

**Board of Commissioners**  
**Minutes – Meeting of Tuesday, June 13, 2023**

**Morning Workshop Session**

No Morning Workshop Sessions.

**Commissioner's Business Meeting:**

Chairman Dan Christopher called the meeting to order at 1:00 PM, opening with the Pledge of Allegiance. All three (3) Commissioners were present along with Goldendale residents Ron Ihrig, Dave West, Kathy Moco and various County Elected officials, and members of the public present in person and via Zoom.

**Agenda:**

**Approved (M/Anderson, S/Zoller. Passed unanimously)** Business Agenda with two (2) add-ons- 1) Contract Amendment between Klickitat County Auditor's Office and TDJ, CPA Inc. adding additional hours necessary and extending service conclusion date to September 30, 2023. 2) Under Unfinished Business - Planning Commission's decision recommendation for the Large Scale Solar Moratorium.

**Approval of Commissioner Meeting Minutes:**

**Approved (M/Zoller, S/Anderson. Passed unanimously):** The Klickitat County Board of Commissioners Meeting Minutes for May 30, 2023 as presented.

**Citizen Comments:**

Attendance: Goldendale residents Ron Ihrig, Dave West, Kathy Moco and various County Elected officials, and members of the public present in person and via Zoom.

Dave West, resident of Goldendale, commented on using interim zoning controls.

Vern Harpool, Lyle Community Council, invited the Commissioners to a meeting with the stakeholders in regards to the Lyle Sandbar access.

Kathy Moco, resident of Goldendale, commented on being thankful to live in Goldendale versus other areas where theft is prevalent.

Ken McKune, resident of Goldendale, commented on and agreed with Dave West's comment.

Commissioner Zoller commented on Child Care and thanked Gabriel Gilbert for being persistent.

Commissioner Zoller responded to comments from Dave West, Vern Harpool and Kathy Moco,

Chairman Christopher responded to comments from Dave West, Vern Harpool and Kathy Moco.

Commissioner Anderson responded to comments from Dave West and Ken McKune.

**1:30 PM-New Business:**

Add on - Contract Amendment between Klickitat County Auditor's Office and TDJ, CPA Inc. adding additional hours necessary and extending service conclusion date to September 30, 2023.

**Motion (M/Anderson, S/Zoller. Passed unanimously)** to approve the Contract (C12723) Amendment to the TDJ, CPA Inc. contract.

**1:30 PM Miscellaneous Reports/Comments**

Attendance: Klickitat County Fair board President Ron Ihrig, Fair Board members; Erika Beasley, Helen Rolfe, Margaret Throop, Debra Woodward and members of the public present in person and via Zoom.

President Ihrig requested and received authorization to start the process to have a 245' x 70' building built at the Fairgrounds using funding from Fund #144 and provided an update on the Fair seat bids and sponsorships.

**1:55 PM - Consent Agenda:**

**\*Approved (M/Anderson, S/Zoller. Passed unanimously):** Consent Agenda with Thirteen (13) items.

- 1) Agreement between Klickitat County Emergency Management and WesTek Marketing Service for the Stancil Voice Recording System.
- 2) **Resolution No. 06123** in the matter of Designation of County Crisis Responders to perform mental health investigations, initial detentions, and other duties and responsibilities in accordance with RCW 71.05. Chris DeVilleneuve, Lacey Villamar, Christopher Barker, Charles Burns Jr., Leslie Moorehead, Jon Garner, and Temira Lital.
- 3) **Resolution No. 06223** in the matter of appointing Tim Pitz to the Horticulture Pest and Disease Board.
- 4) **Resolution No. 06323** in the matter of appointing Matthew Graves to the Water Conservancy Board.
- 5) **Resolution No. 06423** in the matter of revising the Sheriff's Office Organizational Chart to reflect replacing the Chief Civil Clerk position with the Chief Civil Deputy position.
- 6) Small Works Contract (**C11723**) between Klickitat County Public Works and Withrow Construction for Klickitat County Sidewalk Project.
- 7) Local Agency Agreement Supplement No.2 (**C11823**) between Klickitat County Public Works and Washington State Department of Transportation for the white plastic edge line project, CRP 368.
- 8) Small Works Contract (**C11923**) between Klickitat County Public Works and Overhead Door of Yakima for Klickitat County Jail Overhead Door Project.
- 9) Small Works Contract (**C12023**) between Klickitat County Public Works and All Seasons Heating and Air Conditioning for Klickitat County Services Building HVAC Repair Project.
- 10) Personnel Authorization for a Plans Examiner I, Building Department, Grade 37, steps 1-3, 40 hours, hourly rate \$21.21 - \$22.51.
- 11) 2023 Klickitat County Historical Grant Agreements between Klickitat County and (**C12223**) Klickitat Historical Society/Presby House Museum, (**C12123**) West Klickitat County Historical Society, (**C12323**) Twin Bridges Historical Museum/Lyle Historical Society, and (**C12423**) Alder Creek Pioneer Association/Carousel Museum.
- 12) Contract (**C12523**) between Klickitat County Behavioral Health Department and Chris De Villeneuve as a Behavioral Health Crisis Responder to extend through December 31, 2023
- 13) Contract (**C12623**) between Klickitat County Behavioral Health and Relias for a subscription to support continuing education and training for the Behavioral Health Staff

**1:50 PM Voucher Certification and Payment Approvals**

**Approved Warrants (M/Zoller, S/Anderson. Passed unanimously):**

Account Payable: (322285-322392) - \$167,409.08 and Direct Deposit: #1003 - \$3875.69 for a total of \$171,284.77.  
Payroll Warrants: (238207-238472) -\$57,3956.60 County Benefit Warrants: (322275-238472) -\$64,440.36  
County Benefit- Electric Transfer: #1001 -\$332,995.06  
For a combined total of \$971,352.02 for the date ending June 12, 2023.

HR Manager KC Sheridan requested and received verbal approval to advertise for the Payroll position in the Auditor's office.

**1:52 PM – Department Update/Report:**

**Public Works /Road Department Update**

Attendance: Public Works Director Jeff Hunter, Interim Engineer Seth Scarola, various County Elected officials, and members of the public present in person and via Zoom.

County Engineer Scarola provided an update on the construction program and road design projects.

Director Hunter provided an update on the East and West End Maintenance Projects, upcoming facilities work/events and the Columbia Hills RV Village.

Director Hunter requested and received verbal authorization to do an amendment to their Non-capital improvement plan to switch the replacement of the Refrigerator to a new Dryer in the Sheriff's Department.

Director Hunter requested and received verbal authorization for vacation carryover for both himself and Seth Scarola.

#### **2:05 PM Unfinished Business:**

Planning Director Mo-chi Lindblad provided an update on the Planning Commission's workshop and the motion that was made and approved stating that the location currently designated on the moratorium is not a suitable site to have a Large Scale Solar site. Chairman Christopher commented on coming up with an emergency zoning ordinance. Director Lindblad handed out the draft ordinance adopting interim controls. A discussion followed.

Chairman Christopher made a recommendation to get a final copy to sign and send to the Prosecutors Office for recommendations. Commissioner Zoller was in support.

Commissioner Zoller gave an update on the Healthcare Authority Board Meeting.

Commissioner Zoller commented on a Town Hall meeting on June 20<sup>th</sup> with Gina Mosbrucker and Sheriff Bob Songer.

Commissioner Anderson commented on discussing Bridge Appointments and Short Term Rentals on Thursday's workshop.

Planning Director Lindblad provided the Board with an updated Ordinance Adopting Interim Zoning Controls and a discussion followed. Commissioner Anderson recommended that the Board send the Ordinance to the Prosecuting Attorney.

**Motion (M/Christopher, S/Zoller, Commissioner Anderson abstained)** to adopt the Ordinance **(O061323)** of Klickitat County relating to the Zoning; Adopting Interim Controls; and, declaring an emergency, providing for a Public Hearing, and providing that the Interim Controls, unless extended, shall sunset within six (6) months of the effective date of the adoption.

#### **3:26 PM - Board Pending**

Chairman Christopher announced that the Board of Commissioners will be going into Executive Session in accordance with RCW 42.30.110(1) (d) To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs, Issues of a general" nature will be discussed in open session.

**( 3:41 PM) Approved (M/Anderson, S/Zoller. Passed unanimously):** There being no further business before the Board, the meeting was adjourned until 9:00 AM on Thursday, June 15, 2023 for scheduled workshops.

**Thursday, June 15, 2023 - Regular Meeting Extension: Workshop Extension.**

#### **Call to Order/Roll Call**

Chairman Christopher opened the workshop at 9:00 AM All three (3) Commissioners were present.

### **Elected Officials salary update.**

Attendance: Human Resources & Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, County Clerk Renea Campbell.

Director Van Cleave provided an update on options for determining salaries for Elected Officials, noting that he has received positive feedback from the County's Elected Officials to tie their salary increases to a percentage of the Superior Court Judge's salary, which most counties do. The Judges salary is determined by the Washington Citizens' Commission on Salaries for Elected Officials. Director Van Cleave provided a cost analysis, which was followed by discussion about what percentages would be used for increases for the various elected official positions. Commissioner Anderson commented that now is not a good time to increase the Boards wages due to decreasing revenues and rising costs.

Chairman Christopher stated that they should go back and look at forming a Salary Commission again. Commissioner Zoller indicated that she did not like that option due to the increased workload on the Auditor and tying the salary increases to the Superior Court Judge's salary would be much easier to manage.

Director Van Cleave reminded the Board that contract negotiations with the unions will start again in 2025, and he provided a history of elected officials salary increases. The Board discussed whether the Commissioner positions were full time or part time. Currently they are classified as .875 FTE. Further discussion followed regarding Elected Officials and regular employee increases needing to be equal and based on the same data. The Board continued the discussion regarding timelines for salary reviews and increases prior to starting the budget process for the following year.

At 10:08 AM Chairman Christopher suggested due to the agenda timeline that the discussion be tabled until this afternoon and noted that he needed a 5-minute recess.

**Motion Approved (M/Anderson, S/Zoller. Passed unanimously):** to recess for 5 minutes.

### **Economic Development Department project review and update:**

Attendance: Senior Economic Development Specialist Richard Foster, Economic Development Specialist Chelsey Jones, and Office Manager Lynn Zielinski.

Specialist Richard Foster provided an overview of the Economic Development Department's responsibilities, which included management of the Associated Development Organization (ADO) Contract which is used for business recruitment, retention, expansion, startups, training, import/export business enrollment, and marketing. The department also is involved in legislative and regulatory activities, infrastructure and community development.

Mr. Foster reported on past year projects and successes, such as million-dollar grant awards that are used for infrastructure development, employee training, community development, business assistance, natural disaster relief, noting that there were some failures where grants were not awarded

Lynn Zielinski provided a Lodging Tax Advisory Committee update, reporting that there are two (2) vacant positions. Ms. Zielinski reviewed Klickitat County events that had received Lodging Tax grant awards. Further discussion followed regarding the criteria for appointment to the Advisory Committee.

Mr. Foster provided updates on the Klickitat County Public Economic Development Authority meetings, Community Aviation Revitalization Board (CARB) loan program, the US Economic Development Administration Life flight project at the airport, and ADO contract and annual reporting deadlines.

Mr. Foster reported on various meetings with Congressional staff visits from Senator Patty Murray's Office, Senator Dan Merkley's Office, and Senator Wyden's Office. He noted there is a July 18<sup>th</sup> meeting with Benton County regarding the Switzler Project, and a meeting June 21<sup>st</sup> with the Department of Ecology to discuss clean up at the Klickitat Mill site. Mr. Foster noted there are also scheduled meetings with State Parks, the community of Klickitat and Mid-Columbia Fisheries.

Chairman Christopher stated that he would like to transfer the lead entity responsibility of the Switzler Water Storage Project to Benton County. Commissioner Anderson provided a brief history behind the development of the Water Inventory Resource Area (WIRA) and lead Entity process.

Mr. Foster reported on the Affordable Housing advisory Board and plans to utilize the KCPEDA to review and award Affordable Housing Funds to projects. Further updates followed on economic gardening which is an economic development model that embraces the fundamental idea that entrepreneurs drive economies and seeks to create jobs by supporting existing companies in a community.

Planning Director Mo-chi Lindblad requested and received clarification regarding scheduling two (2) public hearings for Ordinance O061323, Interim Official Control prohibiting large scale solar projects for August 8, 2023 at 1:30 PM and 6:00 PM.

The Board had a brief discussion concerning broadband grants and infrastructure development in rural areas, which was followed by a discussion regarding Klickitat PUD installing new "smart meters" and adding a demand charge for high volume use. Commissioner Anderson advised that people are looking at adding solar to their homes to offset increasing charges.

**Motion (M/Anderson, S/Zoller. Passed unanimously).** To recess for lunch at 11:20 AM.

**Continuing discussion regarding draft Short Term Rental Ordinance:**

Attendance: Planning Director Mo-chi Lindblad, Building Inspection Director Lynn Ward, and County residents Greg and Debbie Wagner and Sheri Bousquet.

The Board reviewed the updated draft Short-Term Rental (STR) ordinance. Commissioner Zoller shared several changes she would like to see, such as posting the burn ban notices and including a good neighbor handbook for renters. A discussion followed regarding how to handle code compliance issues with renters and property owners. It was noted that other relevant ordinances will need to be updated to reflect the STR ordinance before it is approved.

Commissioner Anderson stated that he believes this is a legislative matter and he can fairly participate in the discussion, but will recuse himself if his seatmates feel that he should. The Board left the decision to Commissioner Anderson to make.

The Board opened the workshop to questions. Ms. Bousquet stated it is important to post the burn ban notices and to address dogs. Mr. Wagner asked why Commissioner Anderson has not had to get a conditional use permit for his STR. Commissioner Anderson explained that his home is a fully, legally permitted dwelling and added that there are no single-family homes used as STRs that have CUPs. He is not legally required to have a CUP.

Following further discussion, the Board asked staff to forward Commissioner Zoller's notes to the Prosecutor's Office.

**Consider qualifications and prioritize candidates for appointment to the Hood River-White Salmon Bridge Authority Board of Directors:**

The Board reviewed candidates for consideration for appointment to the Bridge Authority Board. Commissioner Anderson noted that candidates should have experience pertaining to duties such as project financing, construction, law, organizational management, infrastructure/environmental policy, and/or project development for the replacement of the bridge, and be representative of the communities served by the replacement bridge.

Following review and discussion the Board selected three (3) candidates and three (3) alternates reflecting nominations from the City of Bingen, City of White Salmon and citizens representing Klickitat County. The Board directed staff to prepare a resolution for the June 20<sup>th</sup> agenda, appointing Doug Gibson, Marla Keethler, and Jacob Anderson to serve as Klickitat County's representatives on the Hood River-White Salmon Bridge Authority, and the Bridge Authority Alternate positions: Alternate #1 Seth Gilchrist, Alternate #2 Eric Wilson and Alternate #3 Steve Yates. Initial appointments are to one (1) year terms, effective July 1, 2023 and expiring June 30, 2024.

**Board follow up and pending issues discussions:**

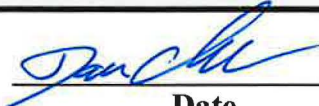
The Board had a discussion regarding the need to make an appointment to a vacant Board of Adjustment position. Since the position is for District 2, Commissioner Zoller will make some inquiries to find a qualified candidate.

The Board continued the Elected Officials salary discussion regarding tying the percentage of increases to the Superior Court Judge's salary, and discussed setting the percentage at 1% under the average.

**Approved (M/Anderson, S/Zoller. Passed unanimously):** There being no further business before the Board, the meeting was adjourned at 3:59 PM.

  
Approved: Dan Christopher  
Chairman of the Board



  
Date