

**Klickitat County  
Board of Commissioners  
Minutes – Meeting of Tuesday, July 23, 2019**

<b>Topic</b>	<b>Agenda Item - Comment/Disposition</b>
	<b>Call to Order/Roll Call</b>
Morning Workshop Session – Tuesday, July 23, 2019	Chairman David M. Sauter called the meeting to order at 10:00 AM. Commissioners present: Jim Sizemore, David M. Sauter and Rex F. Johnston.
	<b>Workshop Session Agenda</b>
Public Works/Road Department Update	<p><b>10:00 AM – Public Works Department Update</b></p> <p>Attendance: Public Works Director Gordon Kelsey, Public Works Deputy Director Jeff Hunter, Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe and Solid Waste Director Ruby Irving.</p> <p>Public Works Director Gordon Kelsey discussed Public Works three year project list that included large projects such as the new County Services Building; a proposal for staff re-organization to accomplish the project list; a request and verbal approval to proceed with the internal advertising for a Design Engineer Assistant position with the Public Works Department.</p> <p>Director Kelsey reviewed items on the consent agenda; payment approvals; construction project update; roads being redesigned; maintenance projects; upcoming facilities work, noting the County crews finished the main pedestrian entrance ground preparation and the contractor has finished pouring the concrete.</p> <p>Public Works Deputy Director Jeff Hunter reported on the radio tower projects and the coverage the Public Works west end crew has been providing to the Trout Lake Park while they continue to advertise for a park attendant.</p> <p>Director Kelsey stated the Firearms Training Facility revenues are below the budget level due to the opening in June and unplanned expenses The fund has insufficient cash to pay current expenses and a cash flow loan of \$25,000 will be needed.</p> <p>Chairman Sauter requested Public Works follow up on an inquiry on the process of lowering the speed limit on Troh and Lakeside Road in the Glenwood vicinity.</p>
Auditor Department Update	<p><b>10:30 AM - Elected Official Report/Update</b></p> <p>Attendance: Auditor Brenda Sorensen, Chief Deputy Auditor Heather Jobe and Solid Waste Director Ruby Irving.</p> <p>Auditor Brenda Sorensen provided an update on the Elections Department; the finance Office, noting that the State Auditors team arrived July 15<sup>th</sup> and will remain on-site until August 8<sup>th</sup>.</p>

	Auditor Sorensen stated recording fees will see another increase.
Solid Waste Department Update	<p><b>10:45 AM - Department Update/Report</b></p> <p>Attendance: Solid Waste Director Ruby Irving and Prosecutor David Quesnel.</p> <p>Solid Waste Director Ruby Irving reported on commercial use of environmentally and non-environmentally to-go containers and the upcycling textiles public outreach projects the Solid Waste interns are working on; Director Irving stated both projects have an impact on the environment.</p> <p>Director Irving stated she will be conducting interviews next week for the Litter Crew Supervisor position.</p> <p>Director Irving reported second-quarter waste tonnage was up; followed by a discussion regarding Republic Services upper management reorganization; management plan update and the Landfill Compliance Officer duties.</p>
	<p>The Board discussed local versus national issues and the importance of citizens reaching out to the proper authorities and the newly passed House Bill 1406 that can provide a new affordable housing revenue stream for counties, cities, and towns that choose to participate.</p> <p>Department of Emergency Management Director Jeff King advised the Board of a fire north of Goldendale caused by a lightning strike from last night's storm, he noted that the Sheriff's Air Wing Posse Pilots are surveying the lightning strike areas.</p>
Lunch Recess	The Board recessed for lunch at 11:11 AM.
	<b>Call to Order/Roll Call:</b>
Regular Meeting for Tuesday, July 23, 2019	Chairman David M. Sauter reconvened the meeting at 1:00 PM. Commissioners present: Jim Sizemore, Rex F. Johnston and David M. Sauter.
	<b>Agenda:</b>
Business Agenda	<b>Approved (M/Sizemore, S/Johnston. Passed unanimously):</b> the Business Agenda as presented.
	<b>Approval of Commissioner Meeting Minutes</b>
Approval of Meeting Minutes	* <b>Approved (M/Johnston, S/Sizemore. Passed unanimously):</b> the Klickitat County Board of Commissioners Meeting Minutes for July 2 <sup>nd</sup> and July 9 <sup>th</sup> as presented. Amending May 28, 2019, to make a correction of a sentence written during the Columbia River Gorge Commission's Quarterly Update regarding a statement made by Chairman Sauter; the new sentence shall read, "Chairman Sauter stated several years ago a fire caused the closure of Snowden Road and Courtney Road was the closest evacuation route for evacuees; Courtney Road in its current condition cannot be safely used for this purpose".

<p>Comments will be limited to seven (7) minutes per individual</p>	<p><b>Citizen Comment:</b></p> <p>County residents Don Struck and Rick Graves requested a joint meeting with Departments in the County that permit various development projects to review the County code and Title 12 standards. The Board stated a follow-up discussion will be held as time allows; followed by a brief discussion of Federal, State and private land ownership, in the Glenwood area.</p> <p>Mid-Columbia Housing Authority Special Programs Manager Karen Long provided an overview of the Shelter Plus Care program which serves chronically homeless or disabled citizens in Skamania and Klickitat Counties.</p> <p>Ms. Long advised that Klickitat County and Skamania County have provided matching funds in past years for the Shelter Plus Care grant program. Ms. Long asked for the Board’s consideration to provide a commitment for 25% match in the amount of \$10,000 for the next grant year which begins April 1, 2020, and ends March 2021.</p> <p>A Board discussion was held regarding the Sheriff’s Office Chevron gas bill consolidation.</p>
<p>Public Meeting: To consider approval of a 3-lot short plat, (SPL 2019-07) in the Goldendale vicinity. Applicant: Bill Baxter.</p>	<p><b>Public Meetings/Public Hearings/Bid Openings:</b></p> <p><b>Granted (M/Sizemore, S/Johnston. Passed unanimously):</b> Approval of SPL 2019-07 subdivides approximately 10.04 acres into three lots. It is an alteration of Lot 3, SPL2006-01, and grant final approval; Applicant: Bill Baxter.</p> <p>Attendance: Assistant Planner Denise Lee and Chief Deputy Auditor Heather Jobe.</p> <p>Chairman Sauter opened the public meeting and asked for a staff review</p> <p>Assistant Planner Denise Lee stated this Short Plat No. SPL2019-07 is a proposal to subdivide approximately 10.04 acres into three lots. It is an alteration of Lot 3, SPL2006-01. The proposal is located on the corner of Foster Rd. and Pipeline Dr. in the Goldendale vicinity.</p> <p>Ms. Lee advised that an administrative review of the 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.</p>
	<p><b>Consent Agenda:</b></p> <p><b>Approved (M/Johnston, S/Sizemore. Passed unanimously):</b> the Consent Agenda with six (6) items.</p> <ul style="list-style-type: none"> <li>* 1) Scheduling a public meeting on Tuesday, July 30, 2019, at 1:30 PM to consider approval of a boundary line adjustment, (BLA 2019-03) in the White Salmon vicinity. Applicant: Gregory McGray and Janice Reilly.</li> <li>* 2) Scheduling a public meeting on Tuesday, July 30, 2019, at 1:30 PM to consider approval of a 2-lot short plat, (SPL 2019-11) in the White Salmon Vicinity. Applicant: Columbia Cascade Housing Corp. C/O Joel Madsen.</li> </ul>

	<p>* 3) Contract Amendment No. 9 (C11519) (CLH18250) between Klickitat County (Public Health Department) and the Department of Health for the purpose of amending statements of work to the following programs: OICP – Promotion of Immunizations to Improve Vaccination Rates – Effective July 1, 2019; Family Planning – Effective September 1, 2018; WIC Nutrition Program – Effective January 1, 2018. Allocations of an increase of \$9,491.00 for a revised maximum consideration of \$672,712.00.</p> <p>* 4) County Program Agreement (C11619) (DSHS#1963-58861) between Washington State Department of Social and Health Services (DSHS) Development Disabilities Administration and Klickitat County (Public Health Department) and for the purpose of providing Klickitat County Health Department \$2575.00 in reimbursement for the Coordinator costs in managing the funds intended for Child Development Services and other Consumer Support Services; the total grant awarded is \$39,359 effective July 1, 2019, to June 30, 2020.</p> <p>* 5) <b>Resolution No. 09719</b> authorization for the Public Works Department to purchase one (1) John Deere 872G Motor Grader from Sourcewell at a cost of \$403,584.10.</p> <p>* 6) Fairgrounds Licensing Agreement (C11719) between Klickitat County (Public Works Department) and the Klickitat Valley Chapter of Christian Cowboys for use of the fairgrounds July 27, 2019, through August 1, 2019, which includes a waiver of the fees; to hold the annual Rodeo Bible Camp.</p>
<b>Payment Approvals:</b>	
Voucher Certification and Approval	<p>* <b>Approved Warrants (M/Johnston, S/Sizemore. Passed unanimously):</b> Accounts Payable: (#291414 – 291527) \$870,480.77, electronic Transfer (#861) \$1,338.50, for a combined total of \$871,819.27 for the date ending July 22, 2019.</p> <p>There were no Payroll warrants requiring approval.</p>
Pay Estimate	<p>* <b>Approved (M/Sizemore, S/Johnston. Passed unanimously):</b> Final Acceptance and Release of Retainage to Divco Incorporated in the amount of \$2,588.75, for the Sheriff's Office Roof Top Unit Project KN9-2-N18005.</p>
Pay Estimate	<p>* <b>Approved (M/Sizemore, S/Johnston. Passed unanimously):</b> Pay estimate No. 6 to Advanced Security &amp; Electrical Tech., Inc. in the amount of \$11,051.41 which excludes retainage in the amount of \$552.57, and includes sales tax in the amount of \$828.86 for a total payment of \$11,327.70, for the Security Surveillance System Upgrade Project.</p>
<b>Unfinished Business:</b>	
Human Resource Department Update and discussion regarding the new Public Records Administrator position.	<p>Attendance: Human Resource (HR) Director Randi Post and HR Personnel Specialist KC Sheridan.</p> <p>Human Resource Director Randi Post reported on the job classification committee's review of HR's request to classify the current contracted HR Director position and the proposed new Public Records Administrator positions.</p>

	<p>Director Post stated a consensus was reached for the placement of the HR Director I position to be placed on Grade 74 and the HR Director II position to be placed on Grade 76; Director post requested and received verbal approval to revise the Human Resource’s Organizational Chart to reflect increasing the Clerical Administrative Assistant I or II position, to a I, II or III; Grade 34, 35 or 36.</p> <p>A discussion was held regarding the last market rate increase for the Public Work’s Grounds/Facilities Technician’s and the difficulty in retention for these positions; Director Post will hold further discussions with the Union and the Board requested a workshop for further discussion.</p>
<b>State Auditor’s Entrance Conference:</b>	
<p>State Auditor’s Entrance Conference.</p>	<p>Attendance: State Auditors Dustin Draper, Joshua Young, Suzette Moon, various Elected Officials, Department Heads and staff.</p> <p>Audit Lead Joshua Young provided an overview and timeline for the planned audit scope which includes a cash receipting audit, accounts receivable, state contract compliance, accounts payable, use of restricted funds, internal service funds, Building Inspection Department, procurement and payroll for the fiscal year 2018.</p> <p>Mr. Young provided clarification on the Federal Grant compliance audit for January 1, 2018, through December 31, 2018; stating the audit is required by federal law when a local government spends \$750,000 or more annually in federal financial assistance and will test the Community Development Block Grant for the new County Services Building.</p> <p>Discussion, questions and clarification regarding the audit followed.</p>
<b>New Business:</b>	
<p>Columbia Gorge Regional Airport’s request for concurrence for the submission of an FAA grant</p>	<p>Attendance: Columbia Gorge Regional Airport Manager Aryn Rasmussen, Planning Director Mo-chi Lindblad, Natural Resource/Economic Development Director Dave McClure and Prosecuting Attorney David Quesnel.</p> <p>Columbia Gorge Regional Airport Manager Aryn Rasmussen requested and received conditional approval for the submission of a Federal Aviation Administrative (FAA) grant for the Apron Rehabilitation project with the understanding the airport will be responsible for an additional \$46,667 in matching dollars.</p> <p>Manager Rasmussen stated she is currently working with the FAA and will follow up with the City of the Dalles and the Board; the Board was in support.</p>
<b>Department Update:</b>	
<p>Planning Department Update and discussion regarding the Gorge Commission Klickitat</p>	<p>Attendance: Planning Director Mo-chi Lindblad, Natural Resource/Economic Development Director Dave McClure, Information &amp; Technology Director Glen Chipman and Prosecuting Attorney David Quesnel.</p> <p>Planning Director Mo-chi Lindblad provided a brief Shoreline update regarding the</p>

<p>position.</p>	<p>The Board discussed the lack of State funding allocations for the Columbia Gorge Commission’s Land Use Planner in the 2019-2020 budget session.</p> <p>Planning Director Mo-chi Lindblad and the Board agreed to fund the CRGC Land Use Planner until the Legislators reconvene will allow the continued issuance of applications and permits in the Columbia Gorge Scenic Area.</p> <p>A discussion followed regarding contract management and changes.</p>
	<p>Commissioner Johnston left the meeting at 3:10 PM</p>
<p><b>Elected Official Report/Update:</b></p>	
<p>Prosecuting Attorney’s Update</p> <p>Executive Session: Discuss pending and potential litigation</p> <p>Executive Session: Discuss discipline of a public employee</p>	<p>At 3:11 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. At 3:16 PM it was announced the Executive Session would be extended five (5) minutes.</p> <p>The Board reconvened back to Regular Session at 3:21 PM. No action was taken.</p> <p>At 3:30 PM Chairman Sauter announced that the Board would be convening into Executive Session with Attorney David Quesnel in accordance with RCW 42.30.110(1)(g) to discuss the discipline of a public employee. Chairman Sauter noted that the session would last for five (5) minutes.</p> <p>The Board convened back to Regular Session at 3:35 AM. No action was taken.</p> <p>Prosecuting Attorney David Quesnel provided a staff update.</p>
<p><b>Board Pending:</b></p>	
<p>Issues as determined by the Board of Commissioners</p>	<p>The Board discussed various issues which included:</p> <ul style="list-style-type: none"> <li>* Board correspondence noted for the Record: Letter to the Washington State Liquor and Cannabis Board regarding Klickitat County previously notifying the Liquor and Cannabis Board that Healing Greens LLC is considered a legal non-conforming Tier 3 Marijuana Producer and rejects the Assumption Application from Healing Greens, LLC to Airborne Stables, LLC.</li> <li>* Noted for the Record: Ground Lease Agreement/Memorandum (C11817) between Klickitat County (Lessor) and Columbia Cascade Housing Corporation (Lessee) for the purpose of leasing a portion of Tax Parcel No. 03-10-1344-0002/00 for the purpose of community development, including but not limited to an assisted living facility located on the Property. Chairman David M. Sauter signed the Agreement on</li> </ul>

	<p>July 19, 2019, during the purchase closing of the Krenz property, as authorized by Resolution No. 09419, which was approved by the Board of Commissioners during their July 9, 2019 meeting.</p>
<p>Adjournment (3:36 PM)</p>	<p><b>Approved (M/Sizemore, S/Sauter. Passed unanimously):</b> There being no further business before the Board, the meeting adjourned until 1:15 PM on Thursday, July 25, 2019.</p>
	<p><b>Call to Order/Roll Call</b></p>
<p>Regular Meeting          Extension: Workshop Session for Thursday, July 25, 2019</p>	<p>Vice-Chairman Johnston reconvened the meeting at 1:00 PM. Commissioners present: Jim Sizemore and Rex F. Johnston. David M. Sauter was absent.</p>
	<p><b>Workshop Session Agenda:</b></p>
<p><b>1:15/2:00 PM</b></p>	<p><b>Discussion and review of the Klickitat County Noise Ordinance 9.15.010.</b></p> <p>Attendance: Prosecuting Attorney David Quesnel, Building and Code Compliance Director Lynn Ward, Planning Director Mo-chi Lindblad, Associate Planner Lori Anderson, Sheriff Bob Songer and county resident Dan Christopher and county property owner Bill Martens.</p> <p>The Board held a discussion concerning the county noise ordinance. Prosecutor Quesnel provided clarification regarding noise levels in the county code that references the state WAC, advising that it generally requires extensive monitoring.</p> <p>Sheriff Songer stated that there is a state law that allows some exemptions specific to commercial operations. Prosecutor Quesnel noted that the County code does not address gunfire.</p> <p>Bill Martens, Munson Prairie property owner, raised an issue with one of his neighbors hosting a large shooting event two (2) weeks ago. Mr. Martens stated that he tried to talk with his neighbor but was treated rudely, noting that the shooting event violated several State codes.</p> <p>Sheriff Songer advised that the shooting event was a firearms qualifying for graduating Reserve Deputies.</p> <p>Director Ward provided clarification regarding two (2) complaint cases dealing with gun ranges, one is a commercial operation, and the other is a private incident, which Mr. Martins addressed.</p> <p>The Clerk of the Board advised that the workshop discussion was specific to the noise ordinance and not the proper venue for Mr. Ward's complaint.</p> <p>Commissioner Sizemore stated that he could not consider legislation for one (1) or two (2) individuals, noting that you cannot legislate good neighbors.</p>

	<p>Director Ward noted that a letter was sent to the commercial operation advising to stop until required permitting was in place. Commissioner Sizemore stated that he is reluctant to change a policy or law that assures public safety, and suggested a further discussion with the full board. Commissioner Sizemore indicated that he was not in favor of opening up the noise ordinance at this time, and if there are permit issues, that should be addressed.</p>
<p><b>1:55 PM</b></p>	<p><b>Discussion and review of the Public Records Administrator position.</b></p> <p>Attendance: Human Resource (HR) Director Randi Post, Building Director Lynn Ward, East District Court Administrator Jan Edmonds, Planning Director Mo-chi Lindblad, Sheriff Bob Songer and county resident Dan Christopher.</p> <p>HR Director Post provided an overview of the analysis process used to create and classify the Public Records Administrator position. Director Post noted that Elected Officials and Department Heads participated in a workshop discussion last week regarding the position's responsibilities and role as part of the HR Department, and how it will interact with county offices/departments.</p> <p>Following further discussion regarding the specifics of the position, the Board expressed support to move forward with finalizing the job description and position.</p> <p>The Board had a brief discussion regarding a State Liquor and Cannabis Board software problem that is supposed to track the transport of marijuana.</p> <p>Vice-Chairman Johnston provided an update of the Grand Opening of the County Firearms Training Center, noting that Senator Honeyford and Representative Gina Mosbrucker were both in attendance.</p> <p>HR Director Post requested and received verbal authorization to begin the advertising process to fill the new Public Records Administrator position at Grade 71, Step 1.</p> <p>Note: The Commissioners will be participating in a Board of Health meeting scheduled to begin at 3:30 PM.</p>
<p>Adjournment</p>	<p>There being no further business before the Board, the meeting was adjourned at 2:27 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 7-23-19.</p>



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**Approved: David M. Sauter**  
**Chairman of the Board**



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**Date**

RESOLUTION NO.

A RESOLUTION of the City Council of the City of Port Angeles, Washington, providing for the submission to the voters of the City of a Proposition to impose a qualifying local tax of 0.1 percent pursuant to RCW 82.14.530 for affordable and supportive housing.

WHEREAS, the City Council for the City of Port Angeles, Washington desires to implement a local sales tax in support of affordable or supportive housing; and

WHEREAS, the City of Port Angeles is struggling with affordable housing issues because of a shortage of affordable housing; and

WHEREAS, many people are paying more than 50 or 60 percent of income on rent; and

WHEREAS, people are living in places that are not meant to be housing, such as cars or streets and others are on the verge of homelessness; and

WHEREAS, the revenue in this bill targets people who need it most; and

WHEREAS, the funds derived from a 0.1 percent sales tax is collected and distributed locally, and

WHEREAS, fund from this sales tax shall be used only for the following purposes:

Constructing affordable housing, which may include new units of affordable housing within an existing structure, and facilities providing housing-related services; or

Funding the operations and maintenance costs of new units of affordable housing and facilities where housing-related programs are provided, or newly constructed evaluation and treatment centers.

WHEREAS, RCW 82.14.530 provides for the imposition of a 0.1 percent sale tax if authorized by a ballot proposition approved by a majority of voters at an election held within the taxing district; and

WHEREAS, the City Council has determined it is in the best interest of the City and its residents to submit a proposition pursuant to RCW 82.14.530.

*Rex F. Johnston*  
Approved: ~~David M. Sauter~~  
Vice-Chairman of the Board  
*Rex F. Johnston*



August 6, 2019  
Date