

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, January 24, 2023**

Morning Workshop Session

Chairman Dan Christopher called the meeting to order at 10:00 AM. Commissioners present: Jacob Anderson, Lori Zoller, and Dan Christopher.

Workshop Session Agenda

9:30 AM - Legislative Update: Attendance: Lobbyist Zak Kennedy, various County elected officials, employees, and members of the public present in person and via Zoom.

Lobbyist Zak Kennedy provided an overview of proposed legislative bills being considered in the legislative session, noting a couple of bills that may be of interest, one is 5440 Jail funding for mental health evaluations and 1215 Riparian Border Restoration. There were also bills that dealt with Climate Change, Climate Crisis, Firearms, Clean Energy siting and Accessory Dwelling Units.

9:45 AM – Public Works/Road Department Update:

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

Interim Director Hunter provided an update on the consent agenda and payment approvals.

Interim County Engineer Scarola provided an update on the Construction program.

Interim Director Hunter provided an update on the Maintenance Projects, Upcoming facilities work/events, Treatment Plant tour, Bingen Crack Sealing and Paving and County Rock Quarries.

10:00 AM – Health Department Update:

Attendance: Public Health Director Erinn Quinn, various County elected officials, employees, and members of the public present in person and via Zoom.

Director Quinn provided an update on the Public Health Department, Environmental Health Department, Clinical Health Department and the Behavioral Health Department.

Director Quinn requested and received verbal approval to advertise for an Administrative Assistant in Goldendale.

10:30 am – Senior Services Department Update/Report:

Attendance: Senior Services Director Sharon Carter, Mid-Columbia Economic Development District Mobility Manager Kathy Fitzpatrick on Zoom, Various County elected officials, employees and members of the public present in person and via Zoom.

Director Carter reviewed the history of transportation services through Klickitat County Senior Services and Mt. Adams Transportation services.

Manager Fitzpatrick provided a slideshow on the Gorge Regional Transport Strategy.

A discussion followed in regards to transportation services, usage numbers, costs and funding.

Motion (M/Anderson, S/Zoller. Passed unanimously). To recess for lunch at 11:35 AM.

Commissioner's Business Meeting

Chairman Dan Christopher reconvened the meeting at 1:00 PM. All three (3) Commissioners were present.

Agenda:

Approved (M/Anderson, S/Zoller. Passed unanimously): The Business Agenda with two (2) Add-ons under new business, the first, a Klickitat County promotional video of Goldendale produced by Klickitat Valley Health and the second, a Klickitat County Planning Commission application

Approval of Commissioner Meeting Minutes

There were no meeting minutes requiring approval at this time.

Citizen Comment:

Chris Satum of High Prairie inquired about the Board's view of making Klickitat County a Constitutional County.

Gabriel Gilbert commented on Klickitat County being a Constitutional County, The Board of Health, Child Care and Cougar hunting.

Gene Zittercoff of High Prairie commented on mandates, making Klickitat County a Constitutional County and inquired on a timeline for improving Dalles Mountain Road.

Greg Wagner with CEASE commented on Short Term Rentals.

Sheri Bousquet of Husum commented on Short Term Rentals.

Lynn Mason commented on the status of the Animal Shelter, Cougars and Klickitat County becoming a Constitutional County.

John Parr of High Prairie commented on Klickitat County becoming a Constitutional County.

Tracy McKune of Lyle commented on the addressing on the county website.

Commissioner Zoller responded to the subject of being a Constitutional County, the animal shelter and the county mapping system.

Chairman Christopher responded to the subject of being a Constitutional County, commented on Dalles Mountain Road, Short term rentals, the Animal Shelter and County addressing.

Commissioner Anderson responded to the comment about the Animal Shelter, Klickitat County being a Constitutional County and commented on what is considered Constitutional.

Commissioner Christopher commented on interpretation of law.

Commissioner Zoller commented on the Short Term Rental document going to the Prosecutor.

Commissioner Anderson clarified that the mask mandate was adhered to in the meetings.

Miscellaneous Reports: Presentation and discussion regarding strategic planning

Skagit County Commissioner Lisa Janicki: Presentation and discussion regarding strategic planning

Skagit County Commissioner Lisa Janicki provided a PowerPoint presentation and discussion on Skagit County's Strategic Plan. Commissioner Janicki emphasized planning in key focus areas, strategic goals and smart objectives.

A discussion followed in regard to strategic planning.

Board of Health meeting:

(2:05 PM) Motion (M/Anderson, S/Zoller. Passed unanimously). To recess the regular meeting of the Board of Commissioners to conduct a Klickitat County Board of Health meeting.

At 2:26 PM Chairman Christopher reconvened the regular Board of Commissioners meeting.

Unfinished business:

(2:25 PM) Chairman Christopher provided a Legislative update.

Consent Agenda:

***Approved (M/Anderson, S/Zoller. Passed unanimously):** Consent Agenda with eleven (11) items.

- 1) ***Extend Klickitat County Health Department Professional Services Agreement (C01923)** for Mental Health Crisis Responder Chris Barker at a rate of \$45.00 an hour not to exceed a contract maximum of \$25,000 without supervisor approval during the period of performance ending on June 30, 2023.
- 2) ***Klickitat County Emergency Management renewal of the Radio System Management, Operation & Maintenance Support Agreement (C02023)** with Radio Service Solutions, LLC. Term is for two (2) years beginning February 1, 2023 – January 31, 2025. \$39,155 in expenses, of the \$34,650 has been budgeted for 2023 in Fund 135.
- 3) ***Interlocal Agreement (C02123)** for Radio System Use and 911/Dispatch Services with City of White Salmon. Current agreement expires on February 28, 2023. Renewal terms are for one (1) year beginning March 1, 2023 through February 29, 2024.
- 4) ***Resolution No. 02223** in the matter of appointing members of Klickitat County Public Economic Development Authority's Board of Directors.
- 5) ***Engagement Letter and Agreement (C02223)** between Klickitat County (Auditor's Office) and TDJ CPA Inc. (Teresa D. Johnson) for the purpose of providing professional CPA services in preparation of the 2022 annual report, 2022 financial statements, and providing the necessary training to personnel related to annual report reconciliation. The estimated fee for the services outlined in the agreement will not exceed \$61,830. This will be billed monthly at the standard billing rate of \$229 per hour.
- 6) ***Updated Local Agency Federal Aid Project Prospectus** between Klickitat County (Public Works Department) and the Washington State Department of Transportation for the purpose of providing federal funds in the amount of \$419,950.00 to be used during the engineering and construction phases of the Rock Creek, Old 8 Bridge Projects, CRP 363.
- 7) ***Updated Local Agency Federal Aid Project Prospectus** between Klickitat County (Public Works Department) and the Washington State Department of Transportation for the purpose of providing federal funds in the amount of \$231,000.00 to be used during the engineering and construction phases of the White Plastic Edge Line Project, CRP 368.
- 8) ***Washington State Department of Transportation Local Agency Agreement (C02323) Supplement No. 1** to obligate construction funds for the White Plastic Edge Line Project, CRP 368, Federal Aid Project No. HSIP-000S(636), Agreement No. LA10383, CFDA No. 20.205 Highway Planning and Construction.

- 9) *Updated Local Agency Federal Aid Project Prospectus between Klickitat County (Public Works Department) and the Washington State Department of Transportation for the purpose of providing federal funds in the amount of \$369,000.00 to be used during the engineering and construction phases of the Slope Flattening and/or Guardrail Project (County wide), CRP 370.
- 10) *Washington State Department of Transportation Local Agency Agreement (**C02423**) Supplement No. 1 to obligate construction funds for the Slope Flattening and/or Guardrail Project (County wide), CRP 370, Federal Aid Project No. HSIP-000S(635), Agreement No. LA10382, CFDA No. 20.205 Highway Planning and Construction.
- 11) *Subrecipient Grant Agreement (**C02523**) between the Washington State Parks and Recreation Commission through its Marine Law Enforcement Program and Klickitat County (Sheriff's Office) for the purpose of setting forth the obligations of both parties in the awarding of funds for recreational boating enforcement and education and to set forth the deliverables under the Federal Financial Assistance Grant No. MLE123-443 in the amount of \$10,902.57. This agreement is effective on the date of the last signature and terminates on September 30, 2023.

Voucher Certification and Payment Approvals:

Approved 2022 Warrants (M/Zoller, S/Anderson. Passed unanimously): Accounts Payable: (#319195 – 319309 for a total of \$377,734.89 for the date ending January 23, 2023.

Approved 2023 Warrants (M/Zoller, S/Anderson. Passed unanimously): Accounts Payable: (#319310 – 319355 for a total of \$67,089.01 for the date ending January 24, 2023. There were no Payroll warrants requiring approval.

Approved (M/Anderson, S/Zoller. Passed unanimously): Pay estimate No. 3/Final to All Seasons Heating & Air Conditioning, Inc. in the amount of \$21,410.02, which contains retainage in the amount of \$1,070.50 for a total net amount of \$21,945.27, which also includes \$1,605.75 in sales tax, for the Pioneer Center HVAC Replacement 2021, KC9-3-C20006 & C21005.

Approved (M/Anderson, S/Zoller. Passed unanimously): Pay estimate No. 2/Final to All Seasons Heating & Air Conditioning, Inc. in the amount of \$24,650.36, which contains retainage in the amount of \$1,202.46 for a total net amount of \$24,650.36, which also includes \$1,803.68 in sales tax, for the Pioneer Center HVAC Replacement 2022, KC9-3-C20006.

New Business:

The Board watched a Klickitat County promotional video of Goldendale produced by Klickitat Valley Health.

Commissioner Anderson commented on the Planning Commissioner vacancy, the applications to fill the vacancy and his preference to fill the vacancy. The Board agreed that Zack Landgren is a qualified candidate.

Motion (M/Anderson, S/Zoller. Passed unanimously) to fill open vacant position #1 on the Planning Commission with Zack Landgren.

The discussion continued in regards to Commission attendance policies.

Board Pending:

Commissioner Anderson commented on adding cost sharing to the Board Pending discussion list. The Board

discussed sharing costs with cities for 911/dispatch, Adult probation and Juvenile services.

Commissioner Anderson inquired as to what method the new Assessor will be using to assess large scale energy projects. Chairman Christopher stated that there is already a current taxation approach recommended by the state.

Chairman Christopher requested permission from the Board to ask Dave McClure to draft an explanation statement to Olympia in regards to allowing the Green Energy Projects to be State sales tax exempt but not local sales tax exempt.

At 3:18 PM Chairman Christopher announced the Board would be convening into Executive Session for five (5) minutes in accordance with RCW42.30.110(1)(d) to review negotiations on the performance of publicly bid contracts when public knowledge regarding such consideration would cause a likelihood of increased costs. At 3:23 PM it was announced that it would be extended for five (5) more minutes. No actions were taken.

Motion (M/Anderson, S/Zoller.) To adjourn at 3:28 PM, motion died without a vote and Board discussion continued.

The Board had a discussion in regards to the role of the Planning Commission. The Board had a discussion about the Dallesport Water District correspondence. The Board discussed the past moratorium, to provide history and review for Commissioner Zoller.

Commissioner Zoller excused herself from the meeting at 4:37 to attend another meeting.

4:39 Motion (M/Anderson, S/Christopher) to adjourn followed by Commissioner Anderson rescinding his motion to adjourn.

A discussion followed in regards to the Planning Commission attendance. Commissioner Zoller commented on having a Strategic Planning workshop. The Board discussed the Animal Shelter.

Fiscal Manager Jenn Neil commented on Grant review policies.

(5:06 PM) Approved (M/Anderson, S/Christopher. Passed unanimously): There being no further business before the Board, the meeting was adjourned until 12:30 PM on Thursday, January 26, 2023.

Call to Order/Roll Call

Chairman Christopher convened the meeting at 11:30 AM. All three (3) Commissioners were present.

Workshop Session Agenda:

Chairman Christopher announced that the Board would be convening into Executive Session in accordance with RCW 42.30.110(1)(g) to conduct an interview for the position of Klickitat County Public Health Officer and to evaluate the qualifications for thirty (30) minutes. .

The Board convened back into Regular Session at 12:30 PM. No action was taken.

Executive Session: Annual Performance Evaluation:

At 12:30 PM Chairman Christopher 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 Christopher noted that the session would last fifteen (15) minutes. At 12:45 PM Chairman Christopher

announced that the Executive Session would be extended for ten (10) minutes.

The Board convened back into Regular Session at 12:55 PM. No action was taken.

The Board discussed options to improve efficiencies and create cost savings for regular maintenance on County vehicles by having Public Works mechanics perform oil changes, brake jobs and other mechanical maintenance.

The Board had a brief discussion related to the pros and cons for the most desirable qualities in a Public Health Officer.

Public Works/Road Department Update:

Attendance: Interim acting Public Works Director Jeff Hunter, Interim acting Engineer County Seth Scarola, Deputy Finance Director Pam Beierle, Fiscal Manager Jenn Neil, and Human Resources Director Robb Van Cleave.

Interim Public Works Director Hunter presented options for Dallesport wastewater rate increases over a ten (10) year period to cover the cost of operations, maintenance, and upgrades with the goal of being self-supporting. The proposed rate increases if approved would be effective May 31, 2023. The Board discussed funding options for replacing a lift station pump and indicated they were supportive.

Board discussion and review of the draft Title 12 Standards followed. Interim acting County Engineer Scarola reviewed RCWs that apply to road standards. Mr. Hunter provided a time schedule for the review and approval process, allowing the Title 12 Standards Committee and the public to each have 30 days to review the document before scheduling public hearings with an estimated adoption date by the end of July 2023.

The Board was given a draft ordinance to review, which would allow the County to grant use of its facilities and waive rental fees for organizations and groups benefiting County youth. Mr. Hunter stated that Public Works has been working with the Prosecutor's Office to develop the ordinance.

Commissioner Anderson left the workshop at 1:28 PM to take a brief phone call and then returned.

The Board had a brief discussion about Public Works providing an equipment operator and excavator during the community clean-up event on the westside of the County.

Dallesport Water District (DWD): Continued discussion.

Attendance: Economic Development/Natural Resources Director Dave McClure, Director Robb Van Cleave, Fiscal Manager Jenn Neil, Environmental Health Director David Kavanaugh, Building Director Lynn Ward, Airport Manager Jeff Renard, DWD Board: Bill Clark, WJ Morris, Mark Pepple, DWD Manager Scott Dixon, and approximately three (3) members of the public.

The Board continued their discussion with the DWD regarding the Airport well transfer, water meters and cluster meters, and water lines. DWD Manager Scott Dixon reviewed documents provided to the Board related to the Airport well and water lines. Commissioner Anderson addressed the items listed in the documents, noting that he is trying to fix issues that limit the water district from following their water plan. Mr. Dixon stated that he is willing to work with the County and the Airport to complete all items that need to be addressed. Discussion continued.

DWD Commissioner Morris asked for an update on the status of the FAA determination specific to the airport well transfer. Chairman Christopher noted that the County has not received any information yet.

There was a discussion regarding the DWD's Landfill Gas Improvement application for the ATEC system. Commissioner Anderson clarified that the water district's last LFG funding request did not include the ATEC system expansion.

Board Pending:

Mr. Hunter reviewed Levels of Service, which ranks traffic flow conditions, which are divided into six levels, Level A being free flowing to Level F, which is a breakdown in flow. Mr. Hunter advised it is in the County best interest to adopt levels of service and he suggested adopting Level D for the Loop Road and Snowden Road intersection. The Board had a brief discussion regarding road easements.


Director Hunter advised the Board concerning a water bill with back charges due to the City's determination that the City has not been billing the County correctly. Mr. Hunter noted that he has been discussing the matter with the City Administrator and he will keep the Board updated.

Fiscal Manager Jenn Neil provided a presentation on strategic planning in relation to budget preparation for the Board, indicating that the process is critical due to flat landfill revenues and expenses that continue to increase each year. Ms. Neil suggested starting with baby steps, build trust and improve communication between elected officials, department heads and staff, as well as the public. The first thing that is needed is a mission statement, priorities and goals.

Ms. Neil reported that she has been working on a grant policy, forms and reporting procedures, all things which tie back to the strategic plan that will help the Board make those tough decisions. Following further Board discussion, Ms. Neil requested and received approval from the Board to reach out to elected officials and department heads to begin gathering goals and funding sources.

Chairman Christopher provided a brief update on the Solid Waste Contract Amendment negotiations.

Approved (M/Anderson, S/Zoller. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 5:00 PM.


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



2-14-23
Date