



BOARD OF KLICKITAT COUNTY COMMISSIONERS

Meeting Minutes of:

Tuesday, November 21, 2023

Morning Workshop Session

The Board of Klickitat County Commissioners met in regular session on November 21, 2023 beginning at 9:00 AM in the Board of County Commissioners Chambers at the Klickitat County Services Building, 115 W Court St. Goldendale, Washington 98620. Chairman Dan Christopher, Commissioner Lori Zoller and Commissioner Jacob Anderson were present, opening with the Pledge of Allegiance.

9:00 AM Approval of Commissioner Meeting Minutes

- No meeting minutes as presented.

Approval of Agenda

- **Approved (M/Anderson, S/Zoller. Passed unanimously):** The Business Agenda was approved as amended as follows: *One (1) add-on under New Business: discussion of the document "Rules of Procedure of the Klickitat County Board of Commissioners"*

9:05 AM Public Comments

Attendance: Auditor Heather Jobe, Interim Planning Director Lori Anderson, Treasurer Greg Gallagher, Emergency Management Director Jeff King, Fiscal Services Manager Jenn Neil, Human Resources and Administrative Services Director Robb Van Cleave, Building Director Lynn Ward and Goldendale residents, Dave West and Dave Barta and various County elected officials, employees, and members of the public present in person and via Zoom

- Lori Anderson, Community Meal Site, hosting of the Holiday Dinner for County Employees
- Jeff Lawton, Klickitat County dog ordinance
- Tracy McKune, Redfin, Microfiche Company
- Greg Wagner, Consent Agenda item, Commissioner Workshops
- Sheri Bousquet, Consent Agenda item, Microfiche Company
- Don Bryan, Republic Services Contract

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9:35 AM Consent Agenda

- **Approved (M/Anderson, S/Zoller. Passed unanimously):** Consent Agenda with nineteen (19) items. Pulling items numbers 5, 8 and 9 for further discussion.

Behavioral Health

1. **Resolution No. 11423** 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. The following individuals are appointed and added to the list of County Designated Crisis Responders: Tyrone Bryan, Leslie Moorhead, Christopher Barker, Chris De Villeneuve, Charles Burns Jr., Jon Garner, Jeffery Albin, and Lacey Villamar.

Commissioners

2. **Resolution No. 11523** in the matter of setting a public hearing to consider amending Ordinance O080823 on Tuesday December 12, 2023 at 1:00 PM at the Klickitat County Commissioners meeting room on the 2nd floor at 115 W. Court Street Goldendale, WA.

Economic Development

3. **Resolution No. 11623** in the matter of appointing seven (7) members, Lori Zoller, Lisa Evans, Tammara Tipple, Carl Coolidge, Mindy Robison, Marie Gunkel and Teja Finch to the Klickitat County Lodging Tax Advisory Committee for a three-year term expiring August 31, 2026.

Emergency Management

4. Grant Agreement (**C21523**) between Washington Military Department Homeland Security and Klickitat County Department of Emergency Management. This Grant Agreement 23HSGP E24-136 supports efforts to prevent terrorism and other catastrophic events.

Fiscal Services

5. ~~Resolutions in the matter of establishing the 2024 Tax Levy for the Road Fund, the Tax Levy for the General Fund, Election Reserve Fund, and the Veterans Relief Fund, and the adoption of the Budget for the year 2024 for Klickitat County Government.~~
6. **Resolution No. 12023** in the matter of transfer of 2023 Budget for the Planning Department in the 001 General Fund to make a one-time transfer from Planning's personnel budget to their operating budget.

Informational Technology

7. Service agreement (**C21623**) between Klickitat County Informational Technology and Critical Insight to perform a Critical Insight Service Controls Security Assessment of Klickitat County's cyber infrastructure.

Natural Resources

8. ~~Resolution in the matter of granting funds to the Klickitat County Water Conservancy Board in the amount of \$10,800 to fund its activities pursuant to the laws, rules, and regulations governing water conservancy boards in the state of Washington and Memorandum of Understanding between Klickitat County and the Klickitat County~~

~~Water Conservancy Board for the purpose of granting the Water Conservancy Board \$10,800 to be used to benefit the citizens of Klickitat County. This has been budgeted for fiscal year 2023 under non-departmental.~~

Planning Department

9. ~~Ordinance in the matter of amendments to zoning regulations creating a large scale industrial solar prohibition in these defined areas within the Goldendale and Centerville Valleys including townships Ranges 3-14, 3-15, 3-16, 4-14, 4-15, 4-16, 4-17, 5-15, 5-16 and 5-17 in Klickitat County, Washington. The Board of County Commissioners passed a motion for the adoption of this prohibition on November 8, 2023.~~
10. Memorandum from the Planning Department to schedule a Public Meeting to be held Tuesday, November 28, 2023 at 1:00 PM, in the Commissioners meeting room to consider approval of Short Plat, SPL 2022-06; parcel number 04-10-3667-0005/00 in Sections 36, T4N, R10, W.M. in the Husum vicinity. Applicants, Don and Heidi Struck.
11. Memorandum from the Planning Department to schedule a Public Meeting to be held Tuesday, November 28, 2023 at 1:00 PM, in the Commissioners meeting room to consider approval of Short Plat, SPL 2022-02; parcel number 05-17-1400-0006/00 in Sections 14, T5N, R17E, W.M. in the Goldendale vicinity. Applicants, Johnson Bunch. LLC.
12. Memorandum from the Planning Department to schedule a Public Meeting to be held Tuesday, November 28, 2023 at 1:00 PM, in the Commissioners meeting room to consider approval of Short Plat, SPL 2022-28; parcel number 04-16-3216-1001/00 in Sections 32, T4N, R16, W.M. in the Goldendale vicinity. Applicant, Rhoades Property Management.
13. Memorandum from the Planning Department to schedule a Public Meeting to be held Tuesday, November 28, 2023 at 1:00 PM, in the Commissioners meeting room to consider approval of Short Plat, SPL 2022-15; parcel number 06-12-1060-0002/00 in Sections 10, T6N, R12E, W.M. in the Glenwood vicinity. Applicants, Aaron and Jenny Montgomery.
14. Memorandum from the Planning Department to schedule a Public Meeting to be held Tuesday, November 28, 2023 at 1:00 PM, in the Commissioners meeting room to consider approval of Boundary Line Adjustment. BLA2023-13, parcel numbers 05-15-1054-0002/00 and 05-15-1000-0007/00 in Section 10, T5N, R15E, W.M. in the Goldendale vicinity. Applicants, Cameron/Wilcox.
15. Memorandum from the Planning Department to schedule a Public Meeting to be held Tuesday, November 28, 2023 at 1:00 PM in the Commissioners meeting room to consider approval of Short Plat SPL2021-30; parcel number 05-17-1400-0001/00 in Section 14, T5N, R17E, W.M. in the Goldendale vicinity. Applicant, ANCO Properties. LLC.
16. Memorandum requesting Planning Department Interim Planning Director Lori Anderson to be able to carry over 73 vacation hours, to be used by June 30, 2024.

17. Memorandum from Interim Planning Director Lori Anderson requesting that Assistant Planner Rebecca Hail be able to carry over 36 vacation hours, to be used by June 30, 2024.

Public Health

18. Consolidated Contract Amendment 15 (C21723) between the Department of Health and Klickitat County Health Department. This contract amends the Statement of Work for the Public Health Workforce Development, funding of \$100,000, Office of Immunization, decrease in funding of \$6,610, and Drinking Water-Group A, increase of funding of \$1,600. This amendment increases funding to \$95,440.

Public Works

19. Approval of Small Works Contract (C21823) between Klickitat County Public Works and Dirt Works Unlimited for the 2023-24 White Salmon County Parking Lots Snow Removal as the bid in the amount of \$161.25/hour. This project is included in Buildings and Grounds Fund 001.
20. Request for concurrence (C21923) to award 2023 Crushing project bid to DeAtley Crushing Company. DeAtley Crushing Company was the lowest responsive bidder.
21. Request for concurrence (C22023) to award bid for the Bickleton Area Paving, CRP 372 project to American Rock Products. American Rock Products was the lowest responsive bidder.

Sheriffs

22. Authorization to purchase annual body-worn camera video service from Motorola for use by the patrol and jail deputies within the Sheriff's Office.
23. Pharmacist Collaborative Drug Therapy Agreement (CDTA)(C22123) for the jail to increase access to high quality care rendered by independent community Pharmacists and leveraging a Pharmacist's training to positively impact jail population health for a variety of minor ailments, vaccine needs, travel needs and chronic disease management.

Discussion of Consent Agenda Item Number 9:

The Board discussed item number 9 from the Consent Agenda.

- **Approved (M/Christopher, S/Zoller. Passed unanimously)**

Ordinance No. O112123 in the matter of amendments to zoning regulations creating a large scale industrial solar prohibition in these defined areas within the Goldendale and Centerville Valleys including townships-Ranges 3-14, 3-15, 3-16, 4-14, 4-15, 4-16, 4-17, 5-15, -5-16 and 5-17 in Klickitat County, Washington. The Board of County Commissioners passed a motion for the adoption of this prohibition on November 8, 2023.

9:40 AM Election Update

Attendance: Auditor Heather Jobe, Interim Planning Director Lori Anderson, Treasurer Greg Gallagher, Emergency Management Jeff King, Fiscal Services Manager Jenn Neil, Building

Director Lynn Ward, Public Works Director Jeff Hunter, Goldendale resident Dave Barta and various County elected officials, employees, and members of the public present in person and via Zoom

Auditor Heather Jobe gave an update on the November 7th Election and the current Microfiche Company contract.

Treasurer Greg Gallagher gave an update on the Finance Steering Committee.

10:00 AM Department Update/Planning Department

Attendance: Auditor Heather Jobe, Interim Planning Director Lori Anderson, Treasurer Greg Gallagher, Emergency Management Jeff King, Fiscal Services Manager Jenn Neil, Building Director Lynn Ward, Public Works Director Jeff Hunter, Goldendale resident Dave Barta and various County elected officials, employees, and members of the public present in person and via Zoom

Chairman Christopher updated the Board on the request from Western Washington University to interview the Planning Director regarding a WWU class research project investigating the relationships between tribes and counties in Washington State to assess the status of intergovernmental cooperation in planning. The Board came to a consensus for Interim Director Anderson to respond and decline at this time.

Interim Planning Department Director Lori Anderson and Planning Commission member Dave Barta gave a Planning Commission update. The Board came to a consensus to move forward without working with the Watershed Group.

Interim Planning Department Director Lori Anderson gave a department update on:

- Land Use Development Application fee increase, Under Canvas, year-end Short Plat filings and permit filings.

Discussion of Consent Agenda items number 5 and 8

The Board has a discussion on Consent Agenda number 5.

- **Approved (M/Anderson, S/Zoller. Chairman Christopher voted no) Resolution No. 11723** in the matter of establishing the 2024 Tax Levy for the Road Fund, **Resolution No. 11823**, Tax Levy for the General Fund, Election Reserve Fund, and **Resolution No. 11923**, Veterans Relief Fund and the adoption of the Budget for the year 2024 for Klickitat County Government.

The Board had a discussion on Consent Agenda item number 8.

- **Approved (M/Anderson, S/Zoller. Chairman Christopher voted no) Resolution No. 12123** in the matter of granting funds to the Klickitat County Water Conservancy Board in the amount of \$10,800 to fund its activities pursuant to the laws, rules, and regulations governing water conservancy boards in the state of Washington and Memorandum of Understanding between Klickitat County and the Klickitat County Water Conservancy Board for the purpose of granting the Water Conservancy Board \$10,800 to be used to benefit the citizens of Klickitat County. This has been budgeted for fiscal year 2023 under Non-Departmental.

10:30 AM Department Update/Public Works/ Road Department Update

Attendance: Public Works Director Jeff Hunter, County Engineer Seth Scarola, Auditor Heather Jobe, Treasurer Greg Gallagher, Emergency Management Director Jeff King, Emergency Management Chief of Operations Filiberto Ontiveros, Human Resources and Administrative Services Director Robb Van Cleave and various County elected officials, employees, and members of the public present in person and via Zoom.

Public Works Director Jeff Hunter and County Engineer Seth Scarola provided a Staff update on:

- Consent Agenda items
- New placement location of the Veterans Officer. The Board agreed to move the Veterans Office location to the WSU Extension office in the Klickitat County Services Building. Commissioner Zoller agreed to communicate with WSU about the new location.
- L an I elevator inspections; The Board gave consensus to Director Hunter to fix the Courthouse elevator
- Construction Program and Road Design, West and East end maintenance projects, upcoming facilities work, events, other issues and follow ups.
- The Glenwood Room at the Pioneer Center
- Snow removal costs

Payment Approvals/Pay Estimates:

Approval of Final Pay Estimate for the 2023 Annual Striping Project RN 642-23, in the amount of \$25,534.20

Motion (M/Anderson, S/Zoller. Passed unanimously) approval of Final Pay Estimate

Approval of Pay Estimate 3 for Klickitat County Jail Re-Roofing Project in the amount of \$82,775.00

Motion (M/Anderson, S/Zoller. Passed unanimously) approval of Pay Estimate 3

Director Hunter updated the Board on the influential screen replacement at the Dallesport Water Treatment Plant and the Airport water line.

11:25 AM Payroll Warrant Certification and Payment Approvals

- **Approved Warrants (M/Zoller, S/Anderson. Passed unanimously):**
Accounts Payable Warrants in the amount of \$440,200.10 and Payroll/Benefit Warrants in the amount of \$857,812.84 for the date ending November 13, 2023.
- **Approved Warrants (M/Zoller, S/Anderson. Passed unanimously):**
Accounts Payable Warrants in the amount of \$419,912.50 and Payroll/Benefit Warrants in the amount of \$0 for the date ending November 20, 2023.

11:15 AM Department Update/Economic Development

Attendance: Auditor Heather Jobe, Treasurer Greg Gallagher, Emergency Management Director Jeff King, Emergency Management Chief of Operations Filiberto Ontiveros, Fiscal Manager Jenn Neil and various County elected officials, employees, and members of the public present in person and via Zoom

Economic Development Chelsea Jones gave an update on:

- Consent Agenda item, Klickitat County Mill Site, Department of Commerce, Regional Innovation Hub, Core Team meeting with (MCEDD) Mid-Columbia Economic Development District, Insitu layoff survey outreach, business recruitment opportunities, survey outreach, City Engagement with Bingen and White Salmon, Centerville Grange Hall grant, PUB Talks with the Chamber, and Broadband, and Internships with ESD 112.

Economic Development Interim Director Richard Foster gave an update on:

- Upcoming (KCPEDA) Klickitat County Public Economic Development Authority meetings, Infrastructure, Legislative updates, Columbia Gorge Regional Airport (CGRA), WSU, Commerce, Advertising, and the Switzler Project

11:30 AM Department Update/Emergency Management

Attendance: Auditor Heather Jobe, Treasurer Greg Gallagher, Emergency Management Director Jeff King, Emergency Management Chief of Operations Filiberto Ontiveros, Fiscal Manager Jenn Neil and various County elected officials, employees, and members of the public present in person and via Zoom

Emergency Management Director Jeff King gave an update on:

- Consent Agenda, Satus Pass Radio Site, Cross Discipline Training, Fund 107 and 135 merger, Lewis County emergency sales and use tax, school emergency group, collaboration with the school emergencies and grants.

Chief of Operations Filiberto Ontiveros gave an update on:

- Employees and Recent employee training

11:40 AM Adjournment for Lunch

- **Motion (M/Anderson, S/Zoller. Passed unanimously).** To recess for lunch at 11:40 AM.

The Board of Klickitat County Commissioners Business Meeting reconvened at 1:00 PM, all three Commissioners were present.

1:00 PM Miscellaneous Reports/Comments

Attendance: Goldendale Chamber of Commerce Executive Director Teja Finch, Nicole Lundin, Mt. Adams Chamber of Commerce Executive Director Tamara Toppel, Terra McLeod, Lucille Bevis and various County elected officials, employees, and members of the public present in person and via Zoom

Goldendale Chamber of Commerce Teja Finch and Mt. Adams Chamber of Commerce executive Director Tamara Toppel provided a presentation on:

- The Greater Goldendale Area Chamber of Commerce and the Mt. Adams Chamber of Commerce accomplishments, tourism promotion, business support, economic development, county wide reach, and plans for the future.

Adult Probation Director Courtney Cooke via Zoom

Adult Probation Director Courtney Cooke via Zoom updated the Board on:

- Authorization request to apply for the Burlington Northern Santé Fe grant, ask of \$8,000, for the purchase of 2 iPads, Klickitat County Courthouse camera system, and handheld metal detectors for both Goldendale and White Salmon offices
- The Board came to consensus for Director Cooke to apply for the Grant

Chairman Christopher presented to the Board the “Rules of Procedure of the Klickitat County Board of Commissioners” that he has been working on for future discussion.

1:45 PM Department Update/Fiscal Services

Attendance: Fiscal Manager Jenn Neil and HR and Administrative Services Director Robb Van Cleave various County elected officials, employees, and members of the public present in person and via Zoom

Fiscal Manager Jenn Neil gave an update on:

- Quarter 3 Financial Report
- Policy and Procedure Development
- A discussion was held as to the consequences of a majority no vote for the 2024 Budget and 2024 Levy Certifications.

2:50 PM Unfinished Business:

- Discussion of WSU

- Discussion on Title 12

Miscellaneous Reports/Comments

- The Board scheduled a Workshop for December 7, 2023

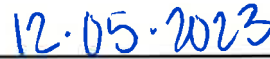
Board Correspondence:

- Citizen written comment regarding Under Canvas

2:55 PM Meeting Adjourned

- **Approved (M/Anderson, S/Zoller. Passed unanimously):** There being no further business before the Board. There will not be a workshop on Thursday, November 23, 2023.

**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 November 21, 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