

**Klickitat County
Board of Commissioners
Minutes – Meeting of Tuesday, February 2, 2021**

Topic	Agenda Item - Comment/Disposition
	Call to Order/Roll Call
Morning Workshop Session – Tuesday, February 2, 2021	Chairman David M. Sauter called the meeting to order at 10:00 AM. Commissioners present: David Sauter, Jacob Anderson and Dan Christopher. Note: Elected Officials, Department Heads and staff will be listed as attendees if they are present in chambers. There were Elected officials, Department Heads, staff and members of the public participating and/or listening to the meeting via zoom.
	Workshop Session Agenda
Public Works/Road Department Update	<p>10:00 AM – Public Works Department Update</p> <p>Attendance: Public Works Director Gordon Kelsey and Deputy Director Jeff Hunter.</p> <p>Public Works Director Kelsey reviewed Consent Agenda items, a pay estimate for the radio tower electrical repair, and provided a construction program update, which included the annual striping contract; grant funded safety projects and the Courtney Road & Old Mountain Road projects.</p> <p>Director Kelsey reported that maintenance crews are reacting to winter weather activities as needed, grading roads, and removing roadside brush. Director Kelsey advised that due to freeze/thaw conditions on the west end logging/hauling operations have been shut down on Bill Moore Road.</p> <p>An update on facilities work followed. Director Kelsey advised that there would be a \$61,000 change order submitted on next week’s agenda. The contract plans failed to show card readers on the electrical plan sheets and left out several doors that should have been included. Director Kelsey reported that since the plans were only partially correct an agreement was reached with the contractor to split the cost of part of the expenses and pay for the ones that were missing.</p> <p>Updates on the Courthouse Entry Project, Jail Control Board, and a radio sites update provided by Deputy Director Hunter followed.</p> <p>Director Kelsey requested and received verbal approval to move forward with hiring temporary support staff to assist with archiving records for the move to the New County Services Building. Director Kelsey provided an update on electric vehicle charging stations. Following a brief discussion, Commissioner Anderson noted that the County should be preparing for the future. The Board agreed to two (2) charging stations at this time.</p> <p>Deputy Director Hunter provided a follow-up report on spent brass at the gun range, advising that he is working with Prosecutor Quesnel, and the spent brass is considered abandoned if customers leave it and becomes County property, which will then be surplus.</p>

	<p>The Board discussed the Title 12 Road Standards sub-committee group. Commissioner Christopher asked for a list of participants. Commissioner Anderson noted that the group is a technical committee with members having expertise in engineering, and the building of roads.</p>
Human Resource Department update	<p>10:30 AM - Department Update/Comment</p> <p>Attendance: Human Resource (HR) & Administrative Services Director Robb Van Cleave, HR Manager KC Sheridan, Financial Manager Jenn Bartley, and Information Technology (IT) Manager Jeff Roe.</p> <p>Director Van Cleave provided an overview of the roles and responsibilities for each of the three functional areas (Human Resources, Technology, and Fiscal) within the HR & Administrative Services Department.</p> <p>HR Manager Sheridan provided a more detailed overview of HR's responsibilities. The Board held a discussion regarding a performance module that Manager Sheridan would like to add to HR's software system. The Board agreed it would be a valuable tool in evaluating employee performance. Commissioner Anderson suggested that a survey be done to gather input from employees and supervisors/managers.</p> <p>Discussion followed concerning the summer/after-school intern program. Commissioner Christopher voiced concerns whether the dollars were well spent. Commissioner Anderson stated that he supports the program. Commissioner Christopher advised that he would like to improve the program and not get rid of it.</p> <p>Manager Sheridan reminded the Board that there will probably be a number of retirements in the next few years and that the State's salary threshold for exempt employees may effect Grade 67, Step 1 in 2022.</p> <p>Director Van Cleave provided an update on the draft social media policy, noting that once it has been approved by the Prosecutor and IT, the policy will be forwarded to Elected Officials and department heads for review, and then to the Board for final approval.</p> <p>Manager Sheridan requested and received verbal approval for a Personnel Authorization to begin the advertising process to fill a vacant Nutrition Coordinator position in the Senior Services Department.</p> <p>Director Van Cleave provided an update on the archiving and records committee, noting that he will be reactivating the working group to look at procedures and policies to ensure that all departments/offices are doing things consistently.</p> <p>Director Van Cleave introduced Financial Manager Jenn Bartley. Ms. Bartley noted that this was her second day on the job and she has been familiarizing herself with her duties.</p>

	IT Manager Roe provided a brief update and it was noted that he is working to develop a draft IT security policy. Discussion followed regarding the Board's video conference system in the meeting room in the new County Services Building.
Lunch Recess	The Board recessed for lunch at 11:42 AM.
	Call to Order/Roll Call:
Regular Meeting for Tuesday, February 2, 2021	Chairman Sauter opened the meeting at 1:00 PM and the Board pledged allegiance. All three (3) Commissioners were present. Note: Elected Officials, Department Heads and staff will be listed as attendees if they are present in chambers. There were Elected officials, Department Heads, staff and members of the public participating and/or listening to the meeting via zoom.
	Agenda:
Business Agenda	Approved (M/Anderson, S/Christopher. Passed unanimously): the Business Agenda as presented.
	Approval of Commissioner Meeting Minutes
Approval of Meeting Minutes	* There were no Commissioner meeting minutes requiring approval at this time.
	Citizen Comment:
Comments will be limited to seven (7) minutes per individual	<p>Greg Wagner, Fish Hatchery Road, Goldendale, stated that he has questions regarding the Lund Hill Solar project. Chairman Sauter reminded that this is a time for citizen's to comment to the Board and for the Board to listen. Chair Sauter stated that it is hard to answer questions without having the data on hand.</p> <p>Mr. Wagner asked several questions specific to the Lund Hill Solar Project such as how many full time local jobs will be created, how much money has the developer provided for future decommissioning, how much tax revenue will the project generate, and how will the underlying land be zoned?</p>
	Laborers Union 335 Political and Legislative Director Deken Letinich stated that the union members are excited about the upcoming solar and pumped storage projects because they will provide jobs.
	<p>Elaine Harvey, Hill Road, Goldendale, asked if there was any land set aside for habitat and stream mitigation on the Lund Hill solar project. Ms. Harvey commented that the Goodnoe Wind Farm did set aside acreage for wildlife. Mr. Harvey stated that she also has concerns about the Knight Road solar project.</p> <p>Commissioner Anderson advised that it is best if staff answers these questions. Commission Christopher added that the Planning Department has information posted on their webpage regarding the Lund Hill solar project. Chairman Sauter asked Mr. Wagner and Ms. Harvey to please send an email with their questions to the board and they will respond after consulting with staff.</p>
	Sheri Bousquet, Husum Street, Husum asked the Board to hear the Under Canvass SEPA appeals and not to use a hearings examiner.

	<p>Ms. Bousquet also asked how much it would cost to use a hearings examiner for the SEPA appeals, and she asked for Commissioner Anderson’s reason for recusing himself. Chairman Sauter noted that he would defer Ms. Bousquet’s questions to this afternoon when the Board is scheduled to discuss this matter.</p> <p>Commissioner Anderson advised that during his campaign he was asked if he would recuse himself from the Under Canvass matter if it were to come before the Board and he said that he would, noting that he is a man of his word, so he recused himself.</p>
	<p>Rocel Demmick, Pucker Hill, White Salmon, commented on the Klickitat County Wildfire Protection Plan indicating that the County has been lenient on renewable energy projects. The plan does not provide for adequate firefighting resources and puts the responsibility on the landowners. Ms. Demmick commented that the County has been negligent in allowing more renewable energy companies to come into the County.</p>
	<p>Trout Lake resident Lisa Evans reported there was a rescue of a Trout Lake resident from Mt. Adams, which raised concerns with coordination with Search & Rescue, and some communication issues. Trout Lake has their own group of trained search & rescue people that will be organizing and they may need County support in the future to be able to cross county boundary lines when performing rescues on Mt. Adams.</p>
	<p>Ms. Harvey commented that the Yakama Nation has posted no trespassing on their boundary lines, which has been a problem. Ms. Harvey advised Ms. Evans to contact the Nation’s Deputy Director or Police before crossing into the Nations lands.</p>
	<p>Thomas Woodward, Postman Road, Husum, agreed with Ms. Bousquet’s comments and encouraged the Board to hear the Under Canvass SEPA appeals.</p>
	<p>Jim Hill, Hwy 142, Goldendale, commented in support for the solar project on Knight Road and indicated the solar company he is working with is required to be bonded, to cover decommissioning and to adhere to setbacks from wetlands.</p>
	<p>Rocel Demmick, addressed comments that C.E.A.S.E. (Citizens Educated About Solar Energy) has been spreading misinformation, which is not what they do. They have reached out to several solar project developers and none have gotten back to them.</p>
	<p>Greg Wagner commented in response to Mr. Hill’s comments, noting that the Knight Road solar project is not subject to the Energy Overlay Zone (EOZ), which changes the rules related to setbacks and decommissioning plans. Mr. Wagner stated that solar development companies are not good neighbors and have no plans to stay after the projects are completed.</p>
Public Hearings/Public Meetings/Bid Openings:	
<p>Opening for a Request for Proposals for connectivity for Klickitat County</p>	<p>Proposals Forwarded (M/Anderson, S/Christopher. Passed unanimously): to the Information Technology Department for review and recommendation of two (2) bids received for the Courthouse connectivity from Wave Business and Gorge Networks. One (1) bid was received from Wave Business for County connectivity.</p>

	Miscellaneous Reports/Comments
<p>Comprehensive Health Care Director of Klickitat Services Kyle Cardwell: Discussion and update regarding mental health services</p>	<p>Attendance: Comprehensive Health Care Director of Klickitat Services Kyle Cardwell via zoom.</p> <p>Director Cardwell introduced himself to the Board and provided an overview of services available to Klickitat County residents. Director Cardwell advised that Comprehensive Health continues to work with Chief Jail Deputy Carmen Knopes in the treatment of inmates, adding that a new service offers virtual mental health services at any time of the day or night.</p> <p>Discussion continued regarding mental health services, with questions, answers and clarification.</p>
	Department Update/Comment:
<p>Public Health Director Erinn Quinn: Department Update</p>	<p>Attendance: Public Health Director Erinn Quinn was present in chambers.</p> <p>Director Quinn reported on COVID-19 vaccine availability and coordinated efforts between Skyline, North Shore, KV Health and the Public Health Department to administer vaccinations. Director Quinn also reported on case and contact tracing efforts and the Governor’s Roadmap to Recovery plan. There was a discussion regarding the States plan to regionalize counties.</p> <p>Further discussion followed regarding several proposed legislative bills specific to public health being considered by the state. Director Quinn thanked the Board for their support for her to provide testimony in favor of SB 5149 regarding funding foundational public health services.</p>
<p>Discussion regarding amending Resolution #17020, which suspended investigation and abatement of code enforcement during the pandemic</p>	<p>Commissioner Anderson provided an overview of recent public health issues that brought about the need for a revision to the resolution suspending code enforcement during the pandemic.</p> <p>Commissioner Christopher asked if the Prosecutor had approved the draft resolution. Staff reported that they had not heard back. The matter was postponed until later in the afternoon.</p>
	Consent Agenda:
	<p>Prior to the motion, Commissioner Christopher requested and received clarification regarding Consent Agenda item #3</p>
	<p>* Approved (M/Anderson, S/Christopher. Passed unanimously): the Consent Agenda with fifteen (15) items.</p> <p>* 1) Resolution No. 01821 in the matter of calling for bid proposals and scheduling a bid opening to be held at 1:30 PM on Tuesday, April 7, 2020, to designate the official County Newspaper for advertising of all legal notices and delinquent tax lists as well as all notices to be published by newspapers of general circulation in Klickitat County per the RCW.</p>

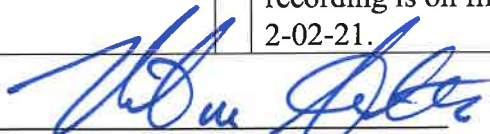
- * 2) Interlocal Funding Assistance Agreements between Klickitat County and School Districts listed below to provide funding assistance to develop and/or enhance their At-Risk Youth Programs, effective January 1, 2021 - December 31, 2021.

(C01721) Centerville SD #215	\$2,000	(C02021) Klickitat SD	\$2,000
(C01821) Glenwood SD#401	\$2,000	(C02121) Trout Lake SDR-400	\$2,000
(C01921) Goldendale SD#404	\$4,000		
- * 3) Purchase Authorization request from the Building and Code Compliance Department to purchase one (1) 2021 Ram 1500 Classic Tradesman Quad Cab, 4WD, bright white from State bid/Contract at a cost of \$28,654.00, plus applicable sales tax at 10.1%; for a total cost of \$31,548.05.
- * 4) Personnel Authorization to begin the advertising process to fill a Senior Accountant I / System Administrator, Grade 69, step 1-3, depending on qualifications, within the Public Works Department.
- * 5) Statement of Work Agreement **(C02221)** between Klickitat County (Clerk's Office) and ImageSoft for the purpose of correcting DocPop URL – new OnBase server is cl-onbase; validate the keywords, document types and their OnBase IDs.
- * 6) Letter **(C02321)** from the Administrative Office of the Courts, requesting payment for work to perform an upload into Odyssey (Judicial Information System) from the full extract of documents from OnBase to Odyssey to correct two known issues, effective upon signature, at the cost of \$1,320.00.
- * 7) Service Agreement **(C02421)** between Klickitat County (Public Health Department) and Luminare for the purchase of software that will assist in online scheduling and documentation of vaccines for mass vaccination clinics decreasing the overall burden of the administrative COVID-19 requirements, this software will be utilized by Klickitat County Health Department, Klickitat Valley Health, and Skyline, effective January 21, 2021, at a cost of \$17,650, to be paid by COVID-19 funding.
- * 8) Interlocal Agreement **(C02521)** for vaccine clinic services between Klickitat County (Public Health Department) and Klickitat County Public Hospital District No. 1 (Klickitat Valley Health) to allow collaboration on vaccine administration in Klickitat County, effective January 26, 2021.
- * 9) Interlocal Agreement **(C02621)** for vaccine clinic services between Klickitat County (Public Health Department) and Klickitat County Hospital District No. 2 (Skyline) to allow collaboration on vaccine administration in Klickitat County, effective January 26, 2021.
- * 10) Radio System Management, Operation and Maintenance Support Agreement **(C02721)** between Klickitat County (Emergency Management Department) and Radio Service Solutions LLC. for the purpose of establishing statements of work providing Tier 3 technical communication support services for the three radio sites that provide critical public safety communications to first responders and public service agencies in Klickitat County.
- * 11) Contract Profile update for the Board of County Commissioners as well as Klickitat County Senior Service staff for the Area Agency on Aging and Disabilities of Southwest Washington.
- * 12) Settlement Agreement **(C02821)** between Klickitat County (Public Works Department) and Kyle Bivens for right-of-way for the reconstruction of Old Mountain Road, 0.24 acres.

	<p>* 13) Settlement Agreements between Klickitat County (Public Works Department) and the property owners listed below, for right-of-way for the reconstruction on the Courtney Road Safety Project. (C02921) Ann M. Illo (C03021) Kathy June Marcot</p>
	<p>Payment Approvals:</p>
<p>Voucher Certification and Approval</p>	<p>* Approved Warrants (M/Anderson, S/Christopher. Passed unanimously): Accounts Payable: (#303682 - 303750), and a DOR Electronic Transfer for a total of \$166,393.92 for the date ending February 1, 2021. There were no Payroll warrants requiring approval.</p>
<p>Payment Approvals</p>	<p>Approved (M/Anderson, S/Christopher. Passed unanimously): Pay Estimate No. 1 to Day Wireless Systems in the amount of \$3,415.15, which excludes retainage in the amount of \$170.76 for a payment amount of \$3,244.39, for the Radio Tower Electrical Repair Contract, UT C13020.</p>
	<p>The Board continued their discussion regarding the proposed resolution to amend Resolution No. 17020. Director Ward provided a brief update on issues related to public health threats, noting that nuisance abatement issues are still on hold during the pandemic closures. Environment Health Director David Kavanagh stated that he is fine with the proposed revisions. Chairman Sauter agreed.</p> <p>Approved (M/Anderson, S/Christopher Passed unanimously): Resolution No. 01721 in the matter of amending Resolution No 10720, dated December 29, 2020, which suspends investigation and abatement of code enforcement to include nuisance complaint cases through July 1, 2021, with the exception, if there is a direct and immediate threat to public health as determined by the agreement of the Environmental Health Director and Building and Code Compliance Director.</p>
	<p>Unfinished Business:</p>
<p>Follow up discussion regarding SEPA appeals for the proposed Under Canvas project</p>	<p>Attendance: Planning Director Mo-chi Lindblad and Associate Planner Lori Anderson.</p> <p>Before discussion started, Commissioner Anderson recused himself from this specific matter and left the room. The Board discussed reasons why you would or could recuse yourself from hearing a matter.</p> <p>Planning Director Lindblad advised that two (2) SEPA appeals have been received on the Under Canvass Project and she provided a brief overview of the SEPA appeal process, noting that the County is required to combine the public hearings together. The Board of Commissioners is the hearing body. The Board has the authority to hire a hearings examiner to hear the SEPA appeal and the conditional use permit. Director Lindblad advised that the County entered into an agreement, under which Under Canvas developers would be paying for all public hearing expenses.</p> <p>Further discussion followed regarding the difference between judicial and quasi-judicial hearings and why hearings are heard before either one (1) examiner or three (3) Commissioners, not two, to avoid any possibility of a tie decision.</p>

	<p>Commissioner Christopher indicated that he feels he would be fair and impartial, but he did find an email concerning Under Canvass. Commissioner Christopher stated that he does not think he should have to recuse himself.</p> <p>Chairman Sauter stated that he feels Commissioner Christopher would be fair and impartial, however elected officials are subject to the Appearance of Fairness Doctrine, and any prior contact could give an appearance of not being fair. Chairman Sauter stated that he feels the appeal should go to a hearings examiner.</p> <p>Commissioner Christopher suggested asking the applicants if they feel the Board would be fair and impartial. Prosecutor Quesnel advised that it was not fair to the appellants to be put on the spot, and added that he would be signing off the zoom meeting because the meeting was in violation of the law and the Governor's orders prohibiting in-person business meetings.</p> <p>Following further discussion the Board agreed to use a hearings examiner for the Under Canvass appeal. Director Lindblad asked if the Planning Department or the Prosecutor's Office would be lead for the hearing. Chairman Sauter stated he would defer that answer until he consults with the Prosecutor.</p> <p>An individual listening to the meeting via Zoom tried to comment. Chairman Sauter advised that this is not a public hearing and he would not be taking comments.</p>
<p>Discussion regarding appeal fee schedule</p>	<p>Commissioner Anderson rejoined the meeting. The Board discussed land development fees, Chapter 2.72.010 of the County Code. It was noted that the fee schedule was last updated in 2011. Commissioner Christopher indicated that the Board needs to look at the fee schedule; he does not want to keep people from being able to file an appeal because of financial limitations.</p> <p>Chairman Sauter provided a history of the 2011 Boards intent when the fees were changed. Chairman Sauter noted that the primary drivers in 2011 were frivolous lawsuits, threats of lawsuits, and multiple appeals on \$100 million dollar wind projects that were used to extort dollars from the wind companies, which became a cottage industry. For \$200 dollars, you could stop the process. Commissioner Christopher stated that he wants the fees cut in half. Commissioner Anderson indicated that people are not appealing the SEPA; they are appealing the County's process, which is the SEPA checklist. Chairman Sauter noted that both sides of an issue have rights.</p> <p>Director Lindblad stated that she did not have the authority to lower the appeal fee, noting that she classified the project as Class A based on the information she had. The Board indicated that they felt that Director Lindblad is fair, and professional, and makes decisions based on County Code and State law.</p> <p>The Board continued to discuss SEPA appeal fees. Commissioner Anderson commented that studies today for SEPA are more involved and more like an EIS (Environmental Impact Statement). Commissioner Christopher thanked Director Lindblad for lowering the appeal fees, and noted that in the future what the Board decides needs to be followed for everyone.</p>

	<p>At the end of the discussion, the Board agreed to schedule a workshop to continue the discussion regarding planning development fees and noted that they were interested in hearing what other counties are doing.</p>
<p>Issues as determined by the Board of Commissioners</p>	<p>Board Pending:</p> <p>Commissioner Christopher stated that a lot of things have changed in the last 10 years and requested that the Board consider looking at the EOZ and review current County planning policies.</p> <p>The Board discussed the benefits of attending the NACo Legislative Conference (virtually) and all three Commissioner indicated they were interested in attending.</p> <p>Discussion followed regarding EIS scoping on the pumped storage project.</p> <p>The Board discussed how to begin repairing the County's relationship with the Yakama Nation. Commissioner Anderson indicated that this could be a long-term undertaking. The Board indicated that it was important and agreed that Commissioner Anderson would be the County's liaison.</p> <p>Chairman Sauter noted for the record that the Board each received email notification this morning that due to the Governors amended COVID-19 restrictions, all in-person business meetings are prohibited. Chairman Sauter advised that Prosecutor Quesnel feels that the County should not be holding in-person business meetings and he apologized to the Prosecutor for the delay.</p> <p>Chairman Sauter noted that this will be the last in-person Commissioners meeting until the County is able to move to Phase II of the Governor's current COVID-19 restrictions or the orders change.</p>
<p>Adjournment</p>	<p>Approved (M/Christopher, S/Anderson. Passed unanimously): There being no further business before the Board, the meeting was adjourned at 4:06 PM. No workshops scheduled.</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 2-02-21.</p>


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



2-9-21
 Date