

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, February 4, 2020**


Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, February 4, 2020	Chairman Rex F. Johnston called the meeting to order at 10:00 AM. Commissioners present: Jim Sizemore, Rex F. Johnston and David M. Sauter (via telephone conference.)
	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, Human Resource Director Robb Van Cleave, Information Technology & Budget Director Glen Chipman, Treasurer Greg Gallagher, Department of Emergency Management’s Chief of Operations Julie Buck and county resident Dan Christopher.</p> <p>Public Works Director Gordon Kelsey reviewed Consent Agenda items and provided a road project and road maintenance update. Director Kelsey noted that the contractor is preparing for the 2020 guardrail repair construction.</p> <p>Public Works Director Gordon Kelsey reported that project engineers are working through the design and permitting issues regarding the Courtney Road Safety Project with Klickitat County’s Land Use Planner, Bryce Guske.</p> <p>Director Kelsey stated he is working with WSU Director Hannah Brause and Senior Services Director Sharon Carter on the final steps to accommodate their needs during their temporary moves, followed by the different entities that will be moving their utilities in preparation for the new County Services Building.</p> <p>Director Kelsey stated the Jails new HVAC system and the Bickleton Shop fuel tank upgrade are delayed until spring.</p> <p>Commissioner Sauter reported his attendance at the Glenwood Community Council Meeting where the residents asked him to pass along a thank you to the Public Works road crews for their timely service, followed by a brief discussion of road weight restrictions in the area.</p>
Human Resource Department update	<p>10:30 AM - Department Update/Comment</p> <p>Attendance: Human Resource (HR) Director Robb Van Cleave, HR Specialist KC Sheridan, Information Technology & Budget Director Glen Chipman, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe, Chief Accountant Shelby Smith, Department of Emergency Management’s Chief of Operations Julie Buck, Prosecuting Attorney David Quesnel and county resident Dan Christopher.</p> <p>HR Director Robb Van Cleave reported on the Child Care Committee, noting they will continue to meet monthly and research funding sources.</p>

	<p>Director Post provided an update on the status of the Public Health Malpractice Insurance coverage; an upcoming Labor Management Meeting requested by the Department of Emergency Management; the County's After-School Work Program, the status of the Labor & Industries Exempt Employee threshold change and the current open positions for employment with the county.</p> <p>An update on the Washington Paid Family Medical Leave Act followed. Director Van Cleave requested direction regarding whether to continue with the current radio advertisements promoting employment opportunities with Klickitat County, the Board was in support.</p> <p>HR Specialist KC Sheridan reported on the Employee Assistance Program and will be following up with an employee presentation soon, followed by the 4th quarter overtime report.</p> <p>At 10:30 AM Chairman Johnston announced that the Board would be convening into Executive Session with HR Director Van Cleave, HR Specialist KC Sheridan, IT & Budget Director Glen Chipman, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe, Chief Accountant Shelby Smith and Prosecuting Attorney David Quesnel in accordance with RCW 42.30.110(1)(g) to discuss the performance of a public employee. Chairman Johnston noted that the session would last for ten (10) minutes. At 10:40 AM it was announced the executive session would be extended ten (10) minutes.</p> <p>The Board convened back to Regular Session at 10:50 AM. No action was taken.</p> <p>Commissioner Sauter left the meeting (via telephone conference).</p> <p>Director Van Cleave advised that he would be reviewing the new travel policy changes with departments.</p> <p>At 11:10 AM Chairman Johnston announced that the Board would be convening into Executive Session with HR Director Van Cleave, HR Specialist KC Sheridan and Prosecuting Attorney David Quesnel in accordance with RCW 42.30.110(1)(g) to discuss the performance of a public employee. Chairman Johnston noted that the session would last for ten (10) 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>
Lunch Recess	The Board recessed for lunch at 11:26 AM.
	Call to Order/Roll Call:
Regular Meeting for Tuesday, February 4, 2020	Chairman Johnston reconvened the meeting at 1:00 PM. Commissioners present: Jim Sizemore and Rex F. Johnston. David M. Sauter was away on County business.
	Agenda:
Business Agenda	Approved (M/Sizemore, S/Johnston. Passed unanimously): the Business Agenda with one (1) add-on under New Business.

		New Business:
		Approved (M/Sizemore, S/Johnston. Passed unanimously): A Resolution No. 01320 in the matter of Klickitat County supporting the designation of the Goldendale Energy Storage Project, a project of statewide significance, and noting its intent to enter into an agreement for expediting completion of the project, as provided in RCW 43.157.020.
		Approval of Commissioner Meeting Minutes
Approval of Meeting Minutes	*	Approved (M/Sizemore, S/Johnston. Passed unanimously): the Klickitat County Board of Commissioners Meeting minutes for January 21, 2020, as presented.
		Citizen Comment:
Comments will be limited to seven (7) minutes per individual		Resident Dan Christopher asked if the County is waiting on the Department of Ecology to review the Goldendale Pump Storage Project; the Board stated Commissioner Sauter is in Olympia today testifying on the behalf of Klickitat County supporting the designation of the Goldendale Energy Storage Project, a project of statewide significance.
		Consent Agenda:
	*	Approved (M/Sizemore, S/Johnston. Passed unanimously): the Consent Agenda with fifteen (15) items.
	*	1) Letters and Interlocal Funding Assistance Agreements for Glenwood (C01720), Trout Lake (C01820), Centerville (C01920) and Goldendale (C02020) between Klickitat County and four (4) School Districts to provide funding assistance to develop and/or enhance their At-Risk Youth Programs, effective January 1, 2020, terminating December 31, 2020.
	*	2) A Resolution No. 01420 in the matter of calling for bid proposals and scheduling a bid opening to be held at 1:30 PM on Tuesday, April 7, 2020, to designate the official County Newspaper for advertising of all legal notices and delinquent tax lists as well as all notices to be published by newspapers of general circulation in Klickitat County per the RCW.
	*	3) Personnel Authorization to begin the advertising process to fill a Design Engineer II position at Grade 71, steps 1-5. DOQ within the Public Works Department.
	*	4) Personnel Authorization to begin the advertising process to fill a Temporary Clerical Administrative Assistant I, II or III position at Grade 34 to 36, step 1-5. Depending on Qualifications within the Public Works Department.
	*	5) A Resolution No. 01520 in the matter of revising the Public Works Department Organizational Chart to include a Design Engineer II position and update the union Grounds/Facilities Technician, grade 36 to a Union Facilities Maintenance Technician or Grounds/Facilities Technician – All Facilities.
	*	6) A Resolution No. 01620 in the matter of approving a new hourly rate of \$70 and a revised job description for the Nurse Practitioner position, effective January 21, 2020.
	*	7) A Resolution No. 01720 in the matter of endorsing the recommendations of the Lodging Tax Advisory Committee and directing Economic Development Department staff to commence the process of negotiating contracts.

	<ul style="list-style-type: none"> * 8) A Request from the Sheriff's Department for authorization to purchase one (1) 2020 Chevrolet Tahoe PPV from state bid/contract. * 9) A Request from the Sheriff's Department for authorization to purchase one (1) 2020 Ram 2500 Tradesman from state bid/contract. * 10) An Independent Contractors Agreement between Klickitat County (Economic Development Department) and Mt. Adams Chamber of Commerce (C02120) and the Greater Goldendale Chamber of Commerce (C02220). * 11) A request for concurrence to award bid to Kirby Nagelhout Construction Company for the construction of the new County Services Building for twelve departments and the Board of County Commissioners as bid in the amount of \$16,194,121.43. * 12) Final Acceptance and Release of Retainage in the amount of \$5,048.07 certifying all contract requirements have been met by Petersen Brothers, Inc. for the 2019 Guardrail Repairs. * 13) A Resolution No. 01820 in the matter of setting a public hearing to be held March 3, 2020, at 1:30 PM to hear public testimony from interested persons who wish to speak for or against the vacating County right-of-way on Columbus Road and a section of Stonehenge Drive in Maryhill. * 14) A Resolution No. 01920 in the matter of authorizing Public Works to purchase one (1) John Deere 772G Motor Grader to replace EQ214. * 15) Resolution No. 02020 in the matter of improving the Countywide Edge Lines, CRP 357, Resolution No. 02120 for the Countywide Guide Posts & Signing, CRP 358, Resolution No. 02220 Sundale/Old Highway 8, CRP 359 and Resolution No. 02320 W. Darland Bridge Rehab, CRP 360.
Payment Approvals:	
Voucher Certification and Approval	<ul style="list-style-type: none"> * Approved Warrants (M/Sizemore, S/Johnston. Passed unanimously): Accounts Payable: (#296262 - 296337) for a total of \$137,437.86. <p>There were no Payroll warrants requiring approval.</p>
Department Update/Report:	
Adult Probation/Juvenile Department update	<p>Adult Probation/Juvenile Court Administrator Larry Barker, Human Resource Director Robb Van Cleave, Prosecuting Attorney David Quesnel and resident Dan Christopher.</p> <p>Adult Probation/Juvenile Court Administrator Larry Barker reported on Adult and Juvenile caseloads, noting that moving Case Manager Steve Crow from Juvenile into the Adult Probation Department has helped disperse the workload more evenly.</p> <p>Court Administrator Barker summarized the medical and mental health programs available to youth and adults in Klickitat County, followed by an update on the reported violence in the local schools.</p>
Miscellaneous Reports/Comments:	
Centerville School District Principal's Update on the Centerville Building	<p>Centerville School District Principal Kristin Cameron reported on the district's funding assistance request for Community Development Funds to be used for modernizing the 100-year-old school building. Principal Cameron noted the grants are very competitive and Centerville School was selected for one of the smaller grants and will be moving forward with phase one</p>

	Elected Official Report/Update:
<p>Prosecuting Attorney's Update</p> <p>Executive Session: To review and discuss pending and potential litigation</p>	<p>Prosecuting Attorney David Quesnel noted he had no items of a general nature for discussion in open session.</p> <p>At 1:46 PM Chairman Johnston announced that the Board would be convening into Executive Session with Prosecutor Quesnel in accordance with RCW 42.30.110(1)(i) for a pending and potential litigation update. Chairman Johnston noted that the Executive Session would be for five (5) minutes. At 1:51 PM it was announced the Executive Session would be extended five (5) minutes.</p> <p>The Board reconvened back to Regular Session at 1:56 PM. No action was taken.</p>
	Board Pending:
<p>Issues as determined by the Board of Commissioners</p>	<p>A discussion was held about a resolution signed on September 13, 1997, that dictates English as Klickitat County's primary language, the Board noted the need for an updated resolution to include interruptive services are provided upon request and the interpreter is provided compensation for interpreter services.</p> <p>Clerk of the Board Lee Snell reported on recent communication requesting an alternate appointment for a member of the Veterans' Advisory Board, followed by Commissioner Sizemore's report of his conversation with Okanogan County's Commissioner Chris Branch regarding renaming Highway 97.</p>
<p>Adjournment</p>	<p>Approved (M/Sizemore, S/Johnston. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 2:09 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 2-04-20.</p>


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



2/25/2020
 Date