

**Klickitat County  
Board of Commissioners  
Minutes – Meeting of Tuesday, January 28, 2020**

<b>Topic</b>	<b>Agenda Item - Comment/Disposition</b>
	<b>Call to Order/Roll Call</b>
Morning Workshop Session – Tuesday, January 28, 2020	Chairman Rex F. Johnston called the meeting to order at 9:30 AM. Commissioners present: David M. Sauter, Jim Sizemore and Rex F. Johnston.
Legislative update	<p><b>9:30 AM Legislative Update:</b></p> <p>Attendance: Legislative Lobbyists Jim Potts and Zak Kennedy (via teleconference), Natural Resource/Economic Development Director Dave McClure, Solid Waste Director Ruby Irving, Information Technology and Budget Director Glen Chipman and resident Dan Christopher.</p> <p>The Board discussed various climate change bills being introduced in the State legislative session as well as Department of Natural Resources land leases; Senate Bill 6578 regarding the pumped storage project utilizing statutorily authorized water rights to be projects of statewide significance and the States requirement to comply with the Open Public Meeting Act and Public Records requests.</p>
Public Works/Road Department Update	<p><b>10:00 AM – Public Works Department Update</b></p> <p>Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Human Resource Director Robb Van Cleave, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe, Solid Waste Director Ruby Irving and Resident Dan Christopher.</p> <p>Director Kelsey reported on the bid opening this afternoon for the new County Services Building as well as items on the consent agenda.</p> <p>Director Kelsey stated all projects from 2019 are in closeout; there will need to be some tree and oak mitigation for the Courtney Road Safety Project and the Engineers continue to work with the Gorge Commission on questions and answers.</p> <p>Director Kelsey continued with an update regarding the new County Services Building stating the arrangements are being made to move the utility lines in the area of the new building; finish work is being done on the exhibit hall at the fairgrounds to accommodate WSU and the Senior Services Departments for their temporary moves next month.</p> <p>A brief discussion was held regarding topics for discussion at an upcoming Public Works update to review road standards, future infrastructure plans and the variance in current city and county requirements for lot sizes</p> <p>Commissioner Sizemore asked Public Works to look into a steep drop off on a corner of String Street; followed by Commissioner Sauter’s update of his attendance to the High Prairie Community Council Meeting where the citizens asked him to relay a thank you for the prompt winter road maintenance and the new Wahkiacus Bridge.</p>

<p>Auditor Department Update</p>	<p><b>10:30 AM - Elected Official Report/Update</b></p> <p>Attendance: Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe, Solid Waste Director Ruby Irving, Information Technology &amp; Budget Director Glen Chipman, Human Resource Director Robb Van Cleave and resident Dan Christopher.</p> <p>Auditor Brenda Sorensen reported that ballots were mailed last week for the February 11<sup>th</sup> Election for the five (5) school districts proposing levies.</p> <p>Auditor Sorensen provided updates on finance, licensing, recording and the Veteran's Service Officer (VSO), noting that the VSO has submitted 478 claims and \$359,062 has been awarded to Veterans.</p>
<p>Solid Waste Department Update</p>	<p><b>10:45 AM - Department Update/Comment</b></p> <p>Attendance: Solid Waste Director Ruby Irving, Information Technology &amp; Budget Director Glen Chipman and resident Dan Christopher.</p> <p>Director Irving stated she is cataloging amounts of litter and the miles of road according to districts and will follow up with when she is complete, noting the Litter Crew Supervisor hours increased this week.</p> <p>Solid Waste Director Ruby Irving reported on various bills in Legislation right now that impact single-use bags; sharps waste stewardship; energy recovery facilities, compost and minimum recycling content.</p> <p>Director Irving reported she has hired a High School Intern that will be starting Monday and they will be working on outreach and education topics such as Community Days; Water Jam; Anti-Litter/Secure Your Load materials and a social media page to engage with the community.</p> <p>Director Irving provided a 4<sup>th</sup> quarter budget update, noting the quarterly update with Republic Services will be this afternoon.</p>
<p>Lunch Recess</p>	<p>The Board recessed for lunch at 11:30 AM.</p>
	<p><b>Call to Order/Roll Call:</b></p>
<p>Regular Meeting for Tuesday, January 28, 2020</p>	<p>Chairman Johnston reconvened the meeting at 1:00 PM. Commissioners present: David M. Sauter, Jim Sizemore and Rex F. Johnston.</p>
	<p><b>Agenda:</b></p>
<p>Business Agenda</p>	<p><b>Approved (M/Sauter, S/Sizemore. Passed unanimously):</b> the Business Agenda as presented.</p>
	<p><b>Approval of Commissioner Meeting Minutes</b></p>
<p>Approval of Meeting Minutes</p>	<p>* <b>Approved (M/Sauter, S/Sizemore. Passed unanimously):</b> the Klickitat County Board of Commissioners Meeting Minutes for January 14, 2020, as presented.</p>

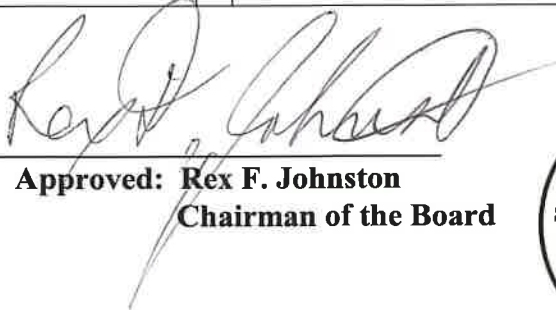
	<b>Citizen Comment:</b>
Comments will be limited to seven (7) minutes per individual	White Salmon Valley Metropolitan Pool District President Lloyd DeKay provided an update on efforts to build the White Salmon swimming pool. The District has signed a lease for the location of the pool and will be working on grant funding and putting out an “RFP” (Request for Proposals) for architectural services.
	County resident Ty Ross provided a brief overview of a project he is having issues within the Dallesport area.
	Building Director Lynn Ward provided a draft proposal for short-term rentals and indicated she would like Commissioner Sizemore to meet with the permitting departments (Public Works, Health, Planning and Building) to develop options.  Commissioner Sizemore advised that he wants to know what the current tools for enforcement of nuisance and code violations are and how they are being used.  Commissioner Sizemore asked if the State requires owners of short-term rentals to have a business license. Following further discussion, Commissioner Sauter volunteered to research the matter further and report to the Board.
	Human Resources Analyst KC Sheridan asked for clarification regarding the verbal approval Public Works received this morning regarding posting the Design Engineer II position, indicating Public Works would like to post at Steps 1 – 10. The Board requested starting at step 1 – 5.  Chief of Operations / 9-1-1 Coordinator Julie Buck provided an update on repairs to the Stacker Butte radio site, reporting that repairs will be completed next week.
	<b>Public Meetings/Public Hearings/Bid Openings:</b>
Bid Opening: For the new Klickitat County Services Building Project	<b>Bids forwarded (M/Sauter, S/Sizemore. Passed unanimously):</b> to the Public Works Department for review and recommendation of two (2) responsive bids received for the New Klickitat County Services Building Project. The work to be performed under these plans and specifications consists of furnishing all labor, equipment and materials necessary to construct all the needed infrastructure above and below grade for the building and construction of associated civil work per the plans and specifications provided by TVA Architects and Klickitat County. Engineer’s estimate: \$17,200,000.  <ul style="list-style-type: none"> <li>• Empower Digital Solutions      Goldendale, WA    Non-responsive    Not complete</li> <li>• Kirby Nagelhout Construction    Bend, OR            \$16,174,571.00</li> <li>• Bouten Construction Company    Richland, WA      \$17,037,631.00</li> <li>• Wellens Farwell Construction    Enterprise, OR    Non-responsive    Arrived late</li> </ul>
	<b>Department Update/Comment</b>
Information Technology & Budget Department Update	Attendance: Information Technology & Budget Director Glen Chipman, Prosecuting Attorney David Quesnel, various Elected Officials, Department Heads, support staff and county resident Dan Christopher.  Director Chipman provided an overview and wrap up for the 2019 Budget. Followed by a review of general fund revenues and sales tax and interest revenues.

	<p>A discussion continued concerning preparation for the annual year-end report and the State Auditor's audit</p> <p>Director Chipman advised that 2020 budget documents are posted on the County Shard Drives, noting that the first Supplemental/CIP amendments are due by April 6<sup>th</sup>.</p> <p>Director Chipman indicated the 2021 Budget development process schedule is to be determined; adding that by ordinance the Board will need to set budget dates by resolution on or before April 30<sup>th</sup>.</p> <p>Director Chipman advised that he would be retiring in June.</p> <p>Further discussion followed regarding budget, finance and the County's spending priorities.</p>
<b>Department Update/Comment (Continued)</b>	
<p>Public Health          Department Update</p>	<p>Attendance: Interim Public Health Director David Kavanagh, Information Technology &amp; Budget Director Glen Chipman, Human Resource Director Robb Van Cleave, Solid Waste Director Ruby Irving, Chief Deputy Auditor Heather Jobe, Prosecutor David Quesnel and county resident Dan Christopher.</p> <p>Interim Public Health Director David Kavanagh reported on the status of the Hepatitis A and the recent Coronavirus outbreak.</p> <p>Interim Director Kavanagh followed up on last week's discussion regarding the Developmental Disabilities Contract, suggesting the funds be split 50/50 between Comprehensive Health and Skamania County Public Health, the Board was in support.</p> <p>A brief discussion was held about moving forward to select the Public Health director candidates for an interview and the interview panel participants. Interim Director Kavanagh stated he would like to schedule a Board of Health Meeting after a Public Health Director has been selected, the Board was in support.</p> <p>A report on the foodservice changes for the Environmental Health Department, followed by regulation changes in drainage systems, transfer inspections and local management plans.</p>
<b>Consent Agenda:</b>	
	<ul style="list-style-type: none"> <li>* <b>Approved (M/Johnston, S/Sizemore. Passed unanimously):</b> The Consent Agenda with eleven (11) items.</li> <li>* 1) Interlocal Funding Assistance Agreement (<b>C01420</b>) between Klickitat County and Washington Gorge Action Programs granting operating funds for \$20,000.00 to the Bingen/White Salmon Community Youth Center for the 2020 budget year.</li> <li>* 2) Notice of "Request for Proposals" from qualified entities to use Klickitat County Historic Preservation Funds of which \$5,000 of the accumulated amount will be made available for award in 2020.</li> </ul>

	<ul style="list-style-type: none"> <li>* 3) Joint <b>Resolution No. 01120</b> of Clark, Klickitat and Skamania Board of County Commissioners in the matter of appointing Mary Ann Duncan-Cole to serve as a trustee of the Fort Vancouver Regional Library as the Skamania County designee.</li> <li>* 4) Personnel Authorization to begin the advertising process to fill a Casual Communication Officer position at a Union Grade of U1, Step 1, (Depending on Qualifications) within the Department of Emergency Management.</li> <li>* 5) Update to the signature page of SECO COUNTY Basic Service Operating (BSO) E9-1-1 Contract SFY2020.</li> <li>* 6) Interlocal Agreement (<b>C01520</b>) between Skyline and Klickitat County (Economic Development Department) to provide partial funding for the Hospital's Emergency Room Project as recommended by the Klickitat County Public Economic Development Authority for the use of Rural County (.09) funding.</li> <li>* 7) Notice of Request for Proposals for an on-call Planning Consultant and scheduling the bid opening to be held on February 25, 2020, at 1:30 PM.</li> <li>* 8) An alternative work schedule for the Solid Waste Litter Crew Supervisor to incorporate working a Saturday, which will allow juveniles to participate in the work crew.</li> <li>* 9) Authorization of Chair signature for the Digital Submittal Certification for the County Road Administration Board (CRAB) for 2020 Road Levy Certification.</li> <li>* 10) Small Works Contract (<b>C01620</b>) between Columbia River Contractors and Klickitat County (Public Works Department) for the installation of the replacement of damaged guardrail terminals on BZ-Glenwood Highway and Glenwood Highway. Bidding was for \$12,272.00.</li> <li>* 11) <b>Resolution No. 01220</b> in the matter of approving a stipend for the Public Health Department's Accounting/Clerical Administrative Assistant III; effective January 1, 2020, to provide English/Spanish interpretations of medical and program services.</li> </ul>
	<p><b>Payment Approvals:</b></p>
<p>Voucher Certification and Approval</p>	<ul style="list-style-type: none"> <li>* <b>Approved Warrants (M/, S/. Passed unanimously):</b>            2019 Accounts Payable: (#296070 - 296140) for a total of \$191, 467.41 for the date ending January 27, 2020.</li> </ul> <p>There were no Payroll warrants requiring approval.</p>
<p>Voucher Certification and Approval</p>	<ul style="list-style-type: none"> <li>* <b>Approved Warrants (M/, S/. Passed unanimously):</b>            2020 Accounts Payable: (#296151 – 296231); for a net of \$146,292.07.</li> </ul> <p>Combined Payroll: (#204358 –204633, County Benefit Warrants #296141 - 296148, Electronic Transfer #880) \$1,023,305.25.</p> <p>For a combined total of \$1,361,064.73 for the date ending January 27, 2020.</p>
	<p><b>Miscellaneous Reports/Comments:</b></p>
<p>Don Tibbets,        Republic Area        General Manager:        Quarterly Update</p>	<p>Attendance: Republic Area General Manager Don Tibbets, Republic General Manager in training Emily Pohlmeier, Solid Waste Director Ruby Irving, Treasurer Greg Gallagher, Information Technology &amp; Budget Director Glen Chipman, Planning Director Mo-chi Lindblad, Prosecuting Attorney David Quesnel, residents Dan Christopher and Kevin Barry.</p>

	<p>Republic Area General Manager Don Tibbets reported on railroad contracts and trash service contracts currently being carried out, followed by a brief discussion of Republic's capability to provide service to more counties.</p> <p>A report of volume for the Roosevelt Landfill by major customers was provided and the 4<sup>th</sup> quarter budget review followed.</p> <p>Republic Area GM Tibbets provided a brief staff update.</p>
<p>Request to allow the use of ATV/UTV vehicles on Dallesport streets</p>	<p>Attendance: Dallesport-Murdock Community Council Chairman Don McDermott, accompanied by two (2) Dallesport residents, Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Treasurer Greg Gallagher, Planning Director Mo-chi Lindblad and resident Dan Christopher.</p> <p>Mr. McDermott reported that the Dallesport-Murdock Community Council has had three (3) council meetings to discuss the use of ATV/UTV vehicles on Dallesport streets and the overwhelming attendance was supportive. Commissioner Sauter advised that there is a process, which includes a public hearing, and Public Works will do an analysis of which roads meet statute.</p>
<b>Elected Official Report/Update:</b>	
<p>Prosecuting Attorney's Update</p>	<p>Attendance: Prosecuting Attorney David Quesnel, Treasurer Greg Gallagher, Information Technology &amp; Budget Director Glen Chipman and resident Dan Christopher.</p> <p>Prosecuting Attorney David Quesnel provided a brief staffing update, indicating the lack of qualified applicants for the Deputy Prosecutor positions. Chairman Johnston suggested using an employment service if needed.</p>
	<p>Treasurer Greg Gallagher raised concerns regarding proposed legislation to remove property tax penalties, noting that most property owners pay their property taxes on time and removing that incentive would only create issues and decrease revenues.</p> <p>Further discussion followed regarding other proposed legislation.</p>
	<p>Commissioner Sauter provided a brief update on the Dallesport Water District's State financial audit.</p>
<b>Unfinished Business:</b>	
<p>Executive Session:        A follow up discussion related to an annual evaluation of a public employee</p>	<p>At 3:40 PM, Chairman Rex F. Johnston announced that the Board would be convening into Executive Session in accordance with RCW 42.30.110(1)(g) to conduct a follow-up discussion regarding a performance evaluation of a public employee. Chairman Johnston noted that the session would last ten (10) minutes. At 3:50 PM it was announced the Executive Session would be extended ten (10) minutes.</p> <p>The Board convened back into Regular Session at 4:00 PM.</p>

<p>Issues as determined by the Board of Commissioners</p>	<p><b>Board Pending:</b></p> <p>Director Chipman reported there would be a new Information Technology Technician starting February 10, 2020, due to a medical leave the Help Desk Technician would be off work for six (6) weeks.</p> <p>Commissioner's Clerk Lee Snell provided updates on the Condit water right transfer, the implementation process for SHB 1406 and the US Census Bureau's 2020 initial-boundary validation request.</p> <p>Commissioner Sizemore stated that according to the U.S. Army Corps of Engineers there have been no new permits or leases issued on the Columbia River in the past 10 years. There have been renewals, which do not require the Corp to consult with interested parties in the area.</p> <p>Commissioner Sauter request and received concurrence from the Board to explore options to renew or reissue a permit for a rock quarry and barge landing in Dallesport near the old ferry landing.</p> <p>Commissioner Sauter reported that the Columbia Cascade Housing Corporation voted to return the Pueblo Del Rio apartments in Roosevelt to the funding agency, and noted the Army Corps of Engineers is interested.</p> <p>Director Chipman requested and received direction from the Board regarding the Interim Public Health Director's proposal to split development disability dollars, with 50% going to medical health services and 50% going to Skamania County to provide development disability services to Klickitat County residents.</p>
<p>Adjournment</p>	<p><b>Approved (M/Sauter, S/Sizemore. Passed unanimously):</b> There being no further business before the Board, the meeting was adjourned at 4:23 PM. There are no workshops scheduled.</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 1-28-20.</p>

  
 Approved: **Rex F. Johnston**  
 Chairman of the Board



February 11, 2020  
 Date