

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, September 21, 2021**

Agenda Item - Comment/Disposition

Call to Order/Roll Call

Chairman David M. Sauter called the meeting to order at 9:30 AM. Commissioners present: David M. Sauter, Jacob L. Anderson, and Dan Christopher.

Workshop Session Agenda

Code Compliance Department Update: Code Compliance Officer Lem Pratt, HR, and Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Fiscal Manager Jenn Bartley, Building Director Lynn Ward in the Chambers, various county employees and residents via Zoom.

Fiscal Manager Jenn Bartley reported on the Code Compliance Officer's budget through the end of the year, followed by a brief discussion of the fees.

A discussion was held about the Code Compliance vehicle; website; review of old files; budget and office space.

Code Compliance Officer Lem Pratt requested direction regarding the priorities the Board would like him to focus on; the Board stated Public Health concerns are the highest priority, followed by a discussion of chain of command and unique management situation for the Code Compliance Officer.

A discussion was held regarding the Code Compliance Office safety and backup from the Sheriff's Office.

The Board stated they would like to have updates from Code Compliance Officer Pratt every five (5) weeks and as needed come to any Tuesday meeting and provide updates.

10:00 AM – Public Works Department Update

Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Human Resources/Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Building Department Director Lynn Ward in the Chambers, various county employees, and residents via Zoom.

Public Works Director Gordon Kelsey requested verbal approval to hire an Office Manager II position in the Public Works Department at step 5, and to reinstate the applicants previous time loss giving them credit for service from 2017 to current; Human Resources/Administrative Services Director Robb Van Cleave reported on the policy and past practice for this request; the Board was in favor of step 5, without reinstatement of time served.

A discussion was held regarding the placement of the Code Compliance Officer in the Commissioner's Office space or remaining in the Building Department space, the Board was in support of the Code Compliance Officer's office remaining in the original location of the Building Department's space; this will allow him a secure location to meet with the public.

Director Kelsey reported on the Consent Agenda items and pay estimate on this afternoon's agenda, followed by an update on the Old Mountain Road reconstruction; the Grant Funded Signs and Guideposts; the West Darland Road, and the Roosevelt Grade Paving projects.

Director Kelsey reported on the Courtney Road Safety Project; design work being done on the Klickitat Path; the Courthouse parking lot construction, followed by an update on the east and west end crew's maintenance projects.

Director Kelsey reported on the construction of the new County Services Building, followed by a radio system update from Public Works Deputy Director Jeff Hunter.

Chairman Sauter inquired about the timing to touch base on the speed reduction in the Murdock area and the process to follow up with the Washington State Department of Transportation Project Manager.

Deputy Director Hunter advised of an upcoming meeting regarding the Courtney Road Safety Project.

10:30 AM Elected Official - Sheriff's Department Update.

Attendance: Sheriff Bob Songer, Under-Sheriff Tim Neher, Chief Civil Deputy Karen Elings, Human Resources/Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan in the Chambers, various county employees, and residents via Zoom.

Sheriff Bob Songer reported on the calls for service and civil papers served between January 1, 2021, to September 20, 2021, followed by an update on the Klickitat County Posse members' assistance with security and other duties at the Klickitat County Fair.

Chief Civil Deputy Karen Elings reported on the purchase request for body cameras for the Sheriff's Office Patrol Deputies and Corrections Officers, followed by an update from Under-Sheriff Tim Neher on the new Washington State Reform laws.

Sheriff Songer stated Representative Gina Mosbrucker will be conducting a Zoom meeting with all law enforcement agencies in Klickitat County to hear the concerns law enforcement is having with the new police reform laws.

A discussion followed regarding protest procedures; the Board requested the Sheriff's Office be available to support during the regularly scheduled Board of County Commissioner's Meeting this afternoon. There will be a Board of Health Meeting this afternoon as well and requested support if there is a need.

11:00 AM – Human Resource Department Update

Attendance: Human Resources/Administrative Services Director Robb Van Cleave in the Chambers, HR Manager KC Sheridan, Prosecutor David Quesnel in the Chambers, various county employees and residents via telephone.

At 11:20 AM Chairman Sauter announced that the Board would be convening into a "closed session" in accordance with RCW 42.30.140(4) to discuss collective bargaining negotiations with Human Resources/Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan and Prosecutor David Quesnel. It was noted the session would last fifteen (15) minutes. At 11:35 AM it was announced that the closed session would be extended fifteen (15) minutes. At 11:50 AM it was announced that the closed session would be extended ten (10) minutes.

The Board convened back into Regular Session at 12:00 PM. No decisions were made.

The Board recessed for lunch at 12:03 AM.

Call to Order/Roll Call:

Chairman Sauter reconvened the Regular Meeting for Tuesday, September 21, 2021, at 1:00 PM. Opening with the Pledge of Allegiance. All three (3) Commissioners were present.

Chairman David Sauter requested citizens in the Chamber comply with Governor Inslee's mask mandate. A citizen in the chambers refused to comply and was asked to please leave the meeting. Questions from the citizen

followed regarding the Boards position on the Black Lives Matter movement. The Board expressed they will not be engaging in the question; the citizen left.

Business Agenda

Approved (M/Christopher, S/Anderson. Passed unanimously): The Business Agenda with one add-on under New Business.

Approval of Commissioner Meeting Minutes

Approved (M/Anderson, S/Christopher. Passed unanimously): the Klickitat County Board of Commissioners Meeting Minutes for September 7, 2021, as presented.

Citizen Comment - Comments will be limited to three (3) minutes per individual

Husum resident Shari Bousquet stated there have been citizens who come before the Board and request the Board sign two resolutions regarding not supporting the vaccination mandates imposed by Governor Jay Inslee. Ms. Bousquet read part of the proposed resolutions.

White Salmon resident Gabrielle Gilbert stated she is not interested in losing funding or tax dollars on the pandemic and expressed her dismay with the September 14, 2021, citizen comment period.

Goldendale resident Ron Quensela inquired what the Board's position on the Black Lives Matter movement. Chairman Sauter stated he does not give personal options and answers are given on the relevance of being a Commissioner. Commissioner Anderson stated it is a global matter and as a Commissioner their options don't matter the commissioners govern the local government.

Gigi Pomerantz read into the record an email that she had written and addressed to the Board regarding the Vaccination Mandates.

Cindy Montage stated that the letter written to Governor Jay Inslee and signed by the Board was not warranted, Ms. Montage went on to report on the numbers of COVID-19 numbers.

Susan Kelsey from Goldendale expressed her appreciation of the letter written to Governor Jay Inslee, Ms. Kelsey stated she appreciates the response and thanked the Commissioners for doing so publicly.

Becky Miles stated her thanks to Gigi Pomerantz and Sandy and requested the commissioners attend a two (2) hour meeting with the citizens who are supporting mask and vaccine mandates. Commissioner Anderson stated he is open to the idea of having a town hall in which he will attend.

Debbie Culver thanked the Commissioners for their letter and for allowing a public forum for citizens to come to speak. Ms. Culver inquired whether the Board has the authority or no authority to mandate the COVID-19 Vaccine. The Board stated they do not have the authority to mandate vaccination for citizens.

White Salmon resident Pat Arnold stated she does not support the Commissioners letter to Governor Jay Inslee, followed by her concern with school-age children and the COVID-19 virus. Ms. Arnold stated she did not appreciate the illegal meeting that was held last week.

Resident Luke Throop addressed the consensus of the previous callers and stated there are personal choices that can be made. Mr. Throop reported on the personal choices that each individual has.

Public Hearings/Public Meetings/Bid Openings:

Continued/Public Hearing: To consider a supplemental budget and amendments for 2021

Attendance: Fiscal Manager Jenn Bartley in the Chambers, various county employees, and residents via Zoom

Fiscal Manager Jenn Bartley reported Fund #111 Election Reserve (\$66,533); Fund #123 Tourism (\$52,366), are the supplements that can be approved today. The remainder of the supplemental budget requests will be resubmitted for consideration at the next supplemental budget hearing.

Chairman Sauter noted the Board cannot approve anything that is over the published amount but can approve under the published amounts.

Chairman Sauter opened the Public Meeting to public comment.

Del Eldridge inquired about the 1.7 million budget cuts that are supposed to be done but instead the Commissioners are giving \$602,385.00, noting he feels there is an overspending problem.

Chairman Sauter stated any potential budget cuts will take place during the 2022, budget process and what is before the Board today does not affect the supplemental process.

Clarification was provided regarding the supplemental requests, followed by Chairman Sauter closing the Public Hearing to further public comment and requesting Board discussion; Commissioner Christopher asked for clarification regarding the request for the Election Reserve Fund to return the unused funds. A motion followed.

Approved (M/ Christopher, S/Anderson. Passed unanimously): the supplemental budget appropriations and amendments for 2021, budget in the sum of \$118,899 for the following funds and departments; Fund #111 Election Reserve (\$66,533); Fund #123 Tourism (\$52,366), and that the County financial records shall be changed to reflect said changes per the attached chart.

Public Meeting to consider final approval of Short Plat No. SPL 2021-13; Applicants: Daniel & Nadine Rhoades.

Attendance: Assistant Planner Denice Lee, various county employees, and residents via Zoom, ten (10) members of the public in the Chambers.

Assistant Planner Denice Lee provided a staff review of Short Plat No. SPL 2021-13, stating this is a proposal to create 4 lots from parcel 03-15-1000- 0001 /00; this proposed short plat is located within the Centerville vicinity.

Assistant Planner Lee reported the administrative review of this short plat has been completed. Signatures have been obtained from the Road, Health, and Planning Departments, and the Treasurer's Office. All conditions attached to the preliminary approval have been met.

Approved (M/ Christopher, S/Anderson. Passed unanimously): Granting final approval of Short Plat No. SPL 2021-13; which is a proposal to create 4 lots from parcel 03-15-1000- 0001 /00; the proposed short plat is located within the Centerville vicinity. Applicants: Daniel & Nadine Rhoades.

Department Update/Report:

Attendance: Public Health Director Erinn Quinn, Sheriff Bob Songer, ten (10) members of the public in the Chambers, various county employees, and residents via zoom.

Public Health Director Erinn Quinn reported on the clinical services from June to August 2021, followed by an Environmental Health Department update, noting the lake algae and ongoing mosquito monitoring.

A brief report was provided on the COVID-19 case counts noting there will be a more lengthy conversation during the Board of Health Meeting.

Approved (M/ Christopher, S/Anderson. Passed unanimously): to recess the Board of Commissioner's Meeting to conduct the Board of Health Meeting.

Chairman Sauter reconvened the regularly scheduled Board of County Commissioner's Meeting at 3:23 PM

Miscellaneous Reports: Board of Health Meeting.

New Business:

Approved (M/Christopher, S/Anderson. Passed unanimously): The Board of County Commissioners proclaimed October 3rd - 9th, 2021 as NATIONAL 4-H WEEK throughout Klickitat County and encourage all of our citizens to recognize 4-H for the significant impact it has made and continues to make by empowering youth with the skills they need to lead for a lifetime.

2022 Budget Workshop - WSU Extension: Extension Agent Hannah Brause, WSU 4-H Program Manager Abby Brandt, WSU Office Manager Erika Beasley, Treasurer Greg Gallagher, Auditor Brenda Sorensen, Department of Emergency Management Director Jeff King in the Chambers, various county employees and residents via zoom.

Extension Agent Hannah Brause reviewed the WSU Extension budget, a discussion was held regarding the number of vehicles the department has.

Unfinished Business:

Attendance: Department of Emergency Management Director Jeff King, Human Resources/Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan in the Chambers, various county employees and residents via zoom.

Department of Emergency Management Director Jeff King reported on the staff restructure proposal including additional employees as well as overtime salary predictions.

Human Resources/Administrative Services Director Robb Van Cleave reported on the overtime that happens in the Department of Emergency Management.

The Board thanked DEM Director King, no decisions were made.

Clerk Renea Campbell: Update on the e-filing system and funding request

Attendance: Clerk Renea Campbell, Prosecuting Attorney David Quesnel, Department of Emergency Management Director Jeff King in the Chambers, various county employees and residents via zoom.

Clerk Renea Campbell reported on the E-Filing Software for the Clerks Office to accept online filing for Court Proceedings filed.

Clerk Campbell stated this is a service that will benefit the citizens due to the size of Klickitat County, followed by a discussion about the prediction of how much the system will be used and the cost. The Board requested further information and will continue the discussion at a later date.

Consent Agenda:

- *Approved (M/Anderson, S/Christopher. Passed unanimously):** The Consent Agenda with twelve (12) items.
- 1) Letter and Certification of Appreciation to Jerry Smith for his years of service as a member of the Board of Equalization.
 - 2) Sheriff's Office authorization to purchase an engine for use by the Range Deputy at the total cost of \$8,023.82, which includes tax.
 - 3) Personnel Authorization to advertise for a full-time Environmental Health Technician position at Grade 37, Steps 1-3, depending on qualifications within the Public Health Department.
 - 4) Purchase request from the Public Works Department for three (3) high-performance antennas and routers at the cost of \$5,508.30, including tax.
 - 5) Small Works Contract (C17721) between All Seasons Heating and Air Conditioning and Klickitat County (Public Works Department) for the Pioneer HVAC Replacement Project 2021, in the amount of \$90,072.91; and authorize the Public Works Director to execute any change orders for this project due to unforeseen conditions (not for changes in scope) up to 10% of the contract (\$9,007.29) for an aggregate of \$99,080.20.
 - 6) Authorization to purchase request from the Department of Emergency Management to allow the department to print 10,000 copies of the Disaster Preparedness Guides for use by the Department of Emergency Management Program Coordinator at a cost of \$10,268.24.
 - 7) Authorization to purchase from the Department of Emergency Management for equipment for the Mobile Command Post vehicle at the cost of \$4,102.80 including tax.
 - 8) **Resolution No. 09921** in the matter of extending the outdoor burning restrictions within the unincorporated areas of Klickitat County in zone two (2). The ban will now be extended from September 30, 2021, to October 15, 2021.
 - 9) **Resolution No. 10021** in the matter of extending the outdoor burning restrictions within the unincorporated areas of Klickitat County in zone three (3). The ban will now be extended from September 30, 2021, to October 15, 2021.
 - 10) Interlocal Agreement (C17821) between Mid-Columbia Family Physicians, P.S., d/b/a Northshore Medical Group, and Klickitat County (Public Health Department) for the purpose of allowing collaboration on vaccine administration in Klickitat County.
 - 11) Amendment No. 22 (C17921) to the 2018 – 2021 Consolidated Contract (CLH18250) between Klickitat County (Public Health Department) and the Washington State Department of Health. The maximum consideration will be increased by \$135,493.00 for a revised maximum consideration of \$3,043,280.00 Exhibit C-19 Schedule of Federal Awards, attached and incorporated by this reference, amends and replaces Exhibit C-18. All other terms and conditions of the original contract and any subsequent amendments remain in full force and effect.
 - 12) Contract (C18021) between Area Agency on Aging and Disabilities of Southwest Washington and Klickitat County (Senior Services Department) for the purpose of funding a Volunteer Connection Program through 2023, for Klickitat County; this agreement covers the initial period for 2021 and a new agreement will be entered into for 2022, and 2023. The cost reimbursement is \$40,210.

Voucher Certification and Payment Approvals:

Approved Warrants (M/Christopher, S/Anderson. Passed unanimously): Accounts Payable: (#308724 - 308802), \$341,652.09, for the date ending September 20, 2021.

There were no Payroll warrants requiring approval.

Approved (M/Christopher, S/Anderson. Passed unanimously): Pay Estimate No. 3 to Grade Worx, LLC. in the amount of \$128,636.00; excluding \$6,431.80 in retainage, for a total payment amount of \$122,204.20 for the Old Mountain Road Project.

Approved (M/Christopher, S/Anderson. Passed unanimously): ECO #1 deducting \$1,513.00, ECO #2 Conference room displays adding \$24,812, ECO #3 Revise Display and Projector adding \$11,975.00, the new contract amount (not including tax) is \$115,774.00, the original contract amount was \$80,500.

Board Pending: Issues as determined by the Board of Commissioners.

Commissioner Christopher inquired about the termination notice if we were going to cancel Rural County Insurance Program, the Board agreed to continue the discussion next week.

The Board held a discussion regarding a personal attack on the County's Planning Department Director this last week on the local radio program, the Board discussed having a conversation with the Radio Station and the DJ in question.

Prosecuting Attorney David Quesnel provided clarification regarding the comments made on-air, the Board and the Prosecuting Attorney stated their disappointment in the radio show and in the statements made.

Prosecuting Attorney David Quesnel Report/Update:

Prosecuting Attorney David Quesnel reported on the recount that took place on Friday and appreciated his attendance in the Canvassing Board recount, commending the Auditor's Office and staff for their work.

Prosecuting Attorney David Quesnel provided a staff, followed by an update on the programs and services that are provided for child abuse and neglect investigations.

Prosecuting Attorney Quesnel reported on the contracts through his office, stating there are grant funding sources available that are increasing the number of children that have access to the services.

A brief report was given on the current trials in the Prosecuting Attorney.

Department of Emergency Management Director Jeff King requested and received direction regarding his earlier proposal for an office restructure. The Board had no further questions and advised Director King to schedule time on a future agenda to review any more questions.

Adjournment (5:02 PM) Approved (M/Christopher, S/Anderson. Passed unanimously): There being no further business before the Board, the meeting was adjourned until 9:00 AM on Thursday, September 23, 2021.

Thursday, September 23, 2021 - Regular Meeting Extension: Workshop Extension.

Chairman Sauter called the workshop to Order at 9:00 AM. All three (3) Commissioners were present.

2022 Budget Workshop Schedule

Attendance: Treasurer Greg Gallagher, Auditor Brenda Sorensen, Human Resources & Administration Services Director Robb Van Cleave, and Fiscal Manager Jenn Bartley were present throughout the budget workshops.

9:00-9:30 AM Prosecuting Attorney's Office

Prosecutor David Quesnel presented his proposed 2022 budget, which included an overview of how the Prosecutor's Office functions as a law office. Prosecutor Quesnel detailed the responsibilities and duties of this office. A review of the consolidation of staff duties and reductions of expenses wrapped up his budget presentation.

9:30-10:00 AM East District Court

East District Court Administrator Jane Edmonds provided an overview of the Court's 2022 budget proposal, noting that the only increase is for insurance, which they have no control over. Ms. Edmonds also provided an update on anticipated revenues for 2022.

10:00-10:30 AM County Assessor

Assessor Crista Schroder, Chief Appraiser Billi Bare, and Chief Deputy Assessor Jessica Byers attended the Assessor's budget workshop. Assessor Schroder advised that she and her staff review their budget each year and cut expenses when possible. A review of proposed expenses and revenues for 2022 followed.

HR & Administrative Services Director Van Cleave advised that the cost for phones will be pulled into a central funding source and that the change to voice over the internet phone service will result in a savings of \$60,000 for 2022.

10:30-10:45 AM Break

10:45-11:00 AM County Fair Board – this budget workshop was rescheduled to September 30th at 1:30 PM.

The Board discussed fund balances and the difference between accrual and cash reporting and how it impacts forecasting of ending fund balances. The Board also discussed Fund 125 and reserve amounts and agreed to defer the matter to the Finance Committee for a recommendation on how best to make needed budget changes in the accounting system.

11:00-11:45 AM Commissioners

Clerk of the Board Lee Snell and Deputy Clerk Iby Jane Coyne presented budgets for the Board of Equalization, Commissioner's Office, LEOFF I Disability Board, Non-Departmental Fund, Historic Preservation, Public Defense, Flood Control, Cumulative Reserve, Landfill Gas Improvement Fund, and the VR&R Fund. Discussion and further clarification followed.

Chairman Sauter recess the workshop at 11:45 AM for lunch.

1:00-3:00 PM Public Works/Road Department

Public Works Director Gordon Kelsey, Deputy Director Jeff Hunter, and Senior Accounting II/System Administrator Pam Beierle presented the Public Works/Road Department's 2022 budget, which included review and discussion of proposed expenditures, revenues related to the Dallesport Wastewater Treatment Plant, ER&R, Graphic Information System, and Roads.

Director Kelsey provided an overview of how Public Works is funded and how grants work to fund the various road and capital improvement projects. Director Kelsey advised that Public Works is responsible for overseeing the County's bridges and roads network and maintaining the county's transportation infrastructure. Public Works is also responsible for planning for the future and engineering and managing the construction of capital improvement projects.

3:00-3:15 PM Break

3:15-4:15 PM Emergency Management Department

Emergency Management Director Jeff King, Accounting Administrative Assistant Randi Heinzen, and Dispatch/E911 Chief of Operations Filiberto Ontiveros.

Director King reviewed the Emergency Management Department, Communications, and E911/Dispatch 2022 proposed budgets. Director King shared the challenges related to staff turnover and the Emergency Operation Center during the Covid-19 pandemic response. Discussion followed regarding an increase in REET tax revenues and the need to implement a revolving fund for the replacement of radio system and 911 equipment when needed.

The Board had a brief discussion concerning posting links to private videos from September 14, 2021. The Board did not reach a consensus to post video links on the County website.

(M/Anderson, S/Christopher. Passed unanimously): The workshop was adjourned at 4:01 PM.

* Reference Document on File. Please Note: The Board of Commissioners' minutes are action minutes. A digital recording is on file as part of the official record and available on file 9.21.2021 Board of County Commissioner's Meeting.



Approved: **David M. Sauter**
Chairman of the Board



10.19.2021

Date