

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, September 29, 2020**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, September 29, 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 in the Chambers, various county employees and residents via telephone.</p> <p>Public Works Director Gordon Kelsey reviewed items on this afternoons Consent Agenda as well as the payment change order to Kirby Nagelhout for the installation of an electrical snowmelt system between the Courthouse and new County Services Building for the safety of pedestrians and employees during the winter months.</p> <p>Director Kelsey reviewed the construction projects, noting the Trout Lake Highway project is headed towards close-out and the West Darland project will begin the week of October 19th.</p> <p>A brief discussion was held regarding the Courtney Road Safety Project, Director Kelsey stated construction is still scheduled to start in late spring of 2021.</p> <p>An update was given on the status of the Old Mountain Road construction, followed by the maintenance projects being completed by the east and west end Public Works Crews.</p> <p>Director Kelsey requested and received verbal approval to proceed with the advertisement of one additional Snow Plow Operator for the Glenwood area; Director Kelsey stated previous Code Compliance Officer Frank Hewey will return to work in the Public Works Department as the Temporary Clerical Administrative Assistant position to help with filing and archiving in preparation to move to the new County Services Building.</p> <p>A brief discussion was held regarding the Columbia Gorge Airport, followed by clarification of funding used for infrastructure at the Dallesport Business Park.</p> <p>Director Kelsey stated the indoor arena will be available for rent this winter and the rental guidelines allow for changes due to COVID-19 regulations, followed by a discussion of a road approach on the Lyle/Centerville Highway.</p> <p>The Board presented a “Certificate of Good Practice” for the year 2019 to Public Works Director Gordon Kelsey from the County Road Administration Board.</p>
Solid Waste Director Ruby Irving: Department Update	<p>10:45 AM -Department Update/Report:</p> <p>Attendance: Solid Waste Director Ruby Irving in the Chambers, various county employees and residents via telephone.</p>

	<p>Solid Waste Director Ruby Irving stated the Contamination Reduction Outreach Plan is being drafted and the first audit revealed approximately a 20% contamination rate of recyclables, followed by a report on how successful the composting webinars have been, noting the information is also posted on the County’s Solid Waste website.</p> <p>Director Irving reported the Litter Crew is currently suspended due to a medical emergency; Director Irving stated she is currently working with the Human Resource Department on ways to provide crew supervision in the interim.</p> <p>Director Irving responded to the Board’s request to know the volume of trash collected by the district in pounds; Director Irving stated weighing the trash is problematic due to the number of tires and car parts that were recovered. Director Irving reported District 1 had approximately 48 miles cleaned and District 2 had approximately 67 miles cleaned.</p> <p>A report was given on recent meetings with Republic Services, noting regularly scheduled meetings have resumed in the hope to eliminate interruptions in service, followed by an update on construction that has been completed at the landfill.</p> <p>Director Irving stated legislative bills from the previous session were postponed but the “Bag Ban” will become effective the first of the year, followed by a brief budget update.</p>
<p>Auditor Brenda Sorensen: Department Update</p>	<p>10:30 AM - Elected Official Report/Update:</p> <p>Attendance: Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe in the Chambers, various county employees and residents via telephone.</p> <p>Auditor Brenda Sorensen reported the bulk mailing of General Election Voter Ballots will go out on October 14th; voter pamphlets will be arriving in households the week of October 12th.</p> <p>Auditor Sorensen stated the 2019 Financial and Accountability Audit has been completed; the Federal Single Audit has been certified and submitted to the Federal Clearinghouse, followed by a brief update on the County’s Preliminary Budget status.</p>
<p>Chief Civil Deputy Discussion regarding inmate mental health services.</p>	<p>11:00 AM - Department Update/Report:</p> <p>Attendance: Chief Civil Deputy Carmen Knopes, Undersheriff Mike Kallio in the Chambers, various county employees and residents via telephone.</p> <p>Chief Civil Deputy Carmen Knopes reported on the Comprehensive Healthcare’s Crisis Response Program for Klickitat County, followed by a report on the Crisis Collaboration upcoming meeting.</p> <p>Deputy Knopes stated the purpose of the Crisis Collaboration is to bring together a cross-sector, county-specific collaborative group to focus on system-wide improvements to the Crisis Systems of Care.</p>

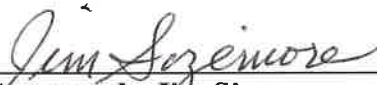
	<p>Deputy Knopes requested and received direction regarding pursuing a Memorandum of Understanding between Allied System Partner and the Sheriff's Department to improve the integration of whole-person care for Medicaid enrollees served by multiple systems, the Board was in support.</p> <p>Deputy Knopes reviewed services that will be provided to individuals detained in the county jail, noting the Trueblood Settlement of Contempt challenged unconstitutional delays in competency evaluation and restoration services for detained individuals.</p>
Lunch Recess	The Board recessed for lunch at 11:18 AM.
	Call to Order/Roll Call:
Regular Meeting for Tuesday, September 29, 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/Sizemore Passed unanimously): the Business Agenda as presented.
	Approval of Commissioner Meeting Minutes
Approval of Meeting Minutes	Approved (M/Sauter, S/Johnston. Passed unanimously): the Klickitat County Board of Commissioners Meeting Minutes for September 8, 2020, as presented.
	Citizen Comment:
Comments will be limited to seven (7) minutes per individual	<p>Lyle resident Sandra Duncan requested Board assistance in settling a neighbor dispute regarding gates located on Remington Road in the Lyle area; Commissioner Sauter had previously met with Ms. Duncan at the property and noted for the record Remington Road is a private road and the county has no jurisdiction to be involved in private landowner disputes.</p> <p>Prosecuting Attorney David Quesnel noted neighbor disputes can be resolved through private attorneys and the judicial system.</p> <p>Undersheriff Mike Kallio stated the Sheriff's Office cannot settle a neighbor dispute or advise residents what to do on their private property.</p> <p>Auditor Brenda Sorensen requested and received verbal approval to proceed with the advertisement of a Clerical Administrative Assistant I or II, steps 1 through 3 in the Auditor's Office.</p>
	Miscellaneous Reports:
Lobbyists Jim Potts and Zak Kennedy: Discussion regarding the 2021 legislative session.	<p>Attendance: Lobbyists Jim Potts and Zak Kennedy, various county employees and residents via telephone.</p> <p>Lobbyists Jim Potts requested and received confirmation that the County would be renewing the lobbyist's contract for the 2021 legislative session, followed by a report of topics for the legislative session.</p>

	<p>The Board requested more information on the changes made to the Wolf Management Plan and sales tax revenues remaining in the County from purchases made in the County.</p>
	<p>Consent Agenda:</p>
	<ul style="list-style-type: none"> * Approved (M/Sauter, S/Johnston. Passed unanimously): the Consent Agenda with Twelve (12) items. * 1) Cumulative Reserve Fund #125 project list change which reflects approval of Budget Supplemental 2020-2, dated September 15, 2020. * 2) Scheduling a public meeting to be held Tuesday, October 6, 2020, at 1:30 PM to consider approval of Boundary Line Adjustment, BLA2019-16; Parcel No. 06-12-1052-0002/00, in the Glenwood vicinity. Applicant: Dan Hathaway. * 3) Scheduling a public meeting to be held Tuesday, October 6, 2020, at 1:30 PM to consider approval of Boundary Line Adjustment, BLA2020-01; Parcel No. 04-10-1158-0004/00 and 04-10-1156-0001/00, in the BZ Corner vicinity. Applicant: Farm Dog, LLC (Gary Calloway). * 4) Purchase Agreement/Equipment and Software Maintenance Agreement (C23820) between Pitney Bowes and Klickitat County (Auditor’s Office) for the purpose of purchasing an envelope opener to increase productivity in the Elections Department. The purchase price will be \$4,224.94 and a standard equipment service agreement charge of \$496.00 annually. * 5) Purchase Agreement/Equipment and Software Maintenance Agreement (C23920) between Pitney Bowes and Klickitat County (Auditor’s Office) for the purpose of purchasing a folding/inserting machine to increase productivity in the Elections Department. The purchase price will be \$40,910.10 and a standard equipment service agreement charge of \$3,600.80 annually. * 6) Resolution No. 12520 in the matter of improving West Darland Drive Overlay, CRP 361, the County Funds for this project are \$82,200 and a Resolution in the matter of improving Roosevelt Grade Road Overlay, CRP 362, the County Funds for this project are \$336,400. * 7) 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 West Darland Drive Overlay Project in the amount of \$593,900 – West Darland Drive Overlay Project, CRP 361. * 8) Local Agency Agreement (C24020) between Klickitat County (Public Works Department) and Washington State Department of Transportation for the purpose of using Federal Funds for the West Darland Drive Overlay Project, CRP 361. Estimated Federal Funds in the amount of \$25,000.00. * 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 Roosevelt Grade Road Overlay, CRP 362 in the amount of \$2,491,700 – Roosevelt Grade Road Overlay, CRP 362. * 10) Local Agency Agreement (C24120) between Klickitat County (Public Works Department) and Washington State Department of Transportation for the purpose of using Federal Funds for the Roosevelt Grade Road Overlay, CRP 362. Estimated Federal Funds in the amount of \$125,000.00.

	<p>* 11) Amendment to Interagency Agreement (C24220) (Contract Number: 20-6541C-020) between Klickitat County and the Washington State Department of Commerce, Local Governments Division, Community Capital Facilities Unit through the Coronavirus Relief Fund for Local Governments for the purpose of providing an additional \$448,600 totaling \$1,233,650 in federal CARES Act funding and extending the date from November 30, 2020, to December 15, 2020.</p> <p>* 12) Klickitat County Small Business Emergency Grant Agreement (C24320) between Klickitat County (Economic Development Department) and Jadore, 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.</p>
	<p>A brief discussion was held about the guestimation of an increase to the County insurance rate, Commissioner Johnston reported discussions that were held at the Washington State Association of Counties meeting regarding insurance rates; natural disasters are the worst they have been in decades and riots have also raised insurance rates. Commissioner Johnston advised not to switch insurance companies at this time.</p>
	<p>Miscellaneous Reports:</p>
<p>Underwood Conservation District Project update.</p>	<p>Attendance: Underwood Conservation District (UCD) Manager Tova Tillinghast, various county employees and residents via telephone.</p> <p>Underwood Conservation District (UCD) Manager Tova Tillinghast reported on activities the Conservation District has been doing over the past year utilizing the Rates and Charges funding as well as grant dollars from state and federal sources.</p> <p>UCD Manager Tova Tillinghast stated funding has been secured from the Washington State Department of Natural Resources for “Firewise” work in the County, this will allow individual Home Hazard Assessments to be conducted and advice is given regarding defensible space as well as a mobile chipper service.</p> <p>UCD Manager Tillinghast stated her staff was able to develop a plan for Klickitat County’s Courtney Road Safety Project to help mitigate for Oregon White Oak impacts under the Columbia River Gorge National Scenic Act guidelines.</p> <p>* UCD Manager Tillinghast provided and discussed publications that were designed and shared with the Klickitat County Planning Department, the Department of Ecology, Washington State Department of Natural Resources, the Yakama Nation, and other partners to clarify rules and regulations around streams and water bodies.</p>
	<p>New Business:</p>
<p>October 4th - 10th, 2020, as National 4-H Week</p>	<p>Approved (M/Sauter, S/Johnston. Passed unanimously): proclaiming October 4th - 10th, 2020, as NATIONAL 4-H WEEK throughout Klickitat County and encourage all of our citizens to recognize 4-H for the significant impact it has made and continues to make by empowering youth with the skills they need to lead for a lifetime.</p> <p>Prior to the motion, WSU Extension 4-H Program Manager Abby Brandt provided the Commissioner with a mask and thanked them for their support.</p>

Public Works Change Order	<p>* Approved (M/Sauter, S/Johnston. Passed unanimously): Contract Change Order Memorandum (C24420) for the Klickitat County Services Building for the purpose of increasing the contract amount to Kirby Nagelhout by \$113,429.74 for the installation of an electrical snowmelt system from the Courthouse to the drive crossing Court Street with added wire mesh and an additional 1 inch of concrete at the pedestrian walk areas.</p>
	<p>Elected Official Report/Update:</p>
Treasurer Financial update and Office report.	<p>Attendance: Treasurer Greg Gallagher in the Chambers, various county employees and residents via telephone.</p> <p>Treasurer Greg Gallagher stated the Treasurer’s Office staff that was working out of the Fairgrounds Building is moving back into the Courthouse, noting the office continues to operate under the COVID-19 office space guidelines.</p> <p>Treasurer Gallagher reviewed the Electronic Signature contract on this afternoon’s Consent Agenda, stating it is necessary to ensure timely submission for grant reimbursements, followed by an update on the changes for Federal Emergency Management Administration Grant reimbursements.</p> <p>Treasurer Gallagher reported on tax payments and the foreclosure process, noting a contract to facilitate the foreclosure auction online will be submitted in October.</p>
Prosecuting Attorney’s Update	<p>Attendance: Prosecuting Attorney David Quesnel, Treasurer Greg Gallagher in the Chambers, various county employees and residents via telephone.</p> <p>A discussion was held about property seizures and drug seizures, Prosecuting Attorney David Quesnel noted, funds that are seized in a drug bust are used by the Sheriff’s Department Drug Investigation Department.</p> <p>Prosecutor Quesnel reported on upcoming criminal trials.</p>
	<p>Payment Approvals:</p>
Public Works Change Order	<p>* Approved (M/Sauter, S/Johnston. Passed unanimously): Contract Change Order Memorandum (C24420) for the Klickitat County Services Building for the purpose of increasing the contract amount to Kirby Nagelhout by \$113,429.74 for the installation of an electrical snowmelt system from the Courthouse to the drive crossing Court Street with added wire mesh and an additional 1 inch of concrete at the pedestrian walk areas.</p>
Voucher Certification and Approval	<p>* Approved Warrants (M/Sauter, S/Johnston. Passed unanimously):</p> <p>Accounts Payable: (#301151 - 301245) \$356,416.40.</p> <p>Combined Payroll: (#213085 – 213358, County Benefit Warrants #301143 - 301150, Electronic Transfer #904) \$1,033,185.19.</p> <p>For a combined total of \$1,389,601.59 for the date ending September 28, 2020.</p>

	Board Pending:
Issues as determined by the Board of Commissioners	Clerk of the Board Lee Snell requested and received direction regarding advising departments about seeking a supplemental budget request for insurance premium increases.
Adjournment	There being no further business before the Board, the meeting was adjourned at 3:13 PM.
	* 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 9-29-20.


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



10/20/2020
Date