

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday August 29, 2023**

Morning Workshop Session

Chairman Dan Christopher called the meeting to order at 9:45 AM. Commissioners present: Dan Christopher, Jacob Anderson and Lori Zoller.

Annual Performance Evaluation

9:45 AM Annual Performance Evaluation: Executive Session in accordance with RCW 42.30.110(g) for the performance evaluation of a public employee.

Workshop Session Agenda

10:00 AM – Public Works/Road Department Update

Attendance: Public Works Director Jeff Hunter, County Engineer Seth Scarola, Human Resources Director and Risk Management Robb Van Cleave, Fair board members Ron Ihrig and Helen Rolfe, and various County elected officials, employees, and members of the public present in person and via Zoom.

Director Hunter provided an update on the Consent Agenda items and Payment Approvals.

Engineer Scarola provided an update on the Construction Program and Road Design.

Director Robb Van Cleave updated the Board on the Job Classification Committee meeting for establishing pay grade placement for the Public Works Engineer II position. Director Van Cleave asked for a recommendation to adjust the Job Grade to a 74.

Director Hunter provided an update on the East and West end Maintenance Projects, upcoming facilities work and events.

Director Hunter had a discussion with the Board about the use of the WSU office in the Pioneer Center.

Director Hunter updated the Board on the Klickitat County parks.

Fair Board President Ron Ihrig updated the Board on the head count and the sale of passes for the 2023 Klickitat County Fair.

10:36 AM – Department Update/Report Human Resource Update

Attendance: Human Resource and Administrative Services Director Rob Van Cleave, Solid Waste Community Engagement Program Coordinator Mackenzie Coleman, Solid Waste Compliance Officer Joe Johnson, Informational Technology Randy Christiansen, and various County elected officials, employees, and members of the public present in person and via Zoom.

Coordinator Coleman updated the Board on the Solid Waste 2023-2025 Ecology Grant.

Officer Johnson updated the Board on the Roosevelt Landfill and the Transfer Stations.

Director Christiansen updated the Board on the Key Performance Indicators (KPI).

11:00 AM Executive Session

Executive Session with Prosecuting Attorney David Quesnel, Deputy Prosecuting Attorney Rebecca Cranston and Robb Van Cleave in accordance with RCW42.30.110(1)(i), to discuss threatened and pending litigation. Chairman Christopher noted that the session would last (15) minutes. At 11:15 AM it was announced the executive session would be extended five (5) minutes. At 11:20 AM it was announced the executive session would be extended five (5) minutes. At 11:25 AM it was announced that the executive session would be extended five (5) minutes. At 11:30 AM it was announced that the executive session would be extended five (5) minutes. At 11:35 AM it was announced that the executive session would be extended five (5) minutes. At 11:40 AM it was announced that the executive session would be extended five (5) minutes. The Executive Session ended at 11:45 AM. No Action was taken.

Motion (M/Anderson, S/Zoller. Passed unanimously). To recess for lunch at 11:47 AM.

Commissioner's Business Meeting

Chairman Dan Christopher reconvened the meeting at 1:00 PM, opening with the Pledge of Allegiance. All three (3) Commissioners were present.

Agenda:

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

Approval of Commissioner Meeting Minutes

No minutes presented.

Citizen Comment:

Attendance: Goldendale residents, Candy Magnusen and Kathy Moco, Public Health Director Erinn Quinn, Associate Planner Denise Lee, various County elected officials, employees, and members of the public present in person and via Zoom.

Candy Magnusen, resident of Goldendale, commented on Short Term Rentals.

Aia Walker, resident of Utah, commented on Klickitat County Authorities.

Kathy Moco, resident of Goldendale, commented on the Klickitat County Fair admission.

Don Bryan, resident of White Salmon, commented on vehicle licensing.

Commissioner Zoller replied to Ms. Magnusen, Ms. Walker, Ms. Moco, and Mr. Bryan.

Commissioner Anderson replied to Ms. Magnusen, Ms. Walker, Ms. Moco, and Mr. Bryan.

Chairman Christopher replied to Ms. Magnusen, Ms. Walker, Ms. Moco, and Mr. Bryan.

1:33 PM Public Meetings/Public Hearings/Bid Openings:

Public Hearing: Mid-Columbia Housing Authority Karen Long provided a staff report to review and receive comments on the final project performance of the CDGB- Coronavirus funds that were provided by HUD through the Washington Department of Commerce with the goal to prepare, prevent, and respond to the Coronavirus Pandemic. These funds were targeted to benefit primarily low to moderate income individuals with essential assistance to stabilize eligible households impacted by COVID-19.

Public Meeting- Planning Department Associate Planner Denise Lee provided a staff report to consider Final Approval of Subdivision No. SUB2018-02. A proposal to create 35 lots from parcel 04-10-3617-1002/00. The proposed subdivision is located within a portion of Section 36, T4N, R10E, W.M., Klickitat County, WA, in the Husum vicinity. Applicant: Husum Greens, LLC (Guy Skeele, representative)

Motion (M/Zoller, S/Anderson. Passed unanimously): approval of Subdivision SUB2018-02

Public Meeting: Planning Department Assistant Planner Rebecca Hail provided a staff update to consider Final approval of Boundary Line Adjustment BLA2023-04, parcel numbers 02-12-0322-1402/00 & 02-12-0322-1403/00 in Section 3, T2N, R12E, W.M. in the Lyle vicinity. Applicants Sylvia Gould Trust (Ferrell)

Motion (M/Anderson, S/Zoller. Passed unanimously): approval of Boundary Line Adjustment BLA2023-04

Public Meeting: Planning Department Assistant Planner Rebecca Hail provided a staff update to consider Final approval of Boundary Line Adjustment BLA2023-06 parcel numbers 05-16-3619-1004/00 & 05-16-3600 0017/00 in Section 36, T5N, R16E, W.M. in the Goldendale vicinity. Applicant: KLM Developing, LLC

Motion (M/Anderson, S/Zoller. Passed unanimously): approval of Boundary Line Adjustment BLA2023-06

Public Meeting: Planning Department Assistant Planner Rebecca Hail provided a staff update to consider Final approval of Short Plat SPL 2022-23; parcel number 03-10-1444-0012/00 in Section 14, T3N, R10E, W.M. in the White Salmon vicinity. Applicant Larry Wimmer

Motion (M/Anderson, S/Zoller. Passed unanimously): approval of Short Plat SPL2022-23

1:50 PM Consent Agenda:

Approved (M/Anderson, S/Zoller. Passed unanimously): Consent Agenda with ten (10) items.

1. Klickitat County Informational Technology authorization to purchase a backup Wireless Handheld Microphone to use in the Commissioners Chambers.
2. Professional Services Agreement (**C16623**) between Klickitat County Health Department and Brett Merle, an independent contractor, for the purposes of providing transportation services for clients to Behavioral Health services and or care when there are no other transportation services.
3. Authorization of Purchase by the Klickitat County Sheriff's Office for Lexipol Annual Law Enforcement Policy Manual and Daily Training Bulletins for use by all Staff of Klickitat County Sheriff's Office.
4. Agreement (**C16723**) Between Klickitat County and the City of Bingen-White Salmon Police Department for incarceration of city prisoners. This is a four (4) year agreement with a 3% cost of living increase each year.
5. Memorandum from the Planning Department to schedule a public meeting to be held in the Board of County Commissioners meeting room Tuesday September 5, 2023 at 1:30 PM as follows: To consider approval of a Boundary Line Adjustment, BLA2023-09, parcel numbers 03-11-1100-0005/00 and 03-11-1151-0002/00 in Section 11, T3N, R11E, W.M., in the White Salmon vicinity. Applicants: James Blilie and Anne Gengler
6. Approval of Lease Agreement (**C16823**) between Klickitat County and 1st Class Office Solutions, LLC authorized dealership for Quadient Leasing for a postage machine lease.
7. Request for Concurrence from Klickitat County Public Works to award bid for Curve Warning Signs and Guidepost, CRP 371 project to Knife River Corporation Northwest. This contract provides for the improvement of Klickitat Appleton Road by the installation of new warning signs, posts, removal of existing signs and posts, installation of flexible guidepost and other work.
8. Execute the Contract (**C16923**) and Contract Bonds between Klickitat County Public Works and Hicks Striping & Curbing, Inc. for the White Plastic Edge Line CRP 368. This contract provides for the improvement of 1.58

miles of Bickleton Hwy, 14.56 miles of Centerville Hwy, 5.66 Miles of Appleton Road, and 6.36 miles of Pine Forest Road by the installation of extruded thermoplastic line and other work.

9. Local Agency Agreement (C17023) Supplement No. 1 between Klickitat County Public Works and Washington State Department of Transportation for the purpose of providing federal funds for the total project estimated amount of \$2,830,000.00 for the Bickleton Area Paving Project, CRP 372.

10. Updated Local Agency Federal Aid Project Prospectus (C17123) between Klickitat County (Public Works) and the Washington State Department of Transportation for the purpose of providing federal funds in the amount of \$2,830,000.00 to be used for Bickleton Area Paving Project, CRP 372.

2:40 PM Payment Approvals/Pay Estimates/Change Orders:

Motion (M/Anderson, S/Zoller. Passed unanimously): Approval of Pay Estimate 1 & Final for “Klickitat County Sidewalk Project”. Withrow Construction was the lowest responsive bidder with the total bid amount of \$9,729.83. This project is included in the MP Fund 307 Budget.

Motion (M/Anderson, S/Zoller. Passed unanimously): Approval of Pay Estimate 1 & Final for “Klickitat County Jail Overhead Door Project”. Overhead Door of Yakima was the lowest responsive bidder with a bid of \$26,641.00. This project is included in the 2023 Non-Capital Improvement Budget.

Voucher Certification and Payment Approvals:

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

Accounts Payable: (#324195 -342281); for a net of \$216,014.20.

Payroll Warrants: (#239803 –240073), County Benefit Warrants (#324282-324290) and Electronic Transfer #1010; for a combined total of \$1,153,471.75 for the date ending August 28, 2023.

1:52 PM Unfinished Business:

The Board had a discussion regarding the Columbia Land Trust Forest Legacy Conservation Easement letter of support.

The Board discussed the Shared Trust with Municipalities.

Commissioner Zoller gave an update on the open MCCED Board position.

(2:14 PM) Approved (M/Anderson, S/Zoller. Passed unanimously): There being no further business before the Board, the meeting was adjourned until 9 AM on Thursday, August 31, 2023.

August 31, 2023 Budget Workshop

Call to Order/Roll Call: All three (3) Commissioners were present.

Workshop Session Agenda:

8:30 AM – Budget Workshop

Attendance: Fiscal Manager Jenn Neil, Treasurer Greg Gallagher, Auditor Heather Jobe, HR & Administrative Services Director Robb Van Cleave and Public Works Accountant Lindsey Garcia.

Fiscal Manager Jenn Neil discussed the Washington State University Extension budget, Senior Services Budget, Economic Development budget, Sheriff range deputy, grant writer position, using surplus vehicles in other departments.

10:00 AM – Prosecuting Attorney David Quesnel

Attendance: Fiscal Manager Jenn Neil, Treasurer Greg Gallagher, Auditor Heather Jobe, HR & Administrative Services Director Robb Van Cleave, Public Works Accountant Lindsey Garcia, Prosecuting Attorney David Quesnel, Deputy Prosecuting Attorney Rebecca Cranston and Chief Deputy Prosecuting Attorney David Wall.

Prosecutor Quesnel and the Board discussed the funding for the different positions in the Prosecuting Attorney's office and the 2024 Budget.

10:35 AM – Building Department Director Lynn Ward

Director Ward discussed the Building Department budget with the Board and Manager Neil.

12:00 PM – WSU Extension Director Hannah Brause, Jim Kropf and Mike Gaffney with WSU (via zoom)

Attendance: Fiscal Manager Jenn Neil, Treasurer Greg Gallagher, Auditor Heather Jobe and HR & Administrative Services Director Robb Van Cleave.

Director Brause, Mr. Kropf and Mr. Gaffney discussed the WSU program and the WSU budget

1:00 PM – Public Works Department Director Jeff Hunter

Attendance: Fiscal Manager Jenn Neil, Treasurer Greg Gallagher, Auditor Heather Jobe, HR & Administrative Services Director Robb Van Cleave, Public Works Director Jeff Hunter and Public Works Deputy Director of Finance and Administrative Services Pam Beierle

Director Hunter and Deputy Director Beierle discussed different aspects of the budget with the Board.

3:00 PM – Washington Association of Counties County Courthouse Briefing

Attendance: WSAC Executive Director Eric Johnson and President Mary Kuney.

Director Johnson and President Kuney shared information about WSAC, discussed Wildfire Insurance, indigent defense caseload standards and notified the Board of an upcoming meeting in October in regards to the Shoreline Master Program and Critical Area Ordinance. The Board discussed the issues the county is having with grapes and solar panel siting/location.

Commissioner Anderson left the meeting at 4:15 PM

Approved (M/Christopher, S/Zoller. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 4:32 PM.

*Reference Document on File. The Board of Commissioners' minutes are action minutes. A digital recording is on file as part of the official record and available on file 08-29-2023 BoCC Zoom meeting. Please Note: All Commissioner meetings and workshops are open to the public to attend. Meetings are recorded, Workshops are NOT recorded.



Approved: **Dan Christopher**
Chairman of the Board



9.19.2023

Date