

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, June 25, 2019**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, June 25, 2019	Chairman David M. Sauter called the meeting to order at 9:30 AM. Commissioners present: Jim Sizemore, David M. Sauter and Rex F. Johnston.
	Annual Performance Evaluation:
Executive Session: Annual performance evaluation of a public employee	<p>At 9:30 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 9:45 AM it was announced the Executive Session would be extended five (5) minutes. At 9:50 AM it was announced the Executive Session would be extended five (5) minutes.</p> <p>The Board convened back into Regular Session at 9:55 AM.</p>
	Workshop Session Agenda
Public Works/Road Department Update	<p>10:00 AM – Public Works Department Update</p> <p>Attendance: Public Works Director Gordon Kelsey, Assistant County Engineer Jeff Hunter, Chief Deputy Auditor Heather Jobe and Centerville resident Dan Christopher.</p> <p>Public Works Director Gordon Kelsey stated the Wahkiacus Bridge Contractors have drilled the shafts this week; the Safety Project Contractor starts this week and the guardrail work on Old Highway 8 is complete.</p> <p>Director Kelsey stated the waiting period will be over in June for the geotechnical testing on Courtney Road and Chairman Sauter reviewed his meeting with the Gorge Commission last week.</p> <p>A maintenance project update was given and Commissioner Johnston stated he recently drove Schilling Road and thanked Public Works for their work on it.</p> <p>An update was provided regarding the new County Services Building open house this Thursday; the Firearms Training Facility open house held last week and the grand opening scheduled for July 24th; followed by a brief discussion of the Firearms Training Facility range rules and regulations.</p> <p>Director Kelsey stated they are currently hiring for a Trout Lake Park attendant; followed by a discussion of right-of-way in the Appleton area and a Commerce Grant received by the Sheriff and Emergency Management Department for the purpose of housing Search and Rescue equipment as well as Sheriff's storage space.</p>
Human Resource Department update	<p>10:30 AM - Department Update/Report</p> <p>Attendance: Human Resource (HR) Director Randi Post, HR Specialist KC Sheridan, Chief Deputy Auditor Heather Jobe and Centerville resident Dan Christopher.</p>

<p>Executive Session: Discuss performance of a public employee</p>	<p>HR Director Randi Post provided details on the Summer Internship Program; followed by a discussion of the future direction of the program; State of Washington Labor and Industries potential salary proposals and HR's LEAN project process of onboarding for new employees. HR Director Post requested and received permission to rent a Senior Service bus and driver for the purpose of providing new hires with a County orientation of White Salmon and Goldendale facilities; the Board was in support.</p> <p>A discussion was held reading the positive feedback received from the Elected Officials and Department Heads meeting discussing the job description and classification of the newly proposed Public Record Officer position; followed by the timeline proposed to post the HR Director's position.</p> <p>HR Director Post reported on the Employee Satisfaction Survey; changes in the State mandated Paid Family & Medical Leave Rulemaking; the Archiving Committee; 2019 wage study and radio ads that will air three (3) times a day advertising County jobs in English as well as Spanish.</p> <p>At 11:15 AM Chairman Sauter announced that the Board would be convening into Executive Session with HR Director Post and HR Specialist KC Sheridan in accordance with RCW 42.30.110(1)(g) to discuss the performance of a public employee. Chairman Sauter noted that the session would last for five (5) minutes. At 11:20 AM it was announced the Executive Session would be extended five (5) minutes.</p> <p>The Board convened back to Regular Session at 11:25 AM. No action was taken.</p>
<p>Lunch Recess</p>	<p>The Board recessed for lunch at 11:32 AM.</p>
	<p>Call to Order/Roll Call:</p>
<p>Regular Meeting for Tuesday, June 25, 2019</p>	<p>Chairman David M. Sauter reconvened the meeting at 1:00 PM. Commissioners present: Jim Sizemore, Rex F. Johnston and David M. Sauter.</p>
	<p>Agenda:</p>
<p>Business Agenda</p>	<p>Approved (M/Sizemore, S/Johnston. Passed unanimously): the Business Agenda as presented.</p>
	<p>Approval of Commissioner Meeting Minutes</p>
<p>Approval of Meeting Minutes</p>	<p>* Approved (M/Johnston, S/Sizemore. Passed unanimously): the Klickitat County Board of Commissioners Meeting Minutes for June 11, 2019, as presented.</p>
	<p>Citizen Comment:</p>
<p>Comments will be limited to Seven (7) minutes per individual</p>	<p>Clerk of the Board Lee Snell provided an update on the Veteran's Advisory Board meeting last week.</p> <p>Chairman Sauter reported on his meeting with Washington State Senator Curtis King,</p>

	<p>Bingen Mayor, Betty Barnes and White Salmon Mayor, David Poucher regarding funding for the Hood River-White Salmon Bridge Replacement.</p> <p>Centerville resident Dan Christopher inquired to the various boards and committee positions each Commissioner holds.</p>
	<p>Public Meetings/Public Hearings/Bid Openings:</p>
<p>Public Meeting: Consider approval of Binding Site Plan BSP2019-01. Applicant: Klickitat County Port District #1.</p>	<p>Granted (M/Johnston, S/Sizemore. Passed unanimously): Approval of Binding Site Plan No. BSP2019-01 an alteration of BSP 93-02 as amended by BSP 2005-01, BSP 2011-01, and BSP 2013-01 and grant final approval. Applicant: Klickitat County Port District #1.</p> <p>Chairman Sauter opened the public meeting and called for a staff review.</p> <p>Senior Planner Denise Lee reported Binding Site Plan No. BSP2019-01 is an alteration of BSP 93-02 as amended by BSP 2005-01, BSP 2011-01, and BSP 2013-01. The alteration expands lot 14 by adding space taken from adjacent lot 17, eliminates lot 18 by combining it with the remaining area of lot 17, and eliminates lot 16 by combining it with lot 19 and reducing it slightly by setting aside an area for the adjacent multi-use path.</p> <p>The proposal is located off of E. Marina Way; in the White Salmon vicinity; on tax parcels: 03-11-30-0000-11 /00, 03-11-31-0000-02/00, 03-11-29-3300-04/00, 03-11-29-0000- 06/00, and 03-11-32-0000-07/00.</p> <p>Ms. Lee advised an administrative review of this binding site plan 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 Hearing: Consider declaring certain county vehicles, equipment, and miscellaneous property as surplus and setting a date for disposal at a sealed bid public auction by the County Treasurer</p>	<p>Approved (M/Sizemore, S/Johnston. Passed unanimously): Resolution No. 08719 in the matter of declaring certain county-owned property as surplus, authorizing sale at a sealed bid public auction or other allowed means by the Treasurer of Klickitat County and setting a date for disposal. The auction and receipt of sealed bids will be held at the Klickitat County Fairgrounds on Saturday, September 14, 2019, from 9:00 AM to 12:00, Noon with sealed bids to be opened by the Treasurer on Monday, September 16, 2019, at 10:00 AM.</p> <p>Chairman Sauter opened the public hearing to receive public comment for or against setting date for a sealed bid public auction, noting that there was no one from the public present and he closed the public hearing to further comment and called for Board discussion which was followed by a motion.</p>
	<p>Consent Agenda:</p>
	<p>Approved (M/Sizemore, S/Johnston. Passed unanimously): the Consent Agenda with two (2) items.</p>

	<p>* 1) Klickitat County Historic Preservation Grant Agreement(s) granting funds for various preservation projects.</p> <ul style="list-style-type: none"> • (C09319) Alder Creek Pioneer Association (Carousel Museum) • (C09419) Klickitat County Historical Society (Presby Museum) • (C09519) Twin Bridges Historical Museum • (C09619) West Klickitat County Historical Society • (C09719) Goldendale Community Radio LP-KVGD <p>* 2) Personnel Authorization to begin the advertising process to fill a Transportation Coordinator position at Grade 34, Steps 1-3, depending on experience, within the Senior Services Department.</p>
Payment Approvals:	
Voucher Certification and Approval	<p>* Approved Warrants (M/Johnston, S/Sizemore. Passed unanimously):</p> <p>Accounts Payable: (#290730 – 290826, Electronic Transfer #858) \$126,123.17.</p> <p>Combined Payroll: (#199019 –199301, County Benefit Warrants #290888- 290896, and Electronic Transfer #859) \$992,290.91.</p> <p>For a combined total of \$1,118,414.08 for the date ending June 24, 2019.</p>
Annual Performance Evaluation:	
Executive Session: Annual performance evaluation of a public employee	<p>At 1:40 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. At 2:00 PM it was announced the Executive Session would be extended ten (10) minutes. At 2:10 PM it was announced the Executive Session would be extended five (5) minutes.</p> <p>The Board convened back into Regular Session at 2:15 PM.</p>
Department Update:	
Senior Services Department Update	<p>Attendance: Senior Services Director Sharon Carter, Information Technology & Budget Director Glen Chipman, Natural Resource/Economic Development Director Dave McClure and Natural Resource/Economic Development Project Coordinator Jacob Anderson.</p> <p>Senior Service Director Sharon Carter provided a budget update; insurance provider requirements according to State standards; unit rate increases and potential grants.</p> <p>Director Carter stated in 2020 home care rates will increase and reviewed new background requirements for van drivers. Discussion followed regarding the steady increase in the fixed route ridership and different transportation options throughout the Gorge area.</p>

<p>Natural Resource and Economic Development Department</p>	<p>Attendance: Natural Resource/Economic Development Director Dave McClure and Natural Resource/Economic Development Project Coordinator Jacob Anderson. Information Technology & Budget Director Glen Chipman</p> <p>Natural Resource/Economic Development Director Dave McClure reviewed the Washington State Department of Natural Resources, Department of Fish and Wildlife and US Forest Service Memorandum of Understanding in regards to Shared Stewardship Investment Strategies.</p> <p>Natural Resource/Economic Development Project Coordinator Jacob Anderson reported on Washington State Department of Natural Resources “Good Neighbor Authority”. Mr. Anderson stated the purpose of the “Good Neighbor Authority” is to work across boundaries to reduce wildfire risk to communities and state trust lands, Greater resiliency against insects, disease and wildfire, and to add more economic opportunities in rural areas.</p>
<p>Executive Session: Discuss performance of a public employee</p>	<p>At 3:10 PM Chairman Sauter announced that the Board would be convening into Executive Session with HR Director Post and HR Specialist KC Sheridan in accordance with RCW 42.30.110(1)(g) to discuss the performance 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 3:25 AM. No action was taken.</p>
<p>Commissioner Johnston left the meeting at 3:28 PM</p>	
<p>Issues as determined by the Board of Commissioners</p>	<p>The Board discussed various issues which included:</p> <ul style="list-style-type: none"> • Columbia River Gorge Commission’s Land Use Planner funding agreement. • Dave provided an update on Columbia Cascade Housing Corporation’s Projects in the White Salmon area. • County-owned property in the Lyle area and potential development. • Board correspondence noted for the Record: Letter to the Washington State Liquor and Cannabis Board regarding Wow Weed’s continuation of operation despite a change of corporate officers/stockholders.
<p>Adjournment</p>	<p>Approved (M/Sizemore, S/Sauter. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 3:37 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 6-25-19.</p>



Approved: David M. Sauter
Chairman of the Board



July 2, 2019
Date