

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, May 14, 2019**

| Topic | Agenda Item - Comment/Disposition |
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| Morning Workshop Session – Tuesday, May 14, 2019 | <p>Call to Order/Roll Call</p> <p>Vice-Chairman Rex F. Johnston called the meeting to order at 10:00 AM. Commissioners present: Jim Sizemore and Rex F. Johnston. David M. Sauter was away on County business.</p> |
| Public Works/Road Department Update | <p>Workshop Session Agenda</p> <p>10:00 AM – Public Works Department Update</p> <p>Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Auditor Brenda Sorensen, Economic Development Specialist Denny Newell, Deputy Prosecuting Attorney Rebecca Sells and Centerville resident Dan Christopher.</p> <p>The Board presented a “Certificate of Good Practice” to Public Works Director Gordon Kelsey from the County Road Administration Board.</p> <p>Director Kelsey reviewed the new certification form for grants that meet Public Works State requirements.</p> <p>An update was given on consent agenda items; noting the Goldendale High School Rodeo is this weekend, the Rodeo Club will provide in-kind services for a partial fee waiver to use the County Fairgrounds and a pay estimate No. 2 for the Sheriff’s Office.</p> <p>Director Kelsey stated Public Works is constructing the design process in the Klickitat Community to extend the sidewalk from the Community Center to the river along the north side on Ballfield Road. Followed by a discussion of leasing a larger fuel tank in the Bickelton area</p> <p>Director Kelsey reported discussions with Bingen Mayor Betty Barnes to assist in filling out the Quiet Zone paperwork for Maple and Walnut Street followed by Deputy Director Jeff Hunter providing an update on an upcoming Fairgrounds Lease agreement.</p> |
| Auditor’s Department Update | <p>10:30 AM - Elected Official Report/Update</p> <p>Attendance: Auditor Brenda Sorensen, Solid Waste Director Ruby Irving, Deputy Prosecutor Rebecca Sells and Centerville resident Dan Christopher.</p> <p>Auditor Brenda Sorensen reviewed past and upcoming elections, noting candidates filing week began yesterday and there are 93 offices open and available for those interested in filing for a local office.</p> |

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| | <p>A Finance Department report was provided and Auditor Sorensen stated this year grant documentation must be certified and signed by the preparer as well as someone who has reviewed submitted documents.</p> <p>Auditor Sorensen reported there are a number of legislative changes that will affect licensing customers; some favorable and others not, however, two bills were passed which will exempt all licensing fees for Veterans requesting Purple or Gold Star license plates.</p> |
| Solid Waste Department Update | <p>10:45 AM - Department Update/Report</p> <p>Attendance: Solid Waste Director Ruby Irving, Human Resource Director Randi Post, Deputy Prosecuting Attorney and Centerville resident Dan Christopher.</p> <p>Solid Waste Director Ruby Irving reported on legislative changes in funding and upcoming meetings followed by an update on the Solid Waste Management Plan.</p> <p>Director Irving stated the .75 FTE Litter Crew Supervisor position is currently in review by the Job Classification Committee.</p> <p>Director Irving requested direction regarding well decommissioning for post-closure of the Horse Thief Landfill. The Board indicated they would like to meet with the Department of Ecology representative who will be overseeing well water samples.</p> |
| | <p>A discussion was held regarding the White Salmon pool and the repairs needed to bring the pool into compliance.</p> |
| Lunch Recess | <p>The Board recessed for lunch at 10:54 AM.</p> |
| | <p>Call to Order/Roll Call:</p> |
| Regular Meeting for Tuesday, May 14, 2019 | <p>Vice-Chairman Rex F. Johnston reconvened the meeting at 1:00 PM. Commissioners present: Jim Sizemore and Rex F. Johnston. David M. Sauter was absent.</p> |
| | <p>Agenda:</p> |
| Business Agenda | <p>Approved (M/Sizemore, S/Johnston. Passed unanimously): the Business Agenda as presented.</p> |
| | <p>Approval of Commissioner Meeting Minutes</p> |
| Approval of Meeting Minutes | <p>* Approved (M/Sizemore, S/Johnston. Passed unanimously): the Klickitat County Board of Commissioners Meeting Minutes for April 30, 2019, as presented</p> |
| | <p>Citizen Comment:</p> |
| Comments will be limited to Seven (7) minutes per individual | <p>Rodeo Bible Camp Director Jeff Casey, Goldendale Rodeo Bible Camp Director Kristi Siebert and Goldendale Rodeo Bible Camp Treasurer Alea Tatro expresses their appreciation to the Board for the use of the Fairgrounds for the annual Rodeo Bible Camp. Mr. Casey stated this is the 10th anniversary for the Goldendale Rodeo Bible Camp; Ms. Siebert stated 37 previous camp participants have come back to donate their</p> |

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| | <p>time helping at the camp and Ms. Tatro reported on activities participants from out of the country participate in.</p> <p>County resident Dan Christopher requested the Board consider waiving the rental fee for the Goldendale Rodeo Bible Camp's use of the fairgrounds this year.</p> <p>The Board stated they will take it under advisement and discuss it further with Public Works Director Gordon Kelsey.</p> <p>Central/Eastern Klickitat Conservation District Manager Loren Meagher thanked the Board for their letter of support and extended an invitation for an upcoming luncheon.</p> |
| | <p>Public Meetings/Public Hearings/Bid Openings:</p> |
| <p>Public Meeting: Considering approval of a two (2) lot Boundary Line Adjustment BLA2019-01; Applicants: Tracey Benson & William Curdy.</p> | <p>Approved (M/Sizemore, S/Johnston. Passed unanimously): Final approval of Boundary Line Adjustment No. BLA 2019-01, adjusting the common property line between Lots 3 & 4 of tax parcel 05-15-2158-1504/00 and 05-15-2158-1503/00; Applicant: William Curdy & Tracy Benson.</p> <p>Senior Planner Amanda Smeller advised Boundary Line Adjustment No. BLA2019-01 is a proposal to adjust the common property line between Lots 3 & 4 of SP G-106 tax parcel 05-15-2158-1504/00 and 05-15-2158-1503/00. The proposed boundary line adjustment is located in the Goldendale vicinity.</p> <p>The administrative review of this boundary line adjustment has been completed. Signatures have been obtained from the Road, Health, and Planning Departments, and the Treasurer's Office. All conditions attached to the preliminary approval have been met.</p> |
| <p>Public Meeting: Consideration of approval for 2-Lot Boundary Line Adjustment BLA2018-11; Applicants: Tim & Jennifer Schwab.</p> | <p>Granted (M/Sizemore, S/Johnston. Passed unanimously): Final approval to adjust the common property line between Lots 1 & 2 of BLA 2003-12; parcel numbers 03-10-2348-0001/00 and 03-10-2347- 0003/00, Applicant: Tim & Jennifer Schwab.</p> <p>Senior Planner Amanda Smeller reported Boundary Line Adjustment No. BLA2018-11 is a proposal to adjust the common property line between Lots 1 & 2 of BLA 2003-12 parcels 03-10-2348-0001/00 and 03-10-2347- 0003/00. The proposed boundary line adjustment is located in the White Salmon vicinity.</p> <p>Ms. Smeller stated that assurances from the County Health Officer, County Engineer and the Planning Department have been received and each has signed the boundary line adjustment attesting to this.</p> |
| | <p>Consent Agenda:</p> |
| | <p>Approved (M/Sizemore, S/Johnston. Passed unanimously): the Consent Agenda with eight-teen (18) items; item number 3 has been corrected to remove the 2015 Ford Interceptor, it was surplus on December 26th, 2018 per Resolution No. 16418.</p> |


- * 1) Hood Tech/Aircraft Storage Ground Lease Agreement (**C06919**) between the City of The Dalles, Klickitat County and Aircraft Storage, LLC for the lease of Lots 4 & 5, approximately 3.26 acres to construct and maintain an aircraft hangar at the Columbia Gorge Regional Airport, effective April 1, 2019 - March 31, 2039.
- * 2) Renewal of Software License and Service Agreement (**C07019**) between Klickitat County (Clerk' Office) and Courthouse Technologies, Ltd. for the purpose of providing annual support for all jury management software products and services.
- * 3) **Resolution No. 05819** in the matter of declaring vehicles as surplus to be removed from the Sheriff's Office inventory to be disposed of through public sale or auction.
- * 4) **Resolution No. 05919** in the matter of certification of compliance and authorization for submission of a Public Services Community Development Block Grant application to the State Department of Commerce to request \$750,000.00 and any amended amounts to fund community development and housing priority needs.
- * 5) Maintenance, Repair and Support Agreement (**C07119**) between Klickitat County (Superior Court) and Justice AV Solutions (JAVS) for the purpose of performing a bi-annual inspection, review of the operational test recordings and adjustments of each System for the JAVS built PCs/recorders, AutoLog software and equipment.
- * 6) **Resolution No. 06019** in the matter of establishing 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 from June 1, 2019 through September 30, 2019 for Klickitat County Burn Ban Zone Two.
- * 7) Personnel Authorization to begin the advertising process to fill a Union Maintenance Technician, full-time position, Union, Step 1, within the Public Works Department.
- * 8) Personnel Authorization to begin the advertising process to fill an Information & Assistance Coordinator, full-time position at Grade 37, Steps 1-3, depending on qualifications, within the Senior Services Department.
- * 9) Personnel Authorization to begin the advertising process to fill a Bookkeeper, full-time position at Grade 37, Steps 1-3, depending on qualifications, within the Senior Services Department.
- * 10) Personnel Authorization to begin the advertising process to fill an Assistant, Associate or Senior Planner, full-time position at Grade 37-40 & 71 Steps 1-5, depending on qualifications, within the Planning Department.
- * 11) Personnel Authorization to begin the advertising process to fill a Legal Administrative Assistant I, II or III, full-time position at Grade 35-36 & 37 Steps 1-5, depending on qualifications, within the Prosecuting Attorney's Office.
- * 12) Personnel Authorization to begin the advertising process to fill two (2) Summer Labor Engineer positions, Grade 33, Step 1-3, depending on qualifications, within the Public Works Department.
- * 13) **Resolution No. 06119** in the matter of declaring vehicles as surplus to be removed from the Public Works Department inventory to be disposed of through public sale or auction.
- * 14) Scheduling a public meeting on Tuesday, May 21, 2019, at 1:30 PM to consider approval of a 2-lot short plat (SPL 2018-12), in the Glenwood vicinity; Applicant: Dean & Cindy Kobetich.

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| | <ul style="list-style-type: none"> * 15) Agreement (C07219) between the Center for Disease Detection and Klickitat County (Public Health Department) for the purpose of providing necessary laboratory services, including specimen testing in the clinic and supporting family planning program activities, effective April 24, 2019, to April 30, 2024. * 16) Joint Resolution No. 06219 of Clark, Klickitat and Skamania Board of County Commissioners in the matter of appointing Dave Mercier to serve as a trustee of the Fort Vancouver Regional Library as the Clark County designee, filling position No. 7. The appointment is to a seven (7) year term. * 17) Resolution No. 06319 in the matter of appointing Johnathan Douglas to the list of County Designated Crisis Responders to perform mental health investigations, initial detentions, and other duties and responsibilities in accordance with RCW 71.05 and other applicable RCW's and WAC's, effective May 14, 2019. * 18) Fairgrounds Licensing Agreement (C08119) between Klickitat County (Public Works Department) and the Goldendale Rodeo Booster Club for use of the fairgrounds May 16th through May 19th, 2019 which includes a waiver of the fees (\$2,534) in exchange for in-kind services during their Junior High and High School Rodeo event. |
| | <p>Payment Approvals:</p> |
| <p>Voucher Certification and Approval</p> | <ul style="list-style-type: none"> * Approved Warrants (M/Sizemore, S/Johnston Passed unanimously): Accounts Payable: (#289613 - 289752) \$478,443.49. <p>Combined Payroll: (#198167 –198450, County Benefit Warrants #289753 – 289762 and Electronic Transfer #854) \$730,693.03 for a combined total of \$1,209,136.52 for the date ending May 13, 2019.</p> |
| <p>Payment Estimates</p> | <ul style="list-style-type: none"> * Approved (M/Sizemore, S/Johnston. Passed unanimously): Pay estimate to No. 2 to HWH Construction in the amount of \$107,437.75, which includes retainage in the amount of \$5,371.89, for a total payment of \$102,065.86 for the Sheriff's Office General Carpentry & Finish work 2019. |
| | <p>Miscellaneous Reports:</p> |
| <p>White Salmon Valley Pool Metropolitan Park District: Update</p> | <p>Attendance: White Salmon Valley Pool Metropolitan Park District (WSVPMPD) Board representatives Lloyd DeKay and Karen Skiles, Auditor Brenda Sorensen, Natural Resource/Economic Development Director Dave McClure, Deputy Prosecuting Attorney Rebecca Sells and Centerville resident Dan Christopher.</p> <p>WSVPMPD Board members Lloyd DeKay and Karen Skiles provided an update on the conditions preventing the existing pool from reopening this summer as planned.</p> <p>Mr. DeKay reviewed the WSVPMPD's budget; State Auditor's requirements; setting up the district's policies and the sites being considered for the new pool's placement. Followed by a brief discussion of the deconstruction to the existing pool.</p> <p>The Board reviewed transportation idea for County residents to utilize the Hood River pool in the interim.</p> |

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| <p>Solid Waste and Republic Services quarterly update</p> <p>Board Recess</p> | <p>Attendance: Solid Waste Director Ruby Irving, Roosevelt Regional Land Fill General Manager Nick Ponce, Republic Land Fill Operations Manager Greg Hale, Deputy Prosecuting Attorney Rebecca Sells, County residents Kevin Barry and Dan Christopher.</p> <p>Roosevelt Regional Land Fill General Manager Nick Ponce provided a recap of solid waste volumes for the first quarter of 2019 and a forecast for the second quarter which included special waste, construction/demolition waste and contaminated waste.</p> <p>General Manager Ponce stated product volumes will increase with the addition of rail cars; the transfer stations are under new management and Republic will be taking a new approach to customer service in Klickitat County followed by a brief discussion was regarding the Columbia River locks</p> <p>At 2:35 PM Vice - Chairman Johnston recessed the Board of County Commissioners Meeting for twenty-five (25) minutes.</p> |
| <p>Discussion regarding the evaluation of wolf translocation and completion of the Periodic Status Review for wolves to evaluate their state listing status</p> | <p>New Business:</p> <p>Attendance: Washington Department of Fish and Wildlife (WDFW) SW Washington Regional Director Kessina Lee, Regional Wildlife Program Manarupger Sandra Jonker, District Biologist Stefanie Bergh, Wildlife Conflict Specialist Todd Jacobsen, Sheriff Bob Songer, Natural Resource/Economic Development Director Dave McClure, Central/Eastern Klickitat Conservation Districts (C/EKCD) Manager Loren Meagher, Central Klickitat Conservation District (CKCD) Supervisor Dave Guenther and approximately twenty (20) County residents.</p> <p>Regional Director Kessina Lee stated every County in Washington State is receiving the following Washington Department of Fish and Wildlife presentation and thanked the citizens for their presence.</p> <p>District Biologist Stefanie Bergh reviewed restoring, maintaining, managing and developing public understanding of the wolves; definitions of a pack and successful breeding pair; recolonization of Washington and the State and Federal status of the wolf.</p> <p>A discussion was held regarding Cougar concerns in Klickitat County; legislative budget cuts to the WDFW Cougar management program and further impacts to wildlife in the area.</p> <p>The Board stated before the arrival of the wolves they would like to know the manageable number that can be presented to ensure the population stays below that threshold.</p> <p>Further discussion followed with questions, answers and clarification.</p> |
| | <p>Sheriff Bob Songer stated tomorrow a Law Enforcement Proclamation will be presented in front of the Courthouse and invited the Commissioners to attend, Commissioner _____</p> |

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| | Sizemore stated he will be in attendance. |
| Adjournment (4:30 PM) | Approved (M/Sizemore, S/Johnston. Passed unanimously): There being no further business before the Board, the meeting was adjourned until 10:30 AM on Thursday, May 16, 2019. |
| | Call to Order/Roll Call |
| Regular Meeting Extension: Workshop Session for Thursday, May 16, 2019 | Vice Chairman Johnston convened the meeting at 10:30 AM. Commissioners present: Jim Sizemore and Rex Johnston. Commissioner David M. Sauter was absent. Also present were various Elected Officials, Department Heads and staff. |
| | Workshop Session Agenda: |
| 10:30 AM | <p>Human Resources Director Randi Post: Public Records Officer position discussion.</p> <p>The Board continued a previous discussion regarding establishing a Public Records Officer position that would work closely with departments for pulling information and preserving and destroying files in conjunction with the state retention schedules, and in conjunction with Human Resources/Risk assigned legal counsel to ensure compliance.</p> <p>HR Director Post provided a draft job description, job analysis questionnaire, score sheet, point comparison and county compensation plan to compare to other exempt positions.</p> <p>Discussion followed regarding public records requests and how to handle verbal requests received during off duty hours. Written requests that come to an office when that office does not have any of the records requested were also discussed.</p> <p>Following discussion, the Board expressed support for the development of the Public Records Officer position. HR Director Post suggested the next step was for her to schedule meetings with Elected Officials and Department Heads to review the information and take input before moving forward. The Board agreed.</p> |
| Lunch Recess | The Board recessed for lunch at 11:30 AM. |
| 1:15 PM | <p>U.S. Census Bureau Partnership Specialist Lorraine Ralston: 2020 Census presentation.</p> <p>Ms. Ralston presented an overview of the U.S. Census Bureau's plan, timeline and strategy to complete the 2020 Census, noting that the goal is to count and record every person and address. Ms. Ralston advised that only aggregate data is reported and the law prohibits the Bureau from releasing personal information to any person or organization.</p> <p>Ms. Ralston stated the Bureau is working to educate people about the 2020 Census, encouraging them to self-respond, and is engaging local organizations to reach out to hard-to-count groups.</p> |

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| | <p>Ms. Ralston advised that the census is not only constitutionally required, it also affects federal funding that our state and county may be eligible to receive such as Medicaid, SNAP/WIC, transportation planning, Section 8 housing, school lunch programs, Head Start, etc. Discussion followed regarding uses of the census data collected and how it can affect State legislative districts, school districts, voting precincts; state, local and tribal planning decisions, business and nonprofit decisions, local trends and population benchmarks.</p> <p>Ms. Ralston also encouraged the County to form Complete Count Committees, which are volunteer committees established by state, local or tribal governments to increase awareness and motivate residents to respond to the census. These committees include community leaders and organizations.</p> |
| Adjournment | There being no further business before the Board, the meeting was adjourned at 2:12 PM. |
| | <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 5-14-19.</p> |


~~Approved: David M. Sauter~~
Vice - Chairman of the Board
Rex Johnston



5.28.2019
Date