

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, June 23, 2020**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, June 23, 2020	Interim - Chairman Jim Sizemore called the meeting to order at 9:30 AM. Commissioners present: Jim Sizemore, David M. Sauter, (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, Human Resources/Administrative Services Director Robb Van Cleave, Planning Director Mo-chi Lindblad in the Chambers, various county employees and residents via telephone.</p> <p>Economic Development/Natural Resource Director Dave McClure stated the Klickitat County Small Business Emergency Grant Agreements have been reviewed and approved by the Prosecuting Attorney and will be submitted for execution.</p> <p>Director McClure reported on a phone conference he participated in with the Washington State Auditor regarding the State Grants available to small businesses, noting the State Auditor and the Washington State Department of Commerce have conflicting guidelines.</p> <p>An update was provided about the Economic Development Grant Application for the Dallesport Airport and the Columbia Gorge Community College Aviation Program.</p> <p>Director McClure stated potential funding available for the agriculture damage done during the May 30th wind storm.</p> <p>A discussion was held about Klickitat County’s Affordable Housing from the Federal Government and our local area’s median income; Director McClure stated affordable housing is targeted to low or very low income; Klickitat County has dedicated multiple funds to affordable housing as well as done infrastructure upgrades in the Dallesport and Roosevelt areas. A discussion followed regarding the ongoing Buildable Lands Assessment Study.</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, Planning Director Mo-chi Lindblad, Economic Development/Natural Resource Director Dave McClure, Human Resources/Administrative Services Director Robb Van Cleave, Human Resource Manager KC Sheridan, Information Technology Jeff Roe in the Chambers, various county employees and residents via telephone.</p> <p>Public Works Director Gordon Kelsey stated the Gorge Commission has issued their permit with 24 conditions attached; condition 5 states, approval is for the acquisition of right-of-way through an easement or other means that does not require dividing land</p>

	<p>or lot-line adjustment. The approval is not for the acquisition of right-of-way by fee title. Planning Director Mo-chi Lindblad reviewed appeal options, followed by a discussion of easement requirements' for right-of-way purposes.</p> <p>Director Kelsey reported on the two public hearings; consent agenda items and the pay estimate on this afternoon's agenda, followed by a construction program update. The Board thanked the Public Works Engineers for their extensive work on the speed limit ordinance.</p> <p>Director Kelsey stated work has been continuing on the Klickitat Path and Old Mountain Road; the maintenance crews are grading, mowing and the east crew is patching and prepping for work at the Fairgrounds.</p> <p>Director Kelsey stated the contractor is installing forms for the stem walls this week and installing the underground plumbing; a camera will be mounted on the northeast corner of the Courthouse and will snap a photo of the construction site which will be posted on the County Web Page.</p> <p>Public Works Deputy Director Jeff Hunter provided a radio project update.</p> <p>A discussion was held regarding the procedures and requirements in Phase III of the Governor's "Safe Start Plan" that would allow citizens into the Courthouse, followed by a discussion of employee and citizens safety.</p>
<p>Human Resource and Administrative Services Department update</p>	<p>10:30 AM - Department Update/Report</p> <p>Attendance: Human Resources/Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Information Technology Manager Jeff Roe in the Chambers, various county employees and residents via telephone.</p> <p>Human Resources/Administrative Services Director Robb Van Cleave reported on the Labor and Industries requirements for employees to follow in Phase III, followed by a discussion of the facilities accommodations that have been done to date for the safety of the employees.</p> <p>Director Van Cleave reported he is working with the Assessor's Office, Building Inspection/Code Compliance and the Economic Development /Natural Resource Department on office reorganizations.</p> <p>Director Van Cleave requested direction regarding the stipends for the Public Health employees who are assisting the new Public Health Director. The Board was in support to continue.</p> <p>Director Van Cleave reported the Public Health Nurse Practitioner will provide coverage for Nurses currently on medical leave and the employees who have been working in the Emergency Operation Center will slowly transition back to their respected department.</p>

	<p>Director Van Cleave reported on the Information Technology Department's plans to replace the County firewalls at the end of the month to aid the employees who continue to work off-site. A discussion of employee cell phones followed.</p> <p>Information Technology Manager Jeff Roe provided a demonstration of software that will be used by the departments to streamline communication and share information.</p> <p>Director Van Cleave reported on the Finance Committee Meeting; Grant Committee and the vacant Fiscal Manager position.</p>
Lunch Recess	The Board recessed for lunch at 11:48 AM.
	Call to Order/Roll Call:
Regular Meeting for Tuesday, June 23, 2020	Interim - Chairman Jim Sizemore called the meeting to order at 1:00 PM. Commissioners present: Jim Sizemore, David M. Sauter, (Rex F. Johnston via telephone)
	Agenda:
Business Agenda	Approved (M/Sauter, S/Johnston. Passed unanimously): the Business Agenda with one (1) Add-on under New Business.
	Approval of Commissioner Meeting Minutes
Approval of Meeting Minutes	* Approved (M/Sauter, S/Johnston. Passed unanimously): the Klickitat County Board of Commissioners Meeting Minutes for June 9, 2020, as presented.
	Citizen Comment:
Comments will be limited to seven (7) minutes per individual	<p>Columbia River Gorge National Scenic Area Manager, Lynn Burditt provided an update on the Columbia River Parks and Trails; Manager Burditt noted during re-opening the Parks are coordinating with counties due to the different phases each county is in.</p> <p>Manager Burditt stated the Columbia Gorge has four different phases to re-open and stay open, followed by a discussion of the Columbia Gorge Commission's Urban Area Boundaries Revision.</p> <p>The Board discussed an email from the Senior Service Advisory Committee encouraging citizens to follow Governor Inslee's Guidelines, the Senior Service Advisory Committee encouraged all Elected Officials to echo the message.</p> <p>A brief discussion was held regarding the cancellation of the Klickitat County Fair and Rodeo.</p>
	Public Meetings/Public Hearings/Bid Openings:
Public Hearing: To receive public testimony for or against an ordinance in accordance to statutory provisions	<p>Granted (M/Sauter, S/Johnston. Passed unanimously): Ordinance No. O062320-1 in the matter of establishing maximum speed limits on County Roads in Klickitat County, State of Washington pursuant to Klickitat County Code 10.08.010.</p> <p>Attendance: Public Works Director Gordon Kelsey in the Chambers, various county employees and residents via telephone.</p>

<p>of RCW 46.61.415, Increase and/or Decrease Maximum Speed Limits by Local Authority.</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 Director Gordon Kelsey reviewed the Traffic Study Reports on Erickson Road, Pine Creek Road, Nelson Road, Middle Road, Big Hom Road, Van Nostem Road, Schrantz Road, Brannon Road, Gadeberg Road, Ward Road, Duree Road, Wheeler Avenue, Jim Riley Loop and Airport Way, noting at least once every 5 years, States and local agencies should reevaluate non-statutory speed limits on segments of their roadways that have undergone a significant change in roadway characteristics or surrounding land use since the last review.</p> <p>Interim - Chairman Sizemore opened the public hearing to receive public testimony.</p> <p>Bickleton resident Bob Powers spoke in support of the proposed speed limit changes.</p> <p>Interim – Chairman Sizemore closed the public hearing public comment; a motion followed.</p>
<p>Public Hearing: Consider proposed amendments to Klickitat County Code Chapter 10.24 to allow the operation of wheeled all-terrain vehicles as described in RCW 46.09, on County maintained roads with posted speed limits of 35 miles per hour or less in Dallesport and Bickleton.</p>	<p>Approved (M/Sauter, S/Johnston. Passed unanimously): Ordinance No. O062320-2 in the matter of amending the Klickitat County Code Chapter 10.24.030 to allow the operation of wheeled all-terrain vehicles as described in RCW 46.09, on County maintained roads with posted speed limits of 35 miles per hour or less in Dallesport and Bickleton.</p> <p>Attendance: Attendance: Public Works Director Gordon Kelsey 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 Director Gordon Kelsey stated the community of Bickleton presented a petition on May 28, 2019, and in accordance with statutory provisions of RCW 46.09, the County can determine the need to amend the Klickitat County Code to allow Wheeled All-Terrain Vehicles on the additional county maintained roads.</p> <p>Interim - Chairman Sizemore opened the public hearing to receive public testimony; noting no one from the public spoke, the public hearing was closed to public comment, a motion followed.</p>
	<p>Consent Agenda:</p>
	<p>Approved (M/Johnston, S/Sauter. Passed unanimously): the Consent Agenda with Fourteen (14) items.</p> <p>* 1) Resolution No. 09220 in the matter of opposing proposed revisions to the Columbia River Gorge Management Plan policies for Urban Area Boundary Revisions. The Klickitat County Board of Commissioners opposes the proposed 2020 amendments to the Management Plan that fails to protect and support the economic vitality of The Gorge.</p>

- * 2) **Resolution No. 09320** in the matter declaring one (1) 2006 Ford F-150, 4x4 pickup, Vin # 1FTRX14W76KD28892, Washington License #77969C; one (1) one 2009 Ford Focus 4-door Sedan, Vin # 1FAHP35N69W255885, Washington License #99204C be removed from the Public Health inventory to be disposed of through public sale or auction.
- * 3) **Resolution No. 09420** in the matter of authorizing to sole source TXRX Systems, Inc. Simulcast Solutions Valmont. Public Works is authorized to waive the competitive bidding requirements for supplying specific radio equipment from each supplier and authorize the Public Works Department to pursue an agreement with TXRX Systems, Inc., Simulcast Solutions and Valmont to furnish the needed equipment for Stacker Butte radio site. These companies are the only suppliers and providers licensed to sell and/or provide this type of equipment.
- * 4) Award and execute the Small Works Contract (**C13020**) between Day Management Corp. and Klickitat County (Public Works Department) for the Klickitat County Radio Tower Electrical Repair Contract #2, 2020, in the amount of \$61,704.14.
- * 5) **Resolution No. 09520** in the matter of the intent to vacate a portion of County right-of-way on Sonova Road and direct the County Engineer to make an examination of said right-of-way and file the report as to whether said right-of-way should be vacated and a notice of a public hearing to consider the vacation of right-of-way to be held on Tuesday, July 21, 2020, at 1:30 PM in the Commissioner's Chambers in the Klickitat County Courthouse.
- * 6) Grant Agreement (**C13120**) between Klickitat County (Public Works Department) and the Washington State Department of Commerce for the purpose of purchasing the Klickitat County Sheriff's Office Training Building – acquisition and the rehabilitation to the facility which will house the Klickitat County Search & Rescue, Marine Patrol and Posse Program. The funding amount is \$328,300.00, effective July 1, 2019, and ending June 30, 2023.
- * 7) Purchase Agreement (**C13220**) between Klickitat County (Senior Services Department) and Creative Bus Sales for purchasing a replacement vehicle from the State Master Contract for four (4) 2018 Dodge Caravan Minivan, Braun, ADA Entervan with a simple stow ramp. At the cost of \$175,876.00 after receiving 80% funding from the Washington State Department of Transportation and the remaining 20% is provided as a match from Senior Services Vehicle Repair & Replacement Budget.
- * 8) License Agreement between Klickitat County (Senior Services Department) and Integrated Database System, Inc. for the purpose of proceeding with the Electronic Visit Verification (EVV) Software to implement the required State and Federal EVV for Senior Services home care agency services.
- * 9) Amendment No. 1 (**C13320**) between HDR Engineering, Inc. and Klickitat County (Solid Waste Department) for the purpose of amending the agreement to include additional engineering services; Section I will include a Recycling Characterization Study and Contamination Reduction and Outreach Plan at the cost of an additional fee of \$15,190.00 for a total contract amount not to exceed \$52,993.00.
- * 10) A Purchase request from the Solid Waste Department for a laptop to be used by the Solid Waste Recycling Coordinator allowing her the ability to work off-site and/or from home. The laptop cost is \$2,249.24 including tax and an additional \$394.16 for the required programs.

	<p>* 11) Personnel Authorization to begin the advertising process to fill an Information Technology Help Desk Technician I or II; Grade 37-38, steps 1 – 3. Depending on Qualifications within the Human Resource and Administrative Services Department.</p> <p>* 12) Personnel Authorization to begin the advertising process to fill a Communications Officer position; Union Grade 0591, steps 1 – 4. Depending on Qualifications within the Emergency Management Department.</p> <p>* 13) SFY 2021 Victim Witness Assistance Grant Agreement (C13420) between Washington State Department of Commerce, Office of Crime Victims Advocacy, Community Services and Housing Division and Klickitat County (Prosecutor’s Office) for the purpose of providing funding in the amount of \$60,643.00 to support Victim/Witness program activities, effective July 1, 2020, through June 30, 2021.</p> <p>14) Memorandums from the Planning Department scheduling a public meeting to be held Tuesday, June 30, 2020, at 1:30 pm as follows:</p> <ul style="list-style-type: none"> ● Public Meeting: To consider approval of a boundary line adjustment, BLA 2020-05; parcel numbers 03-11-1852-0001/00 and 03-11-1833-0010/00; in the White Salmon vicinity; Applicant: Gayle Smith (Krenz). ● Public Meeting: To consider approval of a short plat SPL 2019-29; parcel number 04-11-3500-0002/00; in the White Salmon vicinity; Applicant: Judy Lexa.
	<p>New Business:</p> <p>Approved (M/Sauter, S/Johnston. Passed unanimously): Resolution No. 09620 in the matter of reappointing Rosemary Hoyt to serve as Klickitat County's second representative to the Columbia Gorge Housing Authority. Appointments shall be to a three (3) year term, effective January 1, 2020, expiring December 31, 2022.</p>
	<p>Payment Approvals:</p>
<p>Voucher Certification and Approval</p>	<p>* Approved Warrants (M/Sauter, S/Johnston. Passed unanimously):</p> <p>Accounts Payable: (#299147 – 299239) \$206,606.20. For the date ending June 23, 2020.</p> <p>There were no payroll warrants requiring approval.</p>
<p>Pay Estimate</p>	<p>* Approved (M/Sauter, S/Johnston. Passed unanimously): Pay Estimate No. 1/Final to Mission Construction, Inc. in the amount of \$14,726.64 for the City Side Walk Repair.</p>
<p>Issues as determined by the Board of Commissioners</p>	<p>The Board discussed the potential increase in insurance premium renewals for 2021.</p>
<p>Adjournment</p>	<p>Approved (M/Sauter, S/Johnston. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 2:03 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 6-23-20.</p>

Jim Sizemore
Approved: Jim Sizemore
Interim - Chairman of the Board



July 7, 2020
Date