

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, August 27, 2019**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, August 27, 2019	Chairman David M. Sauter called the meeting to order at 9:30 AM. Commissioners present: Jim Sizemore, David M. Sauter. Rex F. Johnston was absent.
	Workshop Session Agenda
Public Works/Road Department Update	<p>9:30 AM – Public Works Department Update</p> <p>Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Public Works Deputy Director of Finance & Administration Susan Gregson, Department of Emergency Management Director Jeff King, Treasurer Greg Gallagher, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe and Prosecuting Attorney David Quesnel.</p> <p>Public Works Director Gordon Kelsey reviewed items on this afternoon’s agenda; the final pay estimate for the Security Surveillance System Up-Grade and the upcoming workshop with the County Permitting Departments.</p> <p>Director Kelsey stated the Wahkiacus Bridge Contractor is pouring new curbs today, work continues on the bridge deck and the detour route is getting graded each Wednesday; followed by an update on sign installation for the 2019 Safety Project; Maintenance Projects and the design of Sundale and Courtney Road.</p> <p>Discussion followed about the overwhelming support from residents who visited the Public Works booth at the fair to promote the new County Services Building.</p> <p>Public Works Deputy Director Jeff Hunter reported on the radio project, followed by a discussion of the Fairgrounds facilities during fair as well as proposed improvements.</p> <p>Director Kelsey reviewed the indoor riding arena survey results, noting that renters are satisfied with the service Public Works is providing.</p> <p>Commissioner Sizemore requested information on the cost of having a basement in the new County Services Building, Director Kelsey stated it is more cost-effective to utilize one of the existing County-owned buildings for above-ground storage. Followed by an inquiry from a resident about potential maintenance to the view-points on Highway 142. Director Kelsey stated they are privately owned.</p>
	10:30 AM -Elected Official Report/Update
Auditor Department Update	Attendance: Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe, Solid Waste Director Ruby Irving

	<p>Auditor Brenda Sorensen reviewed elections and the Finance Department, noting that the State Auditor's exit conference is anticipated to be September.</p> <p>Auditor Sorensen reported work continues on proposed updates to the employees' travel and credit card policies.</p> <p>Auditor Sorensen stated the Veterans Service Officer attended training in July and \$2,669,615.21 total cash benefits were given to Veterans in the fiscal year 2018-2019 filed by Klickitat County's Veterans Service Officer.</p>
10:45 AM - Department Update/Report	
<p>Solid Waste Department Update</p>	<p>Attendance: Solid Waste Director Ruby Irving.</p> <p>Solid Waste Director Ruby Irving reported the Solid Waste Litter Crew Supervisor has one more week of training; the two high school interns have completed their educational projects and the Solid Waste Management Plan draft will be submitted to the Solid Waste Advisory Committee in October.</p> <p>Director Irving stated she will be meeting with Representative McBride and Landfill tours are scheduled for August and September, noting the Renewable Natural Gas Plant grand opening is September 20th followed by an open house on the 21st.</p> <p>Director Irving discussed the problems that persist at the Bingen recycling dropbox; Director Irving would like to propose closing the site and encourage business to sign up for curbside recycling.</p>
Annual Performance Evaluation	
<p>Executive Session: Annual performance evaluation of a public employee</p>	<p>At 10:36 AM Chairman David M. Sauter announced that the Board would be convening into Executive Session in accordance with RCW 42.30.110(1) (g) to conduct an annual performance evaluation of a public employee. Chairman Sauter noted that the session would last fifteen (15) minutes. At 10:51 AM it was announced the Executive Session would be extended five (5) minutes.</p> <p>The Board convened back into Regular Session at 10:56 AM.</p>
	<p>Clerk of the Board Lee Snell provided follow up answers to an inquiry regarding the County managing a program to aid veterans in paying their utility bills; after a discussion, the Board stated the local Public Utility District is currently providing this service to citizens and it will not be beneficial to create another program.</p> <p>A brief discussion was held regarding the Board of County Commissioner's Meeting schedule for December due to holidays; Clerk of the Board Snell stated she will follow up with Auditor Sorensen.</p>
<p>Lunch Recess</p>	<p>The Board recessed for lunch at 11:16 AM.</p>

	Call to Order/Roll Call:
Regular Meeting for Tuesday, August 27, 2019	Chairman David M. Sauter reconvened the meeting at 1:00 PM. Commissioners present: Jim Sizemore and David M. Sauter. Rex F. Johnston was absent.
	Agenda:
Business Agenda	Approved (M/Sizemore, S/Sauter. Passed unanimously): the Business Agenda as presented.
	Approval of Commissioner Meeting Minutes
Approval of Meeting Minutes	* No minutes requiring approval at this time.
	Citizen Comment:
Comments will be limited to seven (7) minutes per individual	Human Resource (HR) Director Randi Post was present with the County Interns from various departments to provide an overview of what they learned and to thank the Board for their continued support of the Internship Program. The Board stated the Internship Program is a benefit to the interns as well as a good investment of community funds and thanked the students and HR Director Post.
	Miscellaneous Reports:
Washington Gorge Action Programs Youth Center Update	Attendance: Washington Gorge Action Programs (WGAP) Executive Director Leslie Naramore, Youth Center Coordinator Autumn Williams, Senior Service Director Sharon Carter and Human Resource Director Randi Post. WGAP Executive Director Leslie Naramore and Youth Center Coordinator Autumn Williams requested \$20,000 in budget allocation to continue providing services for youth in the White Salmon area. Ms. Naramore stated the Youth Centers registration has increased substantially since the age limit was lowered to 6 to help with the daycare crisis. Ms. Naramore reported on activities that are available for the children to participate in; followed by a discussion of the daycare crisis throughout the State and lack of understanding from legislators on the resources in rural areas. Ms. Naramore stated she would like to discuss possible childcare solutions for the Goldendale area in the future.
	Annual Performance Evaluation:
Executive Session: Annual performance evaluation of a public employee	At 1:47 PM Chairman David M. Sauter announced that the Board would be convening into Executive Session in accordance with RCW 42.30.110(1) (g) to conduct an annual performance evaluation of a public employee. Chairman Sauter noted that the session would last twenty (20) minutes. The Board convened back into Regular Session at 2:07 PM.

<p>Executive Session: Annual performance evaluation of a public employee</p>	<p>Annual Performance Evaluation:</p> <p>At 2:14 PM Chairman David M. Sauter announced that the Board would be convening into Executive Session in accordance with RCW 42.30.110(1) (g) to conduct an annual performance evaluation of a public employee. Chairman Sauter noted that the session would last twenty (20) minutes.</p> <p>The Board convened back into Regular Session at 2:34 PM.</p>
<p>Executive Session: Annual performance evaluation of a public employee</p>	<p>Annual Performance Evaluation:</p> <p>At 2:35 PM Chairman David M. Sauter announced that the Board would be convening into Executive Session in accordance with RCW 42.30.110(1) (g) to conduct an annual performance evaluation of a public employee. Chairman Sauter noted that the session would last fifteen (15) minutes.</p> <p>The Board convened back into Regular Session at 2:50 PM.</p>
	<p>A brief discussion was held regarding the Yakama Nation's Reservation boundary line and how to make a budget appropriation request to fix the access road for the Avery Park.</p>
	<p>Consent Agenda:</p>
	<p>Approved (M/Sizemore, S/Sauter. Passed unanimously): the Consent Agenda with eight (8) items.</p> <ul style="list-style-type: none"> * 1) Washington Rural Counties Insurance Program 2019-2020 Renewal Application. * 2) Interlocal Funding Assistance Agreement (C12819) between Klickitat County and Centerville Fire District #5 for the purpose of providing Klickitat County Public Economic Development Authority (EDA) funding not to exceed \$75,000 to be used as a grant match for the purchase of a tender truck, effective August 27, 2019 and terminating December 31, 2019. * 3) Cumulative Reserve Fund #125 Project List Change which is required in order to reflect approval of the above Interlocal Agreement with Fire District #5 (Centerville) for the purpose of providing Klickitat County Public Economic Development Authority (EDA) funding not to exceed \$75,000 to be used as a grant match for the purchase of a tender truck; BARs 125.598.22.5250/CR-1-11-15010-5250; The Accumulated Unexpended Balance of Emergency Community Project Funding is \$41,078. * 4) Scheduling a Public Hearing to be held Tuesday, September 3, 2019 at 1:30 PM to consider approval of a waiver of the requirements of improving Orchard Heights Lane (private road) from Orchard Heights County Road to the existing access, as part of a short plat proposal located in the Goldendale vicinity on Parcel No. 05-16-2800-0002/00; Applicants: Greg & Linda Renoud. * 5) Updated Administrative Offer Summary for County Right-of-Way along Parcel No. 04-13-1200-0007/00 for the purpose of purchasing right-of-way to establish Long Road as a designated County Road; Owner Steven Tilton. * 6) Purchase Authorization for the Public Works Department to replace an HP DesignJet T1700 44-in PostScript Printer for the total purchase price of \$6,823.72.

	<p>* 7) Supplemental Agreement (C12919) No. 2 between Klickitat County (Public Works Department) and Skillings Connolly, Inc. to provide On-Call Environmental Services for the purpose of increasing the maximum amount payable from \$50,000 to \$70,000 to complete current tasks.</p> <p>* 8) Resolution No. 10919 in the matter of revising the Public Works' Organization Chart to restructure staffing levels to support the construction of the New County Services Building creating a separate team for the construction project of Project Manager, Senior Engineer Technician and Design Engineer Assistant; And Resolution No. 11019 in the matter of providing a separate contract, scope of duties and appointing Kenneth Templeton as the Project Manager for the County Services Building Project, effective August 16, 2019.</p>
Payment Approvals:	
<p>Voucher Certification and Approval</p>	<p>* Approved Warrants (M/Sizemore, S/Sauter. Passed unanimously): Accounts Payable: (#292381 - 292503) for a net of \$555,629.31.</p> <p>Combined Payroll: (#200172 – 200467, County Benefit Warrants #292504 - 292512, Electronic Transfer #865) \$1,051,851.80.</p> <p>For a combined total of \$1,607,481.11 for the date ending August 26, 2019</p>
<p>Road Department Payments</p>	<p>* Approved (M/Sizemore, S/Sauter. Passed unanimously): Pay Estimate No. 7/Final to Advanced Security & Electrical Tech. Inc. for \$2,152.25, which excludes retainage in the amount of \$107.61, includes tax in the amount of \$161.42 for a total amount due of \$2,206.06 for the Security Surveillance System Up-Grade Project, No. C13218.</p>
Miscellaneous Reports/Comments:	
<p>Republic Services Quarterly Update</p>	<p>Attendance: Solid Waste Director Ruby Irving, Roosevelt Regional Land Fill General Manager Nick Ponce, Information Technology & Budget Director Glen Chipman and County resident Kevin Barry.</p> <p>Roosevelt Regional Land Fill General Manager Nick Ponce provided a recap of solid waste volumes for the first and second-quarter of 2019 and a forecast for the third and fourth quarter, noting the second quarter numbers were much higher than predicted and made up for a slower first quarter due to the late winter we received.</p> <p>General Manager Ponce stated product volumes continue to increase with the addition of rail cars.</p> <p>A brief discussion was held regarding upcoming meetings and staff changes.</p>
	<p>Information Technology & Budget Director Glen Chipman provided an update on the County's Financial System upgrade.</p>
Elected Official Report/Update:	
<p>Prosecuting</p>	<p>Human Resource Director Randi Post reported on the County's employee insurance</p>

<p>Attorney's Update</p> <p>Executive Session: Discuss discipline of a public employee</p>	<p>rates for 2020 and the 2019 Klickitat County Elected Officials comparable monthly wage study.</p> <p>At 3:36 PM Chairman Sauter announced that the Board would be convening into Executive Session with HR Director Post and Prosecuting Attorney David Quesnel in accordance with RCW 42.30.110(1)(g) to discuss the discipline of a public employee. Chairman Sauter noted that the session would last for fifteen (15) minutes.</p> <p>The Board convened back to Regular Session at 3:51 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 about a recent request to amend the County's Noise Ordinance; Department of Natural Resources upcoming visit and the Washington State Association of County's discussion regarding Department of Natural Resources Long-Term Conservation Strategy for the Marbled Murrelet, noting Klickitat County does not have Marbled Murrelet birds within the County.</p>
<p>Adjournment (4:08 PM)</p>	<p>Approved (M/Sizemore, S/Sauter. Passed unanimously): There being no further business before the Board, the meeting was adjourned until 1:15 PM on Thursday, August 29, 2019.</p>
	<p>Call to Order/Roll Call</p>
<p>Workshop Session for Thursday, August 29, 2019</p>	<p>Chairman Sauter reconvened the meeting at 1:15 PM. Commissioners present: Jim Sizemore and David Sauter. Rex Johnston was absent.</p>
	<p>Workshop Session Agenda:</p>
<p>1:15/2:00</p>	<p>Discussion regarding funding options for local Conservation Districts within Klickitat County, which includes establishing rates and charges.</p> <p>Attendance: Underwood Conservation District (UCD) Manager Tova Tillinghast, Central/Eastern Klickitat Conservation District (C/EKCD) Manager Loren Meagher, Conservation District Supervisors: Ron Juris, Terry Nichels, Dan Guenther, Jason Blain, Barbra Bailey, Prosecuting Attorney David Quesnel, Assessor Crista Schroder, Natural Resource/Economic Development Director Dave McClure, Natural Resource Project Coordinator Jacob Anderson and Planning Director Mo-chi Lindblad.</p> <p>E/EKCD Manger Meagher reported that all three (3) Districts have taken the first steps related to the rates and charges submittal process. Public hearings have been held for all three (3) Districts following the notification process and resolution submittal packages have been delivered to the County before August 1st. The next steps would require the County also set a public hearing date and follow the notification process.</p> <p>Manager Meagher advised that the Districts have received letters of support from landowners, noting that the funding will allow the Districts to leverage grant dollars they receive.</p>

	<p>Further discussion followed, with the Districts providing clarification and answering questions from the Board. EKCD board chair Ron Juris advised that the Districts are required to do annual and 5-year plans and ask the public for input, the priority of the Conservation District should follow the needs of the landowners.</p> <p>Manager Meagher noted that the County may approve or modify and approve the system of rates and charges at their public hearing and if the rates and charges system is approved at the County level, it will be up to the District and their consultant to work with the County Assessor and Treasurer to develop and implement the rates and charges roll for application to the tax roll for 2020.</p> <p>Following discussion, the Board indicated they were supportive and directed staff to schedule the public hearings.</p>
<p>2:00/3:00</p>	<p>Review of the Employee Satisfaction Survey.</p> <p>Attendance: Human Resources (HR) Director Randi Post, HR Specialist KC Sheridan, Planning Director Mo-chi Lindblad and Chief Deputy Auditor Heather Jobe.</p> <p>HR Director Post provided an overview of employee responses from the 2019 employee satisfaction survey as well as a comparison to the previous survey.</p> <p>Director Post noted that she would like to send the survey results out to Elected Officials and Department Heads to review and then schedule another workshop to get their feedback and to look at how the county can raise the lower benchmarks. The Board agreed.</p> <p>Director Post presented information about an employee assistance program to help address concerns about employee mental and emotional wellbeing, noting that the program also includes financial counseling and offers other suggestions to help with stress relief. Further discussion followed.</p>
	<p>Commissioner Sizemore provided an update on discussions with officials in Washington DC regarding expanding commercial transportation on the Columbia River locks and dams.</p>
<p>Recessed</p>	<p>Chairman Sauter recessed the workshop at 2:25 and reconvened at 2:55 PM.</p>
<p>3:00/4:00</p>	<p>Discussion and review of the permitting process with County permitting departments.</p> <p>Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Planning Director Mo-chi Lindblad, Building Inspection & Code Compliance Director Lynn Ward, Building Office Manager Cindy McHarque, Environmental Health Director David Kavanagh and Prosecuting Attorney David Quesnel.</p>

	<p>The workshop began with a discussion regarding Title 12 Road Standards with Deputy Director Hunter indicating the need to differentiate road standards between little projects and larger developments.</p> <p>Director Kelsey stated that at pre-submission meetings departments can only go by what the developer tells them after a proposal is submitted, department comments are based on an active plan. Further discussion continued regarding new stormwater requirements.</p> <p>Building Director Ward advised that last year the Board approved annual 2% increases for Title 15 and Title 16 fees, effective October 1st of each year. Director Ward noted that she realized that the fees are within the body of the Title verbiage and it may be necessary to hold a public hearing to create a separate document containing the fee schedule.</p> <p>Discussion followed regarding proof of potable water. Environmental Health Director Kavanagh indicated that the ordinance should be reviewed and updated specifically to trucked water.</p>
	<p>The Board had a discussion regarding the Federal Court decision regarding Tract D. Prosecutor Quesnel provided an overview of the judge's decision and how it will affect tribal and non-tribal individuals.</p>
<p>Adjournment</p>	<p>There being no further business before the Board, the meeting was adjourned at 4:12 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 8-27-19.</p>



Approved: David M. Sauter
Chairman of the Board



September 17, 2019
Date