed unanimously): Pay estimate No. 1/Final to Coburn Electric, Inc. in the total amount of \$13,871.64 which includes \$967.79 of sales tax, for the Courthouse Main Electrical Services Upgrade, KN9-2-N20002.</p>

<p>Voucher Certification and Approval</p>	<p>* Approved Warrants (M/Sauter, S/Sizemore. Passed unanimously):</p> <p>Accounts Payable Warrants: (#298985 – #299068) \$978,984.37.</p> <p>Combined Payroll Warrants (#208747 – #209017), Co. Benefit Warrants (#298976 – #298984), Co. Benefit Electronic Transfer (#893), and Special Payroll Warrants (#M00221). \$732,767.14. For a combined total of \$171,175.51, for the date ending June 15, 2020.</p>
	<p>Attendance: Sheriff Bob Songer, Undersheriff Mike Kallio, Planning Director Mo-chi Lindblad, Clerk Renae Campbell, Economic Development/Natural Resource Director Dave McClure, Building Inspection and Code Compliance Director Lynn Ward in the Chambers, various county employees and residents via telephone.</p> <p>The Board stated the importance of the Sheriff’s Office to the County, noting there has never been any indication of racial prejudice from the Sheriff’s Office and the Board would like to extend the offer of help to any request the Sheriff has in the way of training or support. A discussion followed regarding petitions and the importance of allowing national issues to be solved at a national level, the Board stated our local level institutions work well and the respect elected official departments give to one another allows a working partnership.</p> <p>Sheriff Songer expressed his appreciation for the support from the Board and reported on a peaceful Black Lives Matter gathering in Trout Lake over this past weekend.</p>
	<p>New Business:</p>
<p>Planning Department Discussion regarding current Flood Damage Prevention Ordinance Title 21</p>	<p>Attendance: Planning Director Mo-chi Lindblad, Economic Development/Natural Resource Director Dave McClure, Treasurer Greg Gallagher in Chambers, various county employees and residents via telephone.</p> <p>Planning Director Mo-chi Lindblad stated The Washington State Department of Ecology requested a Community Assistance Visit (CAV) meeting in February 2020, with the Planning Department to discuss The Current Flood Management Ordinance.</p> <p>Director Lindblad reported that Klickitat County entered into the Emergency Program in 1974, and the Regular Program in 1981. As a condition of participation, Klickitat County is required to adopt and enforce a flood hazard reduction ordinance that meets the minimum requirements of The National Flood Insurance Program. The current Flood Management Ordinance was adopted in 1988.</p> <p>Director Lindblad stated she would update the Current Flood Management Ordinance to be compliant with the current Federal Emergency Management Agency Model Ordinance for Washington State. A discussion followed regarding the adoption of the ordinance through the Planning Commission’s public hearing process.</p> <p>A discussion was held about the comment period for the Columbia River Gorge Management Plan Urban Area Boundary Revisions, followed by a discussion of solar panel projects in the area.</p>

	Elected Official Report/Update:
Treasurer's Office update and revenue report	<p>Treasurer Greg Gallagher, Human Resources/Administrative Services Director Robb Van Cleave in the Chambers, various county employees and residents via telephone.</p> <p>Treasurer Greg Gallagher reported on the line of credit used for the Sheriff's Training Facility and the new County Services Building and the upcoming Finance Committee meeting.</p> <p>Treasurer Gallagher provided a cash and investment report, followed by a staff update.</p>
	Board Pending:
Issues as determined by the Board of Commissioners	* Correspondence noted for the Record: Letter to the Washington State Liquor and Cannabis Board regarding a new marijuana application for Assumption of Healing Greens LLC. Airborne Stables LLC. dba Healing Greens, License: 416791.
Adjournment	Approved (M/Sauter, S/Sizemore. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 2:56 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 6-16-20.


 Approved: Jim Sizemore
 Interim - Chairman of the Board




 Date