

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, June 2, 2020**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, June 2, 2020	Interim - Chairman Jim Sizemore called the meeting to order at 9:30 AM. Commissioners present: Jim Sizemore, (David M. Sauter and Rex F. Johnston via telephone).
	Workshop Session Agenda
Economic Development/Natural Resource Department Update	<p>9:30 AM - Klickitat County Business and Economic Development Update</p> <p>Attendance: Economic Development/Natural Resource Director Dave McClure, Economic Development Specialist Richard Foster, Human Resources/Administrative Services Director Robb Van Cleave in the Chambers, various county employees and residents via telephone.</p> <p>Economic Development/Natural Resource Director Dave McClure reported the two small business grant programs that the County is implementing, the Washington State Small Business Emergency Grant Program and the Klickitat County Small Business Emergency Grant Program funded by the County's contribution using the Federal CARES Act Economic Relief.</p> <p>A discussion followed regarding the management and administration of Federal CARES Act funds and Federal Emergency Management Agency funds.</p> <p>Economic Development Specialist Richard Foster reported on the food distribution service being offered by local volunteers operating out of the Goldendale Grange Hall and partially funded by the County, noting that now that the County is in Phase 2 of the Governor's Safe Restart Plan, the program will wind down over the next two weeks and the group will not be requesting additional funding for supplies to distribute.</p> <p>Director McClure reported on May 29 Governor Inslee released the Safe Start Plans and Guidance Proclamation for resuming recreational, social and business activity, a discussion followed regarding Personal Protective Equipment availability and requirements.</p> <p>The ability of business to meet the State's constantly changing requirements was discussed.</p> <p>Director McClure and Specialist Foster advised of the Washington SBDC program that they are looking into and what it would take to get a Washington Small Business Development Center (SBDC) advisor stationed in the county, potentially, in cooperation with Skamania County, noting that a local match would be required to help fund the costs of having an advisor stationed here.</p>
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 Resources/Administrative Services Director Robb Van Cleave in the Chambers, various county employees and residents via telephone.</p>

	<p>Public Works Director Gordon Kelsey reviewed the consent agenda items; the construction programs and a report on the Public Works crew's maintenance projects, stating there is a lot of cleanup from the storm on Saturday.</p> <p>Director Kelsey reported the PUD will be removing the transmission and distribution lines in the alley behind the new County Services Building; the city water connection was installed last week and the Courthouse power upgrade was completed on Saturday.</p> <p>* Public Works Deputy Director Jeff Hunter provided an update on the radio projects; followed by a request to re-open the Fire Arms Training Facility and the Trout Lake Park. Deputy Director Hunter shared the COVID-19 Temporary Operating Procedures Effective May 21, 2020, for the Firearms Training Facility. The Board was in support.</p> <p>A discussion was held regarding concerns with the Weldon Wagon Trail at the west end of the County. Director Kelsey will look into the concern further.</p> <p>Pictures of the Livestock Barn and Horse Barn A at the County's Fairgrounds were provided to illustrate the roof damage done by the storm on Saturday and a response was provided to Interim – Chairman Sizemore's inquiry regarding the condition of the Dalles Mountain and Cedar Valley Road.</p>
<p>Emergency Management Department Update</p>	<p>10:30 AM - Department Update/Report</p> <p>Attendance: Department of Emergency Management (DEM) Director Jeff King, DEM Chief of Operations Julie Buck, various county employees and residents via telephone.</p> <p>DEM Director Jeff King reviewed the performance and functionality of the radio system and maintenance noting there were power outages from Saturday's storm.</p> <p>DEM Chief of Operations Julie Buck provided a staffing update and the on-line training that is being provided for dispatchers.</p> <p>Director King reported on the phone outages over the weekend; the edit comments received and the changes to be made to Hazzard Mitigation Plan before resubmission. Pioneer Center full-scale active threat training exercise. Followed by a discussion regarding the COVID-19 Phase 2 plan.</p> <p>Interim Public Health Director David Kavanagh reported on the number of Klickitat County's COVID-19 cases, noting the State continues to monitor the case rate. Interim Director Kavanagh stated the Public Health Department can't provide approval for the business's Phase 2 plans but can provide guidance. A discussion continued regarding the COVID-19 testing that was administered to agriculture workers, noting the test results were all negative.</p> <p>DEM Director King reported the Yakama Nation's Indian Health Service along with the Army National Guard will conduct drive-thru COVID-19 testing in Goldendale on June 11, 2020, for Native Americans who wish to participate.</p>
<p>Lunch Recess</p>	<p>The Board recessed for lunch at 11:24 AM.</p>

	Call to Order/Roll Call:
Regular Meeting for Tuesday, June 2, 2020	Interim - Chairman Jim Sizemore called the meeting to order at 1:00 PM. Commissioners present: Jim Sizemore, (David M. Sauter and Rex F. Johnston via telephone)
	Agenda:
Business Agenda	Approved (M/Sauter, S/Johnston. Passed unanimously): the Business Agenda as presented.
	Approval of Commissioner Meeting Minutes
Approval of Meeting Minutes	* Approved (M/Johnston, S/Sauter. Passed unanimously): the Klickitat County Board of Commissioners Meeting Minutes for May 26, 2020, as presented.
	Citizen Comment:
Comments will be limited to seven (7) minutes per individual	<p>Human Resource Manager KC Sheridan requested and received verbal authorization to proceed with the re-hiring a Summer Intern to fill the vacant Weed Technician II position within the Noxious Weed Department.</p> <p>Clerk Renae Campbell requested guidance about unlocking the internal Courthouse Offices doors, followed by a discussion of county employee parking areas.</p> <p>Building Inspection/Code Compliance Director Lynn Ward requested clarification for opening the Building and Planning Department Offices, a further discussion will be held at a later date.</p> <p>Human Resources/Administrative Services Director Robb Van Cleave advised of Public Works, Public Health and Prosecutor David Quesnel's involvement to create re-opening strategies for the Courthouse and Annex Buildings when we are allowed to open per the Governor's "Safe Start Proclamation". Director Van Cleave stated Labor and Industries' new requirement states all County Employees must wear face masks starting June 8, 2020.</p> <p>Columbia River Gorge National Scenic Area Manager Lynn Burditt reported since Klickitat County has moved into Phase 2 the parks in the Gorge National Scenic Area will open June 5, 2020. Manager Burditt stated the "readyssetgorge.com" website will provide the most current Public Land Recreation Sites status.</p>
	Consent Agenda:
	<p>Approved (M/Sauter, S/Johnston. Passed unanimously): the Consent Agenda with six (6) items.</p> <p>* 1) Title VI Non-Discrimination Agreement Update between Klickitat County (Public Works Department) and the Washington State Department of Transportation (WSDOT) for the purpose of filing a Non-Discrimination Agreement Plan.</p> <p>* 2) Small Works Contract between Mission Construction, Inc. and Klickitat County (Public Works Department) for the Klickitat County City Sidewalk Replacement Project, MP2; in the amount of \$14,726.43 and authorize the Public Works Director to execute any change orders for this project due to unforeseen conditions up to 10% of the contract (\$1,472.64) for an aggregate of \$16,199.07.</p>

	<ul style="list-style-type: none"> * 3) Authorization to purchase two (2) laptop computers with docking stations and two precision tower computers, four (4) monitors and the supporting software for the Civil Engineer's computer due to the continuous software issues and the computers being outdated, in addition to the laptop which will be used for the new Design Engineer II starting in June; in the Public Works Department; at a cost of \$14,579.29, including tax. * 4) Camp Host Agreement for Guler Mt. Adams County Park between Klickitat County (Public Works Department) and Allan & Carolyn Mortensen for the purpose of retaining the Mortensen's as camp hosts from the time the Guler Mt. Adams County Park opens until October 31, 2020. Monthly compensation is \$2,628 which includes an RV Camp Site. * 5) Authorization to purchase a Nikon D7890 with an additional battery pack from Kenmore Camera for the Sheriff's Office at a cost of \$2,598.08, including tax. * 6) Personnel Authorization to begin the advertising process to fill a Payroll Analyst; Grade 39, steps 1 - 3. Depending on Qualifications within the Auditor's Office.
	Payment Approvals:
Voucher Certification and Approval	<ul style="list-style-type: none"> * Approved Warrants (M/Johnston, S/Sauter. Passed unanimously): Accounts Payable: (#298771 - 298827) \$87,446.30, for the date ending June 1, 2020. There were no Payroll warrants requiring approval.
	Elected Official Report/Update:
Treasurer's Department update and revenue report	<p>Attendance: Treasurer Greg Gallagher, Human Resources/Administrative Services Director Robb Van Cleave in the Chambers various county employees and residents via telephone.</p> <p>Treasurer Greg Gallagher reported on budget discussions he has been having with departments who have requested the information, followed by an update on the next payments for the new County Services Building and Sheriff / Search and Rescue Division's new building.</p> <p>A discussion followed regarding the General Fund Balance; the year-end report submission and scheduling a Finance Committee Meeting.</p>
	Board Pending:
Issues as determined by the Board of Commissioners	<p>The Board discussed various issues which included:</p> <p>Commissioner Johnston provided an update on the Washington Rural Counties Insurance Pool meeting he attended, counties could see an increase in insurance premiums next year.</p> <p>A discussion continued regarding the Federal CARES Act and Federal Emergency Management Agency Grants and Director Van Cleave management of the Grant Committee since Information Technology & Budget Director Glen Chipman's retirement.</p>

	A discussion was held regarding the potentially reconvening of State Legislators for a special session this summer, followed by concerns regarding The Washington Department of Fish and Wildlife submitting a grant application to the Washington State Recreation and Conservation Office for a proposed acquisition of property located in Klickitat County.
Adjournment	Approved (M/Sauter, S/Johnston. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 2:38 PM.
	* Reference Document on File 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 6-02-20.



Approved: **Jim Sizemore**
Interim - Chairman of the Board



June 9, 2020

Date