

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, May 16, 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, HR and Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Fiscal Manager Jenn Neil, IT Manager Randy Christiansen, Economic Development/Natural Resources Director Dave McClure and various County elected officials, employees, and members of the public present in person and via Zoom.

Director Hunter discussed the letter to Dallesport Wastewater System Customers.

Director Hunter provided an update on the bid agenda, consent agenda items and pay estimate to Rotschy, Inc..

Interim 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 commented on the Oregon Trail Rally, the Goldendale Cleanup, the EFSEC Traffic Study and reminded the Board that this is the last week for Title 12 comments.

10:15 AM – Department Update/Report: Human Resource and Administrative Services Director Robb Van Cleave: Department update:

Director Van Cleave commended Public Works for good Customer Service and Chelsea Jones for a job well done at the Career Fair.

Manager KC Sheridan requested and received verbal approval to post for a Natural Resources Project Coordinator, Exempt, Grade 70, Step 1-3.

Commissioner Anderson commented on filling in on the Technical Committee (TC) and the Citizens Review Committee (CRC) in June.

Manager KC Sheridan requested and received verbal approval to advertise for Clerical Administrative Assistant III in Public Health, Grade 36, Steps 1-3.

Manager Sheridan commented on the Job Classification Committee members and provided background on the committee procedures.

Ms. Sheridan provided an update on the Sheriff's Department reinstating another position, the Behavioral Health Department structure, the Public Works County Engineer classification, the AWC salary survey, Neogov's employee evaluations, updating the employee handbook, Long Term Care Trust Act and employee training.

Director Van Cleave commented on the LinkedIn recruiting module and commended the Prosecuting Attorney for the work put forth on the Insurance Pool.

Fiscal Manager Neil provided an update on the funding budget summary on smartsheet, quarterly reports, dashboards, budget adjustment report, budget book, department specific charts, being out next week for a conference and HB1756.

Manager Christiansen provided an update on implementing the IT Department Standard Operating Procedures.

Office Manager Lynn Zylinski provided an update on the High Prairie Roadside Cleanup, the Goldendale Community Cleanup and the High Prairie Dumpster Days.

Director Van Cleave provided an update on the Local Solid Waste Financial Assistance (LSWFA) grant and commented on the Motor pool management meeting.

11:00 AM - Elected Official Report/Update: Prosecuting Attorney David Quesnel

Chairman Christopher announced that the Board will be going into Executive Session with Prosecuting Attorney David Quesnel for fifteen (15) minutes to discuss threatened or potential litigation, some of which may qualify for Executive Session in accordance with RCW 42.30.110(1)(i). Issues of a general nature will be discussed in open session. At 11:15 AM it was announced that the Board will be going into Executive Session with Prosecuting Attorney in accordance with RCW 42.30.110(1)(d) for fifteen (15) minutes to review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs. At 11:30 AM it was announced that the Executive Session will be extended for another fifteen (15) minutes. At 11:45 AM it was announced that the Executive Session will be extended for another ten (10) minutes. At 11:55 AM it was announced that the Executive Session will be extended for another ten (10) minutes. At 12:05 PM it was announced that the Executive Session will be extended for another ten (10) minutes. At 12:15 PM it was announced that the Executive Session will be extended for another ten (10) minutes.

Motion (M/Anderson, S/Zoller. Passed unanimously). To recess for lunch at 12:25 PM.

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 add-on being the nomination process for the Bi-State Bridge Board under New Business.

Approval of Commissioner Meeting Minutes

No minutes requiring approval at this time.

Citizen Comment:

Delmar Eldred, resident of Goldendale, commented about the Moratorium. Chairman Christopher requested clarification and responded to Mr. Eldred's comment.

Sheri Bousquet, resident of Husum, commented on the EFSEC meeting.

Kathy Moco, resident of Goldendale, commented on this week being National Police Week and the Student Essay Contest for America the Beautiful.

Gabriel Gilbert, resident of Fruit Valley, commented on Child Care.

Lisa Evans, resident of White Salmon, commented on the Blake Decision.

Commissioner Zoller responded to the comments from Mr. Eldred, Mrs. Moco and Ms. Gilbert.

Chairman Christopher responded to comments from Mr. Eldred, Ms. Bousquet, Mrs. Moco and Ms. Evans.

Commissioner Anderson responded to comments from Mr. Eldred, Ms. Bousquet, Mrs. Moco, Ms. Gilbert and Ms. Evans.

Public Meetings/Public Hearings/Bid Openings:

Bid Opening: Chairman Christopher informed the Board about the bid opening for the Klickitat County Jail Re-Roofing Project. The work to be performed under these specifications consists of furnishing all labor, tools, materials and equipment necessary for construction of the Klickitat County Re-Roofing Project. Specific work includes, but is not limited to the removal and replacement of the SBS Modified build-up roofing including flashing and the removal and reinstallation of the existing HVAC equipment and ducting, all in accordance with the Contract Plans, Contract Provisions, and the Standard Specifications.

Commissioner Anderson opened one (1) bid proposal from Olympic Roofing for a total bid of \$435,375.00 with the Bid Bond present. The Engineer estimate is \$447,201.08.

Motion (M/Anderson, S/Zoller. Passed unanimously): to return bid to Public Works for review and recommendation.

Voucher Certification and Payment Approvals:

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

Accounts Payable: (#321712 – 321842) -\$315,746.23

County Benefit Warrants (#321633 – 321642), \$33,719.28 Payroll Warrant (#237672-237941) \$483,600.77

Electronic Transfer #999 in the amount of \$267,700.44

For a combined total of \$1,100,766.72 for the date ending May 15, 2023.

Consent Agenda:

Approved (M/Anderson, S/Zoller. Passed unanimously): Consent Agenda with twelve (12) items.

- 1) **Resolution No. 05423** in the matter of considering and approving petitions requesting annexation of certain property into the boundaries of Klickitat County Fire Protection District No. 3. The property proposed for annexation is presently outside the boundary line of the fire district but contiguous to the present district boundary as required. The petitioners (4) represent 100% of the property acreage of the area to be annexed based on the Assessor's certification.
- 2) Task Order No. 15 to the Professional Services Agreement (**C10323**) and dated June 20, 2018, between the City of The Dalles, Klickitat County and Precision Approach Engineering, Inc., providing Engineering Design Services for the new fuel apron Phase 1 project No. 3-41-0059-021-2023 at the Columbia Gorge Regional Airport.
- 3) **Resolution No. 05523** to adopt Amendment No. 3 of Resolution 21702 of the County Dallesport Wastewater System Rate, Charges and Fees.
- 4) Notice to Contractors to advertise for the White Plastic Edge Line, CRP 368 project. The contract provides for the improvement of 1.58 miles of Bickleton Hwy, 14.56 miles of Centerville Hwy, 5.66 Miles of Klickitat Appleton Road and 6.36 miles of Pine Forest Road.
- 5) Notice to Contractor to advertise for the Slope Flattening and/or Guardrail, CRP 370 project. The contract provides for the improvement of Trout Lake Hwy and Pine Forest Road.

- 6) Concurrence to award Small Works Contract (C10423) between Klickitat County Public Works and All Seasons Heating and Air-conditioning for “Klickitat County Dispatch HVAC Project” and Authorize the Public Works Director to execute any change orders for this project.
- 7) Renewal of the Communications Site SubLease (C10523) between Klickitat County and Washington State Department of Natural Resources for Juniper Point.
- 8) Memorandum from the Planning Department scheduling a public meeting to be held Tuesday May 23, 2023 at 1:30 PM, to consider approval of Boundary Line Adjustment, BLA2022-16, parcel numbers 03-12-0609-0702/00 and 03-12-0613-1503/00 in Section 06, T3N, R12E, W.M. in the Lyle vicinity. Applicant: Debra Stenberg
- 9) Memorandum from the Planning Department scheduling a public meeting to be held Tuesday May 23, 2023 at 1:30 PM, to consider approval of Short Plat SPL2022-26, parcel number 05-15-3100-0004/00 Sections 21, T5N, R15E, W.M. in the Goldendale vicinity. Applicants James & Shirley Pence.
- 10) Memorandum from the Planning Department scheduling a public meeting to be held Tuesday May 23, 2023 at 1:30 PM, to consider approval of Boundary Line Adjustment, BLA2023-02, parcel numbers 02-13-1665-0001/00 & 02-13-1652-0002/00 in Sections 16, T2N, R13E, W.M. in the Murdock/Dallesport vicinity. Applicants McDermott Family Trust & Odom Family Trust.
- 11) Personnel Authorization to advertise for a full time permanent Case Manager position in the Adult Probation Department, Grade 38. Step 1-3, Hourly rate \$22.51 - \$23.87.
- 12) Contract Amendment No. 1 between Klickitat County Senior Services (C10623) and the Area Agency on Aging and Disabilities of Southwest Washington for additional funding for the Family Caregiver Support Program.

Miscellaneous Reports:

1:45 PM- Department of Fish & Wildlife Region 3 Fish Program Manager Trevor Hutton: Transfer of Klickitat Hatchery property and facility to the Yakama Nation, who has been operating the facility under lease from DFW since 2006.

Attendance: Mike Livingston, Department of Fish & Wildlife Region 3 Fish Program Manager Trevor Hutton, Yakama Nation representatives Phil Rigdon and Bill Sharp and various County elected officials, employees, and members of the public present in person and via Zoom.

Mike Livingston provided an update on the Klickitat Hatchery Property Transfer.

Phil Rigdon with Yakama Nation commented on the Yakama Nations involvement with the Fish Hatchery.

Mr. Sharp commented on the history of the hatchery, current production, the location, the History of Joint Management with Yakama Nation, the infrastructure improvements, the Lyle Adult Trap and Castile Falls Facility and the Klickitat Hatchery Capital Construction Project Overview.

A discussion followed in regards to the Klickitat Fish Hatchery, marking hatchery fish, providing a letter of support for the Yakama Nation.

Department Update/Report:

2:28 PM- Senior Services Director Sharon Carter provided an update on the two way radio switch over, stating that Day Wireless provided an updated quote in which there is a sufficient balance in Fund 104.

Unfinished Business:

2:36 PM - Attendance: Planning Director Mo-chi Lindblad, Associate Planner Denice Lee and various County elected officials, employees, and members of the public present in person and via Zoom.

Public Hearing/Continued/Closed to further public comment: Reconsider approval of Shoreline Substantial Development Permit and Shoreline Conditional Use Permit No. SH2022-03; Pitt Site Trailhead project. Construction of trailhead improvements will include car and horse trailer parking, a CXT vault toilet, a kiosk and ADA access. Trailhead work elements include clearing and grubbing, rough grading, finish grading, crushed surfacing and/or asphalt, revegetation and landscaping, and installation of signage and gates. No water, sewer or electricity is being proposed for the trailhead, however solar is proposed to power the vault toilet vent/fan; Applicant: Washington State Parks (Brian Patnode/Chelsea Harris).

Commissioner Anderson(commented on the project and asked if there were further changes that might mitigate Chairman Christopher’s concerns.

Chairman Christopher commented on his concerns and possible mitigation.

Passed (M/Anderson, S/Christopher. Commissioner Zoller recused herself): to accept the Shoreline Substantial Development Permit and Shoreline Conditional Use Permit No. SH2022-03 and direct staff to come up with findings, conclusions and mitigation.

New Business:

1:50 PM- Add-On: The nomination process for the Bi-State Bridge Board.

Commissioner Anderson provided an update on the Bi-State Bridge Board nomination process for 3 appointments and 2 alternates to the Board. The Board agreed to the recommendation deadline being June 13, 2023 so it gives the BoCC time to choose members and put on the June 20th agenda.

Commissioner Anderson commented on testifying at the EFSEC meeting. A discussion followed.

Commissioner Anderson commented on testifying at this evening’s EFSEC Citing Hearing. A discussion followed. Chairman Christopher and Commissioner Zoller both stated they would be testifying. Commissioner Anderson stated he would be in a legislative hearing on the Hood River bridge at that time.

Board Pending:

The Board discussed various issues which included:

Chairman Christopher commented on the Klickitat Mill Site and a discussion followed.

Commissioner Anderson stated that he will not be attending the BOCC meeting next Tuesday, but he may be able to call in.

Chairman Christopher commented that he would hold over potentially contentious items, and not vote until the full board is present.

(3:25 PM) Approved (M/Anderson, S/Zoller. Passed unanimously): There being no further business before the Board, the meeting was recessed until 9:00 AM on Thursday, May 18, 2023. The Board of County Commissioners will be attending the Energy Facility Site Evaluation Council (EFSEC) Land Use Consistency Hearing regarding the Carriger Solar project on Tuesday, May 16 from 5:00 PM – 7:00 PM virtual only.

Call to Order/Roll Call

Chairman Christopher reconvened the meeting at 9:00 AM. Commissioners Anderson and Christopher were present. Commissioner Zoller was absent due to a previous commitment. Workshop attendance: Public Works Director Jeff Hunter, County Engineer Seth Scarola, Project Engineer II Rick Milliren, Deputy Director-Finance & Administration Pam Beierle, Deputy Prosecutor Rebecca Cranston, Building Director Lynn Ward, Emergency

Management Director Jeff King, HR & Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Public Health Director Erinn Quinn, Environmental Health Director David Kavanagh, and Planning Director Mo-chi Lindblad.

Workshop Session Agenda:

Public Works Department: Discussion regarding the budget for the County Services Building.

Director Hunter provided an overview of the close out of the County Services building budget and items yet to be completed. Project Engineer Milliren advised of a design error with the H-VAC air flow, acoustics and noise levels on the 2nd and 3rd floors. Mr. Milliren stated that he is working with the contractor to resolve issues and make corrections as needed.

The Board had a discussion regarding parking lot sidewalks to be finished. Director Hunter offered suggestions on finishing the four (4) existing parking lots, noting that parking lot D on main street will require a curb finish. A discussion concerning adding frosted finishes to windows in Public Health, IT and possibly the Mt. Adams Room followed.

Director Hunter provided an update on motor pool vehicle servicing, which will include oil changes and a safety check of the vehicle. Director Hunter advised that utilities cost is expected to increase by 60% mostly due to the increased size of the water meter. Other updates included the Courthouse elevator, the fairgrounds tractor, and disposal of unused hand sanitizer.

Director Hunter reported that he plans to schedule two (2) public hearings for the Title 12 Road Standards update in July. Mr. Hunter stated that he is working on a road haul agreement, indicating that a public hearing is not required, but asked the Board if they wanted to hold a public hearing. The Board didn't feel that it was necessary because the County has never held a public hearing for a road haul agreement.

Director Hunter reminded the Board that Public Works will be requesting a supplemental budget to purchase a pump for the Dallesport Waste Water Treatment Plant.

Discuss preparations to create the County position of Coroner.

Deputy Prosecutor Rebecca Cranston noted that the County must have a coroner in place by January 1, 2025. Director Van Cleave advised that the new coroner position, whether elected or appointed by the legislative authority, will have impacts on the 2025 budget. Following discussion, the Board indicated that they would prefer the Coroner position be appointed rather than an elected position.

Discussion regarding allowing trucked potable water:

Environmental Health Director Kavanagh provided an overview of hauled water and the use of cisterns for proof of potable water meeting RCW 19.27.097. Mr. Kavanagh provided a draft policy for the Board to review. The Board discussed shared wells and Class B water systems, setting minimum levels for water storage, requiring yearly permit renewals, and water testing, including wording describing the appropriate type of cistern to use, putting in a recommendation to have your water tested two times a year, and overseeing hauled water providers. Director Kavanagh advised that the County does not have any authority over hauled water providers. Following further discussion, Director Kavanagh stated that he would update the policy as discussed and bring it back to the Board for review before submitting it to the Prosecutor's Office for review.

Planning Department Brief Update:

Planning Director Lindblad provided an update to the Board covering the Comprehensive Plan update and a development review proposal. Director Lindblad reported the Blue Bird solar project draft EIS comment period ends on May 26, 2023. The Board of Adjustment will be considering two (2) Conditional Use Permit applications in June. One is for an event venue on the BZ Hwy and the other is a small RV Park outside of Goldendale.

Director Lindblad reported that the Planning Commission will hold their second large scale solar workshop May 30th and she stated that she is working on a draft solar ordinance as directed by the Planning Commission. On June 20th the Planning Commission will be holding a public hearing for the Shoreline Master Plan (SMP) update and will probably have another solar workshop. Following the public hearing she will bring the SEPA appeal and Planning Commission's recommendation for the SMP to the Board to hold their own consolidated public hearing.

Director Lindblad noted that she is working on a request for proposals to hire a consultant to help with the Comprehensive Plan update, adding that she will be on vacation from July 10th to 31st.

Short Term Rentals Discussion:

The Board reviewed a draft Short Term Vacation Rental ordinance provided by Prosecutor Quesnel. The Board discussed violations, enforcement, permitting, and decided that the Building Department should oversee the process and permitting.

Following further discussion, the Board noted that the term accessory dwelling unit should be removed, short term rentals are not accessory dwelling units. Deputy Prosecutor Cranston kept notes on the discussion and proposed changes.

At 11:52 AM Chairman Christopher announced that the Board would be going into Executive Session for ten (10) minutes 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.

Chairman Christopher reconvened at 12:02 PM.

Motion (M/Anderson, S/Christopher. Passed unanimously). To recess for lunch at 12:02 PM.

The Board continued a previous discussion regarding the transport of Behavioral Health patients:

Attendance: Emergency Medical Services District Chief of Operations William Harryman, EMSD Board Chairman Chuck Virts, Undersheriff Carmen Knopes, Public Health Director Erinn Quinn, Deputy Prosecutor Rebecca Cranston, KVH Emergency Room Nurses Erin Woolrey and Janella Hall.

Operations Chief Harryman advised that he does not have enough staff to assist with behavioral health transports, it would compromise emergency services within the County. Chief Harryman provided an overview of how he schedules the three ambulance crews, and utilizes on-call and casual employees.

Health Director Quinn reported in the last two (2) months there have been 18 behavioral patients needing transport, EMSD assisted with one (1). Undersheriff Knopes stated that the jail usually transports their own and they have helped transport non inmates as well. Commissioner Anderson noted that on average there are three (3) behavioral patients and there are five (5) ambulances; it could be done with on-call drivers. Chairman Christopher advised that the EMSD is responsible to the taxpayers of the County.

Following the discussion, the Board asked the EMSD representatives to talk with their Board and to commit to providing transport of behavioral health patients' services and come back for a follow up discussion in June.

Board follow up and pending issues discussions:

Chairman Christopher provided an update on the EFSEC public hearing for the Carriger solar project and the Home and Garden show electrical issues.

Undersheriff Knopes reported there was an active shooter taken into custody Tuesday.

Discussion regarding the Adult Probation Department and impacts from upcoming legislation changes:

The Board had a discussion with East District Court Judge Rick Hanson, West District Court Jeff Baker, and Chief Adult Probation Officer Courtney Cooke concerning upcoming legislation that will impact Adult Probation, and how to fund the new mandates, and support the department.

Chief Adult Probation Officer Cooke reported that her staff is burning out with the volume of their work load and she would like to make some changes by filling her old position and adding 5 hours to the Litter Crew Supervisor position which would consist of managing the Community Service Program. Ms. Cooke noted that with Mr. Crow retiring, it will take his replacement some time to come up to speed.

Judge Baker advised with the legislative changes making drug possession convictions gross misdemeanors will substantially add clients to Adult Probation's supervision workload. Judge Baker recommended full staffing and getting the Interlocal Agreements with the cities in place to cover their costs for Probation Services. Commissioner Anderson stated that he will begin discussion with the cities for the agreements.

Following further discussion, the Board indicated they would vote on 5/30/2023 on whether to support adding 5 hours per week to the Litter Crew Supervisor position.

Approved (M/Anderson, S/Christopher. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 3:39 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 05-16-2023 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



5-30-2023

Date