

Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, September 5, 2023

Morning Workshop Session

Chairman Dan Christopher called the meeting to order at 10:00 AM. Commissioners present: Dan Christopher, Jacob Anderson and Lori Zoller.

Workshop Session Agenda

10:00 AM – Public Works/Road Department Update

Attendance: Public Works Director Jeff Hunter, County Engineer Seth Scarola, 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.

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

Director Hunter provided an update on the East and West end Maintenance Projects, Upcoming Facilities Work and Events.

Director Hunter presented other issues and follow ups which included the scheduling of the Six Year Hearings. The Board scheduled the Hearings for October 17th at 1:30 PM and 6:00 PM.

10:10 AM Human Resources and Administrative Services Director Robb Van Cleave introduced the Board to Miss Jeslyn Berry who will be working for the Human Resources Worksite Learning Program.

10:15 AM – Department Update/Economic Development Director Richard Foster

Attendance: Human Resource and Administrative Services Director Rob Van Cleave, Fiscal Manager Jenn Neil, Economic Development Specialist Chelsea Jones, Economic Development and Natural Resources Office Manager Lyn Zielinski, Economic Development Director Richard Foster and various County elected officials, employees, and members of the public present in person and via Zoom.

Specialist Jones updated the Board on MCEDD, Workforce Development, City Engagement, Broadband, Housing, and trainings that have been and will be attended.

Office Manager Zielinski updated the Board on the Lodging Tax Advisory Board and the Chamber of Commerce.

Director Foster updated the Board on the Community Aviation Revitalization Board (CARB), Columbia Gorge Regional Airport, pursuing a Capital Expenditures Budget Request, Klickitat Mill Site, Commerce, and the Economic Development Specialist new hire that will be starting employment on October 1, 2023.

10:42 AM Board Discussion the Board discussed the legalities and policies of drone use for the Code Compliance Officer and the budget to print Tips for Country Living booklet.

Director Van Cleave updated the Board on mediation training for the Code Compliance Officer.

The Board directed staff to schedule Mr. Zack Kennedy for a discussion during a Tuesday Commissioner meeting.

The Board discussed the Columbia Land Trust letter of Support, carbon credits and nominations of the EMS Board.

11:47 PM Skamania County Commissioner Tom Lannen joined via zoom to discuss the Forest Legacy Conservation Easement letter of Support.

Motion (M/Anderson, S/Zoller. Passed unanimously). To recess for lunch at 11:54 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): Business Agenda with one (1) add-on under New Business, being the discussion of the Forest Legacy Conservation Easement letter of support.

Approval of Commissioner Meeting Minutes

Approved (M/Anderson, S/Zoller. Passed unanimously): the Klickitat County Board of Commissioners Meeting Minutes for August 1, 2023, August 8, 2023 and August 15, 2023 as presented.

Citizen Comment:

Attendance: Goldendale Residents Kathy Moco, Dave West, Pat Shamek, Klickitat County Fair Board President Ron Ihrig, White Salmon resident Lisa Evans, and various County elected officials, employees, and members of the public present in person and via Zoom.

Patricia Shamek, resident of Goldendale, commented on the WSU Extension Office.

Tracey Benson-Curdy commented on the WSU Extension office.

Kathy Moco, resident of Goldendale commented on pictures in the Services Building and the WSU Extension office.

Jenne (unknown last name), commented on Klickitat County Public Works and use of roads for Timber Companies.

Ron Ihrig, resident of Goldendale, commented on behalf of the Klickitat County Fair Board and thanked Public Works and Adult and Juvenile Probation for all of their hard work during the fair.

Greg Wagner, resident of Goldendale commented on Short Term Rentals.

Lisa Evans, resident of White Salmon, commented on students in Klickitat County and COVID19.

Anita Clever, resident of Goldendale, commented on the Budget deficit.

Shery Bousquet, resident of Husum, commented on Short Term Rentals, 4-H, and COVID19.

Chairman Christopher replied to Ms. Moco, Jenne, Mr. Ihrig, Ms. Evans and Anita Clever and the comments regarding WSU Extension

Commissioner Zoller replied to Ms. Evans and the comments regarding WSU Extension.

Commissioner Anderson replied to Ms. Moco, Mr. Ihrig, Ms. Shamek, Tracy, Ms. Evans, and Ms. Clever.

1:40 PM Public Meetings/Public Hearings/Bid Openings:

Public Meeting: Planning Department Assistant Planner Rebecca Hail provided a staff update to consider approval of Boundary Line Adjustment BLA2023-09 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

Motion (M/Anderson, S/Zoller. Passed unanimously): to approve BLA2023-09

Public Hearing: Fiscal Manager Jenn Neil provided a staff update to review and receive comments on the consideration of Supplemental Budget (2023-2) and Amendments of various funds and departments to the 2023 budget expenditures in the sum of \$373,464.00.

Commissioner Anderson and Chairman Christopher thanked Manager Neil for all of her hard work on the 2023 Budget.

Motion (M/Anderson, S/Zoller. Passed unanimously): approval of the 2023-2 Supplemental Budget.

1:50 PM Consent Agenda:

Approved (M/Anderson, S/Zoller. Passed unanimously): Consent Agenda with 8 items.

1. Local Solid Waste Financial Assistance Agreement (**C17223**) between Klickitat County Solid Waste and the State of Washington Department of Ecology. The local Solid Waste Assistance Fund (LSWFA) provides funding to the Solid Waste Department for outreach and education programs on recycling, composting, and hazardous waste. LSWFA also covers the majority of the costs involved in the Solid Waste management update.

2. **Resolution No. 09323** in the matter of establishing Pay Grade placement for the new Position of Public Works Deputy Director of Facilities. The Board of County Commissioners appointed Public Health Director Erinn Quinn, Job Classification Committee Member, to evaluate the recommended Pay Grade placement. A consensus was reached to place the new position of the Deputy at Pay Grade 74, effective June 1, 2023.

3. Notice to Contractors and scheduling a bid opening for September 26, 2023 at 1:30 PM for the construction of the Fairgrounds Sale Barn Project. This contract provides for supplying and constructing a 17,150 square foot steel building package including concrete floors, structural concrete foundation, and 200 Amp electrical. The Engineers estimate is between \$850,000.00 and \$1,150,000.00

4. Memorandum from the Planning Department to schedule a Public Meeting to be held in the Board of County Commissioners meeting room Tuesday September 12, 2023 at 1:30 PM as follows: To consider approval of Boundary Line Adjustment, BLA2023-08, parcel numbers 04-13-2350-0713/00 and 04-13-2350-0711/00 in Section 23, T4N, R13E, W.M. in the Klickitat vicinity. Applicants: Robert Welch, Welch Enterprises.

5. **Resolution No. 09423** in the matter of revising the Auditor's Organizational Chart to reflect revising the chain of command, moving the casual Election Workers under the supervision of the Election Administrator position

and updating the Clerical Administrative Assistant II, Grade 35 boxes to be Clerical Administrative Assistant II or III, Grade 35 or 36.

6. Personnel Authorization to advertise for a full time Legal Administrative Assistant I or II in the Clerk's Office, Grades 35-36, Steps 1-3, Hourly rate of \$18.90-\$20.03/\$20.01-\$21.22.

7. **Resolution No. 09523** in the matter to temporarily close East Road, County Road No. 45000 per RCW 47.48.020. The temporary closure of East Road, County Road 45000 at Mile Post 14.5 through Mile Post 15.5 is for the removal of the old Cattle Pass and the installation of a new Cattle Pass. The scheduled dates of closure are from September 5, 2023 through September 22, 2023.

8. Approval of Cost of Living Adjustments (COLA) transfer. COLA for non-represented positions through Klickitat County were budgeted as a placeholder within the general funds non-departmental budget to be transferred to department budgets on an as needed basis.

Voucher Certification and Payment Approvals:

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

Accounts Payable: (#324357 – 324453) for a net of \$903,976.59.

There were no Payroll warrants requiring approval.

1:55 PM Payment Approvals/Pay Estimates/Change Orders:

Approval of the First and Final Pay Estimate for the Slope Flattening, and/or Guardrail Project, CRP 370 in the amount of \$264,283.37. Bids were publicly opened at 1:30 PM on June 6, 2023 in the Commissioners Chambers. Frank Gurney, Inc. was the only responsive bidder with a total amount of \$301,623.00.

Motion (M/Anderson, S/Zoller. Passed unanimously): approval of pay estimate to Frank Gurney, Inc.

Approval of the Final Pay Estimate for Courtney Road, CRP 342 & CRP 343 in the amount of \$500,007.19. Bids were publicly opened at 1:30 PM on January 25, 2022 in the Commissioners Chambers. James Dean Construction was the lowest responsive bidder.

Motion (M/Anderson, S/Zoller. Passed unanimously): approval of final pay estimate to James Dean Construction.

2:00 PM Unfinished Business:

Mr. Adam Wagner, EMS District Board, Director Position No. 3 nominee joined via zoom for an interview.

Motion (M/Zoller, S/Anderson. Passed; Chairman Christopher Abstained with the reason of disagreement with the policy of the Board voting.): approval of nomination to Adam Wagner for Director Position No. 3 on the EMS District Board.

2:15 PM New Business:

The Board had a discussion on the Forest Legacy Conservation Easement letter of support.

Motion (M/Anderson, S/Zoller. Passed unanimously): approval to sign the letter of Support for Forest Legacy Conservation Easement.

2:25 PM Miscellaneous Reports/Comments

The Board had a discussion on the Municipality Court cost.

The Board had a discussion about the MOU for the WSU Extension Contract.

2:30 PM Board Pending:

Issues as determined by the Board of Commissioners, some of which may qualify for Executive Session in accordance with RCW 42.30.110(1)(i) to discuss threaten and pending litigation or (d) To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs, or (g) to review the performance, discipline, and/or qualifications of a public employee or a "closed session" to discuss collective bargaining proposals/negotiations, grievance, mediation, and/or arbitration proceedings all associated with collective bargaining in accordance with RCW 42.30.140(4). Issues of a general nature will be discussed in open session.

(2:47 PM) Approved (M/Anderson, S/Zoller. Passed unanimously): There being no further business before the Board, the meeting was adjourned until 9 AM Thursday September 7, 2023.

September 7, 2023 Budget Workshop

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

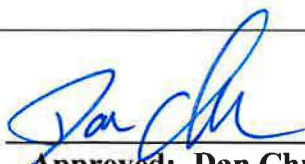
Attendance: Fiscal Manager Jenn Neil, Treasurer Greg Gallagher, Clerk Rene Campbell, Auditor Heather Jobe, HR & Administrative Services Director Robb Van Cleave and Public Works Accountant Lindsey Garcia.

9:00 AM - Manager Neil advised the board of the Public Hearing for the Budget to be scheduled the first week in October. The Board discussed salary increases, Finance Committee, Distressed County Sales Tax, Washington State University Extension.

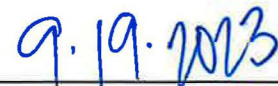
10:45 AM – The Board discussed having Planning Department updates, potential changes with the Columbia River Gorge Commission, working order, policies, workshops, agendas, changing the deadline for Board Packets to Wednesday, subdivisions and road maintenance agreements.

(11:39 AM) Approved (M/Anderson, S/Zoller. Passed unanimously): There being no further business before the Board, the meeting was adjourned.

*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 09-05-2023 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



Date