

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, January 18, 2022**

Chairman Jacob Anderson called the meeting to order at 9:30 AM. Commissioners present Jacob L. Anderson and Dan Christopher. David Sauter joined the meeting at 9:32 AM.

Workshop Session Agenda

9:30 AM – Public Works Department Update

Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Auditor Brenda Sorensen, Human Resources & Administrative Services Director Robb Van Cleave in the Chambers, various county employees and County residents participating via Zoom.

Public Works Director reported on the Consent Agenda items on this afternoon's agenda; payment approvals; construction program; the Courtney Road Safety Project; the Klickitat Path; the Courthouse Parking lot reconstruction, noting there is a meeting on this afternoons agenda to discuss the parking lot construction where annex 1 and 5 are currently located. A report was given on the east and west end crews, stating the crew is running road patrol and sanding as needed, cleaning culverts, mowing, and repairing minor washouts, Director Kelsey stated they continue to widen the roads from the snow.

Director Kelsey reported on the minor repairs and finishing touches on the Klickitat County Services Building, noting the HVAC system will be shut off in the main entrance during business hours due to the noise level.

A report was given on the Courthouse Parking lot cleanup, noting the hole will be filled back in as soon as possible.

Director Kelsey stated the department will advertise the Request for Proposals for the Financial System Upgrade and extend the deadline to March 1st and advertise in the Daily Journal of Commerce and newspaper of record.

Fiscal Manager Jenn Bartley reported on two departments' budgets that need to have the budget cash checking system removed to run the yearend 2021, payments.

10:00 AM -Elected Official - Sheriff Report/Update

Attendance: Sheriff Bob Songer, Under-Sheriff Tim Neher, Chief Civil Deputy Karen Elings, Chief Jail Deputy Carmen Knopes, in the Chambers, various county employees, and residents via Zoom.

Sheriff Bob Songer reported on services calls from January 1, 2022, through January 17, 2022, followed by an update on activities the Sheriff's Office took part in during December.

Sheriff Songer stated his appreciation for the Deputies and 9-1-1 Dispatchers who retired in December and January noted the Sheriff's Office is conducting interviews of the top five civil service tested applicants for the entry-level deputy sheriff's positions.

Sheriff Songer reported on the volunteer hours given by the Klickitat County Sheriff's Office Reserve Deputy Program, the Search and Rescue Volunteers as well as the Posse Members for 2021.

Sheriff Songer reported he did a press release on Senate Bill 5613 – Klickitat County Cougar Program as well as the press release of citizens concerns over the State Board of Health Zoom Meeting that occurred on January 12, 2022.

Chairman Anderson left the meeting at 9:53 AM.

Deputy Joe Riggers inquired if the Sheriff's Office can be part of the planning permitting process for projects in the County due to the impacts the projects will have on the area, the employees, and the citizens. Commissioner Sauter advised there are processes that projects go through and any fees need to be tied to a specific project itself, followed by Deputy Riggers advising of the calls that were received during the Road Rally Race.

Chairman Anderson returned to the meeting at 10:07 AM.

Undersheriff Neher reported on his future plans with the County and will be working on funding for an animal shelter, noting he is trying to get the funding from the State, not from the County. Undersheriff Neher reported on the staffing changes, followed by a report on the increase of violent crime in 2021.

Chief Jail Deputy Carmen Knopes reported on the Correction Division staffing levels, the training, court schedule, medical prescriptions, the inmate transportation, noting due to winter weather conditions transport out of the county was suspended.

Chief Jail Deputy Knopes stated the jail population is remaining in a consistent state ranging from 20 to 25 inmates; followed by a report on the jail opening church services on a weekly basis, as well as a Christmas gathering.

Chief Civil Deputy Karen Elings reported on the Body-Worn Camera Request for Proposals response, followed by a discussion about the number of years to pay the contract and the potential for grant funding in the future. A discussion was held about the re-evaluation of the department's budgets and requesting departments to fund more of their budgets by sharing costs with entities who use their services.

A decision was made to pay one year of the Body Worn Cameras contract. Undersheriff Neher stated the Timer Range Deputies were sworn in as Yakama Deputies to be able to cross over into the Yakama Boundaries as needed.

Commissioner Christopher reported he will be testifying on House Bill 1921, regarding the depreciation of green energy projects. Commissioner Christopher will be testifying representing himself and requested if the Board would like him to testify on the behalf of the Board as a whole.

10:45 AM - Miscellaneous Reports/Comments: State Audit Exit Conference.

Attendance: Auditor Brenda Sorensen, Auditor's Office Senior Accountant Debbie Bridges, Sheriff Bob Songer, Under Sheriff Tim Neher, Chief Civil Deputy Karen Elings, Human Resources & Administrative Services Director Robb Van Cleave, Building Director Lynn Ward, Building Manager Cindy McHargue, Natural Resource/Economic Development Director Dave McClure, HR Manager KC Sheridan, Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Public Works Deputy Director Finance & Administrative Services Pam Beierle, Treasurer Greg Gallagher in the Chambers, State Auditor's Office (SAO) Program Manager Lindsay Osborne, SAO Assistant Audit Manager Nicholas Hoeft, SAO Audit Lead Suzie Moon, Catrina Galize, various county employees, and residents via Zoom.

State Auditor's Office (SAO) Program Manager Lindsay Osborne reported on the Audit, noting audits are important for entities as well as citizens and improve efficiencies within the organization.

SAO Audit Lead Suzie Moon reported on the Accountability Report for the period of January 1, 202 through December 31, 2020, followed by the Report on Accountability, the Results in Brief, details about the Audit itself

were shared, the Financial Reports provided that were audited, as well as a brief overview of the Federal Grant Programs that were audited.

SAO Assistant Audit Manager Nicholas Hoeft reported on the Summary of the Auditor's Results, Financial Statements, Federal Awards, and the COVID-19 – Coronavirus Relief Fund that was the Major Federal Program that was Audited, followed by the Financial Statement Findings, noting there were no Federal Award Findings or Questions.

A discussion continued on the testimony this afternoon Commissioner Christopher will provide on House Bill 1921, noting Washington State Association of Counties (WSAC) requested Commissioner Sauter testify on behalf of WSAC. The Board indicated they supported Commissioner Christopher speaking on behalf of the Board.

A discussion continued with Natural Resource/Economic Development Director Dave McClure about the Payment in Lieu of Taxes payments and the way the green energy projects are taxed in Oregon.

A discussion was held about the different House and Senate Bills the Board would like to speak on as well as assigning spokespeople to speak on bills the County is interested in.

Approved (M/Christopher, S/Sauter. Passed unanimously): The Board recessed for lunch at 11:32 AM.

Call to Order/Roll Call:

Chairman Anderson reconvened the meeting at 1:00 PM; Opening with the Pledge of Allegiance. Commissioners present: David M. Sauter, Jacob L. Anderson, and Dan Christopher.

Agenda:

***Approved (M/Christopher, S/Sauter. Passed unanimously):** as presented.

Approval of Commissioner Meeting Minutes

***Approved (M/Sauter, S/Christopher. Passed unanimously):** the Klickitat County Board of Commissioners Meeting Minutes for December 07, 2021, and January 04, 2022, as presented.

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

Ron Kinsella inquired about the Governor's mandate to be able to isolate citizens as well as the isolation housing trailers that were provided at the Fairgrounds. Mr. Quinella inquired if the Board is aware of that happening, the Board stated it is not happening in Klickitat County and was advised by the Clerk of the Board to follow up with Health Department Director Erinn Quinn.

White Salmon resident Lisa Evans stated as she watched the children walking in and out of the school wearing masks, noting this is getting pushed down onto the kids, but it is inconsistent with sports guidelines. Ms. Evans reported on the lower expectations on the States Smarter Balance Test and encouraged the Board to push against Governor Inslee's Mandates and to the Office of Superintendent of Public Instruction to get the matrix to allow the children to unmask and get the adults back to work.

Commissioner Sauter responded to Mr. Quenelle's concerns about the isolation facilities, noting there has not been anyone in this County isolated against their will and the isolation camp set up at the Fairgrounds was a volunteer quarantine area and was not used that often.

Sheri Bousquet inquired about the fee schedule for projects in Klickitat County and larger projects would provide more revenue to the County. Ms. Bousquet would like to see more revenues from larger businesses, followed

by reading an article written into the Columbia Gorge News about the UnderCanvass Project and the Oak Ridge Road upgrade.

Board comments:

Commissioner Sauter responded to Ms. Evans, stating his frustration as well with the lack of information on a matrix to be able to move forward with guidance on the COVID-19 Pandemic, noting he is ready to move on.

Commissioner Christopher stated his opinions on the Pandemic versus an Epidemic.

Chairman Anderson reviewed the procedures which the County followed to be able to reopen and to remain to keep the small business open, followed by a statement on the Pandemic timeline.

Unfinished Business: Review and discussion regarding planned parking areas

Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Public Works Senior Engineer Seth Scarola, Human Resources & Administrative Services Director Robb Van Cleave, citizens Susan Kelsey and Lori Zoller in the Chambers, various county employees, and residents via Zoom.

Public Works Director Gordon Kelsey reported on the historical background done on the annexes that housed County Departments, followed by a report the city required the County to provide 267 spaces for parking.

Director Kelsey stated the goal was to not displace anyone out of their homes, all though one lot was purchased for parking. The County looked at lots that were currently owned and could be used as parking lots.

Director Kelsey reviewed the costs and options of purchasing lots for sale in the area, noting it's closer to the county building versus utilizing the space where Annex I is currently located.

A discussion was held about the rental process of the houses on Court Street, the financial options provided and the uncertainty of switching plans, noting these plans were made over five (5) years ago. Commissioner Christopher agreed with Director Kelsey's recommendations, noting if the buildings were to be left dilapidated it would bring down the value of the town as a whole.

Commissioner Christopher left the meeting at 2:00 PM.

The Board decided to wait to do any demolition, the removal of annex 5 may provide enough parking and the situation will be re-evaluated at that time.

New Business: Assessor Crista Schroder: Request for verbal authorization to begin the advertising process to fill a vacant Deputy Assessor position.

Attendance: Assessor Crista Schroder, Deputy Assessor Jessica Byers, Human Resources & Administrative Services Director Robb Van Cleave, the Columbia Land Trust Conservation Fund employees in the Chambers, various county employees, and residents via Zoom.

Assessor Crista Schroder requested to fill a Clerical Administrative Assistant I, II or III positions, followed by an update on the job position's requirement and the timeline for training for the position.

The Board granted permission.

Miscellaneous Reports/Comments: Columbia Land Trust Update and introduction of the Conservation Fund

Attendance: WKO, Inc. President Mike Engel, Columbia Land Trust Conservation Lead Nathan Ulrich, Green Diamond Management Company CBMA Area Manager Jon Cole, Green Diamond Resource Company Public Affairs Manager Patti Case, Mike Engel from WKO, Forest Conservation Director Cherie Kearney, Conservation Fund Senior VP, Conservation Ventures Even Smith, Natural Resource Coordinator Whitney Rainier, Economic Development Specialist Richard Foster in the Chambers, various county employees, and residents via Zoom.

Columbia Land Trust Conservation Lead Nathan Ulrich did introductions and reported on the positions and job duties as assigned.

Green Diamond Resource Company Public Affairs Manager Patti Case, from Green Diamond, reported on the ownership length and past practice

Green Diamond Management Company CBMA Area Manager Jon Cole reported on the land currently being managed in the area.

Conservation Fund Senior VP, Conservation Ventures Even Smith provided a map as an outline for the SDS land, and reported on the business outline, noting they will continue with public use, land grazing, and harvesting.

Forest Conservation Director Cherie Kearney reported on the partnership the conservation district will have with the new owners.

Commissioner Sauter inquired about the past practice, noting the integration of the previous owners had in the community. Commissioner Sauter shared concerns about the harvesting and managing procedures.

Green Diamond Resource Company Public Affairs Manager Patti Case provided clarification and what the county can expect from the WKO, noting the long-term value in their business with providing products for Green Diamond.

Chairman Anderson inquired and received clarification on the management of the timber; inquiring about the projects that the company will continue to facilitate in the community.

Chairman Anderson inquired and received information about the boundary line discrepancies in the area, followed by an inquiry about the employment terminations that took place during the ownership change and will retraining be available for the employees to let go.

A discussion was held regarding the letter of support the Board provided and if the acquisition of the conservation easement was successful, followed by an acquisition of more property's or will the properties be sold.

Commissioner Sauter discussed the plans of the lands remaining open to the public, noting that free access shows good faith to the community, Jon Cole stated there are lands that will stay open and there will be a review done on some of the lands, advising the hunting will remain open as it has in the past.

Consent Agenda:

Approved (M/Sauter, S/Anderson. Passed unanimously): The Consent Agenda with six (6) items.

- 1) Personnel Authorization to begin the advertising process to fill a Senior Engineering Technician position at Union Grade, Steps 1-3, (\$27.48 to \$29.22 per hour), depending on qualifications, within the Public Works Department.

- 2) Grant Agreement (C00722) between the Washington State Department of Agriculture and Klickitat County (Public Works Department) for the purpose of upgrading the Fairground's main water line and the existing fire hydrants will be replaced; the majority of the existing fairgrounds water system is in excess of 40 years old. Beginning upon signature and ending May 31, 2023. The grant amount is \$150,000.
- 3) Contract (C00822) between the Goldendale Sentinel and Klickitat County (Solid Waste Department) for the purpose of publishing outreach and educational ads for one year. The contract begins January 2022, through December 2022.
- 4) **Resolution No. 00622** in the matter of setting a public hearing to hear testimony on the vacation of McCuiston Alley on February 15, 2022, in the Commissioner's Chambers, located in room 200 of the County Services Building at 1:30 PM.
- 5) Amendment #2 (C00922) to the Agreement (C00520) for provision of services by and between Beacon Health Options, Inc. and Klickitat County (Sheriff's Office) for the purpose of providing mental health services specific to substance use disorders with Criminal Justice Treatment Account funds. This amendment removes A.A1 in its entirety and replaces it with Exhibit A.A2 Description of Services and Compensation.
- 6) Memorandum of Understanding (C01022) between the Lyle School District and Klickitat County for the purpose of transferring Lot 2, parcel numbers 02-13-3321-0201/00; 02-13-3321-0202/00 and 02-13-3321-0203/00 to the County.

Voucher Certification and Approval

Approved Warrants (M/Sauter, S/Anderson. Passed unanimously): Pay Estimate No. 1 and final to Oliver's Floor Covering in the amount of \$4,909.53, including tax in the amount of \$342.53 for the Pioneer Center 2nd floor restroom floor covering replacement.

Approved Warrants (M/Sauter, S/Anderson. Passed unanimously): Pay estimate No. 21 to Kirby Nagelhout Construction Company in the amount of \$18,883.95 which excludes retainage in the amount of \$921.17 and includes sales tax in the amount of \$1,381.75, for a total payment amount of \$18,883.95, for the County Services Building Project, Contract No. C03120.

Approved Warrants (M/Sauter, S/Anderson. Passed unanimously): Pay Estimate No. 2 to Southern Folger Contracting in the amount of \$18,872.04, less \$993.27 for retainage, including tax of \$1,489.90, for a total due to the contractor of \$20,361.93, for the Rolling Security Door.

Approved Warrants (M/Sauter, S/Anderson. Passed unanimously): Pay Estimate No. 2 to Thompson Brothers Excavating, Inc. in the total amount of \$205,906.00, which does have retainage, for the Countywide Guide Posts & Signing Project CRP 358.

Approved Warrants (M/Sauter, S/Anderson. Passed unanimously): 2021, Accounts Payable: (#311106 - 311292), \$706,858.64, for the date ending January 18, 2022.

Approved Warrants (M/Sauter, S/Anderson. Passed unanimously): 2022, Accounts Payable Warrants: (#311293-311534), in the amount of \$93,229.13.

Accounts Payable for 2022, Payroll Warrants: (#226355 – 226679), Combined Payroll, (#311060 – 311069), Electronic Transfer (#950), in the amount of \$914,043.45.

For a combined total of \$1,714,131.22, for the date ending January 18, 2022.

Treasurer Elected Official – Report/Update:

Attendance: Treasurer Greg Gallagher, Prosecuting Attorney David Quesnel, Fiscal Manager Jenn Bartley in the Chambers, various county employees, and residents via Zoom.

Treasurer Greg Gallagher reported on the Finance Committee held this last Friday, the scheduled meeting will remain the same and will be advertised, followed by an update on the Legislative Bills the Committee will be watching and the Rescue America Funds.

Treasurer Gallagher stated he received confirmation that the new sales tax of a 1/2 % increase will go into effect on April 1st.

Treasurer Gallagher stated the foreclosed properties are listed, followed by a review of the properties and their locations and the process in which they will be auctioned off.

A tax update was provided for the Junior Taxing Districts.

The Board requested Director McClure sign-in to state opposition to the riparian bill to the discussion on Thursday.

Prosecutor's Elected Official – Report/Update:

Attendance: Prosecuting Attorney David Quesnel, Treasurer Greg Gallagher, Fiscal Manager Jenn Bartley in the Chambers, various county employees, and residents via Zoom.

Prosecuting Attorney reported on the Annex I decommissioning. The only way to relinquish the building is to surplus it through Public Auction, it cannot be given to an individual.

Prosecuting Attorney Quesnel noted the hiring and firing procedures for Elected Officials, noting the Elected Officials are equals or superiors and are not Department Heads hired by the Board.

Prosecuting Attorney Quesnel reported on upcoming trials, and noted tomorrow's trial will be the closure of a two (2) year trial.

A discussion followed regarding Elected Officials hiring abilities and as long as it is within budgetary constraints.

Commissioner Christopher rejoined the meeting at 3:15 PM.

Questions and answers were provided regarding projects in the area, followed by an update about the Columbia Gorge News's article regarding Oak Ridge Road, Prosecuting Attorney noted that the County's position was never that the public would update or maintain the road due to a project. The Board stated it has never been in the County's purview to contact a paper and request a redaction.

A discussion was held about a firework ban and the possible legislation changes that are taking place, noting there is a one-year waiting period to enforce a ban currently.

A brief discussion was held regarding upcoming trials.

Board Pending:

Commissioner Christopher reported on the Legislative testimony he just provided on House Bill 1921.

Approved (M/Sauter, S/Christopher. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 4:00 PM until 9:05 AM on Thursday, January 20, 2022, for scheduled workshops.

**Thursday, January 20, 2022 - Regular Meeting Extension: Workshop Extension.
Workshops are not recorded, they are open to the public to attend.**

Chairman Anderson called the workshop to order at 9:05 AM. All three (3) Commissioners were present. Attendance throughout the workshop: In-person: Treasurer Greg Gallagher, Auditor Brenda Sorensen, Human Resources & Administrative Services Director Robb Van Cleave, Fiscal Manager Jenn Bartley, Solid Waste Director Ruby Irving, and Economic Development/Natural Resources Director Dave McClure. There were various Elected Officials, Department Heads, staff, and members of the public on Zoom.

Budget planning workshop

Chairman Anderson opened the budget planning workshop. Fiscal Manager Jenn Bartley provided an overview of her proposed 2023 budget development process which included a discussion with the Board budget workshops and deadlines. Fiscal Manager Bartley advised that final numbers for the 2021 budget should be available by mid-June. Fiscal Manager Bartley reported that she would like to have a separate fiscal page on the county's website to post-budget and financial documents for the public to view. Fiscal Manager Bartley also suggested that she would like to display the budget on the TV monitor for the public to view. The Board expressed their support for Fiscal Manager Bartley's ideas.

Fiscal Manager Bartley noted that she will be compiling a book with all budget and fiscal related resolutions and other documents so they can easily be accessed by employees. Fiscal Manager Bartley covered other process improvements she has planned such as the supplemental budget process and forms. Discussion followed on how to improve the agenda cover sheet for consent agenda items. Commissioner Christopher stated that he would like to see the percentage of grant dollars relevant to the dollars used.

The Board had a brief discussion regarding who is overseeing the Code Compliance budget. Commissioner Christopher commented that the Building Department is being paid to oversee the budget and should be assisting the Code Compliance Officer. Further discussion followed concerning the importance of each Office/Department monitoring their budget monthly.

Fiscal Manager Bartley proposed adding a line item in the Non-Departmental budget for the 2023 budget to account for any possible COLAs. The Board indicated that COLAs should be budgeted into the department budgets. Fiscal Manager Bartley provided a brief timeline for the 2023 budget workshops and public hearing process.

Fiscal Manager Bartley presented a PowerPoint of a draft 2022 budget document and asked for direction regarding finance policies. After a brief discussion a motion followed: **(M/Christopher, S/ Sauter. Passed unanimously):** Directing Fiscal Manager Bartley to work with the Finance Committee to hammer out and make recommendations to the Board regarding financial policies.

Commissioner Christopher expressed interest in returning to providing Economic Development Authority dollars to communities. Commissioner Christopher provided a brief update on the LEOFF I Board's review of rules, policies, and procedures that could affect the Sheriff's budget.

Approved (M/Sauter, S/Christopher. Passed unanimously): The Board recessed for lunch at 11:46 AM.

12:00 – 1:15 PM Lunch Break

1:15 PM Discussion regarding various proposed legislation that can impact Klickitat County.

Economic Development/Natural Resources Director McClure provided an overview of HB 1838, which proposes an expansion of riparian mitigation areas. Following Board discussion, they asked Director McClure to prepare a letter opposing the riparian bill for the Chairman's signature.

Solid Waste Director Irving provided an update on garbage pickup issues due to a driver shortage and winter weather conditions. The Board discussed proposed legislation related to solid waste.

Discussion followed regarding proposed legislation in the 2022 session.

Motion (M/ Christopher, S/ Sauter. Passed unanimously): To adjourn the workshop at 2:24 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 1.18.2022 Board of County Commissioner's Meeting.



Approved: Jacob Anderson
Chairman of the Board



2.15.2022

Date