

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, July 27, 2021**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, July 27, 2021	Chairman David M. Sauter called the meeting to order at 10:00 AM. Commissioners present: David M. Sauter, Jacob L. Anderson and Dan Christopher.
	Workshop Session Agenda
Public Works/Road Department Update	<p>10:00 AM – Public Works Department Update</p> <p>Attendance: Public Works Director Gordon Kelsey, Deputy Director Jeff Hunter, and Design Engineer Seth Scarola in the Chambers, and various county employees and residents via zoom.</p> <p>Deputy Director Jeff Hunter provided a brief overview of the public hearing to establish Park Place as a county road, a review of consent agenda items followed. Director Kelsey provided a review of road projects. Design Engineer Scarola provided an update on the Courtney Road project and ongoing discussions with the Gorge Commission planner.</p> <p>Director Kelsey provided updates on road maintenance projects, facilities work, the new County Services Building and improvements for the fairgrounds. Deputy Director Hunter reported on the Courthouse Entry Project and the Satus Pass radio site.</p> <p>Director Kelsey advised the Board that one of the solar companies has asked to work within the County right-of-way and is sending a wetlands biologist out to evaluate wetlands on Knight Road, the company is required to and has gotten a permit to do this.</p> <p>Mr. Hunter advised that the Firearms Range manager may need to take an unexpected medial leave and if he does there is a qualified person that can fill in during his absence. Following a brief discussion, the Board granted approval.</p> <p>Commissioner Anderson advised that he has heard concerns on the west end about heavy traffic and speeders on Lake View Road and Northwestern Lake Road, noting that he has also seen online complaints about Lake Road being closed.</p> <p>Discussion followed regarding Department of Natural Resources (DNR) closures of public lands due to fire danger. Chairman Sauter indicated that he still intends to have a discussion with DNR regarding closure of county road projects if DNR goes to level 4 closure because of fire danger.</p>
Human Resource & Administrative Services Department update	<p>10:30 AM - Department Update/Report</p> <p>Attendance: Human Resources & Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Fiscal Manager Jenn Bartley, Information Technology Manager Jeffery Roe, Auditor Brenda Sorensen, Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, resident Joan Frey in the Chambers, various county employees and residents via zoom.</p> <p>Director Van Cleave requested and received verbal approval to proceed with negotiations to fill a Senior Accountant II position in the Auditor’s Office at Grade 72, Step 10, after the applicant has their CPA license reinstated the position would be raised to Chief Accountant, Grade 74, Step 7.</p>

HR Manager Sheridan reported that employee insurance premiums and retirement rates are decreasing. Manager Sheridan provided updates on the summer intern program and current job openings.

The Board held a discussion regarding incentives for recruiting hard to fill professional positions. The Board expressed their support and Director Van Cleave will provide a draft agreement after it has been reviewed by the Prosecutor.

HR Manager Sheridan provided an overview of new state requirements for long term care coverage, which was followed by discussion and further clarification. Ms. Sheridan reported that salary surveys and job classification questionnaires have been emailed to employees and two (2) new appointments have been made to the Job Classification Committee.

Director Van Cleave advised beginning August 1st he will start working with the Union rep to schedule union negotiations.

Director Van Cleave and IT Manager Roe proposed a new option to update and improve County phone lines and long distance. The current monthly cost is \$5,000 for PRI trunks and \$1,600 for long distance. Manager Roe advised the proposed option would be using voice over IP and there would be no more long-distance codes and substantial savings at a monthly cost of \$1,300. Following discussion, the Board concurred.

Director Van Cleave reported that the State Auditor has advised that the County needs to have a Disaster Recovery Plan for our computer network. IT will work with Public Works to cover all county facilities and computer networks. Manager Roe reported that he is working on an evaluation procedure for adding new devices to our network. Further discussion followed regarding mitigating risks to the county network system, and the use of county and personal cell phones.

Fiscal Manager Bartley provided an update on the American Rescue Plan requirements, reporting and funds received. Manager Bartley reported that she has been working with the State Auditors and answering questions on the Coronavirus Relief Funding for the 2020 audit.

Ms. Bartley advised that she has prepared a resolution to change the name of Fund 626 Windfarm Sales Tax to Renewable Energy Sales Tax as previously discussed.

Manager Bartley advised the budget deadline has been extended to August 23rd and confirmed the Board's intent to have departments reduce their budgets by 3% of 2020 actual expenditures.

The Board discussed possibility of purchasing or leasing the Public Works building for a childcare facility.

At 11:21 AM, Chairman David M. Sauter announced that the Board would be convening into Executive Session with HR and Administrative Services Director Van Cleave, HR Manager Sheridan, Director Kelsey and Deputy Director Jeff Hunter in accordance with RCW 42.30.110(1)(g) to discuss the performance of a public employee. Chairman Sauter noted that the session would last five (5) minutes.

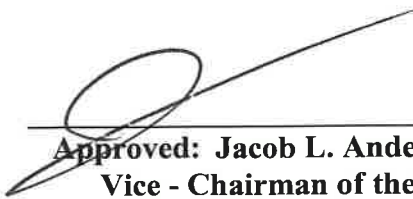
Executive Session:
Discuss the
performance of a
public employee

	The Board convened back to Regular Session at 11:26 AM. No action was taken.
Lunch Recess	The Board recessed for lunch at 11:29 AM.
	Call to Order/Roll Call:
Regular Meeting for Tuesday, July 27, 2021	Chairman Sauter reconvened the meeting at 1:00 PM. Opening with the Pledge of Allegiance. All three (3) Commissioners were present.
	Agenda:
Business Agenda	Approved (M/Anderson, S/Christopher. Passed unanimously): with one add-on under New Business: Memorandum of Understanding with Klickitat Valley Health to provide up to \$35,000 in Community Development funds for coordinating and sponsoring a Regional Economic Development Summit.
	Approval of Commissioner Meeting Minutes
Approval of Meeting Minutes	No meeting minutes requiring approval at this time.
	Citizen Comment:
Comments will be limited to three (3) minutes per individual	<p>Goldendale resident Debbie Wagner asked the Board to put an ordinance in place specific to solar projects to keep citizens safe. Ms. Wanger stated that Douglas County just put their ordinance in place and it took two (2) weeks.</p> <p>White Salmon resident Gabrielle Gilbert asked the Board to address the need for affordable daycare. Ms. Gilbert expressed her concern about the Sheriff's proclamations. Commissioner Christopher advised that the County has a childcare committee that has been working on the childcare problem for a year and a half and has successfully received one grant and are working on another funding opportunity. Ms. Gilbert added that finding and getting grants is another area the County needs to improve.</p> <p>Sheri Bosquet, Husum, commented on development oversight and the Under Canvass SEPA appeal and conditional use permit. Ms. Bosquet stated that it is the County and Under Canvass against the citizens. Ms. Bosquet said stop abusing the citizens, this project is being forced down the citizen throats. Ms. Bosquet questions how the County could send this mater to a hearing's examiner. Ms. Bosquet said that there is no code compliance right now, and she asked the County to stop approving any building permits or conditional use permits until there is code compliance enforcement.</p> <p>Klickitat residents Benjamin Ell, via zoom asked if there could be a Mt. Adams Transportation bus stop in Klickitat.</p> <p>Greg Wagner member of C.E.A.S.E questioned why the County does not have an ordinance in place specific to solar projects. The County rescinded the solar moratorium without any facts after C.E.A.S.E. provided documentation on the danger from batteries. Mr. Wagner expressed displeasure with allowing solar projects to come to Klickitat County. Mr. Wagner asked why can't you hold public town hall meetings?</p> <p>The Board had a discussion concerning limiting citizen comments to three (3) minutes.</p>

	<p>Russ Hanson, Goldendale, stated he visited the Lund Hill Solar Project site, noting that it is overwhelming to think that this type of solar project is coming to the Knight Road area and the volume of traffic and dust is disturbing.</p> <p>Goldendale resident Dave Barta expressed concerns over exempt wells and creeks drying up due to extreme drought conditions and asked if the Board has considered limiting the drilling of new wells. Commissioner Anderson stated that the water levels in wells are down, even after the spring rains they have not recovered and people in shallow aquifers should conserve water use where possible.</p> <p>Commissioner Anderson responded to Ms. Bosquet's comments, stating that the County is not fighting her, she has rights as a citizen, and business' have rights to go through the due process of law. The County's job is not to take sides it is to process the permit application. Commissioner Anderson advised that most counties use hearings examiners, because they are land use attorneys that know land use law better than commissioners. Commissioner Anderson stated that we have SEPA and conditional use permit processes in place for Under Canvass and solar projects that connect to the knight road substation, noting that not everyone is going to be happy with every decision. Commissioner Anderson also responded to Mr. Wagner's request regarding town hall meetings.</p>
Consent Agenda:	
	<ul style="list-style-type: none"> * Approved (M/Christopher, S/Anderson. Passed unanimously): Consent Agenda with nine (9) items. * 1) Cumulative Reserve Fund #125 project list change which is required to reflect the Board of Commissioners July 13, 2021 approval of the Klickitat Valley Health-Goldendale Reds Project, to provide Emergency Community Project Funding not to exceed \$35,000. * 2) Personnel Authorization to advertise for a Clerical Administrative Assistant III position at Grade 36, Steps 1-5, depending on qualifications within the Public Health Department. * 3) Operating Grant Agreement (C15421) between Klickitat County (Senior Services Department) and Washington State Department of Transportation for the purpose of providing funding assistance for operating Mt. Adams Express fixed-route service for the general public, low income, elderly, and persons with disabilities in Klickitat County. * 4) Operating Grant Agreement (C15521) between Klickitat County (Senior Services Department) and Washington State Department of Transportation for the purpose of providing funding assistance for operating Mt. Adams Express fixed-route service for the general public, low income, elderly, and persons with disabilities in Klickitat County. * 5) Resolution No. 08021 in the matter of intent to establish the entire length of a County Road know as Park Place and Notice of Public Hearing to be held on August 24, 2021, at 1:30 PM to hear any comments for or against the proposal. * 6) Final acceptance and Release of Retainage in the amount of \$29,662.50 to Frank Gurney, Inc. for the 2021 Guardrail Repair Project. * 7) Settlement Agreement (C15621) between Klickitat County (Public Works Department) and S.D.S. Co. LLC, 3.08-acre easement for right-of-way to build a turnaround at the end of Panakanic Road. * 8) Request for concurrence to award the bid to Interstate Concrete and Asphalt Co. for the Roosevelt Grade Overlay Project as bid in the amount of \$2,670,857.00.

	* 9) Request from the Public Works Department for submission of the 2020 Title VI Non-Discrimination Accomplishments and Goals Report identifying changes and actions taken to comply with Federal Regulations.
	Payment Approvals:
Voucher Certification and Approval	* Approved Warrants (M/Christopher, S/Anderson. Passed unanimously): Accounts Payable: (#307280 - 307408) \$227,677.66. Combined Payroll: (#221594 – 221885), County Benefit Warrants (#307271 – 307279), Electronic Transfer (#933) \$1,062,911.20 for a combined total of \$1,290,588.86 for the date ending July 26, 2021.
	New Business:
	Approved (M/Anderson, S/Christopher. Passed unanimously): Memorandum of Understanding (C15721) between Klickitat County and Klickitat Valley Health for the purpose of providing up to \$35,000 in Community Development funds to reimburse KVH's costs associated with coordinating and sponsoring a Regional Economic Development Summit for the Greater Goldendale Area.
	Elected Official Report/Update:
Prosecuting Attorney Update	Prosecuting Attorney Quesnel noted he had no items of a general nature for discussion in open session.
	Board Pending:
	Debera Culver inquired when the jail ministry will resume after the COVID-19 Pandemic. The Board stated they do not oversee the jail or the activities and referred Ms. Culver to the Sheriff's Office. Chairman Sauter reported that he would be participating on a zoom call Friday with the U.S. Forest Service to discuss regional coordination plans during fire season. Chairman Sauter provided an update on the Area Agency on Aging & Disabilities of Southwest Washington (AAADSW) meeting, noting that AAADSW will be releasing new funding guidelines and increasing funding for transportation and other program services. Commissioner Anderson updated the Board on logging restrictions and public land closures due to extreme fire danger conditions. The Board had a brief discussion about the Washington State Association of Counties' Leaders Conference scheduled for November.
Adjournment (1:55 PM)	Approved (M/Christopher, S/Anderson. Passed unanimously): There being no further business before the Board, the meeting was adjourned to Thursday, July 29, 2021 at 8:00 AM for a scheduled workshop.
	Call to Order/Roll Call
Regular Meeting Extension: for Thursday, July 29, 2021	Chairman David Sauter convened the meeting at 8:03 AM. All three commissioners were present. Treasurer Greg Gallagher, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe, HR & Administrative Services Director Robb Van Cleave, and Fiscal Manager Jenn Bartley were also present. Assessor Crista Schroder and Building Director Lynn Ward were present via zoom.

<p>8:00 AM</p>	<p>2020 Budget workshop: Revenue discussion.</p> <p>Treasurer Gallagher provided a review of landfill, timber harvest, and other revenues, which was followed by discussion.</p> <p>The Board discussed the purpose and role of the grant committee. Commissioner Christopher asked when the committee would start functioning. Treasurer Gallagher advised that he had been busy and would be moving forward with the grant committee.</p> <p>Commissioner Christopher requested an update on the accounting software replacement. Auditor Sorensen reported that she is working on developing a Request for Proposals (RFP). Commissioner Anderson clarified that the RFP was for a consultant to find and implement an accounting software system.</p> <p>Discussion followed regarding the current accounting software system and the multiple processes related to doing business. Treasurer Gallagher noted that the way we do business has changed and we can start working on improving our outdated processes now, we don't have to wait for a new accounting software system. Commissioner Anderson pointed out that county policies will need to be looked at and updated also.</p> <p>Treasurer Gallagher reported that the County received a payout from the State that is intended to be used towards the monetary impact of the Blake ruling. A brief discussion followed.</p>
<p>Adjournment (10:35 AM)</p>	<p>Approved (M/Anderson, S/Christopher): Motion to adjourn.</p>
	<p>* Reference Document on File</p> <p>Please Note: The Board of Commissioners' minutes are action minutes. A digital recording is on file as part of the official record and available online labeled Board of County Commissioner's Meeting 7.27.2021 and Board of County Commissioner's Workshop 7.29.2021.</p>


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



August 3, 2021
 Date