

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, May 17, 2022**

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

Workshop Session Agenda

9:30 AM - Planning fee schedule update: Planning Director Mo-chi Lindblad, Department of Emergency Management Director Mo-chi Lindblad in the Chambers, various county employees, and County residents participating via Zoom.

Planning Director Mo-chi Lindblad reported on the current Planning fee schedule, noting the year the fee schedule was adopted.

Commissioner Sauter inquired about the current set appeal price, followed by Chairman Anderson inquiring if there has been staff hourly tracking for the projects, Director Lindblad stated she and her staff have been tracking per project and provided an average of staff hours.

Commissioner Christopher stated a base fee plus actual cost will allow for a more accurate cost to the applicant, followed by a discussion of the job cost time tracking model for the Planning Department.

A discussion was held regarding paying the Planning Department for the work they are doing for the applicants' project review and site plan layout.

Base versus average cost was discussed, ensuring to not overcharge for projects being reviewed by the Planning Department, followed by Commissioner Sauter stating there are a lot of services being provided that are not being charged for.

Question and answers were provided about the average time it took to complete Boundary Line Adjustments and Short Plats.

Director Lindblad reviewed the prices for appeals by using the Board of County Commissioners versus using a Hearings Examiner, followed by stating there are a lot of Counties that have extensive fee schedules that Klickitat County uses as well.

Commissioner Christopher stated he would like to see the base fee set, and then have fees for projects heard by the Board as well as projects that are not going to be heard before the Board. Commissioner Sauter stated he is in favor of the \$60 an hour fee, as well as setting a fee schedule for projects, cost recovery forever minute is going to be very time consuming and difficult to manage, noting building fees are all built-in, and the planning process is not the same.

The Board held a discussion about the projects that will charge for actual hourly expenses versus the average expenses, followed by a brief discussion of appeal fees for projects over and under 1.5 million.

10:00 AM – Public Works Department Update

Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Department of Emergency Management Director Jeff King, Auditor Brenda Sorensen, Human Resource and Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Information Technology Manager Jeff Roe,

Fiscal Manager Jenn Bartley, Student Intern Racheal Gallagher, Prosecuting Attorney David Quesnel in the Chambers, various county employees, and County residents participating via Zoom.

Chairman Anderson awarded Public Works with the Certificate of Good Practice from the County Road Administration Board for 2021.

Public Works Director Gordon Kelsey reported on the applicants interviewed for the Hood River / White Salmon Bridge Replacement Project, for which he was part of the interview panel.

Director Kelsey reported on the agreement on the consent agenda for reimbursable service in the city of Bingen, followed by a report on the Courtney Road Safety Project, noting the rain has changed the plans slightly but the project is still on target.

A report was given on the east and west end crew projects, followed by a discussion about the cost savings to the County by Public Works having the proper certifications to repair and replace guardrail ends.

Director Kelsey reported on the parking lot construction as well as the facility maintenance being done around the Courthouse and inside the Klickitat County Services Building.

Public Works Deputy Director Jeff Hunter reported on the Satus Pass Radio Tower site, followed by a report on the events happening this weekend such as the Road Rally Race and the Friends of the Fair Barrel Race.

Commissioner Christopher inquired about the bricks from Annex 1 for the public, the picnic tables on the Courthouse lawn, installing vending machines in the Klickitat County Service Building, and the County purchasing Annex 4 from the Public Works Road Department through surplus.

A discussion was held about the Dallesport Community Park property and the resolution to designate it to the Community for a park.

10:30 AM - Human Resource and Administrative Services Department Update/Report:

Attendance: Human Resource and Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Information Technology Manager Jeff Roe, Fiscal Manager Jenn Bartley, Student Intern Racheal Gallagher, Department of Emergency Management Director Jeff King, Auditor Brenda Sorensen, Prosecuting Attorney David Quesnel in the Chambers, various county employees and County residents participating via Zoom.

HR Manager KC Sheridan requested and received verbal approval to proceed with the advertising process for a Clerical Administrative Assistant I or II, followed by Human Resource and Administrative Services Director Robb Van Cleave inquiring how to proceed with the applications received for the Code Compliance Officer.

HR and Administrative Services Director Van Cleave reported on the coverages payment overlap involved with changing County insurance carriers, followed by an update on the Safety Committee's progress in creating policies and procedures for evacuation plans for the Courthouse, Klickitat County Services Building, Pioneer Center as well as the jail.

HR Manager Sheridan reported on the overtime report from 2015, through 2021, a discussion followed about the departments that showed more overtime and the costs incurred by hiring more employees. The Board requested the overtime report be provided quarterly.

HR and Administrative Services Director Van Cleave reported on the wage study that was recently completed, noting the resolution last week approved the underpaid position be brought to market standard and is working with other Department Heads and Elected Officials to address specific higher-level position's salary within their Department or Office, noting that any other positions requiring salary review go through the salary survey as per the current policy.

Fiscal Manager Jenn Bartley reported on the American Rescue Plan Act funds and the process being followed to report the funds for auditing purposes, followed by stating the first supplemental is completed and went very smoothly.

Fiscal Manager Bartley stated she has been tracking all Departments and Offices wage's and benefits for every employee to ensure if a supplemental is needed there will be ample time to address the situation.

A brief update was given on the transfer of the Litter Crew Supervisor from the Solid Waste Department to the Adult Probation Department, followed by a report on the 2022, landfill revenue through the second quarter.

Information Technology Manager Jeff Roe reported on the installation of the fleet management software for County vehicles throughout the Department and Offices, followed by an update on how the software works and what date it reports.

HR and Administrative Services Director Van Cleave reported on the various uses other counties have used the report data, noting there is a safety feature as well as ensuring citizens can see where their tax dollars are being used.

HR and Administrative Services Director Van Cleave reported the copier lease is up this year and there will be changes in some department's copier machines, followed by Manager Roe reporting on the On-Base License Subscription Renewal. Manager Roe is in favor of moving the invoice to the Information and Technology Department and renewing the license to a subscription cost.

HR and Administrative Services Director Van Cleave inquired and received verbal approval to proceed with including the On-Base Software in the Public Works Department as well.

Prosecuting Attorney David Quesnel requested and received verbal approval to proceed with the wage increase as proposed for the salaried employees in the Prosecuting Attorney's Office.

A discussion was held regarding the budget impact of the addition of employees in the Department of Emergency Management and the wage increase proposed by Prosecuting Attorney Quesnel.

Prosecuting Attorney Quesnel stated these positions do not fall into the current Job Classification Committee's review process, followed by the Board unanimously supporting the increase to the Attorney's salaries as proposed.

11:15 AM - Treasurer's Elected Official Report/Update:

Attendance: Treasurer Greg Gallagher, Auditor Brenda Sorensen, Prosecuting Attorney David Quesnel, Human Resource and Administrative Services Director Robb Van Cleave, Fiscal Manager Jenn Bartley, Department of Emergency Management Director Jeff King in the Chambers, various county employees, and residents via Zoom.

Treasurer Greg Gallagher reported on the Finance Committee Meeting held this last Friday, followed by an update on the financial projects each department and office continues to work on.

Treasurer Gallagher reported on the Treasurer's Office staff schedules and workload.

Approved (M/Christopher, S/Sauter. Passed unanimously): The Board recessed for lunch at 11:33 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/Sauter, S/Christopher. 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 April 19, 2022, and April 26, 2022, as presented.

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

WJ Morris from Dallesport and Rhet Howard Fire Chief read into the record a levy lift from August 4, 2020, regarding Klickitat County owing to the Klickitat County Fire District 6, \$94,516.96. The Board advised the gentlemen to talk to the Treasurer and the Assessor as well time will be scheduled on the agenda next Tuesday for further discussion.

Sheri Bousquet stated that there were opposed comments on the proposed ordinance that is on the regularly scheduled agenda this afternoon, closed to further comment. The Board advised citizen comment is for items not on this afternoon's agenda, it is a time for the public to make comments to the Board. Ms. Bousquet stated that the citizens have spoken against items in public hearings and would like to remind the Commissioners of the people who spoke.

Greg Wagner stated the changes made by the commissioners can impact the citizens, Mr. Wagner inquired why changes are being made to the county code and if the commissioners authorized the code originally why are changes like these amendments being done right now.

Lynn Cadlic from Dallesport inquired about the Fire Department No. 6 payments received from the County and wondered if there would be additional money coming to the Fire Department since payments were missed being made in 2021. Ms. Cadlic also stated the community was able to find out where the land came from for the community park and if it's not used for the community park it will need to go back to the family who donated it.

Ken McKune from Goldendale stated C.E.A.S.E is not trying to stop solar they are trying to regulate it, stating the panels are not made in America and should not be able to cover thousands of acres and farm ground. Mr. McKune would like to know who has signed up to have solar panels on their land.

Board comments:

Commissioner Sauter inquired about the changes to the County Code Mr. Wagner inquired about. Commissioner Sauter stated the website has been updated as the code gets updated online, those changes were not made all at one time, it is a process of updating the website out of the County Code hardback books.

Commissioner Sauter responded to Lynn Cadlic stating the Commissioners do not oversee other elected officials' offices and if there was a mistake made the County will make it right, Commissioner Christopher agreed with this statement.

Commissioner Christopher stated there are 24,000 citizens and ten (10) citizens who testify do not qualify as half, followed by a statement in support of solar ordinances and updating the county code to meet the current standards, stating the Board cannot by-pass the laws to make rules, you have to follow the rules.

Chairman Anderson stated many hours go into updating ordinances and it is essential to get County Codes updated, noting it takes a lot of time and the Government moves slower than the private sector, followed by Commissioner Christopher stated many ordinances need to be updated and they are working as quickly as possible.

Lynn Mason from White Salmon responded to Chairman Anderson's statement about hiring county employees, stating where workers are and why no women are applying for jobs, Ms. Mason stated women are home taking care of children and would like to remind the Commissioner's daycare is desperately needed in this County.

Public Hearings/Public Meetings/Bid Openings:

Short Plat, SPL 2021-12; Parcel No. 05-15-1113-1701/00 in the Goldendale vicinity; Applicant: Donald Larsen.

Attendance: Assistant Planner Denice Lee, Planning Director Mo-chi Lindblad, Assistant Planner Alisa Grumbles, Department of Emergency Management Director Jeff King, five (5) members of the public in the Chambers various county employees, and residents via Zoom.

Assistant Planner Denice Lee provided a staff review stating Short Plat No. SPL 2021-12 is a proposal to create 2 lots from parcel 05-15-1113-1701 /00. The proposed short plat is located within the Goldendale 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.

Chairman Anderson inquired if Boss Road was a county road, it was advised the road is a county road.

***Approved (M/Sauter, S/Christopher. Passed unanimously):** Granting final approval of a Short Plat, SPL 2021-12; Parcel No. 05-15-1113-1701/00 in the Goldendale vicinity; Applicant: Donald Larsen.

Subdivision alteration; Parcel No. 04-16-2853-0005/00 in the Goldendale vicinity; Applicant: Michael Herin.

Attendance: Assistant Planner Denice Lee, Planning Director Mo-chi Lindblad, Assistant Planner Alisa Grumbles, Department of Emergency Management Director Jeff King, five (5) members of the public in the Chambers various county employees, and residents via Zoom.

Assistant Planner Denice Lee provided a staff review reporting Subdivision 2021-01 is a proposal to vacate the "community park" on lot 5 parcel 04-16- 2853-0005/00 of the Plat of Old American Way. The proposed subdivision is located within the Goldendale vicinity.

Assistant Planner Lee reported the administrative review of this Subdivision 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.

Commissioner Christopher inquired about the removal of the park and transferring the property into lots to create housing, stating the plans went through the Planning Commission and were approved with the inclusion of creating a park.

Commissioner Sauter inquired about the size of the lots as the size of the lot being vacated. Commissioner Sauter inquired if the majority of the land owners signed in support of removing the park property, Assistant Planner Lee stated the attached signatures in favor of removing the park as proposed.

Chairman Anderson stated this is a subdivision that has created a park, and that is how the Dallesport park property got turned over to the County, it was designated as a park in the 1940s. Planning Director Mo-chi Lindblad provided clarification on the reason for the plat vacation, noting is not being used as a park and it will be returned to the original owner.

The Board stated they would like to defer their discussion and decision to next week when Mr. Herin can come and explain the changes.

Short Plat, SPL 2022-01; Parcel No. 03-12-0500- 0002/00 in the Snowden vicinity; Applicants: Gabriel & Mitzi Moore

Attendance: Assistant Planner Alisa Grumbles, Planning Director Mo-chi Lindblad, Department of Emergency Management Director Jeff King, five (5) members of the public in the Chambers various county employees, and residents via Zoom.

Assistant Planner Alisa Grumbles provided a staff review

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/Sauter, S/Christopher. Passed unanimously):** Granting Final approval for approval of a Short Plat, SPL 2022-01; Parcel No. 03-12-0500- 0002/00 in the Snowden vicinity; Applicants: Gabriel & Mitzi Moore.

Boundary Line Adjustment, BLA2022-01, Parcel No. 02-13-2856-0104/00 and 02-13-2856-0105/00. Applicants: Mary Lee Allaway, Ernesto Rodriguez & Maria Herrera.

Attendance: Assistant Planner Alisa Grumbles, Planning Director Mo-chi Lindblad, Department of Emergency Management Director Jeff King, five (5) members of the public in the Chambers various county employees, and residents via Zoom.

Assistant Planner Alisa Grumbles provided a staff review for Short Plat No. SPL 2022-01, stating it is a proposal to create 2 lots from parcel 03-12-0500- 0002/00. The proposed short plat is located within the Snowden vicinity.

Assistant Planner Grumbles 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/Sauter, S/Christopher. Passed unanimously):** granting final approval of a Boundary Line Adjustment, BLA2022-01, Parcel No. 02-13-2856-0104/00 and 02-13-2856-0105/00 in the Dallesport vicinity; Applicants: Mary Lee Allaway, Ernesto Rodriguez & Maria Herrera.

Klickitat County Environmental Ordinance #121084

Attendance: Planning Director Mo-chi Lindblad, Department of Emergency Management Director Jeff King, five (5) members of the public in the Chambers various county employees, and residents via Zoom in the Chambers various county employees, and residents via Zoom.

Chairman Anderson opened the public hearing, noting it is closed to further public comment, for the purpose of reviewing the Klickitat County Environmental Ordinance #121084 under the State Environmental Policy Act (SEPA), RCW 43.21C.120, and the SEPA Rules, WAC 197-11-904; and to hear public comments in favor of and opposed. This ordinance contains this County's SEP A procedures and policies. The SEP A rules, chapter 197-11 WAC, must be used in conjunction with this ordinance. and called for Board discussion.

Commissioner Christopher stated he is in favor of removing the proposed changes to appeal process for non-project action, keeping the date change due to RCW requirements, and updating the flow chart reflecting the changes.

Commissioner Sauter stated we should leave the non-project action appeal there, and requested the appeal process get used the way it should be, noting many of the comments received were speaking to projects specifically and not to the appeal process. Commissioner Sauter stated it looks like there are many changes and there are not, some of the changes being made are just making the language match what is already being done.

Chairman Anderson reviewed past cases that have been through the SEPA appeal process. Chairman Anderson stated the non-project SEPA piece should be put before the Planning Commission for review.

A discussion was held regarding the SEPA Appeal benefits and downfalls, followed by Planning Director Lindblad reporting on the different SEPA appeal processes.

The Board requested the current proposal be brought back in two (2) weeks removing the SEPA Appeal language.

***Approved (M/Sauter, S/Christopher. Passed unanimously):** to continue the public hearing for two (2) weeks, until May 31, 2022, closed to further public comment, and requested staff to provide a copy with track changes removed, and an ordinance for approval.

Consent Agenda:

Approved (M/Christopher, S/Sauter. Passed unanimously): The Consent Agenda with three (3) items.

- 1) **Resolution No. 05422** in the matter of reappointing Gardner Johnston to the Klickitat County Technical Committee, representing Hydrology technical expertise for an unexpired three (3) year term, expiring May 10, 2025.
- 2) **Agreement C09722** for Reimbursable Services between Klickitat County (Public Works Department) and the City of Bingen. The agreement is effective upon final signature and shall remain in force for no longer than five years following the date of the agreement, or to terminate on May 17, 2027, whichever comes sooner.
- 3) **Resolution No. 05522** in the matter of establishing the County ban on outdoor burning within the unincorporated areas of Klickitat County as requested by Klickitat County Fire District #4, #5, #6, #7,

#11, #12, #14, and #15. The requested County Burn Ban would be from June 1, 2022, through September 30, 2022.

Voucher Certification and Approval

Approved Warrants (M/Christopher, S/Sauter. Passed unanimously): Accounts Payable Warrants: (#313786-313904), in the amount of \$572,084.90 for the date ending May 16, 2022.

Approved Warrants (M/Sauter, S/Christopher. Passed unanimously): Pay Estimate No. 5 to Interstate Concrete & Asphalt, Co. dba. in the amount of \$113,353.82, for the Roosevelt Grade Road Overlay Project.

Board Pending: Issues as determined by the Board of Commissioners

Commissioner Christopher reported he met with the Director of Operation at Republic Services Don Tibbets regarding the landfill and using shipping containers for Code Compliance Cleanups and dumping them at no charge, as well as requesting each transfer station be free for one week a year to do a community cleanup.

Commissioner Christopher provided copies of the Board of Equalization and Veterans Advisory Board applications for open positions, followed by a discussion from the Board about the current Board of Equalization incumbent. The Board stated they are very impressed with the second application but to keep the historical knowledge the Board unanimously stated re-appointing the incumbent Bob Moco.

Human Resource and Administrative Services Director Robb Van Cleave stated Interim Adult Probation Director Courtney Cooke offered the Litter Crew Supervisor position to a current employee that is being paid above the steps advertised, noting this position is not covered by the grant. The Board stated they are in support of moving the current employee at their current step to the new position, knowing there is going to be a budget impact.

Interim Adult Probation Director Courtney Cooke stated the Department is very busy, followed by a brief discussion about vehicle keys for the recent transfer of the vehicle for the Litter Crew Supervisor.

A discussion was held about an appointment with the Veteran's Services Board, the Board agreed to accept the application received from Erinn Quinn and directed staff to prepare a resolution for approval next Tuesday.

Commissioner Sauter reported on his attendance at the Washington State Association of Counties Meeting last week, followed by a Board discussion about setting up a committee regarding green energy projects.

Chairman Anderson reported the Hood River / White Salmon Bridge is putting out an application in support from all major businesses in the area for Federal Funding, noting if the funding gets received it will cut two (2) to three (3) years off the wait time for the bridge to be constructed.

Commissioner Sauter reported on the White Salmon Assisted Living Home funding from the United States Department of Agriculture's Rural Development Grant and how to facilitate the transfer of the project after construction completion.

Unfinished Business: Discussion and update on the Dallesport Waste Water Plant

Commissioner Sauter reported on the Dallesport Waste Water Plant that was constructed twenty (20) years ago and is going to be paid off this year. Commissioner Sauter stated he has been in discussion with the Public Utility District about taking over the plant.

Commissioner Sauter stated the rates will not support the plant, the maintenance and operation cost far exceed what is generated by the sewer rates.

Commissioner Christopher reported on his concerns with the transfer to the Public Utility District.

Chairman Anderson stated he would like to protect the investment for the community and would like to see the system there and ready for when growth happens in that area.

A discussion was held about inquiring into what the rates should be to make the plant pay for the maintenance and operation, as well as adding one more full-time employee.

Public Works Director Gordon Kelsey reported on the system rates and the maintenance that needs to be done and the timeline in which they need to be done.

Public Works Deputy Director reported on the cost to keep the wastewater plant versus allowing the Public Utility District to take over the plant, followed by a discussion about the ownership of the grinder pump in each home.

Prosecutor's Elected Official – Report/Update:

Attendance: Prosecuting Attorney David Quesnel, one (1) member of the public in the Chambers, various county employees, and residents via Zoom.

Commissioner Christopher inquired if Republic Services supplies dump containers for the County to utilize during County abatements would it be public gifting of funds.

Followed by discussions of renegotiating the Republic Services Contract, noting major changes are not advisable.

Prosecuting Attorney David Quesnel advised there will be a felony trial held tomorrow, followed by advising he will be requesting an executive session.


At 3:41 PM Chairman Anderson announced that the Board would be convening into Executive Session with Prosecuting Attorney David Quesnel and Human Resource and Administrative Services Director Robb Van Cleave in accordance with RCW 42.30.110(1)(i) to discuss pending litigation. Chairman Anderson noted that the session would last for five (5) minutes.

The Board convened back into Regular Session at 3:46 PM. No action was taken.

Correspondence noted for the record: A letter addressed to the Honorable Secretary Pete Buttigieg at the U.S. Department of Transportation supporting the application submitted by the Port of Hood River, Oregon for the U.S. Department of Transportation's Multimodal Projects Discretionary Grant Program.

Approved (M/Sauter, S/Christopher. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 3:49 PM, noting there are no workshops planned for Wednesday, May 18, 2022, or Thursday, May 19, 2022. Note: Commissioners may be attending the Klickitat Path open house in Klickitat at the Community Center at 6:30 PM this evening.

* 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 5.17.2022 Board of County Commissioner's Meeting.


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



6.07.2022
Date