

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, August 11, 2020**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, August 11, 2020	Interim - Chairman Jim Sizemore called the meeting to order at 10:00 AM. Commissioners present: Jim Sizemore, David M. Sauter, (Rex F. Johnston via telephone).
	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 this afternoon’s consent agenda items and pay estimate; a discussion followed regarding the Trout Lake Highway paving process and the speed and distance that the rock hauling trucks were driving.</p> <p>Deputy Director Hunter stated right-of-way agreements are being signed with property owners for the Courtney Road Safety Project; the alignment is set and the right-of-way plans are almost complete for the Old Mountain Road upgrade, noting construction is scheduled to begin late spring in 2021.</p> <p>An east and west end crew report was provided, followed by a discussion of the new County Services building construction progress.</p> <p>Deputy Director Hunter stated grants are available for the Superior Court Room temporary wall installation, followed by a discussion involving Human Resources/Administrative Services Director Robb Van Cleave regarding required COVID-19 projects that are reimbursable through the Federal CARES Acts Grant.</p>
Emergency Management Department Update	<p>10:30 AM - Department Update/Report</p> <p>Attendance: Emergency Management Director Jeff King, Human Resources/Administrative Services Director Robb Van Cleave in the Chambers, various county employees and residents via telephone.</p> <p>Emergency Management Director Jeff King updated the Board on performance functionality and failures of the radio system and upcoming scheduled maintenance, followed by a discussion on the Stacker Butte transition site. Director King advised road repairs will need to be addressed for a previous radio tower site in Klickitat, he will follow up with the Public Works Department.</p> <p>E911 Chief of Operations Julie Buck reported on staffing levels and call volumes for the month as well as the year, Chief of Operations Buck requested and received verbal approval to proceed with the advertising process to fill one (1) full-time and one (1) Casual Communications Officer position.</p> <p>A call report was provided for the dispatch center; Emergency Management programs; fire reports; project proposals, grant status, and the Hazard Mitigation Plan Project.</p>

	<p>Director King advised Klickitat County Emergency Operation Center is activated at a level 2, followed by a discussion regarding the placement location and anchoring cost of a metal storage container to store Personnel Protective Equipment</p> <p>A discussion was held regarding the fire season and the wildfire evacuation sheltering considerations and a location, the Board indicated the Fairgrounds are available for emergency sheltering. Interim – Chairman Sizemore reported on the Bertschi Road Fire; the Board stated the Department of Natural Resource’s increase in aircraft resources has made a difference in how quickly the fire is contained.</p>
Lunch Recess	The Board recessed for lunch at 11:13 AM.
	Call to Order/Roll Call:
Regular Meeting for Tuesday, August 11, 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 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 July 28, 2020, as presented.
	Citizen Comment:
Comments will be limited to seven (7) minutes per individual	<p>Commissioner Sauter reported the Columbia Gorge Regional Airport is eligible for a grant in accordance with the CARES Act, the purpose is to provide funding to help offset a decline in revenues arising from diminished airport operations and activities as a result of the COVID-19 Public Health Emergency.</p> <p>Trout Lake resident Joanna Turner expressed her appreciation for the progress made to update the Flood Plain Map followed by a brief discussion of the topics discussed at the Trout Lake Community Council meeting, noting the difficulty with Zoom due to the lack of adequate Broadband coverage in the area.</p> <p>A discussion followed regarding the new County Services Building and the use of local contractors.</p> <p>Clerk Renae Campbell requested and received active COVID-19 infection numbers, followed by a discussion about Governor Inslee’s pause on phased re-opening of counties.</p> <p>Commissioner Sauter reported discussions are being held regarding the State proposing a revenue replacement, the Board stated they are in opposition to any proposals to raise taxes.</p>
	Public Meetings/Public Hearings/Bid Openings:
Public Meeting: To consider final	Approved (M/Johnston, S/Sauter. Passed unanimously): To consider approval of Short Plat No. SPL 2016-23; parcel number 05-23-2716-1301/00; grant final approval,

<p>approval for Short Plat SPL No. 2016-23; Applicant: Mercer Canyon.</p>	<p>Applicant: Mercer Canyon.</p> <p>Attendance: Natural Resource / Economic Development Director Dave McClure, Sheriff Bob Songer, Undersheriff Mike Kallio, Chief Civil Deputy Karen Elings, Chief Jail Deputy Carmen Knopes in the Chambers, Associate Planner Denise Lee, various county employees and residents via telephone.</p> <p>Associate Planner Denise Lee stated Short Plat No. SPL 2016-23 is a proposal to subdivide approximately 52.93 acres into 4 lots; the proposed short plat is located in the Alderdale vicinity, on tax parcel 05-23-2716-1301 /00.</p> <p>Associate Planner Lee reported 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>Natural Resource / Economic Development Director Dave McClure reported on the Working Washington Grants for small businesses, Director McClure requested and received approval to move forward with the process to schedule a Klickitat County Public Economic Development Authority meeting to review grant amounts and implementation.</p> <p>A brief discussion followed regarding the implementation and regulations of the Working Washington Grants, the Board indicated further discussion will take place with the Auditor's Office regarding auditing the grant applications.</p>
	<p>Elected Official Report/Update:</p>
<p>Sheriff Department update.</p>	<p>Attendance: Sheriff Bob Songer, Undersheriff Mike Kallio, Chief Civil Deputy Karen Elings, Chief Jail Deputy Carmen Knopes, Human Resources/Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Treasurer Greg Gallagher in the Chambers, various county employees and residents via telephone.</p> <p>Sheriff Bob Songer provided the total number of calls for service from January 1, 2020, to August 11th and civil papers served during the same period; followed by a report on the Republican Party's Protest supporting the U.S. Constitution and Washington State Constitution.</p> <p>Sheriff Songer reported on the Law Enforcement Appreciation BBQ Picnic put on by the Summit to Summit Men's Ministry and Women Supporting the Badge group.</p> <p>Sheriff Songer stated as part of the ongoing community policing program the Sheriff's Office will be swearing in 15 new Posse Members, bringing the total number of volunteers to 150, followed by a press release update regarding a stolen vehicle in the Dallesport area and a controlled substance-methamphetamine arrest as a result of a stopped vehicle from Sergeant Riggers.</p> <p>Sheriff Songer stated he will be establishing another Reserve Deputy Academy this year or early spring, noting the importance of the academy is to allow a reserve deputy to be with a seasoned deputy for backup and training.</p>

	<p>Chief Jail Deputy Carmen Knopes reported on jail staff; Correction Officer training; inmate video court appearances; medical and mental health needs for inmates, Deputy Knopes stated a new tracking system has been created that will allow the staff to collect data for all medical and mental health visits. The new “Dr. on a stick” is fully operational and will be used for Mental Health Crisis visits, followed by an update on the Comprehensive Mental Health evaluation process.</p> <p>Deputy Knopes stated the jail has a full staff and scheduling will begin for the year 2021.</p>
	<p>Department Update/Report:</p>
<p>Human Resource and Administrative Services Department update</p>	<p>Attendance: Human Resources/Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Treasurer Greg Gallagher in the Chambers, various county employees and residents via telephone.</p> <p>Human Resource and Administrative Services Director Robb Van Cleave provided a brief budget update, followed by a request and verbal approval to re-organize the Human Resource and Administrative Services Department changing the Help Desk I or II position to an Office Manager I or II.</p> <p>Director Van Cleave requested and received a name from the Job Classification Committee to participate in the reclassification process of the Fiscal Manager to a Budget Analyst position in the Human Resource and Administrative Services Department.</p>
	<p>Consent Agenda:</p>
	<p>Approved (M/Johnston, S/Sauter. Passed unanimously): the Consent Agenda with twelve (12) items.</p> <ul style="list-style-type: none"> * 1) Letter and Interlocal Funding Assistance Agreement (C19620) between Klickitat County and the White Salmon Valley School District #405-17 for the purpose of providing funding assistance in the amount of \$4,000 to develop and/or enhance their At-Risk Youth Programs, effective January 1, 2020, terminating December 31, 2020. * 2) Cumulative Reserve Fund #125 project list change which is required to reflect approval of Budget Supplemental 2020-1, dated May 5, 2020. The approved 2020-1 Budget Supplemental authorized the Budget Director to execute said budget transfer(s), which have been completed. * 3) Resolution No. 11020 in the matter of re-establishing an authorized organizational representative to apply for federal funding with clarified committed matching funds for the Columbia Gorge Regional Airport “Aviation and Storage Hangar. * 4) Updated Authorization to Purchase from the Department of Emergency Management for PowerDMS Annual WEB Subscription in the amount of \$3,618.75 with the updated amount of tax, in the amount of \$271.41 for a total of \$3,890.16. * 5) Small Works Contract (C19720) between Advanced Security & Electrical Technology and Klickitat County (Public Works Department) for the purchase and installation of a call button monitoring system that will allow officers in the control board to be notified by inmates, in the amount of \$10,762.90.

	<ul style="list-style-type: none"> * 6) Personnel Authorization to begin the advertising process to fill a Temporary Clerical Administrative Assistant I or II; Grade 34 or 35, step 1-3, depending on qualifications, within the Natural Resource/Economic Development Department. * 7) Personnel Authorization to begin the advertising process to fill a Legal Administrative Assistant I, II, or III, Grade 35, 36, 37, step 1-3, within the Prosecuting Attorney's Office. * 8) Personnel Authorization to begin the advertising process to fill a Clerical Administrative Assistant III, Grade 36, step 1-5, within the Public Health Department. * 9) Settlement Agreement (C19820) between Lee E. Strom and Klickitat County (Public Works Department) for right-of-way along Courtney Road, in the amount of \$58,800.00 for 2.01 acres. * 10) Purchase Agreement (C19920) between Justin Muschaweck and Klickitat County (Public Works) for Lot 16 of Block 19 of Golden 2nd Addition to Goldendale; to be utilized as parking for the new County Services Building Project. * 11) Contract Amendment No. 1 (C20020) between Klickitat County (Senior Services Department) and Area Agency on Aging & Disabilities of Southwest Washington (AAADSW) for the purpose of increasing the allocation by \$48,369; providing COVID-19 Response (Senior Nutrition Services and Transportation); for a total of \$130,579.00; all other aspects of the Agreement to which this is an amendment shall remain in full force and effect. * 12) Contract (C20120) between Area Agency on Aging and Disabilities of Southwest Washington and Klickitat County (Senior Services Department) for the purpose of providing Aging and Disability Resource Center Services during COVID-19 for the period of August 1, 2020, through December 31, 2021; in the amount of an additional \$7,941.00, COVID-ADRC funds.
	<p>Payment Approvals:</p>
<p>Pay Estimate</p>	<p>Approved (M/Sauter, S/Johnston. Passed unanimously): Pay estimate No. 3 and final to Summit Environmental in the amount of \$8,892.88 which includes \$620.43 of sales tax, for the Asbestos Abatement Small Works Contract Project KN9-2-N20006.</p>
<p>Voucher Certification and Approval</p>	<p>* Approved Warrants (M/Sauter, S/Johnston. Passed unanimously):</p> <p>Accounts Payable: (#300130 - 300226) for a net of \$434,603.15.</p> <p>Payroll Warrants: (#211455 – 211723), Combined Payroll, (#300266 – 300274), Electronic Transfer (#899), \$934,888.34.</p> <p>For a combined total of \$1,369,491.49, for the date ending August 10, 2020.</p>
	<p>Elected Official Report/Update:</p>
<p>Prosecuting Attorney's Update</p> <p>Executive Session: Discuss pending and potential litigation</p>	<p>Prosecuting Attorney David Quesnel noted he had no items of a general nature for discussion in open session and requested to go into Executive Session.</p> <p>At 2:19 PM Interim - Chairman Sizemore 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. Interim - Chairman</p>

	<p>Sizemore noted that the Executive Session would be for fifteen (15) minutes.</p> <p>The Board reconvened back to Regular Session at 3:34 PM. No action was taken.</p>
	<p>Board Pending:</p>
<p>Issues as determined by the Board of Commissioners</p>	<p>A discussion was held regarding the request for a Liberty State Advisory Vote, the Board stated the idea has merit and will be discussing the matter further with the County Auditor. The Board requested Clerk of the Board Lee Snell reach out to the Clerks from other counties to poll if their Board had shown interest in placing the advisory vote on the ballot.</p> <p>Board correspondence noted for the record: Signatory participation on a joint letter to the Columbia Gorge Commission on behalf of the American Forest Resource Council, Washington Forest Protection Association, Oregon Forest & Industries Council, Oregon Small Woodlands Association and Washington Farm Forestry Association, regarding concerns by the "Gorge 2020's" proposed measures regarding private, state and county timberlands within the General Management Area and how these measures exceed the Commission's authority.</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 2:46 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 8-11-20.</p>

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



8/25/2020
 Date