

**Klickitat County**  
**Board of Commissioners**  
**Minutes – Meeting of Tuesday, November 8, 2022**

**Morning Workshop Session**

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

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

Attendance: Deputy Director Jeff Hunter, Civil Engineer Seth Scarola, various County elected officials, employees, and members of the public present in person and via Zoom.

Deputy Director Hunter provided a review of the consent agenda item for Small Works Contract between Gary Denney Floor Covering and Klickitat County Public Works, which was followed by an update on Courtney Rd.

Civil Engineer Seth Scarola provided an update on construction projects on Roosevelt Grade Rd. and the completion of the Courthouse Parking Lots. Mr. Scarola also provided updates on road design projects for Rock Creek Bridge, Sundale Road/Old Hwy 8 and Federal Safety Projects.

Deputy Director Hunter provided updates on road maintenance projects and facilities repairs and upgrades on the New County Services Building and the Pioneer Center.

Deputy Director Hunter reported on the status of the Satus Pass radio site, noting that the bid packet is ready to advertise.

Deputy Director Hunter stated that he had been in contact with WADOT and confirmed that the concrete barrier in Lyle is in WADOT's right of way. Mr. Hunter clarified that WADOT has been invited to a zoom meeting with Lyle Community Council to have a conversation about the concrete barrier on Wednesday.

Deputy Director Hunter explained that it is a cost savings to have carpet installed at the Senior Center in the Pioneer Center during the weekday. A discussion followed in regards to scheduling the closure of offices during work hours for carpet installation to save money.

**10:30 AM – Human Resources (HR) & Administrative Services Department Update/Report:**

Attendance: Human Resource and Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Fiscal Manager Jennifer Bartley, IT Manager Randy Christiansen and various County elected officials, employees, and members of the public present in person and via Zoom.

HR Manager KC Sheridan stated that open enrollment started November 1, 2022. Ms. Sheridan requested and received verbal authorization to advertise for Public Health Nurse, Step 1-3.

Director Rob Van Cleave stated that Behavioral Health Services organizational chart has 2 FTE and 2 contract employees, but that department has had to hire 6 contract employees and no FTE. Director VanCleave requested and received verbal approval for temporary changes to the Behavioral Health organizational chart.

Ms. Sheridan reported that Nationwide Insurance is offering an investment option with no downside risk for employees, at no cost to the county. Ms. Sheridan requested and received verbal authorization to offer the option to county employees.

Director Van Cleave reported that the organizational chart for Solid Waste still includes the Director position, but that position is unfunded and will not be filled in 2023. Director VanCleave requested and received verbal approval to advertise for the Community Engagement Program Coordinator position.

Fiscal Manager Bartley stated that the last 2022 Budget Supplement is due November 10, 2022. Ms. Barley provided an update on the 2023 budget.

Director Van Cleave provided an update on fleet vehicles and it was discussed and agreed that the fleet vehicles should have designated parking spots.

Manager Bartley asked for verbal approval for the Assessor's Office position request. Commissioner Christopher and Commissioner Sauter were both in favor of granting the position request.

There was a discussion about the GPS software being used in county vehicles and who has access to the software.

Director Van Cleave requested and received verbal approval for the 4% COLA increase for non-union employees. Fiscal Manager Bartley stated that the COLA increase has already been built into the budget for 2023.

IT Manager Randy Christiansen explained the direction that the IT department is going. Manager Christiansen added that the IT staff will be cross trained and will be outsourcing network administration.

There was a discussion verifying that the employee Christmas party will be December 15, 2022 from 11:00 AM to 2:00 PM.

Commissioner Christopher inquired about the process when the county receives a notification of a Cannabis License from the Washington State Liquor and Cannabis Boards. Commissioner Sauter explained the process. Director Lindblad clarified the process.

**Motion (M/Anderson, S/Sauter. Passed unanimously).** To recess for lunch at 12:00 PM.

**Commissioner's Business Meeting**

Chairman Anderson reconvened the Regular Meeting for Tuesday, November 8, 2022, at 1:00 PM, opening with the Pledge of Allegiance. All three (3) Commissioners were present.

**Agenda:**

**\*Approved (M/Christopher, S/Sauter. Passed unanimously).** Business Agenda with seven (7) add-ons Assessor Crista Schroder: Discussion regarding adding a vehicle to the County vehicle pool; And Engagement for Legal Services Agreement appointing Stephen DiJulio (Foster Garvey PC) as Special Deputy Prosecuting Attorney to assist the County; And Resolution in the matter of designation of Klickitat County crisis responders date amendment; And Professional Services Agreement with two (2) Crisis Responders; And a Resolution scheduling a public hearing to be held Tuesday, November 29, 2022 at 1:30 PM to review the 2022 application for the Public Service grant by Washington Gorge Action Programs; And Notice to Contractors and scheduling of a bid opening for 1:30 PM on Tuesday, December 6, 2022, for the Klickitat County Satus Pass Radio Tower.

**Approval of Commissioner Meeting Minutes**

There were no Commissioner meeting minutes requiring approval at this time.

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

Vern Harpool of Lyle stated that the County did a spectacular job implementing the Mental Health services.

Justin Sellers, Assistant Business Manager of Laborers' Local 335 that worked on the Pump station, Blue Bird Solar and White Creek Energy, inquired on the status of energy projects in the county and requested to be informed on any new projects.

Gabriel Gilbert clarified that the Childcare Forum taking place November 9th in White Salmon will start at 5:30pm. Ms. Gilbert felt that the designation of the Dog Shelter grant dollars should start with the original requester. Ms. Gilbert stated that limiting public comment is unacceptable and that the process of public comment is essential.

Lisa Evans of White Salmon wanted to remind everyone that it is Election Day and not to forget to turn in ballots. She thanked the Commissioners for their hard work and thanked Dave Sauter for his 12 years spent on the Board.

Kathy Moco expressed her appreciation for the new city parking lots put in by the county.

Vern Harpool inquired if the Commissioners will be attending the Childcare Forum.

Elaine Harvey hopes that all citizens of the county will be able to park in the new parking lots and not get chased out. Ms. Harvey stated her concerns about a past issue. Ms. Harvey expressed concern about the increase in property taxes.

Commissioner Sauter confirmed that he will be attending the Childcare Forum in White Salmon in person. Commissioner Sauter concurred with Ms. Gilberts statement that the public needs to have access to public comment but the people should not be disruptive of the process. Commissioner Sauter stated that it is the Boards meeting and people need to follow rules and talk respectfully. Commissioner Sauter clarified to Ms. Evans that he has been with the county 16 years and thanked Ms. Evans. Commissioner Sauter agreed with Ms. Moco, that the county did a great job on the parking lots and saved tax payers money by doing it in-house.

Commissioner Christopher confirmed that he will be attending the Childcare Forum on zoom. Commissioner Christopher agreed to schedule a time to discuss workforce with Justin Sellers. Commissioner Christopher agreed with Ms. Gilbert and Ms. Evans. Commissioner Christopher responded to Ms. Harvey stating that everyone has the 1<sup>st</sup> amendment right to free speech.

Chairman Anderson confirmed that he will be attending the Childcare Forum on zoom. Chairman Anderson inquired as to how many members worked on the Lund Hill project. Mr. Seller stated that at the peak there were 125 Laborers, 400 Electricians and 45-50 Iron Workers that were employed for 18 months. Chairman Anderson thanked Ms. Evans for her comments. Chairman Anderson informed Ms. Harvey that since there is an increased number of parking spots available, some will be cordoned off for fleet vehicle parking and the rest will be open to the public at large. Chairman Anderson thanked Mr. Harpool for his kind comments.

**Miscellaneous Reports/Comments:** The Lyle Community Council (LCC) request for the Board of Commissioners to ask WSDOT to remove the barrier blocking access to the Columbia River beach, just West and South of the Klickitat River bridge on HWY 14.

Vern Harpool, representing Lyle Community Council, asked for the Board's help in removing the barrier that blocks access to the beach in Lyle. Mr. Harpool stated that the barrier restricts EMS access, was erected by BNSF 6 years ago with no permission from WADOT, blocks an easement owned by USFS and is in the Columbia River Gorge Commission jurisdiction. Lyle Community Council is asking the Board to assist in helping alleviate the matter of removing the barrier.

Commissioner Christopher echoed Mr. Harpool's request for help since it is not legally permitted, not on the right property and the barrier could cause a significant delay in getting medical help. Commissioner Christopher suggested that the Community Council request the Fire District to help facilitate the removal request since they would have more standing.

Commissioner Sauter agrees that there needs to be access to the beach and that it was an illegal placement on someone else's land affecting a third party. Commissioner Sauter suggested that the Community Council request the Fire District to help facilitate the removal request since they would have more standing.

**Consent Agenda:**

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

- 1) **\*(C19422)** 2022-2024 Consolidated Contract Amendment No. 9 (CLH31016) between Klickitat County (Public Health Department) and the Department of Health for the purpose of amending Statements of Work for the DCHS-ELC COVID-19 Response, effective January 1, 2022, Executive Office of Resiliency and Health Security, effective July 1, 2022, Foundational Public Health Services, effective July 1, 2022, and Sexual & Reproductive Health Program, effective January 1, 2022 and increasing funding by \$52,000 for a revised maximum consideration of \$3,245,964.
- 2) \*Request from the Emergency Management Department for Purchase Authorization to purchase one (1) GPS receiver SecureSync Model 2406-413 with two (2) option cards with 3 10MHz Outputs for use within the Radio Tower System at a cost of \$9,964.93, which includes applicable tax.
- 3) **\*(C19522)** Emergency Management Performance Grant Agreement E23-108 between the Washington State Military Department and Klickitat County (Emergency Management Department) for the purpose of the Fiscal Year (FY) 2022 Emergency Management Performance Grant (22EMPG) Program is to provide U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency Federal award funds to states to assist state, local, territorial, and tribal governments in preparing for all hazards through sustainment and enhancement of those programs as described in the Work Plan. The grant agreement amount is \$31,866, effective June 1, 2022 - September 30, 2023.
- 4) **\*(C19622)** Concurrence to Award Bid and Small Works Contract between Gary Denny Floor Covering and Klickitat County (Public Works Department) for Klickitat County Courthouse Conference/Break Room Floor Covering as bid in the amount of \$8,899.55.
- 5) **\*(C19322)** Grant agreement between Amerigroup Washington, Inc. and Klickitat County Sheriff's Office for the purpose of providing funding in the amount of \$20,000.00 to assist transitioning individuals from incarceration facilities, effective November 1, 2022 through December 31, 2023.
- 6) **\*Resolution No 10522.** Resolution in the matter of Revising the Solid Waste Department organizational chart to reflect changing the Recycling Coordinator position title to Community Engagement Program Coordinator and moving the Litter Crew Supervisor Position to the Adult Probation Dept. Organization Chart.
- 7) \*Scheduling public meetings to be held Tuesday November 22, 2022, at 1:30 PM as follows: To consider approval of Boundary Line Adjustment BLA2022-10, Parcel No. 04-10-2519-0402/00 and 04-10-3600-0008/00, in the Husum vicinity. To consider approval of Boundary Line Adjustment & Short Plat, BLA2022-04 and SPL2022-08, Parcel No. 05-16-2354-0002/00 and 05-16-2317-1601/00, in the Goldendale vicinity.

#### **Voucher Certification and Approval**

**\*Approved Warrants (M/Sauter, S/Christopher. Passed unanimously).** Accounts Payable: (#317698 - 317814) \$1,081,559.04 for dated ending November 7, 2022.

#### **New Business:**

Mid-Columbia Houseless Collaborative presentation. Washington Gorge Action Programs Executive Director Leslie Naramore, Kenny LaPoint and Kelli Horvath with the Mid-Columbia Community Action Council.

Mr. LaPoint gave a background overview of the Collaborative. Ms. Naramore explained that the Collaborative has been working on developing a 5-year Regional Strategic Plan to address homelessness and affordable housing, while working with law enforcement and other entities. Mr. LaPoint, Ms. Naramore and Ms. Horvath discussed the implementation and proposed progress of the Regional Strategic Plan.

**(M/Sauter, S/Christopher, Passed unanimously). Resolution No. 10622** in the matter of designation of Klickitat County Behavioral Health Department as the provider of County Designated Crisis Responders, and that the individuals meet the requirements of Mental Health professionals as defined by RCW, effective November 6, 2022.

**(M/Sauter, S/Christopher, Passed unanimously).** Professional Services Agreement **(C19022)** with Jon Garner to provide Designated Crisis Responder services on behalf of Klickitat County Behavioral Health.

**(M/Sauter, S/Christopher, Passed unanimously).** Professional Services Agreement **(C19122)** with Sarah Oaks to provide Designated Crisis Responder services on behalf of Klickitat County Behavioral Health.

**(M/Sauter, S/Christopher. Passed unanimously)** Engagement for Legal Services Agreement **(C19222)** appointing Stephen DiJulio (Foster Garvey PC) as Special Deputy Prosecuting Attorney to assist the County in responding to proposed amendments to the long-term Solid Waste Handling Agreement.

**(M/Sauter, S/Christopher, Passed unanimously). Resolution No. 10722** in the matter of scheduling a public hearing to be held Tuesday, November 29, 2022 at 1:30 PM to review the 2022 application for the Public Service grant by Washington Gorge Action Programs

**(M/Sauter, S/Christopher, Passed unanimously).** Notice to Contractors and scheduling of a bid opening for 1:30 PM on Tuesday, December 6, 2022, for the Klickitat County Satus Pass Radio Tower

Assessor Crista Schroder and Chief Appraiser Billie Bare requested assurance that they could get back the vehicle they gave up to the fleet if the department need is there. A discussion followed in regards to the GPS software being in the fleet vehicles and how it would show how much the Assessor's office was using the vehicles, therefore confirming the usage.

**Unfinished Business: Public Hearing/Continued/Open to further comment: concerning proposed amendments to Klickitat County's Model Decommissioning Plan.**

Planning Director Mo-chi Lindblad provided a brief update, advising that changes were made based on last weeks discussion.

Chairman Anderson opened the Public Hearing to public testimony, noting that written comments received have been added to the record.

Greg Wagner stated that not all projects have a Decommissioning Plan or security bond. Mr. Wagner informed the Board that if they adopt the Decommissioning Plan as written, that they will have failed the citizens again.

Sheri Bousquet stated disapproval of how the current Decommissioning Plan looks. Ms. Bousquet commented that the 3 additions to the Plan are good, but doesn't believe it protects the county and would like the county to continue to look at all the legalities of the Decommissioning Plan. Ms. Bousquet requested that the Decommissioning plan not be approved today.

Candy Magnusson stated that she agrees with Ms. Bousquet. Ms. Magnison stated that there should be more information and security put into the Decommissioning Plan so that it protects the taxpayers.

Elaine Harvey commented on a past grievance.

Chairman Anderson asked if anyone else wished to provide comment, hearing none he called for Board discussion.

The Board continued a discussion regarding the Decommissioning Plan. Commissioner Sauter requested and received clarification in regards to the different forms of financial securities in place for renewable projects and wondered if there were any projects that were out of compliance. Commissioner Christopher inquired if the new Decommissioning Plan would be for past projects or just projects going forward. Director Lindblad clarified that it would be for projects going forward. Chairman Anderson expressed his concerns and verified the areas in the Decommissioning Plan that he is in agreement of.

Chairman Anderson closed the Public Hearing to further public testimony and called for Board discussion, which was followed by the motion.

**(M/Christopher, S/Sauter, passed unanimously):** To accept the new model decommission plan with the proposed amendments.

**Board Pending:** Issues as determined by the Board of Commissioners, some of which may qualify for Executive Session in accordance with RCW 42.30.110(1)(i) to discussion threaten and pending litigation or (d) To review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs, or (g) to review the performance, discipline, and/or qualifications of a public employee or a “closed session” to discuss collective bargaining proposals/negotiations, grievance, mediation, and/or arbitration proceedings all associated with collective bargaining in accordance with RCW 42.30.140(4). Issues of a general” nature will be discussed in open session.

The Board had a brief discussion regarding the Water District meeting. Chairman Anderson stated that the WAC that Mr. Dixon referred to in his statement was actually a Wilbur, WA city ordinance and not an actual WAC. Chairman Anderson stated that the cost to put a meter in each building at the Airport would be considerable. Further discussion continued.

**(3.59 PM) (M/Christopher, S/Sauter. Passed unanimously).** There being no further business before the Board, the meeting was adjourned until 10:45 AM on Thursday, November 11, 2022, for scheduled workshops.

**Thursday, November 10, 2022 - Regular Meeting Extension:** Workshops.

Chairman Anderson called the workshop to order at 10:45 AM. Commissioners Anderson, Sauter and Christopher were present.

Attendance: Planning Director Mo-chi Lindblad, Building Director Lynn Ward, Senior Services Director Sharon Carter, Human Resources & Administrative Services Director Robb Van Cleave, Fiscal Manager Jenn Bartley, Treasurer Greg Gallagher, and county residents Ken McKune and Mark Jobe.

**Planning Department Update:**

Planning Director Lindblad presented a draft department organizational chart for the Board’s consideration. Director Lindblad proposed to add the casual Project Coordinator position back into the chart for the purpose of preparing to start the process of updating the Comprehensive Plan. Director Lindblad asked the Board for approval to start working with Human Resources. Director Lindblad provided a brief overview of the purpose of County Comprehensive Plans, indicating that they are policy guidance documents. Director Lindblad advised that the Project Coordinator position will take the lead in the community engagement interaction process. Following discussion, Director Lindblad suggested doing a “request for proposals” (RFP) for a consultant to help with the plan update, to help guide staff and community members and to make sure rules are followed and requirements are met. Discussion continued about sub area plans and the need for community guidance to eliminate conflicts. Director Lindblad stated that she wants to do the process properly and start with the community educational piece.

Chairman Anderson suggested that the County should proceed with the overall plan first, noting that sub area plans are optional. Chairman Anderson indicated his support to find a project coordinator and to put the Comprehensive Plan on the County website. Following further discussion, the Board indicated they supported doing an RFP to see what options are available to assist with the plan update.

Director Lindblad provided an overview of a Critical Areas Ordinance consultant’s duties and responsibilities in updating the CAO, breaking down what has been completed and what needs to be finished. Director Lindblad noted that she will need to add an additional \$10,000 from Professional Services to cover the cost. A discussion regarding open positions on the Planning Commission and Board of Adjustment followed.

**Building Department Update:**

Building Director Lynn Ward reported that the Building Department has stayed busy this fall quarter and there have been several days where 2 inspectors were needed in the field. Director Ward reported that her department is continuing to scan records, noting that a lot of progress has been made. The Board discussed adding the fleet software to the Building Department’s vehicles. Director Ward indicated that she had no objections.



The Board advised that the Commissioner's Office would cover the cost. Discussion continued regarding the benefits of using the fleet software.

**Board Pending:** Issues as determined by the Board of Commissioners.


Human Resources & Administrative Services Director Van Cleave provided an update on Designated Crisis Responder positions, advising that the rate of pay will be increased.

Senior Services Director Sharon Carter advised that needed repairs to a vehicle damaged by falling rocks at the Lyle tunnels will be over \$5,000. The Board suggested that Seniors can use a vehicle from the vehicle fleet. The Board discussed parking at least two (2) fleet vehicles at the Pioneer Center. Following further discussion, the Board suggested that Seniors' should use the former Solid Waste vehicle.

Fiscal Manager Bartley requested directions from the Board regarding grant funded positions. Ms. Bartley noted that it has been the policy that if a grant goes away or no longer covers the cost of a position, then the position is eliminated or decreased. Following further discussion, the Board agreed, noting that this is still the current policy. Ms. Bartley provided a brief 2023 budget update, noting that based on current projections, she has increased sales tax revenues by \$400,000. Ms. Bartley advised that the total proposed 2023 budget is \$59 million, which is an overall reduction of 3.3% outside of wages and benefits from the 2022 budget.

**(M/Sauter, S/Christopher. Passed unanimously).** There being no further business before the Board, the meeting was adjourned at 12:11 PM.

\* Reference Document on File. The Board of Commissioners' minutes is action minutes. A digital recording is on file as part of the official record and available on file 11.08.2022 Board of County Commissioner's Meeting. Please Note: All Commissioner meetings and workshops are open to the public to attend. Meetings are recorded, Workshops are NOT recorded.

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



11/22/22  
Date