

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, August 18, 2020**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, August 18, 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 Director Gordon Kelsey, 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>Director Kelsey provided a brief review of Consent Agenda items and pay estimates on the afternoon Agenda for consideration.</p> <p>Director Kelsey reported the right-of-way costs for the Courtney Road Safety Project, noting they are still working with landowners to get signed agreements, followed by an update on the Klickitat Path; Old Mountain Road and Darland Bridge Rail Projects.</p> <p>An update was provided on the east and west end road crew’s projects and the new County Services Building.</p> <p>Director Kelsey stated the Department of Historical Archaeology Preservation Grant approved their request to fabricate and install temporary walls for inmates during court appearances, noting they continue to try to acquire grant funding for the work.</p> <p>A report was given regarding the construction being done in the Sheriff’s Training Facility Building, followed by a brief update from Public Works Deputy Director Jeff Hunter on the Stacker Butte, Arlington and Kaser Ridge radio sites.</p> <p>A discussion was held about the requests for cubicle wall installation in offices for COVID-19 issues, the Board was in support of Public Works looking into the purchase or construction of cubicle walls.</p> <p>The Lund Hill Solar Project was discussed regarding hauling permits, road life and a limited permit to place some crushed rock on Middle Road in advance of their permit to construct the Solar Project this year.</p>
Economic Development/Natural Resource Business and Department Update	<p>10:30 AM - Business, Economic Development and Department Update</p> <p>Attendance: Natural Resources/Economic Development Director Dave McClure, Solid Waste Director Ruby Irving in the Chambers, various county employees and residents via telephone.</p>

	<p>Natural Resources/Economic Development Director Dave McClure reported on the Washington Gorge Action Programs (WGAP) Childcare Grant, noting WGAP will be hiring a Project Manager to run the Childcare Facility Project and Gorge Regional Airport Federal Economic Development Administration Grant.</p> <p>A Washington Small Business Emergency Grant update was given, followed by an update on the County funded Coronavirus Relief Fund and the Working Washington II Grant Agreement that is being reviewed by the Prosecuting Attorney. A discussion followed regarding the State Department of Commerce's auditing guidance.</p> <p>Interim – Chairman Sizemore reported on the Finance Committee Meeting, noting that the reimbursement process standards given by the State Department of Commerce are not conducive to a timely reimbursement process and the small business needs the funds as quickly as possible.</p> <p>A discussion was held about the Agriculture Producers in the area; the cost of COVID-19 testing kits to employers and quarantine procedures.</p> <p>Director McClure requested and received authority to proceed with the submission of comments regarding the Spotted Owl Critical Habitat Settlement, followed by a June unemployment data report.</p> <p>Director McClure advised the Federal CARES Act Grant provides \$50,000 of administration cost associated with the clerical administrative duties, noting his office staff would benefit from two (2) temporary employees.</p>
<p>Republic Services Municipal Relationship Manager Update on Transfer Station Operations</p>	<p>Miscellaneous Reports/Comments</p> <p>Attendance: Solid Waste Director Ruby Irving in the Chambers, Republic Services Municipal Relationship Manager Steven Gilmore, various county employees and residents via telephone.</p> <p>Solid Waste Director Ruby Irving reported the Municipal Solid Waste number, followed by a tonnage report from Republic Services Municipal Relationship Manager Steven Gilmore.</p> <p>A discussion followed regarding the in and out of county fees; the type of acceptable identification for in-county residents to provide at the transfer stations; the uniquely low price for in-county residents to discard waste, followed by the clarification on special waste, noting that if the waste is not from a contractor, it is not considered special waste.</p> <p>A brief discussion was held regarding the use of certified scales at the transfer stations or a set of portable jump scales.</p> <p>The Board requested to have the July tonnage report, noting we are three quarters through the third quarter and will be projecting the 2021 budget next month.</p>

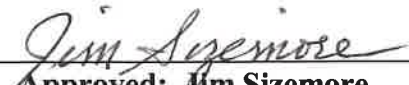
Lunch Recess	The Board recessed for lunch at 11:41 AM.
	Call to Order/Roll Call:
Regular Meeting for Tuesday, August 18, 2020	Interim - Chairman Jim Sizemore called the meeting to order at 1:00 PM. Commissioners present: Jim Sizemore, David M. Sauter, (Rex F. Johnston via telephone)
	Agenda:
Business 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 August 4, 2020, as presented.
	Citizen Comment:
Comments will be limited to seven (7) minutes per individual	<p>White Salmon resident Janet Warren requested information regarding the Klickitat County Board of Health Meeting notification system as well as state statute requirements for public meeting notices.,</p> <p>Centerville resident Kelsey Hanning requested clarification regarding the increase in COVID-19 cases in the west end of Klickitat County and local schools attending in-person classes, a discussion followed regarding Governor Inslee’s instruction allowing School Boards to make the decision.</p> <p>Planning Director Mo-chi Lindblad requested and received direction to submit comments on behalf of Klickitat County to participate along with other Gorge counties in commenting on the Gorge Commission's proposed revision to the management plan.</p> <p>Treasurer Greg Gallagher reported on the Finance Committee Meeting; the reimbursable expenses from COVID-19 that are being tracked by department; the Grant Sub-Committee tasks, the Federal Emergency Management Agency reimbursements, followed by the discussion of public funds.</p>
	Department Update/Report:
Public Health Department Update	<p>Attendance: Public Health Director Erinn Quinn, Human Resources/Administrative Services Director Robb Van Cleave, Clerk Renea Campbell, Treasurer Greg Gallagher in the Chambers, various county employees and residents via telephone.</p> <p>A discussion was held regarding the Board of Health Meeting notifications, agendas and minutes, followed by a discussion with citizen Janet Warren regarding the advertisement process of the public meeting.</p> <p>Prosecutor David Quesnel advised of the timeline for a special meeting or advised a resolution be considered to have a Board of Health standard meeting date and time established.</p>

	<p>Public Health Director Erinn Quinn reported the Health Department continues to encourage the public to wear a mask to help protect their community; the expansion of case and contact tracing to two (2) full-time volunteers and two (2) additional temporary casual employees, followed by an update on the status of Klickitat County moving to phase III, noting Governor Inslee’s Statewide order pausing all counties to advance from their current phase.</p> <p>A brief report was provided about Public Health’s advisement to local schools, followed by an update on the Isolation Housing Facility, noting the sixth guest is checking out today and Commerce has extended the grant funding to the end of the year.</p> <p>Director Quinn provided a clinical service update, stating they will have two (2) back to school immunization clinics planned and Influenza immunization clinics are being planned.</p> <p>An Environmental Health report was given for July 1 through August 1, 2020, followed by the brief discussion of season agriculture workers COVID-19 testing process and cost.</p>
	<p>Consent Agenda:</p>
	<p>Approved (M/Sauter, S/Johnston. Passed unanimously): the Consent Agenda with thirteen (13) items.</p> <ul style="list-style-type: none"> * 1) Professional Services Agreement (C20220) between Klickitat County (Natural Resource Department) and Susan Elizabeth Drummond, PLLC for the purpose of providing legal services to the County related to land use and other matters as approved by the Klickitat County Prosecuting Attorney. * 2) CARES Act Airport Grant Agreement (C20320) No. 3-41-0059-016-2020 between the City of The Dalles, Oregon, Klickitat County, Washington (Sponsors) and the U.S. Department of Transportation Federal Aviation Administration to provide a maximum of \$30,000 in federal funds to maintain safe and efficient operations at the Gorge Regional/The Dalles Municipal Airport. * 3) Contract (C20420) between Klickitat County (Human Resource & Administrative Services Department) for the purpose of becoming an underwriter of Radio Tierra to provide a forum for airing views and information on important issues; Tierra helps expand educational and cultural opportunities for youth and adults in our community. * 4) Resolution No. 11120 in the matter of declaring the adoption of the Klickitat County Multi-Hazard Mitigation Plan. * 5) Authorization request to purchase from the Department of Emergency Management for a 40-foot long cube; used shipping container for \$2,795.00; building permit and installation for a total price of \$7,926.28. * 6) Contract (C20520) between PAPE Kenworth of Portland and Klickitat County (Public Works Department) for the Engine Replacement in a 2008 Kenworth 10 Yard Dump Truck and authorize the Public Works Director to execute any change orders for this project due to unforeseen conditions up to 10% of the contract (\$5,463.77), for an aggregate of \$60,101.48.

	<ul style="list-style-type: none"> * 7) Local Agency Standard Consultant Supplement (C20620) Agreement No. 5 between Klickitat County (Public Works Department) and Sargent Engineers, Inc. for the purpose of increasing the maximum amount payable by \$150,000, for a total of \$585,000, to complete current tasks. * 8) Local Agency Agreement (C20720) between Klickitat County (Public Works Department) and Washington State Department of Transportation for the purpose of using Federal Funds during the design phase of the Countywide Edge Lines Project, CRP 357 on various roads. Estimated Federal Funds in the amount of \$14,000.00. * 9) Washington State Department of Transportation Local Agency Federal Aid Project Prospectus between Klickitat County (Public Works Department) and the Washington State Department of Transportation for the purpose of obligating Federal Funds for the Countywide Edge Lines Project on various County roads in the amount of \$152,000.00, CRP 357. * 10) Local Agency Agreement (C20820) between Klickitat County (Public Works Department) and Washington State Department of Transportation for the purpose of using Federal Funds during the design phase of the Countywide Guide Post & Signing, CRP 358 on various roads. Estimated Federal Funds in the amount of \$30,000.00. * 11) Washington State Department of Transportation Local Agency Federal Aid Project Prospectus between Klickitat County (Public Works Department) and the Washington State Department of Transportation for the purpose of obligating Federal Funds for the Countywide Guide Post & Signing Project on various County roads in the amount of \$307,000.00, CRP 358. * 12) Personnel Authorization to begin the advertising process to fill a Clerical Administrative Assistant I; Grade 34, step 1-3, depending on qualifications, within the Senior Services Department. * 13) Interagency Agreement (C20920) IAA21446 between Washington State Administrative Office of the Courts and Klickitat County Juvenile Court for Becca Programs and Services to engage the services of the Contractor to process Truancy At-Risk Youth and Child in Need of Services (BECCA) programs and services within its jurisdiction and according to the intent of the Becca legislation chapter 13.32, RCW, effective July 1, 2020, through June 30, 2021.
	<p>Payment Approvals:</p>
<p>Voucher Certification and Approval</p>	<ul style="list-style-type: none"> * Approved Warrants (M/Sauter, S/Johnston. Passed unanimously): Accounts Payable: (#300275 – 300361), \$1,285,003.41, for the date ending August 17, 2020. <p>There were no Payroll warrants requiring approval.</p>
<p>Pay Estimate</p>	<ul style="list-style-type: none"> * Approved (M/Sauter, S/Johnston. Passed unanimously): Pay estimate No. 1 to Central Washington Asphalt, Inc. in the amount of \$533,986.18, for the Trout Lake Highway Overlay Project, CRP 347.

<p>Human Resource and Administrative Services Director</p> <p>Recess into a “Closed Session”</p>	<p>Miscellaneous Reports/Comments:</p> <p>Attendance: Human Resources/Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Clerk Renea Campbell, Treasurer Greg Gallagher in the Chambers, various county employees and residents via telephone.</p> <p>Human Resources/Administrative Services Director Robb Van Cleave stated the Job Classification Committee has completed the job description and pay grade for the Budget Analyst position, noting it will be on next week’s Consent Agenda for approval.</p> <p>Director Van Cleave reported the \$100,000 Child Care Planning Grant has been awarded to Washington Gorge Action Programs, followed by an update on the Union negotiations for the Emergency Management Department.</p> <p>Interim - Chairman Sizemore announced that the Board would be recessing the regular meeting at 2:09 PM into a “closed session” with Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Human Resources/Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan and Prosecuting Attorney David Quesnel 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 thirty (30) minutes.</p> <p>The Board convened back to Regular Session at 2:39 PM. No action was taken.</p>
<p>Adjournment (2:45 PM)</p>	<p>Interim – Chairman Sizemore declared due to technical difficulty the meeting was adjourned until 1:30 PM on Thursday, August 20, 2020.</p>
<p>Regular Meeting Extension:</p>	<p>Call to Order/Roll Call</p>
<p>Workshop Session for Thursday, August 20, 2020</p>	<p>Interim - Chairman Jim Sizemore convened the meeting at 1:30 PM. All three (3) Commissioners were present, Commissioners Sizemore and Sauter in Chambers and Commissioner Johnston via telephone conference.</p>
	<p>Workshop Session Agenda</p>
<p>Review and discuss host fees and changing solid waste market conditions</p>	<p>Attendance: Solid Waste Director Ruby Irving was present in chambers; Republic Services Municipal Relationship Manager Steven Gilmore, Regional Manager Don Tibbets and Roosevelt Regional Land Fill General Manager Joe Allen were present via telephone conference. There were also various county personnel and members of the public present via telephone conference.</p> <p>Regional Manager Don Tibbets provided an update on a “request for proposals” (RFP) to provide solid waste services that Republic Services plans to respond to and noted that the RFP is due November 19th. A brief discussion regarding host fees followed. Municipal Relationship Manager Steve Gilmore requested and received concurrence that Commissioner Sauter would represent the Board in further host fee discussions.</p>

	<p>Mr. Tibbets reported on solid waste volume numbers for August, which was followed by a further discussion concerning volume reports.</p>
<p>2020 Budget Update and 2021 Budget process discussion with Elected Officials, Department Heads and staff</p>	<p>Attendance: Human Resource and Administrative Services Director Robb Van Cleave and Casual Fiscal Support Glen Chipman. There were Elected Officials and Department Heads in chambers with the majority of participants participating via telephone conference, which also included members of the public.</p> <p>Mr. Chipman provided an overview of the impact on the 2020 Budget from the coronavirus and economic shutdown and a review of the proposed supplemental budget, noting that the bulk of supplemental requests are related to COVID-19 grants to help small businesses and fund services to manage the pandemic.</p> <p>The Board discussed the long-term impacts of the pandemic and how it will affect the 2021 budget. Mr. Chipman advised that revenues have been impacted. Following further discussion, the Board indicated that the 2021 budget would be the status quo.</p> <p>Mr. Chipman stated that the Auditor will call for 2021 budgets on September 9th with a due date of September 25th, which will be followed by budget workshops in October.</p> <p>Discussion continued with questions and clarification between the Board and Elected Officials, Department Heads and staff.</p>
<p>Adjournment</p>	<p>There being no further business before the Board, the meeting was adjourned at 3:57 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 08-20-2020.</p>


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



9/01/2020
 Date