



BOARD OF KLICKITAT COUNTY COMMISSIONERS

**Meeting Minutes of:
Wednesday December 27, 2023**

Morning Workshop Session

The Board of Klickitat County Commissioners met in regular session on December 27, 2023 beginning at 9:00 AM in the Board of County Commissioners Chambers at the Klickitat County Services Building, 115 W Court St. Goldendale, Washington 98620. Chairman Dan Christopher, Commissioner Lori Zoller and Commissioner Jacob Anderson were present, opening with the Pledge of Allegiance.

9:00 AM Approval of Agenda

- **Approved (M/Zoller, S/Christopher. Passed unanimously):** The Business Agenda was approved and amended as follows: *one (1) add-on under New Business being the WSU Programming discussion and two (2) under Unfinished Business being KCPEDA discussion*

9:02 AM Commissioner Anderson left the meeting to attend another meeting.

Public Comments

- Sheri Bousquet, KCPEDA Board

Consent Agenda

- **Approved (M/Christopher, S/Zoller. Passed unanimously):** Consent Agenda with sixteen (16) items, pulling item No.2 for later discussion when Commissioner Anderson rejoins the meeting.

Behavioral Health

1. Billing Service Letter of Agreement (**C24423**) between Klickitat County Behavioral Health and Mental Health Management Incorporated (MHMI) for the purpose of supporting the billing requirements and processes that are required of the organization.

Economic Development

2. ~~Resolution in the matter of appointing members to Klickitat County Public Economic Development Authority Board of Directors as well as letters of appointment and Certificate of appreciation to Leslie Hiebert for her six (6) years of service on the KCPEDA Board.~~

3. Professional Services Agreement (**C24523**) between Klickitat County Public Economic Development Authority (KCPEDA) and Klickitat County to provide deliverables for grant requirements.

Emergency Management

4. Contract renewal (**C24623**) between Klickitat County Emergency Management and Day Wireless Systems Tier One Radio System Maintenance and On-Call Service. The current Contract expires on December 31, 2023. Renewal of these contract terms will be January 1, 2024 through December 31, 2026.
5. Contract renewal (**C24723**) between Klickitat County Emergency Management and Day Wireless Systems Motorola MCC 7500 Radio Dispatch Consoles Maintenance & Support. The current contract expires on December 31, 2023. Renewal terms of this contract will be January 1, 2024 through December 31, 2026.

Human Resources

6. **Resolution No. 13823** in the matter of adjusting wages for regular employees and elected officials, effective January 1, 2024.
7. **Resolution No. 13923** in the matter of providing a stipend to the Associate Planner for also serving as the Interim Director of the Planning Department for the Dates effective November 1, 2023; and continue until a qualified director is recruited, hired or oriented, unless otherwise terminated earlier in the best interest of the County by the Board of County Commissioners.
8. **Resolution No. 14023** in the matter of providing a stipend to the Economic Development Specialist for also serving as the Interim Director of the Economic Development Department effective June 1, 2023 until the Interim Director appointment ends on December 31, 2023.
9. **Resolution No. 14123** in the matter of establishing pay grade placement for the Economic Development Director position and appointment of Richard Foster to serve as the acting Director of the Economic Development Director.

Public Health

10. Adult Mental Health First Aid Agreement (**C24823**) between Klickitat County Health Department and the National Council for Behavioral Health DBA, "National Council for Mental Health Wellbeing" for the purpose of Mental Health First Aid.

Public Works

11. Amendment No. 2 (**C24923**) to the Ingram Quarry Agreement between Klickitat County Public Works and Carol J. Burton and Kenneth J. Robbins for the purpose of the successors having established and entered in an LLC. The request to change the OWNER name from Carol J. Burton and Kenneth J Robbins to Carol J. Burton and Kenneth J. Robbins dba Lazy J5 LLC.
12. Contracts and Contract Bonds (**C25023**) between Klickitat County Public Works and Interstate Concrete and Asphalt, Co. dba American Rock Products for the purpose of the Bickleton Area Paving Project in the total bid amount of \$2,652,777.60.

Senior Services

13. Memorandum from Klickitat County Senior Services for the request to exceed individuals' maximum number of vacation hours carried over past the January 1, 2024 deadline and use the excess leave hours by June 30, 2024.
14. Contract Amendment No. 1 **(C25123)** between Klickitat County Senior Services and the Area Agency on Aging and Disabilities of South West Washington for Senior Transportation Services for the purpose of updating the contract funding allocation and minimum services levels for January 1, 2024 through December 31, 2024.
15. Contract Amendment No. 1 **(C25223)** between Klickitat County Senior Services and the Area Agency on Aging and Disabilities of South West Washington for Disease Prevention and Health Promotion Services for the purpose of updating the contract funding allocation and minimum services levels for January 1, 2024 through December 31, 2024.
16. Contract Amendment No. 2 **(C25323)** between Klickitat County Senior Services Department and the Area Agency on Aging & Disabilities of Southwest Washington for Aging and Disabilities Resource Service-ADRC and Family Caregiver Support Program-FCSP Supportive Services. The amendment establishes funding allocation and minimum service levels for Aging and Disabilities Resource and family Caregiver Support for the performance period of January 1, 2023 through December 31, 2024.
17. Contract 2024-TSB-08 **(C25423)** Between Klickitat County Senior Services and Community in Motion for Non-Emergency Medicaid Medical Transportation Services for Medicaid recipients in Klickitat County for the duration of January 1, 2024 through December 31, 2025.

Payroll Warrant Certification and Payment Approvals

- **Approved Warrants (M/Zoller, S/Christopher. Passed unanimously):**
Accounts Payable Warrants in the amount of \$164,282.46 and Payroll/Benefit Warrants in the amount of \$1,145,801.27 for the date ending December 26, 2023.

9:15 AM Department Update/Planning Department

Attendance: various County elected officials, employees, and members of the public present in person and via Zoom

Interim Planning Director Lori Anderson provided a staff update on:

- Planning Commission, Planning Commission members, Request for Proposals, SEPA for Title 12 Road Standards, James Dean Aggregate Overlay Zone, Short Plat with a SEPA and pending projects.

9:15 AM Department Update/Economic Development Department

Attendance: HR and Administrative Services Director Robb Van Cleave and various County elected officials, employees, and members of the public present in person and via Zoom

Economic Development Director Richard Foster and Economic Development Specialist Keaton Kurtice provided a staff update on:

- Klickitat Mill Site, Regional Innovation Hub, Core Team, survey outreach, City Engagement, Broadband, KCPEDA, Infrastructure, WSU Contract, Commerce assisting in Grant writing, Evergreen Manufacturing Grant, Professional Services Agreement, Centerville Grange Hall, Housing dollars, KCPEDA taking the Affordable Housing Loan
- Natural Resources, Switzler Project, response letter to citizen comment, Dry Butler Creek, Surfboard Grant Calendar and Surfboard application from Yakima Nation.

9:35 AM Commissioner Anderson joined the meeting

10:00 AM Approval of Commissioner Meeting Minutes

- **Approved (M/Zoller, S/Anderson): No/Chairman Christopher** Klickitat County Board of Commissioners Meeting Minutes for December 5, 2023 as presented.

Consent Agenda item No. 2

Consent Agenda item No. 2, Resolution in the matter of appointing members to Klickitat County Public Economic Development Authority Board of Directors as well as letters of appointment and Certificate of appreciation to Leslie Hiebert for her six (6) years of service on the KCPEDA Board. Discussion Followed.

- **Approved (M/Anderson, S/Zoller.): No/Chairman Christopher** Approval of Consent Agenda item No. 2

10:10 AM Department Presentation/Sheriff's Department

Attendance: Sheriff Bob Songer, Chief Civil Deputy Karen Elings, HR and Administrative Services Director Robb Van Cleave and various County elected officials, employees, and members of the public present in person and via Zoom

Sheriff Bob Songer and Chief Civil Deputy Karen Elings had a discussion with the Board in regards to the Sheriff's Department's budget.

11:07 AM Department Presentation/Fiscal Services

Fiscal Services Manager Jenn Neil gave an update via zoom on the 2023-4 Supplemental Budget Amendment.

Resolution No. 14223 in the matter of Supplemental No. 2023-4, Amending the 2023 Annual Budget and approval within transfers.

- **Motion (M/Anderson, S/Zoller. Passed unanimously)** Approval of Supplemental 2023-4 Approval of Transfers Within requests
- **Motion (M/Anderson, S/Zoller. Passed unanimously)** Approval of Transfers

11:18 PM New Business

- Discussion of the WSU Contract and WSU Program.

11:30 AM Unfinished Business

- KCPEDA discussion

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12:00 PM Election of Chairman and Vice Chairman for the 2024 Calendar Year:

Resolution No. 14323 in the matter of reorganization of the Klickitat County Board of Commissioners and election of Chairman for the 2024 calendar year.

- **Motion (M/Anderson, S/Zoller. Passed unanimously).** Election of Commissioner Zoller to serve as Chairman of the Board of Commissioners for the year 2024.
- **Motion (M/Zoller, S/Christopher. Passed unanimously).** Election of Commissioner Anderson to serve as the Vice-Chairman for the year 2024.

12:31 PM Meeting Adjourned

- **Approved (M/Anderson, S/Zoller. Passed unanimously):** There being no further business before the Board. There are no workshops scheduled for December 28, 2023. Some of the County Departments will be closing at 3:00 PM on Friday December 29th.

**Reference Document on File. The Board of Commissioners' minutes are action minutes. A digital recording is on file as part of the official record and available on file 12-27-2023 BoCC Zoom meeting. Please Note: All Commissioner meetings and workshops are open to the public to attend. Meetings are recorded, Workshops are NOT recorded.*



Approved: Lori Zoller

Chairman of the Board



01-14-2024

Date