

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, September 22, 2020**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, September 22, 2020	Interim - Chairman Jim Sizemore called the meeting to order at 9:30 AM. Commissioners present: Jim Sizemore, David M. Sauter, (Rex F. Johnston via telephone).
	Workshop Session Agenda
Human Resource Department Update	<p>9:30 AM – Department Update/Report</p> <p>Attendance: Human Resources/Administrative Services Director Robb Van Cleave in the Chambers, various county employees and residents via telephone.</p> <p>Human Resources/Administrative Services Director Robb Van Cleave reported the union negotiations will be postponed until the County is in Phase III and face-to-face interactions are allowed, followed by a brief update about benefits and wages.</p> <p>Director Van Cleave stated he has offered the Fiscal Manager position in the Human Resources/Administrative Services Department to a candidate and will proceed with the new hire paperwork.</p> <p>A discussion was held about the poor air quality and the safety of the employees; Director Van Cleave requested and received direction regarding employee compensation and policies currently in place for mandatory emergency leave.</p> <p>Commissioner Sauter left the meeting at 9:52 AM and returned at 10:00 AM.</p>
Public Works/Road Department Update	<p>10:00 AM – Public Works Department Update</p> <p>Attendance: Public Works Director Gordon Kelsey and Public Works Deputy Director Jeff Hunter in the Chambers, various county employees and residents via telephone.</p> <p>Public Works Director Gordon Kelsey reported on the consent agenda items on this afternoon’s agenda, followed by a pay estimate to Kirby Nagelhout for the new County Services Building.</p> <p>Director Kelsey reviewed facilities work including the new County Services Building; the Jail’s new HVAC System; the Emergency Operations Center storage container placement; the temporary walls in the Superior Court Room; Pioneer Center maintenance; the Courthouse Entry Project; waterline installation at the Fairgrounds; new Control Board in the Jail and the sheetrock installation in the Sheriff’s Training and Storage Building, followed by an update on the Radio Sites from Public Works Deputy Director Jeff Hunter.</p> <p>Director Kelsey reported on the status of the White Salmon/Hood River Bridge Meeting and Bi-State Working Group, followed by a request and approval to proceed with the advertising of temporary snowplow drivers and a Clerical Administrative Assistant to archive and reduce the storage need in the new County Services Building.</p>

	<p>Director Kelsey stated the Trout Lake Highway is almost ready for closeout; the West Darland Bridge contracts and contract bonds have been sent to the contractor; the curb and gutters were poured last week on Oak Street in Husum and paving is scheduled for next week, a report was provided on the Courtney Road Safety Project as construction is still scheduled for late spring in 2021.</p> <p>A report was given on the maintenance projects being completed by the east and west end crews.</p>
<p>Economic Development/Natural Resource Update</p>	<p>10:30 AM - Department Update/Report</p> <p>Attendance: Natural Resource/Economic Development Director Dave McClure in the Chambers, Natural Resource Specialist Jacob Anderson, various county employees and residents via telephone.</p> <p>Natural Resource/Economic Development Director Dave McClure provided an overview of Working Washington I Grant Program applications, followed by a report from Natural Resource Specialist Jacob Anderson on local small businesses.</p> <p>Director McClure provided a staff update, followed by Specialist Anderson’s report on Broadband, noting citizens need to participate in the Washington State Broadband Office Survey; it helps to paint a picture of what speeds are currently throughout the county at a high level to help our county be eligible for grants and ensure citizens are getting the bandwidth they are paying for.</p> <p>Director McClure reported on the Public Utility District grants for Home-based businesses followed by a brief discussion was held about the White Salmon/Hood River Bridge and the Lund Hill Solar Farm.</p> <p>A discussion was held about Klickitat’s Lead Entity Projects, Specialist Anderson stated a 100 thousand dollar grant has been awarded to re-locate problem beavers in the west end of the county.</p> <p>Director McClure reported on the Switzler Water Storage Project followed by a discussion of the Buildable Lands Survey being able to re-start after the COVID-19 shutdowns.</p>
<p>Lunch Recess</p>	<p>The Board recessed for lunch at 11:19 AM.</p>
	<p>Call to Order/Roll Call:</p>
<p>Regular Meeting for Tuesday, September 22, 2020</p>	<p>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).</p>
	<p>Agenda:</p>
<p>Business Agenda</p>	<p>Approved (M/Sauter, S/Johnston. Passed unanimously): the Business Agenda with one add-on under New Business.</p>

<p>Approval of Meeting Minutes</p>	<p>Approval of Commissioner Meeting Minutes Approved (M/Sauter, S/Johnston. Passed unanimously): the Klickitat County Board of Commissioners Meeting Minutes for September 1, 2020, as presented.</p>
<p>Comments will be limited to seven (7) minutes per individual</p>	<p>Citizen Comment: White Salmon citizen Lloyd Dekay requested and received clarification regarding the “Safe Routes to School” resolution he proposed for adoption by the Board. Planning Director Mo-chi Lindblad reported on the Lund Hill Solar Project permit process and deconstruction deposit. Goldendale citizen Darlene Williamson requested information regarding the closure of the County facilities to the public, The Board stated they are following Governor Inslee’s “Safe Start” Proclamation, noting Phase II does not allow face-to-face interactions for local government entities, a discussion followed about County Courthouses in the State of Washington that are closed. Ms. Williamson inquired about the County’s property tax values, followed by clarification about the budget planning for the new County Services Building, noting Klickitat County has the lowest tax rate in the State of Washington due to the careful planning and budget maintenance by prior Boards as well as the current Board of Commissioners. Public Health Director Erinn Quinn reported on the water line burial for winterization for the Isolation Facilities located at the Fairgrounds.</p>
<p>Public Health Department Update</p>	<p>Department Update/Report: 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. Public Health Director Erinn Quinn reported on the number of COVID-19 cases; the continued education about masks to protect community members, stating, masks are available at the Health Department and a number of other community partners for low-income families. Director Quinn stated contact tracing is integral to identify and control the spread of COVID-19; two (2) volunteers and two (2) additional temporary casual contact tracing employees have been added to her staff. Director Quinn stated there are no updates or guidance on when the county can potentially apply for Phase III; Director Quinn stated she continues to work with all the schools to support and advise them weekly. Director Quinn reported six (6) guest have used the isolation facility housing, followed by an update on the Clinical Services being provided such as Woman Infant and Children (WIC); Breastfeeding support; Maternity Support; Infant Case Management;</p>

	<p>Maternal Child Health; Children and Youth with special healthcare needs and Family Planning.</p> <p>Director Quinn reported on the upcoming Immunization clinics in Goldendale and White Salmon, followed by an Environmental Health Update from August 1, to September 1, noting the water lab is back to normal hours, but clients need to call ahead when dropping off samples.</p> <p>A report on the local lakes was provided and ongoing monitoring continues by State Parks and The Army Corp of Engineers.</p>
	<p>Consent Agenda:</p>
	<p>* Approved (M/Sauter, S/Johnston. Passed unanimously): the Consent Agenda with fourteen (14) items.</p> <p>* 1) 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 qualification, within the Clerk’s Office.</p> <p>* 2) Settlement Agreement (C23020) between Lauren and Eric Boudreaux and Klickitat County (Public Works Department) for right-of-way along Courtney Road.</p> <p>* 3) Resolution No. 12020 in the matter of awarding the contract to Justice Systems Corporation for the Jail Control System upgrade as bid in the amount of \$326,673.80 including sales tax.</p> <p>* 4) Small Works Contract (C23120) between Master Craft Coatings and Klickitat County (Public Works Department) for the Klickitat County Sheriff’s Storage Painting Project as bid in the amount of \$2,972.46.</p> <p>* 5) Small Works Contract (C23220) between Jose’s Drywall and Klickitat County (Public Works Department) for the Klickitat County Sheriff’s Storage Drywall Finishing Project as bid in the amount of \$3,852.00.</p> <p>* 6) Resolution No. 12120 in the matter of revising the Public Health Department’s Organizational Chart to reflect a change in the line of supervision. The Accounting Administrative Assistant III positions will be moved directly under the supervision of the Public Health Director.</p> <p>* 7) Amendment No. 1 (C23320) to the Limited Medical Consultant Agreement between Dr. Amy Person and Klickitat County (Public Health Department) for the purpose of increasing compensation as follows: minimum monthly compensation will be paid in the amount of \$1700 and \$100 per hour when the hours in any given month exceed fourteen. The maximum consideration under this contract shall not exceed \$25,000 in any 12 months, effective January 1, 2020.</p> <p>* 8) Vital Records Service Agreement (C23420) between LexisNexis and Klickitat County (Public Health Department) for the purpose of decreasing the overhead of running a vital records program, effective October 01, 2020.</p> <p>* 9) A purchase request from the Public Health Department for an additional laptop to increase flexibility in the COVID response for all of the Department Managers who may have to work from home at the cost of \$3,223.00; a Microsoft Office Standard 2019 Licenses at the cost of \$284.63 and a Windows 10 Enterprise upgrade license at a cost of \$93.41. Totaling \$3,601.04.</p>

	<ul style="list-style-type: none"> * 10) Washington State Covid-19 Outbreak Emergency Housing Grant (C23520) Amendment A between Klickitat County (Public Health Department) and the Washington State Department of Commerce, Housing Assistance Unit for the purpose of extending the end date to December 31, 2020. * 11) Interagency Agreement (C23620) IAA21483 between Washington State Administrative Office of the Courts and Klickitat County (Juvenile Department) for the support of CASA programs to increase the number of children served by court-appointed special advocates. * 12) Resolution No. 12220 in the matter of extending the County ban on outdoor burning within the unincorporated areas of Klickitat County as requested by Klickitat County Fire District #2, #9 and #10, through October 31, 2020, for Klickitat County Burn Ban Zone One. * 13) Resolution No. 12320 in the matter of extending the County ban on outdoor burning within the unincorporated areas of Klickitat County as requested by Klickitat County Fire District #4, #5, #6, #7, #11, #12, #14 and #15, through October 15, 2020, for Klickitat County Burn Ban Zone Two. * 14) Resolution No. 12420 in the matter of extending the County ban on outdoor burning within the unincorporated areas of Klickitat County as requested by Klickitat County Fire District #1, #3, #8 and #13, through October 15, 2020, for Klickitat County Burn Ban Zone Three.
	Payment Approvals:
Voucher Certification and Approval	<ul style="list-style-type: none"> * Approved Warrants (M/Sauter, S/Johnston. Passed unanimously): Accounts Payable: (#300993 - 301075), DOR Electronic Trans. (#903) for a net of \$777,018.91, for the date ending September 21, 2020. <p>There were no Payroll warrants requiring approval.</p>
Public Works Pay Estimate	<ul style="list-style-type: none"> * Approved (M/Sauter, S/Johnston. Passed unanimously): Pay estimate No. 5 to Kirby Nagelhout Construction Company in the amount of \$525,671.40 which includes \$38,463.76 for sales tax, this is for the County Services Building Project, Contract No. C03120.
	The Board held a brief discussion regarding SDS Lumber's press release regarding their future business plan.
	Commissioner Johnston left the meeting at 1:56 PM.
	Unfinished Business:
	Approved (M/Sauter, S/Sizemore. Passed unanimously): Small Business Emergency Grant Agreement (C23720) between Klickitat County (Economic Development Department) and Camp Jonah for the purpose of providing \$5,000 of CARES Act funding, effective March 1, 2020, through September 15, 2020.
	Miscellaneous Reports:
State Auditor's Exit Conference	Attendance: Washington State Auditors Program Manager Lindsay Osborne, Audit Lead CPA Suzie Moon, Assistant Audit Manager Nicholas Hoefft, various county

	<p>employees and residents via telephone. Sheriff Bob Songer, Chief Civil Deputy Karen Elings and Auditor Brenda Sorensen were present in the Chambers.</p> <p>Program Manager Lindsay Osborne advised that the purpose of this meeting is to share audit results and the draft exit report. Ms. Osborne recognized the hard work of County Offices and Departments in helping the State Auditor's complete their work and noted that this year was especially challenging for an audit due to being offsite.</p> <p>Audit Lead Suzie Moon provided an overview of the accountability audit and reported that cash receipting continues to improve and there were no findings.</p> <p>Assistant Audit Manager Nicholas Hoeft provided an update on the financial statement audit and federal grant compliance audit, reporting there were no internal concerns or weaknesses.</p> <p>The Board requested information regarding when the State will restart Lean Trainings, followed by thanking the State Auditors for their work and the Elected Officials, Department Heads and staff for assisting the State Auditors.</p>
	<p>Elected Official Report/Update:</p>
<p>Sheriff's Department Update.</p>	<p>Attendance: Sheriff Bob Songer, Chief Civil Deputy Karen Elings 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 September 21st and civil papers served during the same period; followed by a report on the Grand Protest Picnic for Washington and Oregon Cities and Counties of the Greater Gorge Region.</p> <p>Sheriff Songer stated he will be attending the Constitutional Sheriff's Conference at the Liberty University in Lynchburg, VA, noting this is done at Sheriff Songer's expense, no County funding will be used.</p> <p>Sheriff Songer stated this month he swore in three (3) Correction Deputies and one (1) new Posse Deputy, followed by a report on the Posse Deputies assigned to the Air Wing, Auxiliary Members, West End, Central and East End Divisions. Sheriff Songer stated there are also ten (10) Reserve Deputies assigned to the Klickitat County Sheriff's Office.</p> <p>Sheriff Songer reported on the jail staff; Correction Officer training; inmate video court appearances; medical and mental health needs for inmates, Sheriff Songer stated the jail is operating on the pretense that our doors will reopen to full business in the near future and continues to facilitate plans that will ensure the safety and security of the population and staff..</p>
<p>Adjournment (2:50 PM)</p>	<p>Approved (M/Sauter, S/Sizemore. Passed unanimously): There being no further business before the Board, the meeting was adjourned until 10:30 AM on Thursday, September 24, 2020.</p>
	<p>Call to Order/Roll Call</p>

<p>Regular Meeting Extension: Workshop Session for Thursday, September 24, 2020</p>	<p>Chairman Sizemore reconvened the meeting at 10:30 PM. Commissioners present: David M. Sauter, Jim Sizemore and Rex F. Johnston via Zoom.</p>
	<p>Workshop Session Agenda:</p>
<p>10:30/12:00</p>	<p>Discussion regarding solar projects and review of the decommissioning plan.</p> <p>Attendance: Planning Director Mo-chi Lindblad in chambers, and on Zoom: Economic Development/Natural Resource Director Dave McClure, Natural Resource Specialist Jake Anderson, Prosecuting Attorney David Quesnel, Treasurer Greg Gallagher, Building Inspection/Code Compliance Director Lynn Ward, Public Works Director Gordon Kelsey and Trout Lake resident Joanna Turner.</p> <p>The Board had a discussion regarding solar projects, decommissioning plans and the different decommissioning needs between wind and solar projects.</p> <p>Further discussion followed concerning a parent guaranty. Avangrid Renewables has proposed to provide a parent guaranty for 2 million dollars and to be allowed to move forward with construction activities for their solar project. Avangrid intends to start construction while the weather is still good and then complete their long-term decommissioning plan. Treasurer Gallagher provided a brief overview of the pros and cons of parent guaranties.</p> <p>Commissioner Sauter stated that he supports the project and questioned what leverage the county would have to be sure that the long-term decommissioning plan was completed. The focus of the discussion centered on how to safeguard taxpayers and eliminate any future liability. Other questions addressed by Director Lindblad were what happens if a project is sold, how projects, parent guaranties, company credit ratings, or lines of credit are reviewed and monitored. Director Lindblad noted further discussion is needed regarding what needs to be done if a company falls below the standard of the parent guaranty.</p> <p>Public Works Director Kelsey pointed out the work involved in properly vetting the companies banking institution when it is a foreign bank.</p> <p>The Board indicated the county needs to develop a long-term decommissioning plan and that they wanted to keep the project moving forward, noting that there were at least two (2) more proposed solar projects. Director Lindblad advised that she would schedule a follow-up workshop.</p> <p>Chairman Sizemore suggested forming a committee to work on the development of a long-term decommissioning plan. The Board agreed the committee should include the prosecutor, a representative from the PUD, the Treasurer and one Commissioner.</p>
<p>Adjournment</p>	<p>There being no further business before the Board, the meeting was adjourned at 11:26 AM.</p>
	<p>* Reference Document on File</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 9-22-20.


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



10/13/2020
Date