

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, February 18, 2020**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, February 18, 2020	Chairman Rex F. Johnston called the meeting to order at 10:00 AM. Commissioners present: David M. Sauter and Rex F. Johnston. Jim Sizemore was absent.
	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, Department of Emergency Management (DEM) Director Jeff King, DEM Chief of Operations / 9-1-1 Coordinator Julie Buck, DEM Lead Communications Officer Filiberto Ontiveros and resident Dan Christopher.</p> <p>Public Works Director Gordon Kelsey reviewed consent agenda items and the payment approval for this afternoon; followed by a report on the construction projects.</p> <p>Director Kelsey requested and received direction about the Klickitat Path grant funds, stating there is money in the County’s Paths and Trails Fund to construct the project, the Board was in support.</p> <p>Director Kelsey stated the east and west end crews are repairing shoulders on Alderdale Road in preparation of the summer’s chip seal program; grading roads; cleaning up the brush in the Glenwood and Appleton areas and hauling gravel on Bristol and Rattlesnake Road.</p> <p>Director Kelsey reported that he will be meeting with the contractor of the new County Service Building this week and WAVE will begin moving utilities and installing underground conduit. Director Kelsey suggested a groundbreaking ceremony and the Board was in support.</p> <p>A brief discussion was held regarding Scott Robinson’s request to sponsor the 4th of July Demolition Derby with nighttime fireworks, the Board would like to have a further discussion.</p>
Emergency Management Department Update.	<p>10:30 AM - Elected Official Report/Update</p> <p>Attendance: Department of Emergency Management (DEM) Director Jeff King, DEM Chief of Operations / 9-1-1 Coordinator Julie Buck, DEM Lead Communications Officer Filiberto Ontiveros, DEM Accounting/Clerical Administrative Assistant Randi Heinzen, Human Resource Director Robb Van Cleave, Prosecuting Attorney David Quesnel and resident Dan Christopher.</p>

	<p>DEM Director Jeff King provided an update on the radio system performance; functionality; maintenance and the new Amateur Radio Emergency Services Communications System Project.</p> <p>DEM Chief of Operations / 9-1-1 Coordinator Julie Buck reported on 9-1-1 call volume report for January 2020 as compared to January 2019, followed by a staff report; the staff's training schedule; Legislative update and a 9-1-1 outage due to an expected telephone update.</p> <p>DEM Director King reported on the Hazard Mitigation Plan Project Update; the COVID-19 protocol in conjunction with the Department of Health and upcoming county employee training.</p>
	<p>Commissioner Sauter provided an update on his attendance at Community Meetings in District 2 and his upcoming trip to Washington D.C.</p>
Lunch Recess	The Board recessed for lunch at 11:03 AM.
	Call to Order/Roll Call:
Regular Meeting for Tuesday, February 18, 2020	Chairman Johnston reconvened the meeting at 1:00 PM. Commissioners present: David M. Sauter and Rex F. Johnston. Jim Sizemore was absent.
	Agenda:
Business Agenda	* Approved (M/Sauter, S/Johnston. Passed unanimously): the Business Agenda as presented.
	Approval of Commissioner Meeting Minutes
Approval of Meeting Minutes	* The Board will defer February 4, 2020, minutes until a full Board review.
	Citizen Comment:
Comments will be limited to seven (7) minutes per individual	<p>BackPack for Kids Organizer Deborah Hart requested and received a waiver of the \$75 food permit fee; Ms. Hart stated that the BackPack for Kids organization holds an annual donation pancake dinner to raise money. Ms. Hart suggested a two-tier fee schedule for the possibility of adding in a lower fee for non-profit organizations.</p> <p>Resident Ron Kinsella asked about landfill revenue since the landfill operation began, stating that he would like to have more in the reserve fund.</p> <p>The Board shared the purpose of the landfill funds and advised Mr. Kinsella 35 to 40% of landfill revenues go into the general fund; county taxes are offset by the landfill revenues and the funds are used to leverage grants that benefit the County.</p> <p>Human Resource Specialist KC Sheridan requested and received verbal authorization to proceed with the advertising of a Legal Administrative Assistant I or II, steps 1 – 3, in the Clerk's Office, followed by a request and approval to allow selection of an applicant from the previous Accounting Administrative Assistant applications.</p>

	Miscellaneous Update/Comment:
<p>Clear Risk Solutions/Washington Rural Counties Insurance Pool</p>	<p>Attendance: Clear Risk Solutions/Washington Rural Counties Insurance Pool (WRCIP) representatives: Blair Kok, Rhonda Ross, Byron Riche and McCoy-Holliston Insurance President Jonathan Blake and Commercial Agent Kari Petterson, Human Resource Director Robb Van Cleave, Solid Waste Director Ruby Irving, Prosecuting Attorney David Quesnel and resident Dan Christopher.</p> <p>WRCIP Marketing Manager Rhonda Ross reviewed insurance rates for the last years, noting insurance rates are up across Washington State.</p> <p>A discussion followed regarding strategies in legislation for tort reform, by adding tort caps in Washington State.</p> <p>WRCIP Risk Manager Blair Kok reported on the number of cities and counties that participate in Clear Risk Solution’s risk pool.</p>
	<p>Attendance: Solid Waste Director Ruby Irving, Prosecuting Attorney David Quesnel and resident Dan Christopher.</p> <p>Solid Waste Director Ruby Irving reported on a project that she has tasked her high school intern with, followed by a discussion on reusable plastic.</p>
	Payment Approvals:
<p>Voucher Certification and Approval</p>	<p>* Approved Warrants (M/Sauter, S/Johnston. Passed unanimously): Accounts Payable: (#296509 – 296668), Electronic Transaction (#882) for a total of \$200,092.80. For the date ending February 18, 2020.</p>
<p>Pay Estimate</p>	<p>* Approved (M/Sauter, S/Johnston. Passed unanimously): Final Pay Estimate No. 2 to All Seasons Heating and Air Conditioning, in the amount of \$ 799.29, which includes the \$52.29 in taxes, for the Exhibit Hall HVAC System.</p>
	Consent Agenda:
	<p>* Approved (M/Johnston, S/Sizemore. Passed unanimously): the Consent Agenda with seventeen (17) items.</p> <p>* 1) Resolution No. 02520 in the matter of setting a public hearing to be held on the 10th day of March 2020 at 1:30 PM to consider imposing a sales and use tax to provide for affordable and supportive housing; creating the affordable and supportive housing sales tax credit fund; and adding a new Chapter 3.10 to Klickitat County Code.</p> <p>* 2) Request from the Building Inspection and Code Compliance Department to authorize a one-time credit card limit increase from \$2,000 to \$3,000 to cover the auto-renewal for their AutoCAD program and hotel rooms for three (3) staff members attending the annual Building Officials Conference.</p> <p>* 3) Resolution No. 02620 in the matter of authorizing Public Works to purchase two (2) 2021 International 5 yard dump trucks to replace EQ105 and EQ 1363; Sourcewell has awarded the contract with Peterson Trucks Inc. and they will provide the equipment to Klickitat County under the contract conditions at the quote of \$408,602.00 not including sales tax.</p>

- * 4) Request from Public Works to purchase an ArcGIS license for \$1,391.05 including tax; to be used by the Design Engineer Assistant.
- * 5) Local Agency Standard Consultant Agreement (**C02420**) between Baer Testing and Klickitat County (Public Works Department) for the 2020 & 2021 On-Call Materials Testing and Inspecting Services for on-site/laboratory asphalt testing, laboratory concrete testing and on-site/laboratory soils/surfacing testing.
- * 6) **Resolution No. 02720** in the matter declaring one (1) 2006 Honda Rancher TRX350FM ATV, Vin # 1HFTE250764517970, Washington License +676487, with ATV spot sprayers as surplus and remove it from the Noxious Weed Department inventory to be disposed of through public sale or auction.
- * 7) **Resolution No. 02820** in the matter of declaring one (1) 2000 Dodge Ram 2500 Pickup, Vin # 1B7KF239YJ127905, Washington License #86531C as surplus and remove it from the Noxious Weed Department's inventory to be disposed of through public sale or auction.
- * 8) Contract agreement (**C02520**) between Klickitat County (Juvenile Department) and Wendy Hartinger, Psy.D. to provide services as a Sex Offender Treatment Provider. The contractor shall provide services for youth referred by Klickitat County Juvenile Department.
- * 9) Purchase Authorization for the Sheriff's Office to purchase one (1) 2020 Ram 1500 Classic Tradesman from state bid/contract at a cost of \$35,550.00 plus applicable sales tax of 10.1% for a total purchase price of \$39,140.55. This request also includes the purchase/installation of necessary equipment at a cost of \$33,601.81, for a combined total of \$72,742.36.
- * 10) Letters and **Resolution No. 02920** in the matter of appointing members to the Klickitat Technical Committee for the Klickitat Lead Entity to three (3) year unexpired terms.
- * 11) Letters and **Resolution No. 03020** in the matter of appointing members to the Klickitat Citizens Review Committee for three (3) year unexpired terms.
- * 12) Alternative work schedule for Juvenile Probation Counselor (Melanie Osborne) within the Juvenile Department for a flexible work schedule; four-10 hour days per week, 7:00 AM to 5:30 PM, Monday through Thursday.
- * 13) Alternative work schedule for Juvenile Probation Counselor (Candace Wing) within the Juvenile Department for a flexible work schedule; four-10 hour days per week, 7:00 AM to 5:30 PM, Monday through Thursday.
- * 14) Alternative work schedule for Juvenile Probation Counselor (Tom Akins) within the Juvenile Department for a flexible work schedule; four-10 hour days per week, 7:00 AM to 5:30 PM, Tuesday through Friday.
- * 15) Alternative work schedule for Juvenile Probation Counselor (Crystal "Sam" Counts) within the Juvenile Department for a flexible work schedule; four-10 hour days per week, 7:00 AM to 5:30 PM, Tuesday through Friday.
- * 16) Alternative work schedule for Adult Probation Case Manager (Steve Crow) within the Juvenile Department for a flexible work schedule; four-10 hour days per week, 7:00 AM to 5:30 PM, Monday through Thursday.
- * 17) Alternative work schedule for Juvenile/Adult Probation Director (Larry Barker) within the Juvenile Department for a flexible work schedule; four-10 hour days per week, 7:00 AM to 5:30 PM, Monday through Thursday.

	<p>Miscellaneous Update/Comment:</p>
<p>Superior Court Judge Randall Krog</p>	<p>Attendance: Superior Court Judge Randall Krog, 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, Auditor's Chief Accountant Shelby Smith, Treasurer Greg Gallagher, Public Works (PW) Director Gordon Kelsey, PW Deputy Finance Director Susan Gregson, Sheriff Bob Songer, Undersheriff Mike Kallio, Solid Waste Director Ruby Irving, Building Inspection and Code Compliance Director Lynn Ward, Prosecuting Attorney David Quesnel, residents Dan Christopher and Kevin Barry.</p> <p>Superior Court Judge Randall Krog reported on the difficulties in Skamania County with their guardian ad litem program for children and requested permission to proceed with an interlocal agreement with Klickitat County; he proposed Klickitat County Juvenile Department would oversee both county's guardian ad litem programs.</p> <p>Question and answers followed regarding State Funding for the program, the Board was in support.</p>
<p>Discussion regarding replacing the finance duty portion of the Information Technology & Budget Director position</p>	<p>Attendance: Various Elected Officials, Department Heads, staff and county residents Dan Christopher and Kevin Barry.</p> <p>Auditor Brenda Sorensen reviewed budget duties that would be overseen by her office; the current budget forms and spreadsheets being used by departments.</p> <p>The Board would like to utilize a finance representative employed by the Commissioners, the Board indicated they would like to have further discussion with a full Board regarding increasing the Auditor's staff to accommodate for additional duties assigned.</p>
	<p>Board Pending:</p>
<p>Issues as determined by the Board of Commissioners</p>	<p>The Board had a brief discussion regarding the Bi-State Bridge Replacement Group's draft letter to the Secretary of the U.S. Department of Transportation expressing Bi-State support for a 2020 INFRA Grant application for replacement of the Hood River-White Salmon Bridge. Chairman Johnston indicated his support for Commissioner Sauter to sign the letter as Klickitat County's representative.</p>
<p>Adjournment</p>	<p>Approved (M/Sauter, S/Johnston. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 2:43 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 2-18-20.</p>


Approved: Rex F. Johnston
Chairman of the Board



March 10, 2020
Date