

Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, November 9, 2021

Morning Workshop Session

Chairman David Sauter opened the morning session at 10:00 AM with all Commissioners present. Throughout the meeting, there were various members of the public, staff, and elected officials present in person and via zoom.

Workshop Session Agenda

10:00 AM – Public Works/Road Department Update:

Attendance: Public Works Director Gordon Kelsey and Deputy Director Jeff Hunter.

Director Kelsey noted that the 6-year Road Improvement hearing is scheduled for this afternoon at 1:30 PM and this evening at 6:30 PM. Director Kelsey provided a review of consent agenda items and pay estimates, which were followed by construction and road project updates. Director Kelsey reported that road crews are grading roads and cleaning up after the road rally. Director Kelsey gave a status report on the new County Services Building, noting that the first department will move on November 8th.

Deputy Director Hunter reported on the Courthouse Entry project and the HVAC unit replacement project at the Pioneer Center.

10:20 AM - Human Resource (HR) and Administrative Services Update/Report:

Attendance: HR and Administrative Services Director Robb Van Cleave, Fiscal Manager Jenn Bartley, HR Manager KC Sheridan, and Director Kelsey and Deputy Director Hunter.

Fiscal Manager Bartley provided a brief financial review, which included the November 23rd supplemental budget hearing. Ms. Bartley advised that there was some miscommunication over preparing the draft Capital Improvement Plan (CIP) which has been worked out and there is an add-on today to set the date for the CIP hearing.

Ms. Bartley reported that she met with Director McClure to discuss .09 (distressed county) dollars and there is an additional \$12,000 that can be used in 2022. Ms. Bartley advised that she also met with the Assessor to discuss levies.

Director Van Cleave advised that there was not a plan put in place for mail services when HR moves to the new building and he proposed that each office/department process their mail. Director Kelsey stated that Public Works currently shares a mail machine with Annex I and after the move to the new building all departments can share the machine to process mail. The Post Office will place a larger collection box in the mailroom so county mail can be picked up.

The Board discussed cost-of-living adjustments (COLA) for 2022. Director Van Cleave advised that the wage study will not be ready until after the new year and proposed to move forward with a 4% COLA for regular employees which is the same COLA union employees are receiving. In the first quarter of 2022 HR will review the wage study and positions and present proposed changes to the Board.

Director Van Cleave stated that HR is looking at developing a policy related to when and how open positions are posted to better provide clarity to the public and employees. Director Van Cleave requested to go into Closed Session to discuss collective bargaining.

At 10:57 AM Chairman Sauter announced the Board would be going into a “closed session” to discuss collective bargaining negotiations associated with collective bargaining in accordance with RCW 42.30.140(4) for fifteen (15) minutes. At 11:12 AM it was announced that the Closed Session would be extended ten (10) minutes. At 11:22 AM It was announced that the Closed Session would be extended ten (10) minutes. At 11:32 AM Chairman Sauter convened the regular meeting. No action was taken.

Motion (M/Anderson, S/Christopher); passed. To recess for lunch at 11:33 AM.

Commissioner’s Business Meeting

Chairman Sauter reconvened the Commissioner’s meeting at 1:00 PM, which was followed by the pledge of allegiance. All Three Commissioners were present.

Agenda:

***Approved (M/Christopher, S/Anderson. Passed unanimously):** Business Agenda with two (2) Add-ons under Unfinished Business: Request for concurrence to cancel a Construction Contract and a Resolution in the matter of scheduling a public hearing to consider adoption of the 2022-2027 Capital Improvement Plan for Klickitat County.

Approval of Commissioner Meeting Minutes

Motion (M/Christopher, S/Anderson. Passed unanimously): to defer approval of meeting minutes pending further review.

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

Goldendale resident Susan Kelsey advised that two (2) weeks ago she emailed the Public Health Director and asked what the goals of the Health Department and the Board of Health were regarding COVID. She also submitted a written request last week and her question is still unanswered. Commissioner Christopher suggested that the Chairman reach out to the Director and ask for a response to Ms. Kelsey’s questions.

White Salmon resident Gabriel Gilbert commented on child care and the Child Care Committee meeting notes and offered suggestions to strengthen the committee by bringing industries in the community as partners. Ms. Gilbert stated that the /county should have daycare for their employees.

Goldendale area resident Del Eldred expressed concern about the amount of money the Commissioners have been spending and questioned several projects. The Commissioners clarified incorrect information that Mr. Eldred had mentioned. Mr. Eldred questioned the purpose of the solar panels and generators on the new County Services Building.

Dan Clark provided an overview of a waiver request for his short plat, noting that he emailed the Commissioners a *waiver request for a clear zone road requirement in Title 12 Transportation Standards. Chairman Sauter advised that the Board would take his request under advisement and discuss it at the appropriate time.

Kathy Moco, Goldendale, asked if the Commissioners had contacted WSDOT regarding their reduced workforce and asked if the County has a plan in place to maintain public safety on State highways this winter. Chairman Sauter advised that the County has not been contacted by the State regarding this matter.

Goldendale resident Ericka Starr stated that it is a conflict of interest for Commissioner Christopher’s wife to be working in Human Resources because the Commissioners work closely with HR. Commissioner Anderson responded, advising that the Commissioners are not Ms. Christopher’s immediate superiors and past commissioners have had family members working in departments under the Commissioners.

Greg Wagner, with CEASE, commented on Commissioner Anderson's statement at a previous meeting that CEASE is the reason why the Commissioners would have to rescue themselves from hearing solar project proposals. Mr. Wagner stated that the Commissioners have caused the issues by not passing solar ordinances and should not be rescuing themselves.

Commissioner Anderson responded, stating that Mr. Wagner misconstrued his statements and asked Mr. Wagner to make sure the statements are accurate.

Dave Barta, Goldendale, thanked the Board for having open public meetings.

Public Meetings/Public Hearings/Bid Openings:

Public Hearing: To consider proposed amendments/extensions to the Klickitat County Annual and Six-Year Transportation Improvement Program for 2022-2027.

Chairman Sauter opened the hearing by advising that the purpose of the hearing is to take public testimony about the proposed revisions and extensions of the Klickitat County Six (6) Year Transportation Improvement Program for the plan years 2022-2027. Chairman Sauter requested a staff review.

Public Works Director Kelsey reported that counties are required by state law to review and adopt an annual and six (6) year improvement plan on an annual basis. Director Kelsey reported that half or more of the projects are funded by grant funds, noting that local roads are also funded with Landfill dollars.

Director Kelsey explained how projects are selected and reasons for delays, noting that everything on the plan does not get completed according to its position due to emergencies, grant changes, and deadlines, winter storm damage, slides, available funding, permitting, and right-of-way issues. County funds are used to leverage state and federal grant dollars to accomplish as much as possible each year.

Chairman Sauter opened the public hearing to public comment.

- Below is a brief synopsis of the testimony offered, note that the Board of Commissioner minutes are action minutes.

Matt Rowles expressed safety concerns on Eyrie Road in White Salmon, noting that the road is narrow and it is hard to get fire vehicles in and out and suggested that the road should be widened or turnouts added.

Wishram resident, Carl Churchill commented on the need for improvements to Park Place Road to have access for fire trucks.

Goldendale area resident Dave Barta requested and received clarification that improvements for Oak Ridge Road had been moved out to 2027.

Sheri Bousquet, Husum, referenced a document related to a traffic study of the Under Canvass proposal.

Chairman Sauter and Commissioner Christopher provided clarification on the projects on the 6-year plan. Commissioner Christopher provided further clarification for Ms. Bousquet on Oak Ridge Road.

Lee Snell, Old Mountain Road area resident, thanked the Board and Public Works for supporting improvements to the last graveled mile of Old Mountain Road, noting that it took almost 12 years on the 6-year plan. Ms. Snell stated that the road is very nice and she is looking forward to it being paved next spring.

Chairman Sauter asked if anyone else would like to comment, hearing no response he closed the public hearing to comment and called for Board discussion.

Commissioner Anderson requested and received clarification on the improvements planned for Park Place Road in Wishram from Mr. Hunter. Commissioner Christopher requested and received more information on the replacement of culverts, discussion followed related to alternative funding options to replace culverts and maintain roads damaged by heavy loads.

Motion (M/ Anderson, S/Christopher. Passed unanimously): to continue the Klickitat County Annual and Six-Year Transportation Improvement Program for 2022-2027 to 6:30 PM in Goldendale and on Zoom.

Public Hearing: Adopting the 2022 Preliminary Klickitat County Budget and setting property tax levies; noting that the hearing may be continued as needed to reach a final budget.

Chairman Sauter declared the public hearing open, advising that the purpose of the hearing is to accept public testimony both in favor of and opposed to the proposed 2022 budget, and called for a staff overview.

Fiscal Manager Jenn Bartley provided an overview of the 2022 budget process, advising that some serious reductions were made to work towards a sustainable budget since it was known that the budget would be very challenging the process started early in 2021 and Electeds and Directors were asked to prepare budgets with a 3% reduction to 2020 actual expenditures. The total 2022 budget expense allocation is currently at \$56,482,773, which is a reduction of expenses by approximately \$600,000 from 2020 actual expenses, and a \$3.7 million reduction from the 2021 budget. Ms. Bartley noted that Public Works was able to provide an additional approximate \$5.6 million reduction from their 2021 budget.

Ms. Bartley reported that the Capital Improvement Plan (CIP) Public Hearing has been scheduled for November 30, 2021, and the public notice has been sent to the newspaper of advertisement. Ms. Bartley proposed that the 2022 Budget Public Hearing be continued to November 30th to coincide with the CIP hearing and offer the public more time to review and send in written comments.

Chairman Sauter opened the hearing to take public testimony both in favor of and opposed to the proposed 2022 budget. There was no one wishing comment in Chambers or on Zoom. Chairman Sauter stated that there will be time for comments and now it is time for the Board to ask questions.

Chairman Sauter noted that one written comment was received and will be added to the record. The Board had a discussion regarding their experience in developing the 2022 budget and expressed their support for the hard work that Fiscal Manager Bartley, Auditor Sorensen, Treasurer Gallagher, and all Offices and Departments have put into the final 2022 budget. A brief discussion followed concerning leaving the hearing open to oral and written comments on November 30, 2021.

*Written comments on the 2022 Budget and 2022-2027 CIP were received from Goldendale resident Glen Chipman.

Motion (M/Anderson, S/Christopher. Passed unanimously): to continue the hearing to November 30, 2021, open to oral and written comments

Public Hearing: Consider declaring certain county vehicles, equipment, and miscellaneous property as surplus and setting a date for disposal.

Chairman Sauter declared the public hearing open by advising the purpose of the hearing is to accept public comment on a proposal to declare certain county-owned equipment, vehicles, and miscellaneous property as surplus property and to set a date for the sale and disposal of the surplus property at an online public auction by the Klickitat County Treasurer.

Treasurer Greg Gallagher provided an overview of the online auction that he and his staff have planned.

Chairman Sauter opened the hearing to public comments for or against the proposal.

Husum resident Sheri Bousquet asked where she could get a copy of the list of surplus items. Commissioner Christopher explained that she needs to open the entire agenda packet on the county website to view agenda items.

Chairman Sauter noted that the Board may ask questions of staff and/or request clarification of public statements at any time. Commissioner Christopher stated that some miscellaneous ammunition cases were not on the resolution and asked staff to correct the resolution.

Chairman Sauter inquired if there was anyone else wishing to offer further public comment. Hearing no response, he closed the hearing to public comment, which was followed by the motion.

Motion (M/Anderson, S/Christopher. Passed unanimously): Resolution No. 11421 in the matter of declaring the certain county-owned property to be sold at an online public auction or other allowed means by the Treasurer of Klickitat County beginning on December 1, 2021, and ending on December 6, 2021.

Department Update/Report:

Solid Waste Director Ruby Irving provided a Solid Waste Department update which included the Litter Crew, a Secure Your Load survey, and the Recycling program.

Further updates followed regarding changes in recycling requirements to help decrease the number of contaminated materials being added to the recycling stream.

Director Irving provided a brief update on Republic Services operations and contracts that will be finalized in the next couple of months.

Consent Agenda:

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

- 1) ***Resolution No. 11321** in the matter of renewing authorization granting authority to the Chief Financial Officer (now the Human Resource & Administrative Services Director) and/or the Commissioners Executive Secretary/Clerk of the Board to request, in writing, that the County Treasurer make investments, from time to time, on behalf of the Landfill Gas Improvements Fund #139, Cumulative Reserve Fund #125, Flood Control Fund #112 and the Vehicle Rental and Replacement Fund #502. The authorization shall become effective upon the date of signature and is to be renewed on or before December 1, 2022
- 2) ***Resolution No. 11521** in the matter of appointing members to the Klickitat County Lodging Tax Advisory Committee to serve one (1) year terms, expiring May 31, 2022.
- 3) ***Shorelands Shoreline Master Program Agreement (C20521)** No. SEASMP-2123-KICoPD-00136 between the Department of Ecology and Klickitat County (Planning Department) for the purpose of receiving grant funding to help fund the periodic review of the Shoreline Master Program.
- 4) Amendment No. 2 (**C20621**) to the Professional Service Agreement between Klickitat County (Planning Department) and the Watershed Company for the purpose of amending the scope of services, schedule, and adjusting the sub-phase budgets; the proposed amendment will increase the overall budget by \$20,000.
- 5) Scheduling a public meeting to be held Tuesday, November 23, 2021, at 1:30 PM to consider approval of Short Plat 2021-28; Parcel No. 05-14-2352-0002/00, in the Goldendale vicinity/ Applicant: Denice Lee.
- 6) **Resolution No. 11721** in the matter of delegating representatives' authority to sign the Washington State Department of Transportation's annual fiscal reports, vouchers, and payment requests. Gordon Kelsey, Jeff Hunter, and Pam Beierle are the authorized representatives to sign reports and reimbursement requests for the Washington State Department of Transportation.

- 7) Small Works Contract (C20721) between Northwest Natural Homes LLC and Klickitat County (Public Works Department) for the Klickitat County Courthouse East Entrance Stucco Project in the amount of \$3,688.33.
- 8) *Small Works Contract (C20821) between Dirt Works Unlimited LLC. and Klickitat County (Public Works Department) to provide snow removal at the Pioneer Center parking lots and access roads.
- 9) *Personnel Authorization to advertise for a full-time Senior Accountant II/Systems Administrator position at Grade 71, Step 1, within the Public Works Department
- 10) *Request for Proposals for Body-Worn Camera Solution. Klickitat County Sheriff's Office is seeking to invest in a complete BWC solution that will provide for a highly reliable and durable platform for capturing, managing, storing, and redacting video evidence, and for sharing videos electronically with the Klickitat County Prosecuting Attorney's Office.

Unfinished Business:

***Motion (M/Christopher, S/Anderson. Passed unanimously):** To approve a Request for concurrence to cancel Construction Contract (C17621). between Klickitat County and Mission Construction Inc, for the Klickitat County Fair Board Office Foundation Project.

***Approved (M/Christopher, S/Anderson. Passed unanimously): Resolution No. 11621** in the matter of setting a public hearing for the 2022-2027 Capital Improvement Plan to be held Tuesday, November 30, 2021, at 1:30 PM in the Commissioner's meeting room.

Voucher Certification and Approval

***Approved Warrants (M/Christopher, S/Anderson. Passed unanimously):** Accounts Payable: Warrants #309723 – #3309800 for a total of \$780,213.10 for the date ending November 8, 2021. There were no payroll warrants requiring approval at this time.

***Approved (M/Christopher, S/Anderson. Passed unanimously):** Pay Estimate No. 5 to Grade Worx, LLC in the amount of \$171,572.32 which contains retainage in the amount of \$8,578.62 for a total payment of \$162,993.70, for the Old Mt. Road Project, CRP 350.

***Approved (M/Christopher, S/Anderson. Passed unanimously):** Pay Estimate No. 1 to Central Washington Asphalt, Inc. in the total amount of \$501,480.23 for the W. Darland Drive Overlay CRP 361 Fed Aid # STPR-K201(0001) Contract #TA-7080.

Board Pending:

Treasurer Gallagher provided an update on the Financial Steering Committee's efforts to develop a "Request for Proposals" to select a contractor to find a new financial accounting software system for the county. Chairman Sauter reported on the criteria and scoring system that the committee developed. Auditor Sorensen reported on the timeline and the committee's expectations for completing the search.

WSU Extension Director Hannah Brause introduced a proposal to make the 4-H Coordinator position a WSU employee, noting that Klickitat County is the only county in Washington that has not made this change. Ms. Brause also proposed to move the Office Manager position to full time with the cost savings resulting from this change. The Board indicated that they were interested in hearing Director Brause's full presentation and asked her to come back on November 23rd for further discussion.

Commissioner Anderson left the meeting at 2:56 PM to attend a Zoom meeting with a state legislator.

The Commissioners continued the discussion regarding the MCEDD revolving loan fund. Commissioner Christopher provided a brief update on the Columbia Gorge Economic Symposium.

Motion (M/Christopher, S/Sauter. Passed unanimously): To adjourn the regular meeting to 6:30 PM to conduct a continuation of the Public Hearing: To consider proposed amendments/extensions to the Klickitat County Annual and Six-Year Transportation Improvement Program for 2022-2027. There are no workshops scheduled for Thursday, November 11, 2021.

Tuesday, November 9, 2021 - Regular Meeting Extension: 6:30 PM Public Hearing/continuation. Klickitat County Six-Year Transportation Improvement Program for 2022-2027

Chairman Sauter reconvened the meeting at 6:30 PM. All three Commissioners were present. Public Works Director Gordon Kelsey and Deputy Director Jeff Hunter were also present.

- Below is a brief synopsis of the testimony offered, note that the Board of Commissioner minutes are action minutes.

Chairman Sauter opened the hearing by advising that the purpose of the hearing is to take public testimony with regard to the proposed revision and extensions of the Klickitat County Six (6) Year Transportation Improvement Program for the plan years 2022-2027 noting that the hearing is a continuation of the public hearing which was held earlier this afternoon. Chairman Sauter requested a staff review.

Public Works Director Kelsey reported that counties are required by state law to review and adopt an annual and six (6) year improvement plan on an annual basis. Director Kelsey reported that half or more of the projects are funded by grant funds, noting that local roads are also funded with Landfill dollars.

Director Kelsey explained how projects are selected and reasons for delays, noting that everything on the plan does not get completed according to its position due to emergencies, grant changes, and deadlines, winter storm damage, slides, available funding, permitting, and right-of-way issues. County funds are used to leverage state and federal grant dollars to accomplish as much as possible each year.

Chairman Sauter opened the public hearing to public comment.

Larry Singer provided a brief history of Wnuk Road and requested that the County do a design and engineering study for future improvements.

Greg Wagner, CEASE, stated that Oak Ridge Road does not need any improvements for the residents that live on the road and any improvements that are made should be paid for by Under Canvass.

Mr. and Mrs. Tindell spoke in support of Mr. Wagner's comments to not improve Oak Ridge Road in 2027.

A resident from the Nester Peak Road area stated that they are asking for some help to improve a section of road between Big Buck Creek and the intersection with Nester Peak Road and the private Buck Creek Road. There has been a vast increase in recreational traffic, new homes, and logging. Residents have been trying to do dust abatement but it is difficult due to the volume of traffic.

County resident Collen Krause spoke in support of previous comments to not make improvements to Oak Ridge Road.

Oak Ridge Road resident Dennis White asked and received clarification on how or when road projects are moved up on the 6-year road plan, and that when improvements are required due to development the developer bares the cost of bringing the road up to Title 12 Standards. Following further discussion, Commissioner Anderson reminded that the rate of improving roads as previously done will be going down due to increasing expenses and decreasing revenues. Commissioner Christopher agreed, noting that budget forecasts indicate that the county will only be able to do about half the number of road projects.

Director Kelsey provided further clarification regarding the definition of new construction verses maintenance.

Mr. Singer added to his comments in support of needed improvements on Wnuk Road due to increased traffic, development and safety concerns.

Mr. Wagner was also allowed additional time to comment but declined.

Chairman Sauter asked if there was anyone else who wished to comment, hearing no response, he closed the public hearing to further public oral comments.

Motion (M/Anderson, S/ Christopher. Passed unanimously): to continue the hearing to an indeterminate date and time, and to close oral testimony, leaving written comments open until 5:00 PM on November 27, 2021.

Chairman Sauter noted for the record that the public hearing has been closed to oral testimony and will be continued to an indeterminate date and time, further noting that the record will remain open to allow "written" comments, which must be received by the Commissioner's office no later than 5:00 PM on November 27, 2021. The final plan must be adopted before the end of the year and will appear on a future Commissioners agenda under "Unfinished Business." The hearing was adjourned at 7:09 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 Zoom 11.9.21 BOCC Meeting.

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



11-23-21

Date