

**Klickitat County  
Board of Commissioners  
Minutes – Meeting of Tuesday, July 16, 2019**

Topic	Agenda Item - Comment/Disposition
	<b>Call to Order/Roll Call</b>
Morning Workshop Session – Tuesday, July 16, 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, Sheriff Bob Songer, Undersheriff Mike Kallio and Chief Jail Deputy Carmen Knopes.</p> <p>Public Works Director Gordon Kelsey reviewed items on the consent agenda noting the appraisal and estimate completed to proceed with the acquisition of Parcel No. 04-16-2054-1616/00 to establish a public parking lot as part of the new County Services Building.</p> <p>A review of the pay estimates for construction programs was given, followed by a construction program update and a discussion regarding the State-funded Columbia River Gorge Commission Land Use Planner position funding.</p> <p>Director Kelsey reported on facility work and events; Deputy Director Jeff Hunter discussed the Radio Tower project, noting it is a safety project and continues towards securing sites for the towers.</p> <p>Director Kelsey stated they are still advertising for a Trout Lake Park attendant.</p> <p>* Director Kelsey shared a citizen’s concerns regarding the condition of Fish Hatchery Road and provided pictures. The Board indicated the road was in good condition.</p>
Sheriff Department Update	<p><b>10:30 AM - Elected Official Report/Update</b></p> <p>Attendance: Sheriff Bob Songer, Undersheriff Mike Kallio, Chief Jail Deputy Carmen Knopes, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe and Prosecuting Attorney David Quesnel.</p> <p>Sheriff Bob Songer provided the total number of calls for service from January 1, 2019, to June 15<sup>th</sup> and civil papers served during the same time period; followed by a report on parades and booths where Deputies participated.</p> <p>A report was given on closed cases; the 2<sup>nd</sup> Amendment Rally; staff update, noting he has hired Ms. Karen Elings for the position of Chief Civil Clerk for the Sheriff’s Office.</p> <p>Sheriff Songer provided an update on his enforcement of RCW 77.15.245 (2a) regarding the creation of the Sheriff’s Office procedures and policy’s allowing the Sheriff’s Office to hunt cougar, bear, bobcat or lynx with the aid of a dog or dogs for the purpose of protecting citizens, domestic animals and livestock.</p>

	<p>Chief Jail Deputy Carmen Knopes reported on jail staff; Correction Officer training; Life Skills Project Training as well as medical and mental health needs for inmates. A discussion followed regarding Comprehensive Mental Health's role in the community and services available to inmates. The Board indicated they would like to have further discussion regarding crisis and counseling options for inmates.</p>
Superior Court	<p><b>11:00 AM - Elected Official Report/Update</b></p> <p>Attendance: Judge Randall Krog, Superior Court Administrator Mary Jo Hanson, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe and Prosecuting Attorney David Quesnel.</p> <p>Superior Court Judge Randall Krog provided statistics regarding the predicament of hiring Conflict Attorneys for clients in rural areas and the financial impact on Superior Court.</p>
Lunch Recess	<p>The Board recessed for lunch at 11:36 AM.</p>
	<p><b>Call to Order/Roll Call:</b></p>
Regular Meeting for Tuesday, July 16, 2019	<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>
Business Agenda	<p><b>Approved (M/Sizemore, S/Johnston. Passed unanimously):</b> the Business Agenda as presented.</p>
	<p><b>Approval of Commissioner Meeting Minutes</b></p>
Approval of Meeting Minutes	<p>No minutes requiring approval at this time.</p>
	<p><b>Citizen Comment:</b></p>
Comments will be limited to seven (7) minutes per individual	<p>White Salmon Valley Pool Metropolitan Park District Board (WSVPMPD) member Lloyd DeKay provided an update on the WSVPMPD Board members; meeting with the pool consultant to gather information and construction costs.</p> <p>County resident Rodney Nathan discussed vacation rentals and the impact they are having on counties as well as the State; a concern was raised regarding the use of fire pits by renters who are not familiar with the dry climate and the lack of utilities available on some of the vacation rental properties.</p>
	<p><b>Department Update/Report:</b></p>
Information Technology & Budget Department Update	<p>Attendance: Information Technology &amp; Budget Director Glen Chipman, various Elected Officials, Department Heads and staff.</p> <p>Information Technology &amp; Budget Director Glen Chipman reported on revenues in the General Fund and Republic Services Landfill; followed by a process review for departments to complete their budget process, noting to account for staffing level and</p>

	<p>salary changes.</p> <p>A discussion followed regarding the continuation of the County Internship Program; the Board stated the program is a benefit to the taxpayers by providing future employees and replacing retired staff with homegrown staff.</p>
	<p><b>Department Update/Report:</b></p>
<p>Public Health Department Update</p>	<p>Attendance: Public Health Director Carla Bacon, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe and Prosecuting Attorney David Quesnel.</p> <p>Public Health Director Carla Bacon reported on Public Health’s equipment purchases; staff; childcare concern and the department’s job vacancies.</p> <p>Director Bacon stated she is continuing to develop a department policy and procedures handbook; new fee schedule for Public Health services; the new Federal Health and Human Services rules for the Title X Grant and will be providing the necessary information to set up the contract for the Criminal Justice Treatment account.</p> <p>Director Bacon reviewed the department’s use of the Patagonia software that enables the department to access the client’s medical chart and the current contract specifics.</p>
	<p>Commissioner Sizemore left the meeting at 2:27 PM to attend a previously scheduled meeting.</p>
	<p><b>Miscellaneous Reports/Comments:</b></p>
<p>Columbia Land Trust Conservation Update</p>	<p>Attendance: Columbia Land Trust Forest Conservation Director Cherie Kearney, Washington Association of Land Trust Executive Director Nicholas Norton, Planning Director Mo-chi Lindblad, Natural Resource/Economic Development Director Dave McClure, Information Technology &amp; Budget Director Glen Chipman, Building &amp; Compliance Director Lynn Ward, Code Compliance Officer Frank Hewey and Prosecuting Attorney David Quesnel.</p> <p>Columbia Land Trust Forest Conservation Director Cherie Kearney discussed future land purchases in the area; legislative changes; the positive results from the conservation district’s forest management, noting the conservation district is a supporter of Community Forests and keeping the property in local control.</p> <p>Washington Association of Land Trust Executive Director Nicholas Norton provided an update on ag easements and other Klickitat County Columbia Land Trust projects.</p>
	<p><b>Consent Agenda:</b></p>
	<p><b>Approved (M/Johnston, S/Sauter. Passed unanimously):</b> the Consent Agenda with nine (9) items.</p> <p>* 1) Request from Trout Lake School District No. 400 to consider granting a waiver of the building permit fees in the amount of \$149.44 which does not include a waiver of the state code fee of \$25.00 for the construction of a covered bike rack to benefit the students and add to the well-being of the community. Evan Tattersall, an 11<sup>th</sup>-grade student is building the covered bike rack for his Eagle Scout project.</p>

	<ul style="list-style-type: none"> <li>* 2) Memorandum from the Planning Department to schedule a public meeting on Tuesday, July 23, 2019, at 1:30 PM to consider approval of a 3-lot short plat, (SPL 2019-07) in the Goldendale vicinity. Applicant: Bill Baxter.</li> <li>* 3) Local Agency Certification of Value between Klickitat Valley Bank and Klickitat County (Public Works Department) for the purpose of purchasing Parcel No. 04-15-2054-1616/00 to establish a public parking lot.</li> <li>* 4) Small Works Contract (C10919) between Yakima Overhead Door and Klickitat County (Public Works Department) for the installation of the indoor arena rollup door, as bid in the amount of \$9,454.65</li> <li>* 5) Fairgrounds Licensing Agreement (C11019) between Klickitat County (Public Works Department) and the Friends of the Fair for use of the fairgrounds July 19th which includes a waiver of the fees (\$500.00); the purpose of this event is to help support the Klickitat County Fair.</li> <li>* 6) Public Services Community Development Block Grant (C11119) Contract between the Washington State Department of Commerce and Klickitat County (Public Health Department) for the purpose of providing the Klickitat County Health Department \$3,500 in reimbursement monies for administrative costs in managing the remaining pass-thru funds for Washington Gorge Action Programs; the grant total awarded is \$69,849.00; the term of this contract is July 1, 2019, to June 30, 2020.</li> <li>* 7) SFY 2020 Victim Witness Assistance Grant Agreement (C11219) 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, 2019, through June 30, 2020.</li> <li>* 8) Business Associate Agreement (C11319) between the Human Services Council and Klickitat County (Senior Services Department) for the purpose of maintaining compliance with the Washington Health Care Authority; allowing Senior Services to provide transportation of Medicaid clients to and from their medical appointments/facilities.</li> <li>* 9) Transportation Services Agreement (C11419) between Klickitat County (Senior Services Department) and the Human Services Council (HSC) for the purpose of amending HSC's contracts with the Washington Health Care Authority and C-Tran to assure the provisions of non-emergency medical transportation services to eligible residents within the service area of Klickitat County; effective August 1, 2019, through December 31, 2020.</li> </ul>
	<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/Sauter. Passed unanimously):</b></li> </ul> <p>Accounts Payable: (#291179 - 291329) for a net of \$1,092,030.35.</p> <p>Combined Payroll: (#199302 – 199588, County Benefit Warrants #291169 - 291178, Electronic Transfer #860) \$722,069.03.</p> <p>For a combined total of \$1,814,099.38 for the date ending July 15, 2019.</p> <p>There were no Payroll warrants requiring approval.</p>

<p>Payment Estimates</p>	<ul style="list-style-type: none"> <li>* <b>Approved (M/Johnston, S/Sauter. Passed unanimously):</b> pay estimate to Petersen Brothers, Inc. in the amount of \$100,961.47 which includes retainage in the amount of \$5,048.07, for a total payment of \$95,913.40 for the 2019 Guardrail repairs.</li> <li>* <b>Approved (M Johnston, S/Sauter. Passed unanimously):</b> pay estimate to Stripe Rite, Inc. in the amount of \$215,116.00 which includes retainage in the amount of \$10,755.80, for a total payment of \$204,360.20 for the 2019 Annual Striping Program.</li> <li>* <b>Approved (M/Johnston, S/Sauter. Passed unanimously):</b> pay estimate to Thompson Brothers Excavating, Inc. in the amount of \$86,876.80 for the Klickitat County 2017 Safety Program Project CRP 349.</li> <li>* <b>Approved (M/Johnston, S/Sauter. Passed unanimously):</b> pay estimate to Cascade Bridge, LLC. in the amount of \$332,291.00 for the Wahkiacus Bridge Repair.</li> </ul>
	<p><b>Unfinished Business:</b></p>
<p>Discussion regarding the nuances abatement process and bids</p>	<p>Attendance: Building &amp; Compliance Director Lynn Ward, Code Compliance Officer Frank Hewey, Planning Director Mo-chi Lindblad, Prosecuting Attorney David Quesnel and one county resident.</p> <p>A discussion was held regarding the rising cost of abatements and the inability to recoup the cost.</p> <p>The Building Department staff stated they will meet with other departments affected by the abatement process; Building &amp; Compliance Director Lynn Ward stated she will reach out to other counties inquiring into their abatement process.</p>
	<p>Commissioner Sizemore rejoined the meeting at 3:25 PM from a previously scheduled meeting.</p>
	<p><b>Elected Official Report/Update:</b></p>
<p>Prosecuting Attorney's Update</p> <p>Executive Session:          Discuss pending and potential litigation</p>	<p>At 3:27 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.</p> <p>The Board reconvened back to Regular Session at 3:32 PM. No action was taken.</p> <p>Prosecuting Attorney David Quesnel provided an update on his office staff and recently closed criminal cases.</p>

	<b>Board Pending:</b>
Issues as determined by the Board of Commissioners	Clerk of the Board Lee Snell provided an update on the closing documents and cost for the land purchase in White Salmon for the assisted living facility, followed by a brief discussion of the property's closing costs.
	Commissioner Sizemore provided an update regarding his earlier meeting with the Human Resource Department and local other entities affected by the lack of a local daycare facility; a brief discussion was held about federal and state regulation requirements for daycare facilities.  Continued discussion regarding professional mental health expectations for inmates.
Adjournment	<b>Approved (M/Sizemore, S/Johnston. Passed unanimously):</b> There being no further business before the Board, the meeting was adjourned at 4:01 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 7-16-19.



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



7-30-19

Date