

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, May 28, 2019**

Topic	Agenda Item - Comment/Disposition
Morning Workshop Session – Tuesday, May 28, 2019	<p>Call to Order/Roll Call</p> <p>Chairman David M. Sauter called the meeting to order at 10:00 AM. Commissioners present: Jim Sizemore, David M. Sauter and Rex F. Johnston.</p>
Public Works/Road Department Update	<p>Workshop Session Agenda</p> <p>10:00 AM – Public Works Department Update</p> <p>Attendance: Public Works Director Gordon Kelsey and Public Works Deputy Director Jeff Hunter, Deputy Prosecuting Attorney Rebecca Sells and Centerville resident Dan Christopher.</p> <p>Public Works Director Gordon Kelsey reviewed items on this afternoons agenda such as the Public Hearing for the vacation of Gerbing and Baker Roads; consent agenda items and the Fair Grounds Licensing Agreement for the Friends of the Fair 4-D Barrel Race.</p> <p>Director Gordon Kelsey reviewed construction projects; road maintenance being conducted throughout the County, guardrail repairs, noting a small section of a guard rail on the Main Street Bridge in Glenwood was damaged by a motorist over the weekend.</p> <p>Director Kelsey stated a public open house for the new County Services Building is scheduled for June 27th in the Commissioner Chambers and he continues to work on temporary office relocation during the construction phase of the building.</p> <p>Public Works Deputy Director Jeff Hunter reported on the radio project, noting he is working with neighboring landowners to explore alternate tower locations. Followed by a brief update on the Firearms Training Facility.</p> <p>Director Kelsey requested and received verbal approval to proceed with a Personnel Authorization to begin the advertising process for an additional Temporary Summer Engineer Intern to help complete the culvert/fish blockage inventory.</p> <p>Commissioner Sizemore discussed a citizen’s suggestion to waive the Goldendale Rodeo Bible Camp’s reduced Fairgrounds rental fee for 2019, inquiring if any further in-kind services could be provided to offset the remainder of fees. Director Kelsey stated he will look into it.</p> <p>Chairman Sauter thanked the Public Works Road Crews for maintaining rural roads throughout the County.</p>

<p>Natural Resources/Economic Development Department Update</p>	<p>10:30 AM - Department Update/Report</p> <p>Attendance: Natural Resource/Economic Development Director Dave McClure, Deputy Prosecuting Attorney Rebecca Sells and Centerville resident Dan Christopher.</p> <p>Natural Resource/Economic Development Director Dave McClure discussed the Conservation District acquisition; the joint management of forest lands; the Switzler project and the Lead Entity's four project proposals.</p> <p>Director McClure reviewed Economic Development Specialist Denny Newell's activities and meetings throughout the County, noting he is working on finishing the Community Development Block Grant application for the new County Services Building.</p> <p>A discussion was held regarding energy counties and sales tax received from wind and solar projects. Commissioner Sizemore stated he has reviewed concerns regarding the Washington State energy map with Washington State Association of Counties Policy Director Paul Jewell. A brief discussion followed regarding Senate Bill 5116 and labor provisions associated the sales tax reimbursement incentives.</p>
<p>Sheriff Department Update</p>	<p>Elected Official Report/Update</p> <p>Attendance: Sheriff Bob Songer, Human Resource Director Randi Post, Deputy Prosecuting Attorney Rebecca Sells and Centerville resident Dan Christopher.</p> <p>Sheriff Bob Songer presented a proposal and will submit the proper paperwork to promote the current Chief Criminal Deputy to an Undersheriff position.</p> <p>Human Resource Director Randi Post reported the promotion will not impact the Sheriff's budget and further reorganization of the office is estimated to have an annual savings of \$8000 dollars.</p> <p>The Board expressed their support.</p>
	<p>A discussion was held about Skamania County's Commissioner Robert Hamlin suggesting Klickitat and Skamania County hold a joint meeting with legislators to discuss issues that are impacting both counties.</p> <p>Commissioner Sizemore shared he extended an invitation to legislators inviting them to participate in local ranching activities to further discuss issues that impact our county, such as how many wolves our region can sustain.</p>
<p>Lunch Recess</p>	<p>The Board recessed for lunch at 11:20 AM.</p>
	<p>Call to Order/Roll Call:</p>
<p>Regular Meeting for Tuesday, May 28, 2019</p>	<p>Chairman David M. Sauter reconvened the meeting at 1:00 PM. Commissioners present: Jim Sizemore, Rex F. Johnston and David M. Sauter.</p>

		Agenda:
Business Agenda		Approved (M/Sizemore, S/Johnston. Passed unanimously): the Business Agenda with one Add-on under New Business.
		Approval of Commissioner Meeting Minutes
Approval of Meeting Minutes	*	Approved (M/Johnston, S/Sizemore. Passed unanimously): the Klickitat County Board of Commissioners Meeting Minutes for May 14, 2019, as presented.
		Citizen Comment:
Comments will be limited to Seven (7) minutes per individual		<p>Robert Powers presented a petition from the Bickleton Community requesting All-Terrain Vehicles be allowed to drive on County Roads with a speed limit posted 35 miles per hour or less.</p> <p>Further discussion followed with Public Works Director Gordon Kelsey regarding roads in the Bickleton area that have no posted speed limit. Director Kelsey stated he would review road information he has on file and exceptions on public roads regarding farm and agriculture purposes, noting roads will need to be identified and speed studies will need to be conducted.</p>
		Public Meetings/Public Hearings/Bid Openings:
Public Hearing: To hear public testimony from interested persons who wish to speak for or against the vacation of Gerbing and Baker Roads.	*	<p>Approved (M/Sizemore, S/Johnston. Passed unanimously): Resolution No. 06719 In the matter of the vacation for Baker Road in the community of Appleton.</p> <p>Approved (M/Sizemore, S/Johnston. Passed unanimously): Resolution No. 06819 In the matter of the vacation for Gerbing Road in the community of Appleton.</p> <p>Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Information Technology & Budget Director Glen Chipman, Information Technology Manager Jeff Roe, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe, Deputy Prosecuting Attorney Rebecca Sells, County residents Nathan Putnam, Andy Tuthill, Roy Ostrowski and Dan Christopher.</p> <p>Prior to the adoption of the resolution the public hearing proceeded as follows; with Chairman Sauter opening the hearing and asking for a staff report.</p> <p>Public Works Director Gordon Kelsey reported Gerbing Road is a primitive road that is 2.14 miles long. The road dead ends and provides access for two property owners. Both of these property owners are requesting this vacation.</p> <p>Baker Road is a primitive road that is 1.4 miles long connecting Sleepy Hollow and Appleton Roads. This road provides access for three property owners. Two of the property owners signed the petition to vacate, the third is BPA and there is another point of access.</p> <p>The landowners state that off-road vehicles use these roads to trespass on private property; damage the roads, timber theft, and cause erosion to adjacent streams. Both pieces of right-of-way serve no useful purpose for the county road system; it</p>

	<p>would be in the best interest of the County to turn these portions of old roadway over to adjacent property owners for their management and use.</p> <p>Chairman Sauter opened the public hearing to receive public comments in favor of or opposed to the proposed road vacations.</p> <p>Property as well as adjacent property owners were present and thanked the Board; followed by a motion.</p>
	<p>Department Update/Report:</p>
<p>Information Technology and Budget Department Update</p>	<p>Attendance: Information Technology & Budget Director Glen Chipman, Information Technology Manager Jeff Roe, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe, Prosecuting Attorney David Quesnel, Centerville resident Dan Christopher.</p> <p>Information Technology & Budget Director Glen Chipman reviewed security updates; the Criminal Justice Information and the State audits; Information Technology Manager Jeff Roe stated security updates have been done following the audits.</p> <p>Director Chipman provided a staff training review; followed by a request to host another CivicPlus training for County employees, noting it was well attended with a waiting list for the last training. The Board agreed.</p> <p>Director Chipman stated the Cayenta Support Team has recommended moving forward with a minimum upgrade to the County financial system in the amount of \$80,000 the general consensus of the Board was in support of the upgrade.</p>
	<p>Annual Performance Evaluation:</p>
<p>Executive Session: Annual performance evaluation of a public employee</p>	<p>At 2:04 PM Chairman David M. Sauter announced that the Board would be convening into Executive Session in accordance with RCW 42.30.110(1) (g) to conduct an annual performance evaluation of a public employee. Chairman David M. Sauter noted that the session would last fifteen (15) minutes.</p> <p>The Board convened back into Regular Session at 2:19 PM.</p>
	<p>Miscellaneous Reports:</p>
<p>Underwood Conservation Project update</p>	<p>Attendance: Underwood Conservation District (UCD) Manager Tova Tillinghast, White Salmon resident Barbara Bailey, Central/Eastern Klickitat Conservation District Manager Loren Meagher, FCS Group's Project Consultant Brooke Tacia, Natural Resource/Economic Development Director Dave McClure, Natural Resource Project Coordinator Jacob Anderson, Planning Director Mo-chi Lindblad, Prosecuting Attorney David Quesnel and Centerville resident Dan Christopher.</p> <p>UCD Manager Tova Tillinghast discussed the upcoming launching of rates and charges study; an irrigation efficiency project the west end of the County; and the</p>

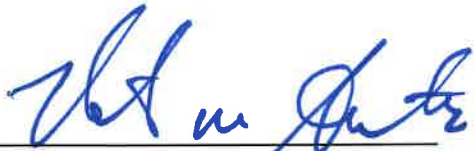
	<p>Firewise Program that encourages landowners to maintain wooded areas surrounding their homes.</p> <p>UCD Manager Tillinghast also discussed the Hell Roaring Irrigation Agreement; landowner assistance during permitting processes in a partnership with the Gorge Commission; Lead Entity Salmon recovery efforts; and a Landowner Handbook called “A Guide to Best Management Practices in Skamania and Klickitat Counties”, developed by the UDC.</p> <p>Commissioner Sizemore asked if there are any other conservation districts in the State that receive funding through a Rates and Charges Program. UCD Manager Tillinghast stated the Conservation District is continuing a locally lead effort and continues to pursue State funding.</p>
<p>Columbia River Gorge Commission Quarterly update</p>	<p>Attendance: Columbia River Gorge Commission (CRGC) Executive Director Krystyna Wolniakowski, CRGC Chair Lorrie DeKay, CRGC Commissioner Sondra Clark, CRGC Land Use Planner Bryce Guske, Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Underwood Conservation District Manager Tova Tillinghast, White Salmon resident Barbara Bailey, Natural Resource/Economic Development Director Dave McClure, Natural Resource Project Coordinator Jacob Anderson, Planning Director Mo-chi Lindblad, Prosecuting Attorney David Quesnel and Centerville resident Dan Christopher.</p> <p>(CRGC) Executive Director Krystyna Wolniakowski requested Klickitat County continue to support Klickitat County’s CRGC’s appointed Land Use Planner Bryce Guske; followed by a discussion of permit statistics.</p> <p>CRGC Executive Director Wolniakowski provided an update on current projects such as the Hood River Bridge; the Management Plan Update as well as changes in the Legislatures’ appropriations for CRGC’s budget.</p> <p>A discussion was held regarding the Courtney Road Safety project in White Salmon. Chairman Sauter stated the project is a result of the fire last year; a brief discussion followed regarding the importance of public safety and timeliness of permits issued in the Gorge Scenic Area.</p>
	<p>Consent Agenda:</p>
	<p>Approved (M/Johnston, S/Sizemore. Passed unanimously): the Consent Agenda with ten (10) items.</p> <ul style="list-style-type: none"> * 1) Resolution No. 06919 in the matter of scheduling a public hearing to be held at 1:30 PM on Tuesday, June 25, 2019, to declare certain county vehicles/equipment/miscellaneous property as surplus and to set a date for disposal at a sealed bid public auction by the County Treasurer. * 2) Resolution No. 07019 in the matter of formalizing a funding commitment up to \$750,000 from County reserves to be used for grant match for the General Purpose Community Development Block Grant for construction of the Klickitat County Senior Services facility within the new County Services Building.

	<ul style="list-style-type: none"> * 3) Letter of commitment to provide funding in the amount of \$30,000 to Columbia Cascade Housing Corporation in support of Pueblo Del Rio in Roosevelt, WA. * 4) Letter and Resolution No. 07119 in the matter of appointing Jason Hartmann to the Klickitat County Solid Waste Advisory Committee, presenting the City of White Salmon. The appointment is to an unexpired three (3) year term, expiring December 31, 2019. * 5) Amendment No. 8 to the 2018-2020 Consolidated Contract (C08219) between Klickitat County (Public Health Department) and the Washington State Department of Health for the purpose of amending Statements of Work for Family Planning, effective September 1, 2018 and the WIC Nutrition Program, effective January 1, 2018, and increases funding for a revised maximum consideration of \$663,221.00. * 6) Resolution No. 07219 in the matter of designating copier replacements through Canon under the Washington State Master Contract program and authorizes the Director of Information Technology & Budget to sign procurement documents required for the purchase or implementation; and further authorizes the Director to create and maintain a centralized billing process for the timely and efficient payment of copier services in a manner that will allow departments to designate which account codes are to be charged and to appeal any disputed charges. * 7) Agreement (C08319) between HDR Engineering, Inc. and Klickitat County (Solid Waste Department) for the purpose of providing professional engineering and consulting services related to the Comprehensive Solid Waste Management Plan update. * 8) Resolution No. 07319 in the matter of revising the Solid Waste Department Organizational Chart to reflect adding a grant-funded .875 FTE Litter Crew Supervisor position, Grade 35, and new job description, effective May 16, 2019. * 9) Personnel Authorization to begin the advertising process to fill a new Litter Crew Supervisor position at Grade 35, Step 1-3 depending on qualification, within the Solid Waste Department. * 10) Resolution No. 07419 in the matter of revising Resolution No. 03017 to change the name of Fund 402 to Klickitat County Firearms Training Facility, and directs the County Auditor to make said changes to the fund on the financial records of the County.
	<p>Payment Approvals:</p>
<p>Voucher Certification and Approval</p>	<ul style="list-style-type: none"> * Approved Warrants (M/Johnston, S/Sizemore. Passed unanimously): <p>Accounts Payable: (#290039 - 290139) for a net of \$384,300.36.</p> <p>Combined Payroll: (#198451 – 198733, County Benefit Warrants #290030 - 290038, Electronic Transfer #856) \$1,014,624.73, with a combined total of \$1,398,925.09 for the date ending May 28, 2019.</p>

	Elected Official Report/Update:
Executive Session: Discuss pending and potential litigation	At 3:48 PM Chairman Sauter announced that the Board would be convening into Executive Session with Prosecutor Quesnel in accordance with RCW 42.30.110(1)(i) for a pending and potential litigation update. Chairman Sauter noted that the Executive Session would be for five (5) minutes.
Prosecuting Attorney's Update	The Board reconvened back to Regular Session at 2:53 PM. No action was taken. Prosecutor Quesnel provided a staff report, noting that he has closed the vacant job posting for a Legal Administrative Assistant in the Prosecuting Attorney's Office and has dispersed the job duties amongst his skilled staff members, a brief discussion of cost savings followed.
	Board Pending:
Issues as determined by the Board of Commissioners	The Board held a discussion regarding property foreclosures and the importance of getting the property's back onto the tax rolls followed by the Washington landing site for the Hood River-White Salmon Interstate Bridge. A brief discussion was held regarding the White Salmon Pool budget. Chairman Sauter provided seatmate Commissioner Sizemore an update on the 75 th Anniversary WWII Planning Committee details, Commissioner Sizemore will be the Board's participating member.
	New Business:
	* Approved (M/Sizemore, S/Johnston. Passed unanimously): Fairgrounds Licensing Agreement (C08419) between Klickitat County (Public Works Department) and the Friends of the Fair for use of the fairgrounds May 31, 2019, which includes a waiver of the fees in exchange for in-kind services during their 4-D Barrel Race event.
Adjournment (4:20 PM)	Approved (M/Johnston, S/Sizemore. Passed unanimously): There being no further business before the Board, the meeting was adjourned until 1:15 PM on Thursday, May 30, 2019.
	Call to Order/Roll Call
Regular Meeting Extension: Workshop Session for Thursday, May 30, 2019	Chairman Sauter reconvened the meeting at 1:15 PM. All Three (3) Commissioners were present.
	Workshop Session Agenda:
Planning Department Update	Attendance: Planning Director Mo-chi Lindblad, Deputy Prosecutor Rebecca Sells, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe and county residents Dan Christopher and Brad Johnston. Planning Director Lindblad provided a brief overview of the recreational marijuana ordinance, permitting policies, and transfers of ownership of marijuana businesses.

<p>Executive Session: Discuss Pending Ligation</p>	<p>The Board indicated they do not consider a transfer of an existing license to a new location with an existing LCB license as an expansion; it would still be the same originally permitted business with different ownership. Commissioner Sizemore stated that he is sensitive to the people living near marijuana producers and has received complaints about odors and excessive lights at night. Following discussion, the Board asked Director Lindblad to come back with a recommendation on transfer of existing license. Further discussion followed regarding unpermitted and illegal marijuana operations.</p> <p>Director Lindblad advised that unpermitted recreational marijuana operations are subject to the code violation process. Deputy Prosecutor Sells suggested looking into how other counties deal with unpermitted operations.</p> <p>The Board discussed the Gorge Commission grant contract, which provides funding for a planner position. Director Lindblad noted that the number of hours that are spent reviewing Klickitat County permit applications is alarming. Director Lindblad strongly recommended that the Gorge Commission provide reports and meet with the Board on a regular schedule. The Board continued a previous discussion about the delay in permitting for the boreholes on the Courtney Road project.</p> <p>Director Lindblad provided an update on the Yakama Nation Housing Authority's housing development, noting that a proposal has not been submitted and due to wetland issues, the project is on hold.</p> <p>The Board held a discussion concerning unpermitted special events held at the Columbia Gorge Regional Airport. Director Lindblad suggests doing a special use permit to cover this summer's events, and a conditional use permit to cover all regular events held at the airport. Discussion and further updates followed regarding solar energy projects and Planning Department staffing.</p> <p>Director Lindblad advised that recent legislation passed regarding tiny home villages or communities, and tiny homes are no longer viewed as recreational vehicles.</p> <p>Director Lindblad provided an update on the Shoreline Management Plan update and then requested an Executive Session to discuss pending litigation.</p> <p>At 2:08 PM Chairman Sauter announced that the Board would be convening into Executive Session with Planning Director Lindblad and Deputy Prosecutor Sells in accordance with RCW 42.30.110(1)(i) for a pending litigation update. Chairman Sauter noted that the Executive Session would be for ten (10) minutes.</p> <p>The Board reconvened back to Regular Session at 2:18 PM. No action was taken.</p>
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<p>Continued Discussion regarding the Dallesport Water District needed upgrades</p>	<p>Attendance: Interim Dallesport Water District (DWD) Manager WJ Morris, DWD Water Operator Austin Wilson, Planning Director Mo-chi Lindblad, Auditor Brenda Sorensen, Deputy Auditor Heather Jobe, Economic Development/Natural Resource Director Dave McClure, Columbia Gorge Regional Airport Managers Aryn Rasmussen and Chuck Covert (retired) and county residents Dan Christopher and Craig Stevens.</p> <p>DWD Manger WJ Morris provided a review of water district projects and a timeline for submission of the 2019-2020 USDA loan/grant application. Discussion followed with questions and clarification provided by Mr. Morris. DWD budgets for 2018 and the first quarter of 2019 were also provided for review.</p> <p>Mr. Morris provided an overview of the Dallesport Fire District move to a location on airport property. A discussion followed regarding legislation that will affect the Fire District's budget. Mr. Morris indicated the Fire District plans to build a new fire hall that will include a flex space with offices, living quarters and a garage bay that will be leased to the Sheriff's Office.</p>
<p>Adjournment</p>	<p>Approved (M/Johnston, S/Sizemore. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 2:58 PM.</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 on file BOCC-Meeting 5-28-19.</p>



Approved: David M. Sauter
Chairman of the Board



6-18-19

Date