

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, October 26, 2021**

Agenda Item - Comment/Disposition

Call to Order/Roll Call

Chairman David M. Sauter called the meeting to order at 9:30 AM. Commissioners present: David M. Sauter, Jacob L. Anderson, and Dan Christopher.

Public Works/Road Department Update

9:30 AM – Public Works Department Update

Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Public Works Engineer Seth Scarola, Human Resource/Administrative Services Director Robb Van Cleave, former Commissioners Ray Thayer and Jim Sizemore in the Chambers, various county employees and residents via Zoom.

Public Works Director Gordon Kelsey reported on the Six-year Transportation Program and the budget allotments that are accounted for in 2022.

Public Works Deputy Director Jeff Hunter reported on the roads that are listed on the Six-Year Transportation by year, noting the need for the reconstruction on the Glenwood Main Street Bridge.

A discussion was held about fish passage culverts on Finn Ridge Road in Centerville, followed by discussions regarding funding for the projects and the need for supplemental budget requests, and using the cash balance to supplement other areas in the County.

Former Commissioner Ray Thayer stated with the funding from the legislators and Federal Government you need to utilize the funding and when bids are being done when there is a lot of work drive up the cost. Former Commissioner Thayer provided history on the 1 million-dollar road funding from the landfill; followed by the roads that have been fixed in Klickitat County through the Six-Year Transportation Program.

Chairman Sauter stated the 1 Million Dollars was to be used to pay off payments the county has been making on projects.

Former Commissioner Jim Sizemore stated the 1 Million Dollars of landfill revenue is used in the road fund as an off-set to raising the property tax for the citizens; former Commissioner Sizemore stated he would like to see the funds pulled from the cumulative reserve fund due to the increase in land cost and the solar projects moving into Klickitat County.

Former Commissioner Thayer advised of the past funding for the roads.

10:30 AM - Elected Official - County Auditor Brenda Sorensen

Attendance: Auditor Brenda Sorensen, Sheriff Bob Songer, Undersheriff Tim Neher, Chief Civil Deputy Karen Elings, various county employees, and residents via Zoom.

Auditor Brenda Sorensen reported on the Elections Department, noting the increase in Public Records Request has increased significantly throughout Washington State.

Auditor Sorensen reported the State Auditor's Office audit remains incomplete at this point.

Auditor Sorensen stated the licensing plate shortages seem to be improving, there are still shortages for certain plates but generally, the situation had improved, followed by an update on recording and the Veterans Officer.

A discussion was held about purchasing a web-based time and attendance system.

10:45 AM - Elected Official - Sheriff Bob Songer

Attendance: Sheriff Bob Songer, Under-Sheriff Tim Neher, Chief Civil Deputy Karen Elings, in the Chambers, various county employees, and residents via Zoom.

Sheriff Songer reported on the calls for service and service of papers between January 1, 2021, to October 25, 2021.

Sheriff Songer advised he was contacted by a citizen requesting the County Commissioners consider adopting a resolution making Klickitat County a Sanctuary County against mandatory vaccinations.

Sheriff Songer stated the Sheriff's Office will be attending the Veterans Day parade in Goldendale.

Under-Sheriff Tim Neher reported on the drug take-back program which occurred over the weekend as well as a press release for a lifesaving event over the weekend on the Klickitat River.

Under-Sheriff Neher advised he has drafted a letter of support for the Dallesport Community speed limit reduction on Highway 14.

Under-Sheriff Neher reported on a shooting in Idaho yesterday and the legislative changes to the laws in Washington State that would not allow the deputies to arrest a person in this same event had happened in Washington.

Chief Civil Deputy Karen Elings reported on the Request for Proposals to Provide a Body-Worn Camera Solution.

Chairman Sauter requested the Sheriff's Office participate with him in the Klickitat Lyle Against Substance Abuse Coalition meeting, the Sheriff's Office agreed to participate.

Commissioner Christopher stated he has requested the Human Resource Director Robb Van Cleave research the color copier option for the Klickitat County Services Building. The Board held a discussion regarding cost and the need for color copiers for the new building.

Clerk of the Board Lee Snell requested and received guidance regarding the upcoming budget schedule this Thursday.

Approved (M/Anderson, S/Christopher. Passed unanimously): To recess for lunch at 11:28 AM.

Call to Order/Roll Call:

Chairman Sauter reconvened the Regular Meeting for Tuesday, October 26, 2021, at 1:00 PM. Opening with the Pledge of Allegiance. All three (3) Commissioners were present.

Agenda:

Approved (M/Christopher, S/Anderson. Passed unanimously): as presented

Approval of Commissioner Meeting Minutes

No minutes requiring approval

Citizen Comment: Comments will be limited to three (3) minutes per individual

Greg Wagner with C.E.A.S.E read a letter to Commissioner Christopher regarding an email he has written where Mr. Wagner felt personally attacked. Mr. Wagner inquired about the Comprehensive Plan and the Solar Ordinances.

Commissioner Christopher stated the reason he recused himself from any solar projects are statements have been made against him and recusing himself he is removing any bias that appears to be there from comments made by C.E.A.S.E.

Chairman Sauter stated there are ordinances for green energy projects but there are no ordinances specifically tailored to solar projects, followed by an update on the recusal process for Board members during specific discussions.

Gabrielle Gilbert thanked Commissioner Anderson for coming to the west end and having a meeting with constituents, followed by a request to add the child care discussion to the 10-year economic strategic plan that is posted on the County website. Ms. Gilbert requested the Board itinerary and future meetings to travel to daycares to see the way they are run.

Delmar Eldridge from Goldendale provided statements that the Commissioners made on the radio and requested clarifying information.

Chairman Sauter provided clarity and information in the comments made on the air. Chairman Sauter, there are no ordinances for each specific project there are ordinances that govern many projects.

Candy Magnuson stated she needs to make statements regarding her dislike for the solar projects. Ms. Magnuson stated she does not like the equipment that is made in China as well as the masks being distributed that are made in China.

Pat Arnold thanked Commissioner Anderson for coming and discussing topics from the constituents on the west-end, followed by a request for the Commissioners to state their support for the Public Health Department and the COVID-19 vaccination numbers. Ms. Arnold requested presence on some of the Boards the Commissioners have to be able to support ideas from the west side.

Goldendale resident Susan Kelsey inquired if Commissioner Anderson attended an open forum meeting or if it was a private meeting, Commissioner Anderson stated it was a private meeting he was invited to. Ms. Kelsey inquired if the Commissioners are paid to attend meetings or if that is included in their salary; Commissioner Anderson advised they do not get paid anything over their regular salary. Ms. Kelsey stated in the past Commissioners used to be very involved in every meeting that used to take place in the County.

Ken McCune inquired if he recalls attending a meeting 10-years ago where he suggested the hemp industry. Mr. McCune inquired if the Commissioners would look into farming hemp and not having solar projects in the area.

Commissioner Anderson stated he had looked into planting hemp in the area and the plants require so much water and there are not enough water rights in the valley.

Sheri Bousquet stated the agricultural land is valuable and doesn't understand why solar farms should be allowed in Klickitat County. Ms. Bousquet stated that Under Canvas is suing the County and taxpayer funds are being used to defend the County. Ms. Bousquet inquired how Commissioners can recuse themselves and not do the job they were elected to do.

Lynn Mason from White Salmon reported her experiences with the lack of childcare in the area. Ms. Mason stated there is a great need for child care in the area. Ms. Mason stated the lack of women that are on the Economic Development Committees is sad and she would like to see more women so the child care needs can be brought forward so much sooner.

Public Hearings/Public Meetings/Bid Openings:

***Public Meeting to consider Boundary Line Adjustment BLA2021-11; Applicants: Aaron and Sarah Glantz/Western Pacific Timber**

Attendance: Public Health Director Erinn Quinn, Environmental Health Manager David Kavanagh, Goldendale residents Susan Kelsey, Kathy Moco in the Chambers, Assistant Planner Denice Lee, various county employees, and residents via Zoom.

Assistant Planner Denice Lee provided a staff review of Boundary Line Adjustment No. BLA2021, stating it is a proposal to adjust the common property line between parcels 05-17-1952-0003/00 and 05-17-1900-0001 /00. The proposed boundary line adjustment is located within the Goldendale vicinity.

Assistant Planner Lee reported the administrative review of this short plat 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.

Approved (M/ Anderson, S/Christopher. Passed unanimously): Resolution No. 10521 In the matter of granting final approval of Boundary Line Adjustment BLA2021-11, Parcel No's 05-17-1952-0003/00 and 05-17-1900-0001/00 in the Goldendale area; Applicants: Aaron and Sarah Glantz/Western Pacific Timber.

***Public Meeting to consider a request for a 2-year plat extension of Subdivision SUB2018-01; Parcels No's 02-13-3375-0015/00 and 02-13-3360-1001/00 located in the Dallesport area; Applicant: Greg Wallace.**

Attendance: Public Health Director Erinn Quinn, Human Resource/Administrative Services Director Robb Van Cleave Environmental Health Manager David Kavanagh, Goldendale residents Susan Kelsey, Kathy Moco in the Chambers, Assistant Planner Denice Lee, various county employees, and residents via Zoom.

Assistant Planner Denice Lee stated the plat extension request is for an additional two (2) years in order to complete all the conditions of approval for Subdivision SUB 2018-01 Mtn View Estates.

The Klickitat County Subdivision and Short Plat Ordinance # 122082, Section 7. 72 states: "A maximum of a single two (2) year extension may be granted by the Board when the applicant applies in writing at least thirty (30) days prior to the three (3) year deadline showing the applicant has attempted in good faith to submit a final plat.

Assistant Planner Lee advised the applicant requested a two-year plat extension from the Planning Department on September 27, 2021. Work on the project has been hampered due to Covid-19 related issues including material availability and supply chain disruption. The current plat deadline is November 6th, 2021.

Assistant Planner Lee advised if the Board feels an extension is warranted, the Board will need to make a motion to grant a 2-year plat extension, changing the current deadline from November 6, 2021, to November 6, 2023 for Subdivision SUB2018-01 Mtn View Estates (Greg Wallace).

Commissioner Christopher requested clarification regarding how many extensions can be granted, followed by a brief discussion of timelines.

***Approved (M/ Anderson, S/Christopher. Passed unanimously):** granting final approval for a 2-year plat extension of Subdivision SUB2018-01; Parcels No's 02-13-3375-0015/00 and 02-13-3360-1001/00 located in the Dallesport area; Applicant: Greg Wallace.

Public Health Department Update - Department Update/Report

Attendance: Public Health Director Erinn Quinn, Environmental Health Manager David Kavanagh, Human Resource/Administrative Services Director Robb Van Cleave, Goldendale resident Susan Kelsey, Kathy Moco in the Chambers, various county employees, and residents via Zoom.

Public Health Director Erinn Quinn reported on the number of COVID-19 cases; COVID-19 vaccination rates; vaccination boosters for the different COVID-19 vaccines developers and the lowering of the vaccination ages.

Director Quinn stated two (2) Woman Infant and Children contractors are on the Consent Agenda for approval this afternoon, followed by an update on the services they will be providing.

Director Quinn stated she is working with the City of White Salmon to submit an application for the Complete Streets Grant that will allow for street improvements. The goal is to make easy access to medical care.

Public Health Director Quinn requested verbal approval to proceed with the advertisement for a Business Manager position, a discussion followed and the Board stated they would like to continue the discussion further.

Director Quinn stated Klickitat County may no longer provide inspections in Skamania County, followed by an update from Environmental Health Manager David Kavanagh on the minimal budget impact and the duties assigned to that contract.

Environmental Health Manager David Kavanagh stated a discussion needs to be held on the water monitoring; followed by a potable water update. Followed by a discussion on potable water and the minimum cistern requirements.

Commissioner Anderson thanked Public Health Director for all her COVID-19 vaccination efforts, followed by a discussion about the vaccination numbers in the County and the infection rate.

A discussion was regarding the Public Health Director Quinn's request to hire a Business Manager and discontinue the Certified Public Accountant that has been contracted to help the department. The Board is in support of hiring a Public Health Business Manager.

Underwood Conservation District update: Miscellaneous Reports/Comments

Attendance: Underwood Conservation District Manager Tova B. Tillinghast, Underwood Conservation District Vice-Chair Barbara Bailey, various county employees, and residents via Zoom.

Underwood Conservation District Manager Tova B. Tillinghast reviewed the Underwood Conservation Districts (UCD) staff, duties, and services, stating they are having grant funding challenges for the Fire wise Program.

A discussion was held regarding the types of tools that are available through the UCD, followed by types of tests and projects the staff is working on.

UCD Manager Tillinghast stated one of the largest projects has been done with the Washington Department of Fish and Wildlife Fish Screen that brought the Trout Lake Irrigation District into compliance, UCD Manager Tillinghast invited the Commissioner's to view the project, the Board expressed interest and will follow up for a site visit.

UCD Manager Tillinghast noted the different avenues that were used for public outreach during the Pandemic, one of the projects will be on the Pacific Corporation Lands using a community-driven vision on the White Salmon River Corridor.

The Board thanked the Underwood Conservation District for their work, followed by a brief discussion of the funding the district receives from the rates and charges tax.

*Letter in support of the Washington State Department of Transportation to provide a direct funding agreement to the Port of Hood River for the purpose of administering the Washington State Legislature's \$5,000,000 funding allocation for the Hood River-White Salmon Bridge Replacement Project.

A Brief discussion was held regarding the new weight restriction on the Hood River-White Salmon Bridge.

Code Compliance Officer Lem Pratt - Code Compliance Department Update:

Attendance: Code Compliance Officer Lem Pratt in the Chambers, various county employees, and residents via Zoom.

Code Compliance Officer Lem Pratt reported on the meeting and ride alongs that have happened to support staff and address concerns of compliance in the County.

Code Compliance Officer Pratt reported on current and closed cases, followed by a discussion on container permitting within the County.

A discussion was held about Title 15 for Code Compliance and inquiring further into the Prosecuting Attorneys Opinion Request to provide clarity to the Code Compliance Officers enforcement. The Board requested Code Compliance Officer Pratt to work directly with the Prosecuting Attorney for authority clarification.

A discussion was held regarding the legislative changes to what is perceived as a domicile and the regulation to remove someone's home if it is in a car, followed by a discussion of whether the domicile is on private or public land.

A discussion was held about the ongoing complaint cases, cold cases, and the cases that have resolved themselves over time.

Consent Agenda:

***Approved (M/Anderson, S/Christopher. Passed unanimously):** The Consent Agenda with eighteen (18) items. Prior to the motion, the Board discussed item #5.

- 1) Personnel Authorization to advertise for a full-time Clerical Administrative Assistant I position at Grade 34, Steps 1-3, depending on qualifications within the Assessor's Office.
- 2) Personnel Authorization to advertise for a temporary Snow Plow Operator position, within the Public Works Department.
- 3) Personnel Authorization to advertise for a full-time Maintenance Technician position at Union Grade 30, Step 1, within the Public Works Department.

- 4) **Resolution No. 10621** in the matter of revising the Emergency Management Organizational Chart to reflect changing the Casual Emergency Management Program Coordinator position to a .75 FTE benefited position; effective date November 1, 2021.
 - 5) **Resolution No. 10721** in the matter of declaring certain inventory as surplus to be removed from the Klickitat County Sheriff's Office inventory to be removed from the Klickitat County Sheriff's Office inventory to be disposed of through public sale or auction by the Klickitat County Treasurer.
 - 6) **Resolution No. 10821** in the matter of declaring certain inventory as surplus to be removed from the Klickitat County Sheriff's Office inventory to be disposed of through public sale or auction by the Klickitat County Treasurer.
 - 7) **Resolution No. 10921** in the matter of declaring certain inventory as surplus to be removed from the Klickitat County Public Works Department inventory to be disposed of through public sale or auction by the Klickitat County Treasurer.
 - 8) Professional Services Agreement (**C19621**) between Woman Infant and Children (WIC) Counselor Argentina Rangel and Klickitat County (Public Health Department) for the purpose of Ms. Rangel supporting breastfeeding mothers throughout the County; Ms. Rangel will provide basic breastfeeding information education, support, and encouragement to WIC pregnant and breastfeeding mothers.
 - 9) Memorandum from the Planning Department scheduling a public meeting to be held Tuesday, November 2, 2021, at 1:30 pm to consider approval of a Plat Vacation, SPL2006-51V; parcel numbers 04-11-1806-5101/00, 04-11-1806-5102/00, 04-11-1806-5103/00, 04-11-1806-5104/00, 04-11-1806-5104/00, 04-10-1306-5104/00, 04-11-1906-5104/00 and 04-10-2400-0001/00. In the Husum vicinity. Applicant: SDS Co., LLC.
- And
- Short Plat Alteration, SPL 2021-23 parcel number 04-16-0418-2602/00, 04-16-0418-2603/00, and 04-16-0418-2604/00 in the Goldendale vicinity. Applicant: Joan Atkins.
- 10) Professional Services Agreement (**C19721**) between Amy Roots and Klickitat County (Public Health Department) for the purpose of establishing Peer Support Leaders for the Perinatal Mental Health Capacity Building Grant, peer support leaders must be engaged to develop a community-based structure for supporting parents and families experiencing perinatal mood and anxiety disorders.
 - 11) Professional Services Agreement (**C19821**) between Jordyn Craven and Klickitat County (Public Health Department) for the purpose of establishing Peer Support Leaders for the Perinatal Mental Health Capacity Building Grant, peer support leaders must be engaged to develop a community-based structure for supporting parents and families experiencing perinatal mood and anxiety disorders.
 - 12) Professional Services Agreement (**C19921**) between Jennifer Yost and Klickitat County (Public Health Department) for the purpose of establishing Peer Support Leaders for the Perinatal Mental Health Capacity Building Grant, peer support leaders must be engaged to develop a community-based structure for supporting parents and families experiencing perinatal mood and anxiety disorders.
 - 13) Professional Services Agreement (**C20021**) between Mindi Guzman and Klickitat County (Public Health Department) for the purpose of establishing Peer Support Leaders for the Perinatal Mental Health Capacity Building Grant, peer support leaders must be engaged to develop a community-based structure for supporting parents and families experiencing perinatal mood and anxiety disorders.
 - 14) Contract (**C20121**) Amendment No. 4 for ABCD Dental Services between Washington State Health Care Authority and Klickitat County (Public Health Department) for the purpose of amending the contract pursuant to Section 4.3 to increase funds, replace the Statement of Work, and replace exhibits; the maximum contract amount is being increased by \$2,074.00 for expansion work, and \$4,712.00 for outreach work for children of color and children ages 0-2.
 - 15) PremeraFirst Provider Agreement (**C20221**) between PremeraFirst, Inc. and Klickitat County (Public Health Department) for the purpose of continuing the Public Health Department to bill PremeraFirst Insurance for immunization and sexual and reproductive clients.
 - 16) Contract (**C20321**) amendment No. 1 between Area Agency on Aging and Disabilities of Southwest Washington and Klickitat County (Senior Services Department) for the purpose of increasing the funding allocation by \$20,000.

17) **Resolution No. 11021** in the matter of scheduling a public hearing to be held at 1:30 PM on Tuesday, November 9, 2021, to declare certain county vehicles/equipment/miscellaneous property as surplus and to set a date for disposal at an online bid public auction by the County Treasurer.

18) Notice of Public Hearings to be held on Tuesday, November 09, 2021, at 1:30 PM and 6:30 PM in the Commissioner's Chambers in Goldendale; and via Zoom, to consider proposed amendments/extension to the Klickitat County Six-Year Transportation Improvement Program for 2022-2027.

Human Resource Director/Administrative Services Director Robb Van Cleave requested and received direction about scheduling time on Thursday's budget agenda for Juvenile/Adult Director Larry Barker.

Board Pending:

A discussion was held about committee appointments the Board oversees.

Clerk of the Board Lee Snell requested and received direction about the Board allowing administrative leave time for employees to be paid a full day of work but allowing employees to leave at noon for the Christmas Holiday.

Treasurer Greg Gallagher Finance Committee Update

Attendance: Treasurer Greg Gallagher in the Chambers, various county employees, and residents via telephone.

Treasurer Greg Gallagher reported on the Finance Committee Meeting held last week; followed by a discussion about the radio tower fund.

Treasurer Gallagher reported there is a mail slot in the wall in the Treasures Office to allow ease for citizens to pay their taxes without coming into the office.

Treasurer Gallagher reported on the bond payments for the Klickitat County Services Building, followed by an update and discussion about the upcoming County Surplus Auction.

Commissioner Anderson stated some airports provide a vehicle for airports and inquired about the County donating a vehicle to the Dallesport Airport.

The Board held a discussion about dedicating the Klickitat County Services Building, a further discussion will be heard on Thursday.

Clerk of the Board Lee Snell regarding the Code Compliance Officer and Title 15.

Commissioner Anderson inquired about an invitation to the Condit Dam, he will be in attendance at the meeting this evening.

Commissioner Christopher inquired about the need for a rapid COVID-19 test and possible pre-purchasing them for employees' use within the upcoming two (2) weeks.

Approved (M/Anderson, S/Christopher. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 3:58 PM until Thursday, October 28, 2021.

The Board reconvened the meeting at 4:03 PM to approve the payments.

Payment Approvals:***Approved Warrants (M/Christopher, S/Anderson. Passed unanimously):**

Accounts Payable: (#309483 – 309535), \$100,195.10.

Combined Payroll: (#223875 – 224152, County Benefit Warrants #309474 - 309482, Electronic Transfer #942)
\$1,035,640.98.

For a combined total of \$1,135,836.08 for the date ending October 25, 2021.

Approved (M/Anderson, S/Christopher. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 4:05 PM until Thursday, October 28, 2021.

Thursday, October 28, 2021 - Regular Meeting Extension: Workshop Extension.

Chairman Sauter called the workshop to order at 9:00 AM. All three (3) Commissioners were present.

2022 Budget Workshop Schedule

Attendance: Treasurer Greg Gallagher, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe, Senior Accountant Debbie Bridges, Human Resources & Administration Services Director Robb Van Cleave, and Fiscal Manager Jenn Bartley were present throughout the budget workshops.

Chairman Sauter opened the budget workshop. Fiscal Manager Jenn Bartley provided a review of adjustments, reductions, and changes to the budget resulting from last Thursday's budget workshop. Discussion followed regarding the current sales tax rate, estimated revenues for 2021 and 2022, and how Klickitat County's sales tax rate compares to other counties. Chief Auditor Deputy Jobe clarified the incorporated and un-incorporated sales tax rates and how it is determined with online purchases.

The Board had a brief discussion regarding insurance costs. Director Robb Van Cleave suggested that this could be a one-line item instead of each department budgeting separately. Review and discussion continued regarding budget adjustments, landfill revenues, and the emergency reserve policy.

Public Works Director Gordon Kelsey provided updates on the Courthouse parking lot and the removal of the fuel tank. Director Kelsey provided a history of maintenance and non-capital projects since he and Mr. Hunter started with the County. Director Kelsey advised that buildings and roads need to be maintained and it is more cost-effective to plan repairs and upgrades proactively.

Director Hunter reviewed revisions to the non-capital project plan, indicating that one of the jail doors needs to be rebuilt, which is a safety issue. Mr. Hunter noted that the project may not be completed in 2021 due to time constraints, which would require funding to be carried over to 2022.

Discussion concerning the remodel for the Juvenile Department's space in the Courthouse followed. Mr. Hunter provided further clarification details for improvements at the fairgrounds, Pioneer Center, and jail. Mr. Hunter advised that the Fair Board doesn't want Annex V and he will need to research the requirements to cancel the contract to disassemble and move the building.

Commissioner Christopher reminded that he would like to discuss lease payments for Public Work's space in the new building to repay the Road Fund for Annex IV.

Public Health Director Erinn Quinn provided clarification on Public Health's Special Revenue Fund. Treasurer Gallagher stated that no new dollars have gone into this fund, the dollars are restricted and can only be used for developmental disability projects.

Director Quinn stated that Public Health uses landfill dollars for grant matches, office equipment leases, such as copiers, and training.

Economic Development/Natural Resources Director Dave McClure provided clarification on what .09 dollars can be used for, such as wages and benefits. Director McClure stated that he will re-figure what he can use .09 dollars for. Commissioner Christopher asked Director McClure to figure in an additional FTE.

Senior Services Director Sharon Carter presented additional reductions in her budget as requested, noting that there were additional revenues that were not included in her previous budget proposal. Commissioner Christopher stated that he would like to use Senior Service's fund balance instead of landfill dollars. Director Carter advised that the only reason Senior Services has a fund balance is because of COVID funding. Fiscal Manager Bartley cautioned against using fund balance. Commissioner Anderson commended Director Carter for reducing her budget.

Adult Probation/Juvenile Court Administrator Larry Barker advised that the entire Juvenile Department is out with COVID. Chairman Sauter advised Mr. Barker that the Board would like him to cut two (2) counselor positions. Mr. Barker stated that the State mandates that the county must provide certain services and he cannot get the job done if he has to cut positions.

Chairman Sauter provided a background for the Board's decision, advising that compared to other counties' staffing and workloads the Juvenile Department is overstaffed. Following further discussion and updates from Mr. Barker Chairman Sauter instructed Mr. Barker to work with HR.

Treasurer Gallagher reported that he and Fiscal Manager Bartley are working with the Emergency Management Department concerning budgeting REET revenues. Treasurer Gallagher noted that the Finance Committee has been discussing how to best budget this funding due to increased revenues. Treasurer Gallagher advised that he and the Auditor will discuss this matter further and will come back to the Board with a plan.

The Board continued the discussion of the Non-capital plan and the office remodel for the Juvenile Department. Chairman Sauter asked Mr. Hunter to bring back a cost estimate for the changes as discussed.

HR Director Van Cleave reported on copier options for the departments to have the ability to print color copies. A brief update followed on COVID test kits.

Auditor Brenda Sorensen provided clarification on several budget questions that Commissioner Christopher had. Fiscal Manager Bartley reminded that the preliminary budget has been posted and that revenues can be changed but expenses must remain the same or lower.

The Board continued to discuss the 2022 budget and consider areas for further reductions. Commissioner Anderson requested and received an update on finding a new financial software system. Auditor Sorensen advised that the draft RFP will be ready soon and the Finance Steering Committee will provide an update after their November 5th meeting.

(M/Anderson, S/ Christopher. Passed unanimously): The workshop was adjourned at 12:52 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 online named, 10.26.2021 Board of County Commissioner's Meeting.



Approved: David M. Sauter
Chairman of the Board



November 23, 2021
Date