

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, September 08, 2020**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, September 08, 2020	Interim - Chairman Jim Sizemore called the meeting to order at 9:15 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 in the Chambers, various county employees and residents via telephone.</p> <p>Public Works Deputy Director Jeff Hunter reviewed the consent agenda item on this afternoon’s agenda followed by an update on the Trout Lake Highway Project, the West Darland Bridge Project and the Courtney Road right-of-way acquisition process. Deputy Director Hunter also stated the alignment is set for the Old Mountain Road construction and right-of-way plans are nearing completion.</p> <p>Deputy Director Hunter reported on the east and west end crew’s maintenance projects.</p> <p>Deputy Director Hunter reported on the new County Service Building; the Emergency Operations Center storage container, the installation timeframe for the Jail’s HVAC System and the project in Superior Court to fabricate and install temporary walls for inmates during court appearances.</p> <p>Deputy Director Hunter stated he continues to work with the architect to upgrade the concrete steps and replace the de-icing system in the Courthouse entryway steps, followed by an update on the Radio Project; Lund Hill Solar Project; Mercer Crush Facility and the Trout Lake Park, noting the wind storm last weekend caused damage in the park.</p>
Human Resource and Administrative Services Director Robb Van Cleave: Fiscal update.	<p>10:30 AM - Department Update/Report</p> <p>Attendance: Human Resources/Administrative Services Director Robb Van Cleave, Treasurer Greg Gallagher, Auditor Brenda Sorensen in the Chambers, various county employees and residents via telephone.</p> <p>Human Resources/Administrative Services Director Robb Van Cleave reported on the upcoming budget hearings and potential changes for some department’s budget transfers.</p> <p>Director Van Cleave requested and received guidance on the staff levels for departments in 2021, the Board stated with landfill revenue lower than projected departments should remain at status quo unless they can bring their own funding source.</p>

	<p>Director Van Cleave stated the Washington State Association of Counties Director of Government Relations & General Counsel has requested the county relay to them the county's identified needs to be reimbursed from the Washington State Department of Commerce/Coronavirus Relief Funds and FEMA funds. The Board was in support.</p> <p>Treasurer Greg Gallagher stated he would like to research if the CARES Act Federal Funds can be used for schools, noting there is a need for technology devices.</p> <p>A brief discussion was held regarding the Child Care Facility.</p>
Public Health Department Update	<p>11:00 AM-Department Update/Report</p> <p>Attendance: Public Health Director Erinn Quinn, Human Resources/Administrative Services Director Robb Van Cleave, Treasurer Greg Gallagher, Auditor Brenda Sorensen in the Chambers, various county employees and residents via telephone.</p> <p>Public Health Director Erinn Quinn reported on the cost of the malpractice insurance, followed by a request to purchase the flu vaccine at a one-time upfront cost of \$7,500, noting a payment option plan will cost \$8,900. The Board was in support of the upfront cost.</p> <p>Director Quinn stated she is working with the local hospitals and clinics to plan a drive through vaccine clinic, followed by a COVID-19 case count report.</p> <p>Director Quinn stated there has been no direction from the State regarding the application process allowing counties to progress to the next phase.</p>
Lunch Recess	The Board recessed for lunch at 11:23 AM.
	Call to Order/Roll Call:
Regular Meeting for Tuesday, September 8, 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	* There were no minutes requiring approval at this time.
	Citizen Comment:
Comments will be limited to seven (7) minutes per individual	White Salmon resident Laurie Stanton stated concerns regarding a large public gathering scheduled at the end of September. The Board advised they have no control over public gathering and advised Ms. Stanton to reach out to the event planners. A brief discussion followed about the importance of low COVID-19 case numbers to re-open schools and businesses.

White Salmon resident Lloyd DeKay inquired if the petition for from White Salmon residents requesting the County extend the current "Safe Routes To School" walkway to the White Salmon Middle and High School had been received. Mr. DeKay thanked the Board for their support, noting this step will help with grant funding for crosswalk safety requests. The Board will proceed with due process regarding the petition and also follow up with the Public Works Department.

Economic Development/Natural Resource Director Dave McClure reported on the recent Spotted Owl Effort and suggested joining Lewis and Skamania County in an Economic Assessment, followed by a financial contribution discussion.

Planning Director Mo-chi Lindblad reported on the Lund Hill Solar Project, noting some work to the roads are being done before the weather turns. Director Lindblad advised the Lund Hill Development Director has proposed a decommissioning security deposit, Director Lindblad noted the Treasurer Greg Gallagher will follow-up regarding the financial portion.

Director Lindblad provided a brief Flood Risk Review and the Shoreline Jurisdiction Ordinance update, noting it is in the County's best interest to align with the Federal and State regulations to avoid citizens duplicating their efforts.

White Salmon resident Janet Warren thanked the Board for the information regarding the Board of Health (BOH) meetings, followed by a request to have the next BOH meeting date and time posted on the respective websites.

A discussion was held about the COVID-19 matrix on the Washington State Department COVID-19 website. The Board noted the matrix is currently being used by the county to assess our re-opening ability but Governor Inslee has frozen all counties from moving forward out of their current phase.

Consent Agenda:

Approved (M/Sauter, S/Johnston. Passed unanimously): the Consent Agenda with ten (10) items.

- * 1) Klickitat County Small Business Emergency Grant Agreements **(C21920) - (C22420)** between Klickitat County (Economic Development Department) and six (6) business' to provide Coronavirus Aid, Relief, and Economic Security Act funding assistance through the Washington State Department of Commerce to ensure the public health and promote public welfare, including ameliorating the economic hardship caused by business closures associated with the COVID-19 pandemic.
- * 2) An alternative work schedule for the Litter Crew Supervisor (Lori Niva) within the Solid Waste Department for a flexible work schedule; four-10 hour days per week, Wednesday through Saturday, 6:30 AM to 4:30 PM.
- * 3) An alternative work schedule for the Economic Development Specialist (Richard Foster) within the Economic Development Department for a flexible work schedule; four-10 hour days per week, Sunday through Wednesday, 9 AM – 8 PM and 6:00 AM to 5:00 PM.

	<ul style="list-style-type: none"> * 4) Amendment to the Engagement Letter (C22520) between Teresa D. Johnson dba TDJ, CPA, Inc. and Klickitat County (Auditor's Office) to assist with the preparation of the 2019 Klickitat County Annual Financial Report. This amendment is to provide additional funds in the amount of \$3,800 and to extend the completion date through December 31, 2020. * 5) Memorandum from the Planning Department scheduling a public meeting to be held Tuesday, September 15, 2020, at 1:30 PM to consider approval of Boundary Line Adjustment, BLA2020-03; Parcel No.'s 03-12-3458-5703/00 and 03-12-3458-6702/00, in the Lyle vicinity. Applicants: Debra Borup and Clark Twining. * 6) Personnel Authorization to begin the advertising process to fill a .6 FTE, Office Manager I, Grade 37, steps 1 to 3, depending on qualifications, within the WSU Extension Office. * 7) Personnel Authorization to begin the advertising process to fill a Legal Administrative Assistant I or II, Grade 35 or 36, steps 1 to 3, depending on qualifications, within the Clerk's Office. * 8) Supplemental Agreement (C22620) No. 5 between Klickitat County (Public Works Department) and TVA Architects, Inc. for the purpose of adding new work on the New County Services Building to identify furniture and equipment products for the new building, signage and help solicit proposals from vendors. * 9) Resolution No. 11720 in the matter of authorizing Public Works to purchase one (1) 500-gallon truck-mounted weed sprayer for the price of \$ 38,542 plus sales tax. The price included installation and operator training. * 10) Rural Arterial Program Final Prospectus between Klickitat County (Public Works Department) and the State of Washington County Road Administration Board for the purpose of approving the Final Prospectus for the replacement of Jenkins Creek Road Bridge and Final Prospectus for Sundale Road Resurfacing.
	<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: (#300715 - 3008003) \$311,957.45, for the date ending September 8, 2020.
	<p>Board Pending:</p>
<p>Issues as determined by the Board of Commissioners</p>	<ul style="list-style-type: none"> * Board correspondence noted for the record: Letter to the Washington State Department of Commerce Housing Trust Fund Staff expressing support for the White Salmon Assisted Living Facility project, allowing residents to age with dignity and grace in the community which they presently reside.
<p>Adjournment</p>	<p>Approved (M/Johnston, S/Sauter. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 1:57 PM.</p>
	<ul style="list-style-type: none"> * 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 9-08-20.

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



September 29, 2020
Date