

Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, November 23, 2021

Morning Workshop Session

Vice-Chairman Jacob Anderson opened the morning session at 10:00 AM, noting that Commissioner Christopher is present and Commissioner Sauter will be joining the meeting shortly after finishing up with an earlier meeting. Throughout the meeting, there were various members of the public, staff, and elected officials present in person and via zoom.

Workshop Session Agenda

10:00 AM – Public Works/Road Department Update:

Attendance: Public Works Director Gordon Kelsey.

Director Kelsey provided a review of consent agenda items and pay estimates, which were followed by construction and road project updates. Director Kelsey reported that road crews are grading roads and cleaning up after the road rally. Director Kelsey gave a status report on the new County Services Building move ins, and punch list items. An update on other county facility repairs and upgrades followed.

Director Kelsey reported that the Health Department plans to use the 1st floor conference room for the remainder of the year for vaccinations. The Board had a discussion regarding a fee waiver request for use of the Dallesport Community Center for the Christmas Bizarre. The Board expressed support for the fee waiver. The Board had a discussion regarding updating the current resolution prohibiting pets in the Courthouse to include the new County Services Building. It was noted that certified service animals are exempt and allowed in county facilities.

Note: Commissioner Sauter joined the meeting at 10:40 AM.

10:30 AM - Department Update/Report:

Attendance: Emergency Management Director Jeff King and E911/Chief of Operations Filiberto Ontiveros.

Director King provided a department report which included updates on the radio system performance and maintenance, radio site leases, and the status of the Satus Pass site.

E911/Chief of Operations Ontiveros provided a phone call volume report and an update on E911 Dispatch staffing. Chief Ontiveros indicated that if vaccination mandates should go into effect, Dispatch is considering using one Comms Officer per shift instead of two. Further updates followed on operations and training.

Director King reported that all but one Fire District has returned their Radio System Use and 9-1-1 Dispatch Service Agreements, noting that he and Commissioner Christopher plan to meet with the Districts in December.

Director King provided a brief update on Emergency Management Program grants and the emergency notification & ID badge program.

HR & Administrative Services Director Robb Van Cleave advised the Board on issues with the new audio/visual system and suggested that it may be necessary to add microphones. Director Van Cleave requested verbal authorization on behalf of Superior Court Judge Krog to begin the advertising process to fill the Juvenile Court Administrator position. Following discussion, the Board indicated they wanted to meet with the Judge before posting the position.

Director Van Cleave reaffirmed the Board's intent for a 4% COLA beginning in 2022 for regular employees. Discussion followed concerning whether the COLA also applied to Elected Officials except for the Commissioners.

Director Van Cleave proposed changes for the processing of mail. Each Department/Office will process their own mail and large collection boxes will be placed so an employee does not have to carry mail to the post office.

Chairman Sauter provided a brief report on his meeting with USDA, Mid-Columbia Economic Development District and the Gorge Commission to clarify the USDA's grant program.

Motion (M/Anderson, S/Christopher); passed. To recess for lunch at 11:33 AM.

Commissioner's Business Meeting

Chairman Sauter reconvened the Commissioner's meeting at 1:00 PM, which was followed by the pledge of allegiance. All Three Commissioners were present.

Agenda:

***Approved (M/Christopher, S/Anderson. Passed unanimously):** Business Agenda with an Add-on under Unfinished Business: Resolution in the matter of rescheduling the supplemental budget public hearing.

Approval of Commissioner Meeting Minutes

Motion (M/Christopher, S/Anderson. Passed unanimously): to approve meeting minutes for October 5, 2021, October 19, 2021, October 26, 2021 and November 9, 2021 as presented.

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

Goldendale resident Kay Garner Schmid (in-person) expressed concerns about the loss of Courthouse lawn due to the expansion of the parking lot. Ms. Schmid commented that the new building does not fit the town of Goldendale.

Husum resident Sheriff Bousquet (on Zoom) stated that she saw a document on line concerning the proposed Carragher Solar Project and asked when the project would be coming before the Board of Adjustment or the Commissioners. Ms. Bousquet asked when there would be a public hearing. Ms. Bousquet commented that combining SEPA with a conditional use permit just opens the door for appeals.

Associate Planner Lori Anderson (in-person) requested and received Board approval to plan a county employee holiday food drive.

Goldendale resident Ken McKune (on Zoom) asked what the final cost of the new building was, if it was insured, and if it was earth quake proof.

White Salmon resident Lynn Mason (on Zoom) asked what the status of animal control in the County since Dogs of the Gorge closed a few years ago. She asked if the County had plans to build a facility. Ms. Mason was advised that cities usually have animal control services and that the Sheriff's Office contracts with a local vet clinic for housing animals.

Public Meetings/Public Hearings/Bid Openings:

Public Meeting: To consider approval of Short Plat 2021-28; Parcel No. 05-14-2352-0002/00, in the Goldendale vicinity/ Applicant: Denice Lee.

Chairman Sauter opened the public meeting to consider approval of Short Plat SPL2021-28, Parcel No. 05-14-2352-0002/00 in the Goldendale area, noting that the applicant is Denice Lee.

Associate Planner Lori Anderson provided a staff report, advising that the short plat is a proposal to create 2 lots from Parcel No. 05-14-2352-0002/00. An administrative review of the short plat has been completed and signatures have been obtained from the Road, Health, and Planning Departments, and the Treasurer's Office attesting that all conditions attached to the preliminary approval have been met.

Approved (M/Anderson, S/Christopher. Passed unanimously): granting approval of Short Plat SPL2021-28, and grant final approval; Applicant: Denise Lee.

Public Hearing: To consider a supplemental budget and amendments for 2021, budget for various funds.

Chairman Sauter advised that the public hearing for the supplement budget was canceled and will be rescheduled. Chairman Sauter noted that the rescheduling of the public hearing was added to the agenda under Unfinished Business. The Board indicated they would like to act on the item now.

***Approved (M/Anderson, S/Christopher. Passed unanimously): Resolution No. 11821** in the matter of setting a public hearing to be held December 7, 2021, at 1:30 PM to consider a supplemental budget and amendments for 2021, budget for various funds in the sum of \$4,391,513.00, and that the Administrative Services Department is hereby directed to publish notice of said hearing in the official newspaper of Klickitat County and that, at said hearing, any interested taxpayer may appear and be heard for or against the proposed supplemental budget appropriation.

Department Update/Report: Natural Resources/Economic Development.

Attendance: Natural Resources/Economic Development Director Dave McClure, Economic Development Specialist Richard Foster and via Zoom Natural Resources Specialist Whitney Reynier.

Director McClure provided an update on the .09 Distressed Counties funding request from the City of Goldendale to be used to make improvements to the Goldendale Wastewater Treatment Plant in 2022. Following discussion, the Board expressed support to move forward with developing a funding assistance contract. Director McClure advised that a Request for Proposals for projects to be funded by lodging tax is on the consent agenda for the Board's consideration. The Lodging Tax Advisory Committee will review proposals and submit their recommendations to the Board for their final decision.

Economic Development Specialist Foster provided updates on the Goldendale REDS project, buildable lands inventory, Dallesport Elementary School property sale, old Klickitat Mill site, workforce development, and the pending Comprehensive Economic Development Strategy update and priority lists.

Chairman Sauter provided a follow-up to his earlier report on the USDA grant program. Chairman Sauter advised that the USDA pointed out that they have authority over the grant program and Klickitat County is equally eligible to receive USDA Rural Loan funds, and the program is not part of the original Scenic Act funding.

Natural Resources Specialist Reynier provided updates on well and stream flow monitoring and various natural resource programs. Director McClure reported that Central Klickitat Conservation District has requested funding assistance to purchase new well monitoring software. Commissioner Anderson noted that the Department of Ecology should be picking up some of these costs and he needs more information before deciding. Commissioner Anderson asked that the Conversation District Manager come and give the Board a presentation on the software system.

Further well monitoring discussion followed. Specialist Reynier stated that problem wells continue to decline, but High Prairie and Glenwood well levels actually came up. Ms. Reynier provided an update on the Department of Ecology and U.S. Forest Service plans to discuss making new rules for river temp loads and migratory birds.

Miscellaneous Reports/Comments: Republic Services Quarterly Update:

Attendance: Republic Services Municipal Relationship Manager Steve Gilmore and General Manager Josh Shaw.

General Manager Shaw reported that there are currently no employee COVID cases at the Roosevelt Land Fill. A report on solid waste volumes and a forecast followed. Municipal Relationship Manager Gilmore reported on current and upcoming contracts.

Washington Gorge Action Programs' Coalition for Preventing Abuse in Klickitat County (CPAKC) Coalition Update: Attendance: in-person Sunday Sutton, CPAKC Coordinator, and via zoom, Kristen McReath, Community Prevention and Wellness Initiative (CPWI) grant coordinator and Kallie Kurtz, Coalition Coordinator.

The Coalition team provided updates on activities and events designed to prevent substance abuse, promote health, mental health, and strengthen communities.

Unfinished Business: WSU Extension Director Hannah Brause: Discuss proposed staffing change.

WSU Extension Director Hannah Brause represented a proposal to make the 4-H Coordinator position a WSU employee, reminding the Board that Klickitat County is the only county in Washington that has not made this change. Director Brause stated that this change would be a savings to the County of nearly \$40,000 dollars. Director Brause stated that she has previously expressed concern that the 24 hours/week Office Manager position does not provide enough hours to adequately support the department's needs and she proposed to use the savings to move the Office Manager position to full time.

Following Board discussion, the proposal did not receive consensus.

Consent Agenda:

***Approved (M/Anderson, S/Christopher. Passed unanimously):** Consent Agenda with five (5) items, noting that Commissioner Christopher corrected a typo in item #4.

- 1) Scheduling a public meeting to be held Tuesday, November 30, 2021, at 1:30 PM to consider approval of Boundary Line Adjustment 2021-05; Parcel No. 03-18-1251-0001/00 and 03-18-1200-0001/00 in the Goldendale vicinity Applicant: 101 Bar Ranch, LLC.
- 2) Small Works Contract (C20921) between J & S Enterprises and Klickitat County (Public Works Department) for the purpose of providing snow removal services on various County property parking areas and access roads in Goldendale, whenever snow accumulation exceeds 2 inches, as bid at the rate of \$118.25 per hour, effective December 1, 2021 through April 15, 2022.
- 3) Requests from the Public Works Department to allow various employees to carry over vacation hours over the cap of 160 hours into 2021, to be used by June 30, 2022.
- 4) Request from the Public Health Department for authorization and approval to purchase the Dude Solutions Software (C21021) in the total amount of \$2,3260.00 from SmartGov to allow the Public Health Department and the Building Department to quickly verify if a contractor is licensed with the Department of Labor and Industries.
- 5) Request from the Economic Development Department for authorization to publish a Request for Proposals for projects to be funded by lodging tax dollars.

New Business:

Motion (M/ Christopher, S/ Anderson. Passed unanimously): Memorandum authorizing all Department Heads to close their offices at 12:00 Noon on Thursday, December 23rd and at 4:00 PM on Thursday, December 30th, thereby allowing employees to go home early for the Christmas and New Year's Holidays.

Motion (M/ Christopher, S/ Anderson. Passed unanimously): Memorandum encouraging all Elected Officials to also allow their non-essential personnel to leave at 12:00 Noon on Thursday, December 23rd and at 4:00 PM on Thursday, December 30th, thereby allowing employees to go home early for the Christmas and New Year's Holidays.

Voucher Certification and Approval

***Approved (M/Christopher, S/Anderson. Passed unanimously):** Pay Estimate No. 1 to Southern Folger Contracting in the amount of \$2,828.78, less \$151.52 for retainage, adding tax of \$227.27, for a total due to the contractor of \$3,106.05, for the Rolling Security Door.

***Approved (M/Christopher, S/Anderson. Passed unanimously):** Pay Estimate No. 2 to Interstate Concrete & Asphalt, Co. in the amount of \$1,507,485.20, for the Roosevelt Grade Road Overlay Project.

***Approved (M/Christopher, S/Anderson. Passed unanimously):** Pay estimate No. 19 to Kirby Nagelhout Construction Company in the amount of \$247,785.46 which excludes retainage in the amount of \$11,844.18 and includes sales tax in the amount of \$18,583.91, for a total payment amount of \$254,525.19, for the County Services Building Project, Contract No. C03120.

***Approved Warrants (M/Christopher, S/Anderson. Passed unanimously):** Accounts Payable: Warrants (#309857 – #309971) for a total of \$1,829,606.45 and Payroll Warrants (#224153 - #224424), Co. Benefit Warrants (#309801 - #309810), and Electronic Benefit Transfer #944 for a total of \$734,918.90 for a combined total of \$2,564,525.35 for the date ending November 15, 2021.

***Approved Warrants (M/Christopher, S/Anderson. Passed unanimously):** Accounts Payable: Warrants (#310026 – #310135) for a total of \$1,818,115.91 for the date ending November 22, 2021. There were no payroll warrants requiring approval at this time.

Board Pending:

Commissioner Anderson reported that due to the sale of SDS there has been 80 layoffs. The Board discussed the issues caused by the HVAC system being so loud.

Elected Officials Report/Update: Treasurer Greg Gallagher: Finance Committee Update

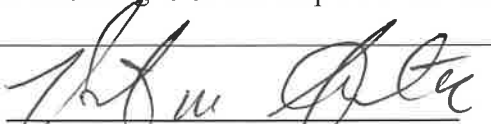
Attendance: Treasurer Greg Gallagher, Director Van Cleave and Fiscal Manager Bartley.

Treasurer Gallagher provided a brief update on property tax collections and the Finance Committee meeting. Discussion followed regarding REET and whether to impose an additional sale and use tax at the rate of .5% pursuant to RCW 82.14.030(2). Treasurer Gallagher indicated that he would prepare a draft resolution for the Board's consideration.

Prosecutor Quesnel advised that he did not have any items for discussion.

Motion (M/Christopher, S/Sauter. Passed unanimously): To adjourn the meeting (4:14 PM). There are no workshops scheduled.

* 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 Zoom 11.23.21 BOCC Meeting.


Approved: David M. Sauter
Chairman of the Board



12-10-21
Date