

**Klickitat County  
Board of Commissioners  
Minutes – Meeting of Tuesday, February 1, 2022**

**Morning Workshop Session**

Chairman Jacob Anderson called the meeting to order at 10:00 AM. Commissioners present: David M. Sauter, Dan Christopher, and Jacob Anderson.

**Workshop Session Agenda**

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

Attendance: Public Works Director Gordon Kelsey and Public Works Deputy Director Jeff Hunter in the Chambers, Juvenile Probation Counselor Tom Akins, various county employees, and County residents participating via Zoom.

Public Works Director Gordon Kelsey reported on the resolution on this afternoon's agenda, followed by a construction program update, followed by a discussion on the reason the Washington State Department of Transportation has not given permission for Public Works to award the bid for the Courtney Road Safety Project.

Public Works Deputy Director Jeff Hunter reported on the project budget, noting the cost of construction has increased since the original project was estimated and the project bidder's construction crew costs.

Director Kelsey stated the crews continue to work on the Courthouse Parking Lot project, noting the Courthouse well used for irrigation well monitoring will continue, followed by an update on the east and west end crew's maintenance projects.

A report was given on the Klickitat County Service Building, noting the HVAC System on the second floor will be serviced starting next week. A discussion was held about the date and time of the Klickitat County Services Building Open House and dedication, the Board agreed March 8<sup>th</sup> 4 to 6 PM and light refreshments will be provided in the lobby.

Deputy Director Hunter reported on the radio sites, followed by a report on the speed limit change procedures for the Murdock area.

Deputy Director Hunter reported on the time estimate for the jail roof repair.

Commissioner Christopher inquired about the parking for the electric vehicles in the front of the Klickitat County Services Building and requested adding 30-minute parking spots in the front of the building, followed by a discussion of vending machines in the building.

Commissioner Sauter reported on progress made to be able to access the Lyle Sandbar.

**10:30 AM - Human Resource and Administrative Services:**

Attendance: Human Resource and Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Informational Technology Manager Jeff Roe, Fiscal Manager Jenn Bartley, Goldendale High School Student Racheal Gallagher in the Chambers, various county employees, and County residents participating via Zoom.

Informational Technology Manager Jeff Roe reported on the ability to update the County website with Civic Plus, the Board was in support, followed by a discussion about monitoring what online services citizens are using the most.

Human Resource and Administrative Services Director Robb Van Cleave reported on the PC update that will take place this year and the replacement of the computers with laptops, followed by a discussion of the life of the computers and laptops and the disposal process.

A brief update was given on the State Auditor's Office Audit Report.

Fiscal Manager Jenn Bartley reported on the end of the year revenues and expenditures, followed by an update on the future procedures for the budget process.

A discussion was held about the Washington Long Term Care Act and the reimbursement to employees who have already had their first payroll deduction.

HR/Administrative Services Director Van Cleave reported on the changes in job descriptions and pay grade changes finalized during the union negotiations, followed by the procedure for claim forms.

HR/Administrative Services Director Van Cleave reported on the Civil Services employee, noting the employee will be moved to the Human Resources Department, followed by a request to review the salary for the position, noting the position is required by law.

**Approved (M/Sauter, S/Christopher. Passed unanimously):** The Board recessed for lunch at 11:15 AM.

**Commissioner's Business Meeting**

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

**Agenda:**

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

**Approval of Commissioner Meeting Minutes**

**\*Approved (M/Sauter, S/Christopher. Passed unanimously):** the Klickitat County Board of Commissioners Meeting Minutes for January 11, 2022.

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

Goldendale resident Susan Kelsey reported on the impact of Public Records on the County, noting there is a reason to do such requests, followed by speaking to the cost of such public records requests. Ms. Kelsey asked if there are logs associated with the requests, followed by an inquiry if essential services to citizens are being compromised.

Lyle resident Vern Harpole thanked the County employees for all their help on the Lyle Sandbar Access paperwork and referred to the comment made by Commissioner Christopher this morning about the electrical car parking stations being used by non-electric cars, stating that the electrical charging station is not working right now. Mr. Harpole requested the Board support the Lyle Community in discussions with the Washington State Parks and Recreation Department regarding access to the Lyle Sandbar.

Rociel Demmick from Goldendale requested the Planning Director and employees attend training from the American Planning Association in regards to large solar projects, noting that during the legislative discussions it was not mentioned that Klickitat County would be housing the largest projects in the state, followed by a request for what qualifications the fire departments have to be able to respond to solar project fires.

Lynn Mason responded to a comment made by Chairman Anderson on Facebook in regards to the County purchasing land for an Assisted Living Development, followed by a comment written stating the need for affordable housing in the area stating the cost of rent has been raised significantly from one month to another and is unsustainable.

Chairman Anderson read into the record the post made on Facebook regarding the affordable housing market, followed by the funding request for the Assisted Living Facility in the White Salmon area.

Commissioner Christopher responded to Susan Kelsey's comments about the Public Records Request, stating the cost is insignificant for the requester but the amount of employee hours is quite significant and the cost of the employee's salary is in the range of \$80 to 100 thousand dollars. Commissioner Christopher stated the electric charging stations are being reviewed as to what service provider will be the most cost-effective.

Commissioner Sauter respond to Ms. Kelsey's inquiry stating their need to be legislative changes made to the public record request process, and the impact it is having on the Klickitat County employees is significant and there are only so many hours in the day, noting he supports the Open Public Meeting Act and transparency but not the weaponizing of the requests to create a hardship on offices.

Commissioner Christopher reported on the most recent public records request to the Commissioner's Office, followed by Commissioner Sauter responding to Mr. Harpole, thanking him for the work he has done on the Lyle Sandbar access.

Chairman Anderson responded to Ms. Demmick thanking her for her comments and information she sent; followed by thanking Mr. Harpole for his update about the Lyle Sandbar.

Tracy Wixman inquired about the name given to the Mental Health First Responders in the resolution on this afternoon's agenda.

#### **Public Hearings/Public Meetings/Bid Openings:**

#### **Public Meeting: Short Plat SL 2019-23: Applicants: Kinzey's Country Place, LLC (Doug Kinzey).**

Attendance: Assistant Planner Denice Lee in the Chambers, various county employees, and County residents participating via Zoom.

Assistant Planner Denice Lee stated the applicant is requesting for an additional 6-month extension to complete all conditions of approval for Short Plat SPL2019-23.

Assistant Planner Lee reported The Klickitat County Subdivision and Short Plat Ordinance #122082 allows one year from preliminary approval to submit all conditions required and come in for final approval. An additional one-year extension can be granted if requested by the applicant. A provision for any extension beyond this is not included in the above ordinance.

Assistant Planner Lee stated the applicant requested and was granted, a one-year extension by the Planning Department on December 14th, 2020. This extension moved the plat expiration date from February 7<sup>th</sup>, 2021, to February 7<sup>th</sup>, 2022, the applicant has again asked for an additional extension due to unforeseen supply chain delays caused by the pandemic, and the inability to locate utilities due to snow covering the utility markings.

Assistant Planner Lee stated if the Board feels that an extension is warranted, the Board will need to make a motion to grant a 6-month extension, extending the current deadline to August 7<sup>th</sup>, 2022, for Short Plat SPL2019-23.

The Board requested and received follow-up information on the tasks left to be done, followed by a brief discussion of the status of the road construction for the short plat.

**\* Approved (M/Christopher, S/Sauter. Passed unanimously): Resolution No. 01622** in the matter of granting a 6-month extension for final approval of Short Plat SPL2019-23 (The extension is based on the date of Preliminary Approval); the new deadline for final approval is August 7<sup>th</sup>, 2022.

**Unfinished Business:**

Attendance: East District Court Judge Rick Hanson, Adult Probation Case Manager Courtney Cooke, Clerical Administrative Assistant Paula Duncan, Adult Probation Case Manager Steve Crow, Fiscal Manager Jenn Bartley, Former HR Director Randi Post, one (1) member of the public in the Chambers, West District Court Judge Jeff Baker, various county employees, and County residents participating via Zoom.

East District Court Judge Rick Hanson requested and received verbal approval to promote Courtney Cooke into the Interim Adult Probation Director, the Board stated there will be further budget discussion in July after Adult Probation Case Manager Courtney Cooke completes her degree and the position is posted.

**Board Pending:**

The Board discussed live streaming and recording the Board's Thursday workshop sessions, noting the workshops will be open to the public for live attendance.

**Approved (M/Sauter, S/Christopher)** to not live stream or record the Thursday workshops held with staff.

Chairman Anderson was opposed.

Chairman Anderson stated he is conflicted on discontinuing the Zoom meetings due to the utilization of the platform himself quite often.

Chairman Anderson inquired if the Board was in support of allowing a policy to be written allowing electronic signatures to be used during the current State of Emergency Proclamation the State of Washington is under, the Board was in support.

Commissioner Sauter inquired about the public lands that radio towers currently sit on and the potential increase of fees, the Board was in support of stating their opposition of the implementation of fee increases.

HR & Administrative Services Director Robb Van Cleave reported on the E Signature process and the impact to the Information and Technology Department as well as a cost, followed by a brief discussion of the Adobe Program electronic Signature process.

Chief Deputy Auditor Heather Jobe reported on the scope and cost of the policy, noting she drafted the original emergency policy during the Pandemic and reported the process in which the signatures could be used.

**Elected Official – Treasurer Greg Gallagher: Office update and Finance Committee Report.**

Attendance: Treasurer Greg Gallagher, Prosecuting Attorney David Quesnel, Deputy Prosecuting Attorney Rebecca Cranston, Fiscal Manager Jenn Bartley, HR & Administrative Services Director Robb Van Cleave, one (1) member of the public in the Chambers, various county employees, and County residents participating via Zoom.

Treasurer Greg Gallagher reported on the public auction process for land; the electronic signature discussion that the Financial Committee has had; the public auction process for the items that have been sold online.

Treasurer Gallagher reported on an upcoming discussion regarding the Klickitat Mill Site and the White Salmon Property along the river.

Treasurer Gallagher provided a staff report for his office during the spring and summer, advising two employees will be out and an option for staff coverage will be to have a 6-month temporary position.

Treasurer Gallagher reported tax statements will be mailed out this month, followed by a brief update on the tax title sale starting February 14<sup>th</sup>.

Treasurer Gallagher reported there will be a surplus sale online to remove some of the old office supplies in March, noting there will not be viewing but it will remove the extra furniture and it will save Public Works time and staff from moving the items from one area to another.

### **Consent Agenda:**

**\*Approved (M/Christopher, S/Sauter. Passed unanimously):** Consent Agenda with seven (7) items.

- 1) **Resolution No. 01722** in the matter of calling for bid proposals and scheduling a bid opening to be held at 1:30 PM on Tuesday, April 5, 2022, to designate the official County Newspaper for advertising of all legal notices and delinquent tax lists as well as all notices to be published by newspapers of general circulation in Klickitat County per the RCW.
- 2) **Resolution No. 01822** in the matter of reappointing Brad Cameron, Jason Blain, Jess Kayser, Dan Lee, and Travis Miller to the Klickitat County Open Space Advisory Committee. Appointments shall be to one (1) year terms, expiring February 15, 2023.
- 3) **Resolution No. 01922** in the matter of Designation of County Crisis Responders to perform mental health investigations, initial detentions, and other duties and responsibilities in accordance with RCW 71.05 and other applicable RCW's and WACs as they now exist or are modified in the future. The Board of County Commissioners hereby appoints Joshua McGarr and Heather Hassing to the list. Effective December 7, 2021.
- 4) Request for proposals for Backup and Disaster Recovery Hardware, Software and Support to be received no later than noon, February 21, 2022. All proposals will be opened by the Board of County Commissioners in their regularly scheduled meeting on February 22, 2022, at 1:30 PM in the Commissioner's Chambers at 115 West Court Street, Room 200, Goldendale, WA.
- 5) **Resolution No. 02022** in the matter of revising Resolution No. 05310 grievance procedure to comply with the Americans with Disabilities Act of 1990, to update the designee contact information from the Maintenance Project Engineer I to the Design Engineer II.
- 6) **Resolution No. 02122** in the matter of awarding lodging tax revenues in the amount of \$80,070 to the Greater Goldendale Chamber of Commerce; \$76,595 to the Mt. Adams Chamber of Commerce; \$5,000 Alder Creek Rodeo Association; \$19,071 Glenwood Rodeo Association, and \$8,391 Klickitat County Economic Development Department.
- 7) Purchase request from the Sheriff's Office for three (3) 2022, Ram 1500 SSV from State Bid at the cost of \$92,534.14 per vehicle, plus applicable sales tax at 10.1%; the total cost is \$277,602.41, after purchase/installation of necessary equipment.

### **Voucher Certification and Approval**

**\*Approved Warrants (M/Christopher, S/Sauter). Passed unanimously):** Accounts Payable: Warrants #311595 – #311630 for a total of \$118,161.87 for the date ending January 31, 2022. There were no Payroll warrants requiring approval.

### **Elected Official – Prosecutor's Report/Update:**

Attendance: Prosecuting Attorney David Quesnel, Deputy Prosecuting Attorney Rebecca Cranston, Human Resource and Administrative Services Director Robb Van Cleave in the Chambers, various county employees, and County residents participating via Zoom.

At 2:25 PM Chairman Anderson announced that the Board would be convening into Executive Session in accordance with RCW 42.30.110(1)(i) to discuss pending litigation with Prosecutor David Quesnel and Deputy Prosecuting Attorney Rebecca Cranston. It was noted the session would last ten (10) minutes. AT 2:35 PM it

was announced that the Executive Session would be extended ten (10) minutes. AT 2:45 PM it was announced that the Executive Session would be extended ten (10) minutes. The Board convened back into Regular Session at 2:55 PM. No action was taken.

Prosecutor David Quesnel reported on various legal issues, followed by a discussion about the statewide opioid distributors' class-action lawsuit.

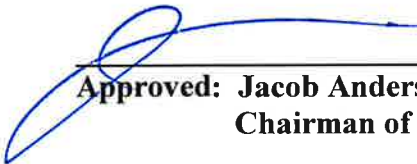
A discussion was held about the Open Public Meetings Act, managing expectations, and government transparency.

Human Resource and Administrative Services Director Robb Van Cleave reported on the Adult Probation Department's budget, followed by an update on the American Disabilities Act appliances the County offers in the Chambers if needed by individuals.

A brief budget revenue discussion was held.

**(4:11 PM) (M/Sauter, S/Christopher. Passed unanimously):** There being no further business before the Board, the meeting was adjourned.

\* Reference Document on File. Please Note: The Board of Commissioners' minutes are action minutes. Zoom recording is on file as part of the official record and available on file 2.01.2022 Board of County Commissioner's Meeting.

  
Approved: **Jacob Anderson**  
Chairman of the Board



2.22.2022  
Date